



SAEC Board Meeting Agenda

December 4, 2018 8:00 AM – 10:00 AM

College of the Sequoias: Sequoia Room 1

Co-Chairs: Brent Calvin and Yolanda Valdez

1. Opening Business
 - 1.1 Call to Order
 - 1.2 Establish Quorum
 - 1.3 Welcome and Introductions
2. Approval of Minutes – November 6, 2018
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. Pursuant to SAEC Policy the Board may limit individual comments to no more 3 minutes and individual topics to 20 minutes. Please begin your comments by stating your name.
4. Information Items
 - 4.1 Corcoran Adult School Member Effectiveness Report—John Arriola
 - 4.2 Cutler-Orosi Adult School Member Effectiveness Report—Robert Gonzales
 - 4.3 Lindsay Adult School Member Effectiveness Report—Dennis Doane
 - 4.4 SAEC Budget Report 2018/19—John Werner
 - 4.5 California Adult Education Program Technical Update—John Werner
5. Action Items
 - 5.1 SAEC Board Meeting 1/08/2019 Cancellation—Brent or Yolanda
6. Adjournment

2018/19 SAEC Board Meeting Schedule: 12/04/18, 01/08/19*, 02/05/19, 03/05/19, 04/02/19, 05/07/19,
06/04/19*

SAEC Board Meeting Minutes
College of the Sequoias Hospital Rock Room 133
Meeting 11/06/18, 8:00 - 10:00 am
Co-chairs: Brent Calvin & Yolanda Valdez

In Attendance:

Carmen Becerra, SAEC Navigator; Carla Calhoun, CSET; Brent Calvin, College of the Sequoias; Randy DeGraw, Farmersville Unified School District; William Fishbough, Hanford Joint Union School District; Alfonso Gamino, Woodlake Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Brian Griffin, Lindsay Unified School District; Tim Hire, Exeter Unified School District; Heather Keran, Hanford Adult School; Ken Kurts, Proteus – WMSE; Janine Medina, SAEC Navigator; Rich Merlo, Corcoran Joint Unified School District; Tami Olson, Visalia Adult School; Todd Oto, Visalia Unified School District; Adam Peck, Workforce Investment Board of Tulare County; Tony Rodriguez, Tulare Joint Union High School District; Thad Russell, College of the Sequoias; Larriann Torrez, Tulare Joint Unified School District; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Jennifer Vega La Serna, John Werner, Sequoias Adult Education Director; Edward William, Tulare County Library; Nicola Wissler, Visalia Chamber; Craig Wheaton, Tulare County Office of Education:

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	<ul style="list-style-type: none"> Brent Calvin called the meeting to order and welcomed all to the meeting at 8:03 am. 	
1.2	Establish Quorum	<ul style="list-style-type: none"> Quorum Established 	
1.3	Welcome and Introductions	<ul style="list-style-type: none"> All present introduced themselves and the school or place they represent. 	
2	Review and approval of meeting minutes:	<ul style="list-style-type: none"> Minutes from October 2nd, 2018 SAEC Board Meeting reviewed. 	<ul style="list-style-type: none"> Motioned by Todd Oto, Visalia Unified School District Seconded by Tim Hire, Exeter Unified Superintendent Vote: All approved None opposed Motion Carried
3	Public Comment	<ul style="list-style-type: none"> No Comments 	
4	Information Items		
4.1	California Adult Education Administrators Association Board	<ul style="list-style-type: none"> CCAE California Council for Adult Ed <ul style="list-style-type: none"> ➢ Change in the Board – J. Werner was elected as President-Elect at the State Level until June 2019 ➢ CCAE video played 	

