



SAEC BOARD MEETING AGENDA

November 2, 2021, 8:00am – 9:00am
Virtual via Zoom

Co-Chairs: Brent Calvin and Yolanda Valdez

Join Zoom Meeting

<https://us02web.zoom.us/j/89131450513?pwd=SGtsb09QbnRQSUZCWitESUdaMXR3UT09>

Meeting ID: 891 3145 0513

Passcode: 469552

One tap mobile

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Dial by your location

+1 669 900 9128

1. Opening Business

Call to Order

Establish Quorum

Welcome and Introductions

2. Approval of Minutes –October 5, 2021

[SAEC Board Meeting Minutes 10.05.21.docx](#)

3. Public Comment: General public comment on any Consortium related topic may be heard at this time. The Board asks that any public comment on an item listed on today's agenda be addressed at the time the item comes up for discussion by the Board. Please post any public comment using the chat function. Please begin your comments by posting your full name. Public comment will be read into the record by the Executive Director on behalf of the Board Chairs in the order they are entered into the chat window. Public comment shall be limited to 3 minutes per comment and 20 minutes for all comments.

4. Information items

- 4.1. SAEC 2020/21 Report: Student Outcomes - John Werner, Executive Director, SAEC
 - 4.1.1. [Board Agenda Item 4.1 SAEC 2020.21 Report Student Outcomes.docx](#)
- 4.2. Hanford Adult School Member Effectiveness Report - Alternative Education Manager, HJUHSD
 - 4.2.1. [Board Agenda Item 4.2 Member Effectiveness Report Hanford Adult School.docx](#)
- 4.3. Tulare Adult School Member Effectiveness Report - Lori Morton, Director, TAS
 - 4.3.1. [Board Agenda Item 4.3 Member Effectiveness Report Tulare Adult School.docx](#)
- 4.4. CAEP Technical Update - John Werner, Executive Director, SAEC

5. Action Items

- 5.1 SAEC Virtual Board Meeting 12.7.21 - Brent Calvin
 - 5.2.1. [Board Agenda Item 5.1 SAEC Virtual Board Meeting 11.2.21.docx](#)
 - 5.2.2. [Board Agenda Item 5.1 Supporting Document Bill Text - AB-361 Open meetings state and local agencies teleconferences .pdf](#)

6. Adjournment

Next Meeting: 12/04/21, 8AM via Zoom

SAEC Consortium Board Meeting
Zoom Virtual Meeting
Meeting 10/05/21, 8:00am – 9:00am
Co-chairs: Brent Calvin and Yolanda Valdez

In Attendance:

Brian Brazier, Corcoran Joint Unified School District; Brent Calvin, College of the Sequoias; Doug Cardoza, Visalia Unified School District; George Eddy, Exeter Unified School District; Laura Gonzalez, Woodlake Unified School District; Victoria Guzman, Cutler-Orosi Education Center; Troy Hayes, Alpaugh Unified School District; Heather Keran, Hanford Adult School; Ken Kurts, Proteus; Amalia Lopez, Lindsay Unified School District; Margarita Lozano, Visalia Public Library and Literacy Center; Barbara Marshall, Sequoias Adult Education Consortium; Lori Morton, Tulare Adult School; Tami Olson, Visalia Adult School; Adam Peck, WIB Tulare County; Tom Rooney, Lindsay Unified School District; Victor Rosa, Hanford Joint Unified High School District; Mitch Rosin, Consultant; Jonna Schengel, College of the Sequoias; Paul Sevillano, Farmersville Unified School District; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Lucy VanScyoc, Tulare Joint Unified School District; Keith Stump; John Werner, Sequoias Adult Education Director;

