

SAEC Leadership Committee Meeting Minutes

March 23, 2023

3:00PM – 4:30PAM

Zoom (Virtual On-Line Meeting)

Co-Chairs: Heather Keran and Jonna Schengel

In Attendance: Brian Brazier, Corcoran Adult School; Victoria Guzman, Cutler-Orosi Adult School; Lori Morton, Tulare Adult School; Tami Olson, Visalia Adult School; Arturo Villarreal, Farmersville Adult School; John Werner, SAEC Executive Director

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to order	<ul style="list-style-type: none"> ● Called to order at 3:00pm by Heather Keran 	
1.2	Establish Quorum	<ul style="list-style-type: none"> ● Quorum Established – Yes 	
1.3	Welcome and Introductions		
2	Approval of Minutes/Notes	<ul style="list-style-type: none"> ● Approval of Minutes from 02/23/2023 and 03/07/2023 	<ul style="list-style-type: none"> ● Motioned to approve minutes by Tami Olson, Visalia Adult School ● Seconded by Arturo Villarreal, Farmersville Adult School ● Abstained: None ● Vote: <ul style="list-style-type: none"> ➢ Approve: All ➢ Opposed: None ➢ Motion Carried
3	Public Comment	<ul style="list-style-type: none"> ● No Comments 	
4	Action Items	<ul style="list-style-type: none"> ● No Action Items 	
5	Information Items		
5.1	TonyMooreSpeaks Presentation – Tony Moore	<ul style="list-style-type: none"> ● Building a Leadership Pipeline <ul style="list-style-type: none"> ➢ Lecture style presentation 	
5.2	Member Effectiveness Presentations in April – John Werner	<ul style="list-style-type: none"> ● Cutler-Orosi and Farmersville adult school will present on April 11, 2023 at COS during the SAEC Board Meeting 	

5.3	Governance – John Werner	<ul style="list-style-type: none"> ● Report on Consortium Governance Draft <ul style="list-style-type: none"> ➢ Changes over carry over limits <ul style="list-style-type: none"> ▪ Will use Ed Code Language to describe ➢ Changes in organizational structure <ul style="list-style-type: none"> ▪ Governance and Leadership Committees have been taken away from the SAEC Board and will now be an advisory to Executive Director's role ▪ Will still function the same way but will not be required to follow Brown Act rules ▪ Will now be Consortium Advisory Committees 	
5.4	Deliverables and Updates – Heather Keran	<ul style="list-style-type: none"> ● WIOA Title II <ul style="list-style-type: none"> ➢ Deliverables for 2022-23 	
5.5	CAEP Program Hours and Expenditures Report – John Werner	<ul style="list-style-type: none"> ● Student data and 2022.23 expenditure reporting due dates <ul style="list-style-type: none"> ➢ Mar 31: 20/21 and 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q2) * ➢ Mar 31: End of Q3 	
5.6	Myoneflow Information – Tami Olson	<ul style="list-style-type: none"> ● Visalia Adult School staff did a follow-up with Myoneflow <ul style="list-style-type: none"> ➢ They offer more than ASAP ➢ More expensive - \$20,000 vs \$13,000 with ASAP <ul style="list-style-type: none"> ▪ May be too expensive for small schools to use ➢ Reporting piece is great but has lots of problems ➢ Transcripts are a running list of classes <ul style="list-style-type: none"> ▪ They are willing to look at our transcripts to bridge that gap ➢ Will meet with them again and if Visalia Adult starts using it they will begin with CTE courses <ul style="list-style-type: none"> ▪ There is a lot of work on Myoneflows end to make this work for us ➢ Likes the fact that CANVAS intertwines ➢ Likes that the website will translate in any language for students ➢ Myoneflow does not know if their program will integrate with TE <ul style="list-style-type: none"> ▪ They will get back to them on this information ➢ Visalia Adult would be more interested if their system has more accuracy <ul style="list-style-type: none"> ▪ This alone may pay for itself ● Maybe the consortium could get some kind of deal as a group 	