	Update – John Werner	<ul style="list-style-type: none"> ➤ J. Werner will be meeting with LAO, Dept. of Finance and legislators in early November to discuss legislative and funding changes for AEP. 	
4.2	K12 Strong Workforce Program – Jennifer Vega La Serna & Thad Russell	<ul style="list-style-type: none"> • Funds for career technical training. Flow through CCCCO to K12 <ul style="list-style-type: none"> ➤ Each region will get an amount of money and a committee will review and approve proposals on programs multiple districts and multiple agencies will have input ➤ All funding is strictly K-12 and they will be annual projects with 30 months to use the funds ➤ Applications for funds are due March 15, 2019 • Committee to decide who will get funds has not been set in place • More details to come 	
4.3	Hanford Adult School Member Effectiveness Report – Heather Keran	<ul style="list-style-type: none"> • Barriers: <ul style="list-style-type: none"> ➤ Funding ➤ Transiency ➤ Childcare ➤ Transportation ➤ Inflexibility of employers ➤ Homelessness ➤ Mental Health Issues and Addiction ➤ • Changes <ul style="list-style-type: none"> ➤ Federal Progress Monitoring ➤ Implementation of eTesting for CASAS tests ➤ Added a part-time counselor ➤ School Resource Officer ➤ Added new ABE classes in English and math ➤ Online Learning Options - Lexia Power Up ➤ Kings County Day Reporting Center – a joint program development with probation, JTO, HAS – July 2019 • Success <ul style="list-style-type: none"> ➤ WASC Accreditation – Full self study starts in 2019/20 ➤ ESL classes practicing COAAPPs in the community- classroom w/o walls ➤ ESL instructor was chosen to attend and become a trainer of trainer by California Adult Literacy Professional Development Project (CALPRO) this summer. ➤ Sharing digital badging and civic integration initiatives with our local senator, Andy Vidak. Putting faces to the cause... 	

4.4	Tulare Adult School Member Effectiveness Report – Larriann Torrez	<ul style="list-style-type: none"> • Barriers <ul style="list-style-type: none"> ➤ Funding ➤ Childcare ➤ Transportation • Changes <ul style="list-style-type: none"> ➤ Elimination of two adult school Independent Study Teachers-effective June 8, 2018 ➤ Did not fill the part-time Work Based Learning Coordinator position at TAS ➤ Moved to a two hour Block Schedule for the 2018-19 school year ➤ Prep Time Approved-Full time teachers receive one hour of prep per day ➤ New Day Spanish GED Class (Tulare Maple Campus) ➤ New Integrated English Literacy and Civics Education (IELCE) Class under WIOA <ul style="list-style-type: none"> • Custodian Training Program ➤ Approved Pearson VUE Testing Center for the National Nurses Aide Assessment through the Mission College Regional Testing Center ➤ New Restorative Nurse Assistant (RNA) Class Starting Spring of 2019 • Success <ul style="list-style-type: none"> ➤ Employment Training Provider (ETP) Grant Review on August 28, 2018-Approved for additional funding for the 2019-2020 school year ➤ TAS College Fair on October 17, 2018-12 colleges participated ➤ Fifty ESL Students received CPR & First Aid Certification on November 1, 2018 as part of EL Civics 	
4.5	SAEC Fiscal Report 2017/18 – John Werner	<ul style="list-style-type: none"> • 20017/18 Fiscal Report on AEP Funds presented to the SAEC Board <ul style="list-style-type: none"> ➤ 2017/18 Budget: \$9,940,969 ➤ 2017/18 Expenditures: \$9,513,759 ➤ 2017/18 Carry-Over: \$427,210 ➤ 2018/19 Allocation: \$9,523,242 ➤ 2018/19 Budget: \$9,950,452 	
4.6	SAEC Three Year Plan Strategy Review – Carmen Becerra	<ul style="list-style-type: none"> • Regional demographic and employment data reviewed • Strategy Activity: Gallery Walk <ul style="list-style-type: none"> ➤ 17 strategies ➤ Board Members provided discussed and provided input on each strategy 	

4.7	California Adult Education Program Technical Update - John Werner	<ul style="list-style-type: none"> Shared upcoming due dates for November, December and January 	
5	Action Items	<ul style="list-style-type: none"> N/A 	
6	Adjournment	<ul style="list-style-type: none"> Brent Calvin adjourned meeting at 9:56 am <ul style="list-style-type: none"> ➤ Next scheduled Board Meeting: December 4, 2018 at 8:00am at COS 	

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.1

Board Meeting Date of December 4, 2018

TO: Sequoias Adult Education Board

FROM: John Werner, Director

PREPARED BY: John Arriola, Corcoran JUSD

APPROVED BY: John Werner, Director

PRESENTED BY: John Arriola, Corcoran JUSD

AGENDA TITLE: Corcoran Adult School Member Effectiveness Report

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 2018/19 Annual Plan to the California Community College Chancellor's Office. That plan included a proposed SAEC budget for the 2018/19 performance year. SAEC member districts receiving AEBG 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 and overall school progress.