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	<ul style="list-style-type: none"> Called to order by Brent Calvin at 8:01am 	
1.2	Establish Quorum	<ul style="list-style-type: none"> Quorum Established 	
1.3	Welcome and Introductions		
2	Review and approval of meeting minutes:	<ul style="list-style-type: none"> Minutes from September 7, 2021 SAEC Board Meeting 	<ul style="list-style-type: none"> Motioned by George Eddy, Exeter Unified School District Seconded by Paul Sevillano, Farmersville Unified School District Vote: All approved None opposed Motion Carried
3	Public Comment	<ul style="list-style-type: none"> No Comments 	

4	Information Items		
4.1	Tulare County Economic Outlook – Adam Peck, Executive Director, WIB Tulare County	<ul style="list-style-type: none"> ● Unemployment Rates <ul style="list-style-type: none"> ➢ March 2020 unemployment skyrocketed ● Labor Market <ul style="list-style-type: none"> ➢ Continues to grow back toward 2019 levels ➢ Employers easing up on pre-reqs to get people hired ➢ Some recovery in private service that are providing industry jobs <ul style="list-style-type: none"> ▪ During pandemic we lost 10,000 jobs but got about 5,000 back quickly ➢ Not sure if labor shortage is due to no workers or the fact that jobs are not there anymore ➢ 2021: more retail, transportation, warehousing & utilities, local government jobs available <ul style="list-style-type: none"> ▪ Education jobs, farm jobs and more continue to lag behind 2019 levels ➢ Currently it is hard to find a growth trend in the labor market <ul style="list-style-type: none"> ▪ Lot of jobs in Visalia – Porterville loss in leisure and hospitality. <ul style="list-style-type: none"> ○ Do not need the same number of employees as before ▪ Civilian labor force in Visalia – Porterville is down ● Equifax Subprime Credit population for Tulare County <ul style="list-style-type: none"> ➢ Sharpest decline in bad credit when pandemic started ➢ With stimulus checks and more people are in a better position to make purchasing decisions ● Average weekly earnings of all employees <ul style="list-style-type: none"> ➢ Have seen an increase in dollars per week since 2014 ➢ You do not see sharp increases in earnings unless there is a competition in labor ➢ Puts pressure on businesses to compete 	
4.2	SAEC 2020/21 Report: Enrollment – John Werner	<ul style="list-style-type: none"> ● John Werner showed a PowerPoint presentation <ul style="list-style-type: none"> ➢ Total enrollments and unduplicated enrolments by year: 2018-2021 	

		<ul style="list-style-type: none"> ▪ Moved to virtual and hybrid classes ➤ AWD enrollments, unduplicated enrolments w/12+ hours by year: 2018-2021 <ul style="list-style-type: none"> ▪ This is an example of how closely enrollment and unduplicated count with 12+ hours stay tight ▪ Tremendous amount of support in this area ➤ Classes and courses for immigrants' enrollments, unduplicated enrollments by year: 2018-2021 <ul style="list-style-type: none"> ▪ Unduplicated with 12+ hours went down drastically during COVID ▪ We were not built to go Hybrid in ESL ▪ Employment issues shifted for our students ▪ This population did not recover ➤ ABE/ASE enrollments, unduplicated enrollments w/12+ hours by year: 2018-2021 <ul style="list-style-type: none"> ▪ Combined increase from these programs saved the overall consortium from facing declines caused by ELS programs ▪ Did not lose more because these programs were already virtual or hybrid, just delivered in person. Easier transition. ▪ Matches statewide trends ➤ CTE enrollments, unduplicated enrollments w/12+ hours by year: 2018-2021 <ul style="list-style-type: none"> ▪ Enrollment increased, participants <ul style="list-style-type: none"> ○ candidates signed up for career training, but COVID social distancing requirements and course repeats from shut down limited the number of students a program could house on site. Distance learning is not an option for many of our CTE offerings. 	
4.3	CAEP Technical Update – John Werner	<ul style="list-style-type: none"> ● Due dates and deadlines 	
5	Action Items		
5.1	SAEC 2022/25 Three Year Plan Consultant	<ul style="list-style-type: none"> ● Three Year Plan 2022-2025 <ul style="list-style-type: none"> ➤ Objective 1: Assess the impact of services provided over the previous year 	<ul style="list-style-type: none"> ● Motioned by Yolanda Valdez, Cutler-Orosi Joint Unified School District