5.7	Questions	<ul style="list-style-type: none"> ● John Werner was asked if he could give more information on the Reserve Legislation <ul style="list-style-type: none"> ➢ Still too many moving pieces on the way they are interpreting it ➢ John will revise the Governance Document to say what the Ed Code says <ul style="list-style-type: none"> ▪ Next year Governance Document will be revised to show what it means at the member level ➢ Feels the 20% carry over is at the consortium level not an individual level ● Cutler-Orosi asked about using CAEP funding to buy a Van <ul style="list-style-type: none"> ➢ Need to get SAEC Consortium approval ➢ Get the estimate together and fill out the BAI <ul style="list-style-type: none"> ▪ Barbara Marshall will send Victoria the BAI template ● It was asked if everyone is getting the same allotment for WIOA <ul style="list-style-type: none"> ➢ WIOA will not release allotments until next Fall, it will not be the same for everyone 	
5.8	RISDIS – John Werner	<ul style="list-style-type: none"> ● Upcoming Navigator Events <ul style="list-style-type: none"> ➢ February 6th AACC: Virtual Transition Night ➢ February 6th TCOE Presentation ➢ February 14-16 World Ag Expo ➢ February 17 Tulare-Kings Healthcare Partnership Meeting ➢ March 3rd COS Counselor Caravan ➢ March 4th Central Valley Regional Migrant Ed. Program ➢ April 13 -15 CCAE State Conference ➢ April 17th Growing Health Leaders Conference ➢ April 26th Tulare County Support Staff Conference 	
5.9	Professional Development– John Werner	<ul style="list-style-type: none"> ● Professional development options <ul style="list-style-type: none"> ➢ COABE National Conference <ul style="list-style-type: none"> ▪ Registration is still live and open ➢ CCAE State Conference 	
5.10	Member Effectiveness Reports	<ul style="list-style-type: none"> ● Current lineup of Member Effectiveness Reports <ul style="list-style-type: none"> ➢ October 2022 – SAEC Report: Enrollment ➢ November 2022 – SAEC Report: Outcomes, Hanford Adult, Tulare Adult ➢ December 2022 – Visalia Adult, Corcoran Adult ➢ February 2023 – College of the Sequoias ➢ April 2023 – Cutler-Orosi, Farmersville, Lindsay Adult 	

5.11	Program Area Governance Committees	<ul style="list-style-type: none"> ● Program Area Governance Committee meeting dates <ul style="list-style-type: none"> ➤ ESL – Carmen Becerra <ul style="list-style-type: none"> ▪ October 31, 2022 1:30PM – 3:00PM ▪ January 20, 2023 1:30PM – 3:00PM ▪ April 17, 2023 1:30PM - 3:00PM ➤ ABE/ASE – Maribel Delgado <ul style="list-style-type: none"> ▪ September 26, 2022 1:00PM – 3:00PM ▪ November 7, 2022 1:00PM – 3:00PM ▪ February 27, 2023 1:00PM - 3:00PM ▪ April 24, 2023 1:00PM - 3:00PM ➤ AWD– TBD <ul style="list-style-type: none"> ▪ September 30, 2022 1:00PM-3:00PM ▪ February 10, 2023 1:00PM-3:00PM ▪ April 21, 2023 1:00PM-3:00PM 	
5.12	SAEC Data Community of Practice	<ul style="list-style-type: none"> ● SAEC Data Community of Practice meeting dates: <ul style="list-style-type: none"> ➤ 2022.23 Meeting Dates: <ul style="list-style-type: none"> ▪ Q1 10.21.22 @ 2:15PM ▪ Q2 01.20.23 @ 11:00AM ▪ Q3 04.21.23 @ 11:00AM ▪ Q4 06.29.23 @ 11:00AM and/or 07.06.23 @ 11:00AM 	
5.13	Next Leadership Committee Meeting Agenda – John Werner	<ul style="list-style-type: none"> ● April 11, 2023 @ 9:45am – 11:45am 	
5.14	Next SAEC Board Meeting	<ul style="list-style-type: none"> ● Next meeting April 11, 2023 at 8:00am – 9:30am <ul style="list-style-type: none"> ➤ In person meeting at COS 	
6	Adjournment	<ul style="list-style-type: none"> ● Meeting adjourned at 4:40pm 	<ul style="list-style-type: none"> ● Motioned to adjourn the meeting by Lori Morton, Tulare Adult School ● Seconded by Brian Brazier, Corcoran Adult School ● Abstained: None ● Vote: <ul style="list-style-type: none"> ➤ Approve: All ➤ Opposed: None ➤ Motion Carried