

Executive Committee Meeting Minutes

September 16, 2025 12:30 – 2:30 p.m. Chaffey Adult School

Please contact George Matamala (george.matamala@cjuhsd; 909-391-5365 for information on providing public comment at this meeting.

* = vote to be taken or action item

1) Welcome/Introductions

2) Approval of Agenda* *Motion: Heather, 2nd: Cindy, All in favor?: Yes*

3) Approval of Meeting Minutes*

a) Date: July 30, 2025

b) Member representatives present: Sean Delgado, Heather Post, George Matamala, Maria Rodriguez

Motion: George, 2nd: Sean

4) Public Comment *None*

5) Consent Items

a) None

6) WECC Business

a) 25-26 Annual Plan and Budget

i) Budgets and Workplans will be based on Annual Plan. Please look in NOVA or refer to paper copy.

ii) 25-26 CAEP Budget and Workplan due Tuesday, 9/30/25

No questions. Reminders to work with fiscal analysts

7) Fiscal*

a) Q4 Fiscal reports (24-25) have been certified, and the 24-25 carryover has been determined—no changes can be made.

b) Carryover Report

	24-25	23-24	22-23
Target %:	80	80	60
College:	58	62	67
CAS:	88	68	59
CVAS:	54	76	66
FAS:	89	89	70
UAS:	54	79	46
WECC:	68	59	N/A

The Consortium did a better job of spending down the carryover. However, we did not meet the <20% goal and will need to submit a Written Expenditure Plan once again.

Discussion about spending and making sure to stay on top of projects to ensure the moneys are spent this fiscal year. George offered to help facilitate conversations with district leadership about spending if that seems helpful.

c) One-time monies* *No requests*

d) Capital outlay projects (6000s)

- i) We will need to inform CDE of any upcoming capital outlay projects.

Chaffey College: *None*

CAS: *Flooring*

CVAS: *Marquee, Staff lounge upgrades, classroom renovations, computer carts*

FAS: *Not sure, Perkins monies might be used*

UAS: *Welding program upgrades, three portable classrooms to support programs*

e) WIOA II Update

- i) *Some of our WIOA funding has been released*

- ii) *The Section 243 Funding is still pending.*

(1) When it's released, we will be receiving the funding in two separate payments

- iii) *Funding beyond 25-26 is TBD*

No questions, only concerns about the uncertainty

8) Information Items

- a) *None*

9) Professional Development

- a) *CAEP Summit, September 24-26, 2025, at the Anaheim Marriott, Anaheim, CA*

10) Site Reports

- a) *Chaffey College: Champions are excited about their role in the Adult Schools, new AE pathways,*

- b) *Chaffey Adult School: Need to start data team*

- c) *Chino Valley Adult School: Digital literacy training for staff, creation of ESL CFAs, marquee, cyber analyst pathway, new catalog*

- d) *Fontana Adult School: Addition of EKG program*

- e) *Upland Adult School: Non-profit partnerships continue to expand, Essential Ed question*

11) Other *none*

Materials provided: WECC 25-26 Annual Plan