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. 4.2

Board Meeting Date of December 4, 2018

TO: Sequoias Adult Education Board

FROM: John Werner, Director

PREPARED BY: Robert Gonzales, Cutler-Orosi JUSD

APPROVED BY: John Werner, Director

PRESENTED BY: Robert Gonzales, Cutler-Orosi JUSD

AGENDA TITLE: Cutler-Orosi Adult School Member Effectiveness Report

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 2018/19 Annual Plan to the California Community College Chancellor's Office. That plan included a proposed SAEC budget for the 2018/19 performance year. SAEC member districts receiving AEBG 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 and overall school progress.

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 December 4, 2018

TO: Sequoias Adult Education Board

FROM: John Werner, Director

PREPARED BY: Dennis Doane, Lindsay USD

APPROVED BY: John Werner, Director

PRESENTED BY: Dennis Doane, Lindsay USD

AGENDA TITLE: Lindsay Adult School Member Effectiveness Report

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 2018/19 Annual Plan to the California Community College Chancellor's Office. That plan included a proposed SAEC budget for the 2018/19 performance year. SAEC member districts receiving AEBG 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 and overall school progress.

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. 4.4

Board Meeting Date of December 4, 2018

TO: Sequoias Adult Education Board

FROM: John Werner, Director

PREPARED BY: John Werner, Director

APPROVED BY: John Werner, Director

PRESENTED BY: John Werner, Director

AGENDA TITLE: SAEC Budget Report 2018/19

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 members provide budgetary and fiscal expenditure reports to the CCCCCO and the CDE via the NOVA online system. NOVA was first implemented during the 2017/18 program year and became fully operational in January 2018. Members provide work-plans and budgets annually. Members provide expenditure reports quarterly. Member representatives and contacts may access the NOVA system at <https://nova.cccco.edu/login?returnUrl=%2F>. Today the Board will see a consortium roll-up of all funded member AEP 2018/19 Work plans and Budgets.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

\$9,523,242

ALIGNS TO SAEC IMPLEMENTATION PLAN:

Fiscal reporting is required for AEBG compliance.

Adult Education Block Grant Produced: Nov 30, 2018, 8:26 PM UTC Action Taskman

57 Sequoias Adult Education Consortium (SAEC)

Consortium Roll-up for 2018-19

Consortium Information

Consortium Name:

57 Sequoias Adult Education Consortium (SAEC)

Consortium Short Name:

57 Sequoias

Address:

630 South Atwood | Visalia, CA | 93277

Website:

<http://sequoiasadulthood.com>

Funding Channel 2018-19:

Direct Funded

AEBG Funds 2018-19:

\$9,523,242

AEBG Funds 2017-18:

\$9,129,557

AEBG Funds 2016-17:

\$9,129,557



Consortium Contacts

Responsibility	Name	Email	Title	Phone
Primary Contact	John Werner	sequoiasadulreddirector@gmail.com	Executive Director	(559) 967-5342

Member Agency: Corcoran Joint Unified School District

Member Name:

Corcoran Joint Unified School District

Member Type:

K-12 School District

Member Address:

1520 Patterson Avenue | Corcoran, CA | 93212-1722

Member Website:

No website on file

Member Allocations 2018-19:

\$213,569

Member Allocations 2017-18:

\$204,745

Member Allocations 2016-17:

\$203,366

Member Contacts

Responsibility	Name	Email	Title	Phone
Member Representative	Rich Merlo	rmerlo@corcoranunified.com		(559) 992-2188
Contact	John Arriola	johnarriola@corcoranunified.com	Administrator	(559) 670-8299
Contact	Pam Dihel	pamdihel@corcoranunified.com	CBO	(559) 992-8888

Objectives

Gaps in Service: Strategies

1. Embed computer skills into program area courses at the adult schools: Program area committees have identified ISTE Standards that align to WIOA Title II Technology and Distance Learning Plans (TDLs). Staff will develop awareness of

the ISTE Standards through professional development and engage instructional practices to support student engagement of the standards.