<p>Proposal P2C Solutions, LLC. – John Werner</p>	<ul style="list-style-type: none"> ➤ Objective 2: Define strategies and activities to meet needs ➤ Objective 3: Identify educational and workforce needs among beneficiaries and providers in the region ➤ 2022-23 <ul style="list-style-type: none"> ▪ Implement three-year plan ▪ Create annual plan strategies ▪ Identify plans of action to increase student outcomes ▪ Select annual plan strategies for work plan ▪ Budget available funds to address work plan strategies ➤ 2023-24 <ul style="list-style-type: none"> ▪ Evaluate outcomes and previous year’s strategies ▪ Re-assess current three-year, adjust as needed ▪ Generate annual plan strategies ▪ Identify plans of action to increase student outcomes ▪ Budget available funds to address work plan strategies ➤ 2024-25 <ul style="list-style-type: none"> ▪ Evaluate outcomes and last two year’s strategies ▪ Generate annual plan strategies ▪ Identify plans of action to increase student outcomes ▪ Budget available funds to address work plan strategies ▪ Start mapping the next three-year plan ● Want to bring in a consultant to help work on the 3-year plan <ul style="list-style-type: none"> ➤ Mitch Rosin, P2C Solutions, LLC <ul style="list-style-type: none"> ▪ Currently director for 2 other consortiums and consults with CASAS and Aztec ➤ Will leverage every meeting in the consortium to help build the new 3-year plan <ul style="list-style-type: none"> ▪ Board meetings, leadership committee meetings and our governance committee meetings ➤ The goals are to bring the plan to the SAEC Board members in May 2022 ➤ Lot of hours built in to work on the 3-year plan <ul style="list-style-type: none"> ▪ Final estimate of for use of consultant is \$20,800 <ul style="list-style-type: none"> ○ Will move this through COS where Mitch is already a consultant and will transfer funds to COS to pay for consultant 	<ul style="list-style-type: none"> ● Seconded by Tom Rooney, Lindsay Unified School District ● Vote: All approved None opposed Motion Carried
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5.2	SAEC Virtual Board Meeting 11.02.21 – Brent Calvin	<ul style="list-style-type: none"> ● AB361 was signed into law by the Governor on 09/17 ● AB361 allows public meetings to continue virtually as they have all during COVID-19 ● On difference: The SAEC Board must vote to hold their next meeting virtually <ul style="list-style-type: none"> ➤ Vote must happen within 30 days of the planned meeting 	<ul style="list-style-type: none"> ● Motioned by Victor Rosa, Hanford Joint Unified High School District ● Seconded by Paul Sevillano, Farmersville Unified School District ● Vote: All approved None opposed Motion Carried
6	Adjournment	<ul style="list-style-type: none"> ● Next meeting 11/02/2021 at 8:00am via Zoom ● Adjourned meeting at 8:56am 	

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.1

Board Meeting Date of November 2, 2021

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: John Werner, Executive Director

APPROVED BY: John Werner, Executive Director

PRESENTED BY: John Werner, Executive Director

AGENDA TITLE: SAEC 2020/21 Report: Student Outcomes

AGENDA SECTION:

_____ Public Comment

X Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

_____ Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

Each year, and on a quarterly basis, regional adult education consortia members and CAEP participants submit enrollment data, performance outcome (student) data, and quarterly fiscal expenditure reports to the California Adult Education Program Office and to the Division of Career Technical and Adult Education at the CDE. The SAEC Adult Education provider members have successfully submitted year end data for the 2020/21 program year. At the previous SAEC Board meeting, year end fiscal expenditure data and consortium wide enrollment was presented. Today's executive report will review the 2020/21 consortium wide student outcome data. This report addresses consortium wide data, trends, and observations. Disaggregated performance data by member will be provided by respective members as they present their Member Effectiveness reports to the Board during the months of November, 2021 through March, 2022.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

Periodic technical updates provide the SAEC Board information for successful management and implementation of the SAEC Annual Plans.