2. Offer access to computers and internet at regional centers and member school district locations: This strategy was implemented in 2016/17. Members will continue provision of access to hardware and internet service to students. Member have achieved a near 1 to 1 ratio of computers to students. All members provide high quality internet accessibility, with most providing campus wide wi-fi.
 3. Offer additional Adult Basic Education, HSD, GED/HSE, ESL and Classes and Courses for Immigrants Classes: New classes have been offered in all member communities. SAEC members and partners will continue to coordinate the delivery of courses to best meet the needs of each community. SAEC will continue to monitor levels of effort and need.
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Seamless Transitions: Strategies

1. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
 2. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
 3. Expanded college campus tours for Adult Basic/ Secondary Ed and ESL students at adult schools: Program specific tours will be added in 2018/19 for students seeking transition to specific CTE programs.
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Student Acceleration: Strategies

1. Open Entry Skills Primer: The ABE/HSD Committee has developed a short term skills review and preparation class for students preparing to enter college. The course will be open entry, and scheduled to support the community college intake schedule. Implementation of the class will begin in 2018/19.
 2. Professional Learning Community (PLC) Data Analysis: SAEC Member staff have participated in PLCs. The PLC process will be refined in 2018/19 and staff will move from norming group behaviors and dynamics to analyzing student performance outcomes.
-

Shared Professional Development: Strategies

1. Shared professional development activities: SAEC members have done well to share professional development activities throughout the region. Professional development opportunities are organized and implemented by program area, but based on total consortium need. One member typically takes the lead on facilitating the delivery and all members send staff to participate. Members will continue to share activities with staff from other schools.
 2. Staff will participate in local, state, and national conferences to learn and share best practices in adult education: While much of the professional development needed can be developed and delivered by regional subject matter experts or by consultants brought into the area, sometimes staff must travel outside the region to gain access to the most current professional development. Part of this strategy will be the delivery of a conference, or summit, for members and stakeholders.
-

Leveraging Resources: Strategies

1. CalWORKS: Members with adult education programs participate in CalWORKS programs.
2. Co-Location of SAEC Navigators: SAEC Navigators are co-located at member and partner sites. SAEC Navigators provide student facing service to help students engage adult education and related services. (sub strategy of the SAEC Regional

- Integrated Service Delivery System). As part of the Regional Integrated Service Delivery System, SAEC Navigators will work with partner organizations to bring partner representatives into established resource centers throughout the consortium.
3. Expanded adult education course offerings in districts where adult education was terminated, or never existed: Member districts without adult education courses provide classroom space (for courses offered after K-12 schools are out of class), computers, internet access, parent education funds, and other services such as after school programs that could provide childcare. Districts with adult education programs will continue to provide course in communities of districts who do not.
 4. Partners: SAEC enjoys partnerships with all major social safety net providers in the region. Partners include county offices of education, workforce development boards, all WIOA core partners, county libraries, county sheriff departments, and several community based organizations. Furthermore, SAEC participates in the Tulare Kings Collaborative. SAEC will continue to leverage these partnerships to benefit students and community.
 5. Shared professional development opportunities: Members will continue to share professional development activities with other members. Members communicate professional development needs and events during regular leadership committee meetings. This is an ongoing strategy.

Budget Breakdown

Corcoran Joint Unified School District	1000 - Instructional Salaries	\$107,892
Certificated Teacher and Admin Salaries		
Corcoran Joint Unified School District	2000 - Non-Instructional Salaries	\$29,752
Classified Support Staff Salaries		
Corcoran Joint Unified School District	3000 - Employee Benefits	\$47,528
Benefits for Certificated and Classified Staff		
Corcoran Joint Unified School District	4000 - Supplies and Materials	\$26,763
Books, Materials and Supplies		
Corcoran Joint Unified School District	5000 - Other Operating Expenses and Services	\$1,634
Conferences and Operating Expenses		

Budget Totals

	Total Available Funds:	\$213,569
Corcoran Joint Unified School District	1000 - Instructional Salaries	\$107,892
Corcoran Joint Unified School District	2000 - Non-Instructional Salaries	\$29,752
<hr/>		
	Total Budget:	\$213,569
	Remaining Amount:	\$0
	Direct Costs Total:	\$213,569
	Indirect Costs Total:	\$0 (0.0% of Direct Costs Total)
	Consortium Fiscal/Admin Expen...	\$0