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.2

Board Meeting Date of November 2, 2021

TO: Sequoias Adult Education Board
FROM: John Werner, Executive Director
PREPARED BY: Heather Keran, Alternative Education Manager, HJUHS
APPROVED BY: John Werner, Executive Director
PRESENTED BY: Heather Keran, Alternative Education Manager, HJUHS
AGENDA TITLE: Member Effectiveness Report, Hanford Adult School

AGENDA SECTION:

_____ Public Comment

X Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

_____ Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

SAEC submitted a 2021/22 Annual Plan to the California Community College Chancellor's Office. That plan included a proposed SAEC budget for the 2021/22 performance year. SAEC member districts receiving CAEP funds have implemented plan strategies as they relate to the member. As part of ongoing monitoring and program evaluation, members will present the SAEC Board with an update detailing implementation, overall school progress, and member effectiveness. The individual member effectiveness reports will occur at regularly scheduled board meetings between November and March of this year.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

Individual member reports provide a status update on implementation of current SAEC 3 Year Comprehensive Plan and Annual Plan strategies.

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.3

Board Meeting Date of November 2, 2021

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: Lori Morton, TAS Director

APPROVED BY: John Werner, Executive Director

PRESENTED BY: Lori Morton, TAS Director

AGENDA TITLE: Member Effectiveness Report, Tulare Adult School

AGENDA SECTION:

_____ Public Comment

X Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

_____ Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

SAEC submitted a 2021/22 Annual Plan to the California Community College Chancellor's Office. That plan included a proposed SAEC budget for the 2021/22 performance year. SAEC member districts receiving CAEP funds have implemented plan strategies as they relate to the member. As part of ongoing monitoring and program evaluation, members will present the SAEC Board with an update detailing implementation, overall **school progress, and member effectiveness. The individual member effectiveness reports will occur at regularly scheduled board meetings between November and March of this year.**

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

Individual member reports provide a status update on implementation of current SAEC 3 Year Comprehensive Plan and Annual Plan strategies.

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 5.1

Board Meeting Date of November 2, 2021

TO: Sequoias Adult Education Board
FROM: John Werner, Executive Director
PREPARED BY: John Werner, Executive Director
APPROVED BY: John Werner, Executive Director
PRESENTED BY: Brent Calvin, Superintendent/President, College of the Sequoias
AGENDA TITLE: SAEC Virtual Board Meeting 12/07/21

AGENDA SECTION:

Public Comment

Information Items: Public Interest Announcements/ Reports/Review/Status Updates/Recognitions/Board Discussion

Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

In March of 2020, The COVID-19 pandemic impacted the ability of the SAEC Board and governance committees to meet in person. At that time and through Executive Order, California Governor Newsom provided relief to public agencies with regards to holding public meetings virtually and Brown Act compliance. That Executive Order ended September 30, 2021.

On September 16, 2021, Governor Newsom signed Assembly Bill 361 (2021-2022) ("AB361"), which incorporated into California state law some aspects of the teleconferencing rules that have applied by Executive Order to local public agencies during the COVID-19 pandemic. Notably, because AB 361 included an urgency measure, the law was immediately effective as of the date of the Governor's signature. AB 361 provides that it sunsets on January 1, 2024.

Per AB361, the SAEC Board may continue to meet virtually, but will need to decide, vote, to meet virtually prior to the virtual meeting. SAEC Executive Director John Werner will describe other AB361 consideration criteria to holding virtual meetings during discussion of this item and recommends the Board take action to approve that the SAEC Board meet virtually at the next regularly scheduled board meeting on December 7, 2021.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

Approve

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

The SAEC Board and Governance Committees will hold regular meetings in accordance with the SAEC Comprehensive Plan, Annual Plans, and Governance Document