Corcoran Joint Unified School District	3000 - Employee Benefits	\$47,528
Corcoran Joint Unified School District	4000 - Supplies and Materials	\$26,763
Corcoran Joint Unified School District	5000 - Other Operating Expenses ...	\$1,634
Total Budget:		\$213,569
Remaining Amount:		\$0
Direct Costs Total:		\$213,569
Indirect Costs Total:		\$0 (0.0% of Direct Costs Total)
Consortium Fiscal/Admin Expen...		\$0

Member Agency: Cutler-Orosi Joint Unified School District

Member Name:

Cutler-Orosi Joint Unified School District

Member Type:

K-12 School District

Member Address:
Member Website:

No website on file

Member Allocations 2018-19:

\$226,725

Member Allocations 2017-18:

\$217,351

Member Allocations 2016-17:

\$215,885

Member Contacts

Responsibility	Name	Email	Title	Phone
Member Representative	Yolanda Valdez	yvaldez@cojused.org		(559) 528-4763
Contact	Robert Gonzales	RoGonzales@cojused.org	Administrator Alternative Education	(559) 528-4703
Contact	Erika Guardado	eguardado@cojused.org	Business Services Technician	(559) 528-6949

Objectives

Gaps in Service: Strategies

1. Add more CTE certificate programs/classes: A VESL Food Safety Pathway will be implemented in 2018/19. A VESL janitorial training course will be implemented in 2018/19. VESL logistics training pathway curriculum will be developed in 2018/19. A Logistics Technician program will begin implementation in 2018/19. Jail Education Vocational Preparation (with support services from Probation and the One Stop) will be implemented in 2018/19.
 2. Embed computer skills into program area courses at the adult schools: Program area committees have identified ISTE Standards that align to WIOA Title II Technology and Distance Learning Plans (TDLPs). Staff will develop awareness of the ISTE Standards through professional development and engage instructional practices to support student engagement of the standards.
 3. Employer input to incorporate appropriate technical skills into CTE curriculum: Members will participate in joint advisory committees and seek input through local workforce development board advisory in 2018/19. SAEC seeks to leverage existing structures to avoid duplication of effort. This strategy is ongoing.
 4. Offer access to computers and internet at regional centers and member school district locations: This strategy was implemented in 2016/17. Members will continue provision of access to hardware and internet service to students. Member have achieved a near 1 to 1 ratio of computers to students. All members provide high quality internet accessibility, with most providing campus wide wi-fi.
 5. Offer additional Adult Basic Education, HSD, GED/HSE, ESL and Classes and Courses for Immigrants Classes: New classes have been offered in all member communities. SAEC members and partners will continue to coordinate the delivery of courses to best meet the needs of each community. SAEC will continue to monitor levels of effort and need.
-

Seamless Transitions: Strategies

1. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
 2. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
 3. Expanded college campus tours for Adult Basic/ Secondary Ed and ESL students at adult schools: Program specific tours will be added in 2018/19 for students seeking transition to specific CTE programs.
 4. Joint Advisory Committees: SAEC members will participate in joint CTE advisory committees as they develop in the region. Participation in joint advisory committees will facilitate program alignment and sharing of resources.
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Student Acceleration: Strategies

1. Open Entry Skills Primer: The ABE/HSD Committee has developed a short term skills review and preparation class for students preparing to enter college. The course will be open entry, and scheduled to support the community college intake schedule. Implementation of the class will begin in 2018/19.
 2. Professional Learning Community (PLC) Data Analysis: SAEC Member staff have participated in PLCs. The PLC process will be refined in 2018/19 and staff will move from norming group behaviors and dynamics to analyzing student performance outcomes.
 3. Regional Student Success Team: Beginning in 2017/18, SAEC Navigators, key member staff, and key partner staff participated in the development of a Regional Student Success Team. This is an extension of the Regional Integrated Service Delivery System.
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Shared Professional Development: Strategies

1. Shared professional development activities: SAEC members have done well to share professional development activities throughout the region. Professional development opportunities are organized and implemented by program area, but based on total consortium need. One member typically takes the lead on facilitating the delivery and all members send staff to participate. Members will continue to share activities with staff from other schools.
2. Staff will participate in local, state, and national conferences to learn and share best practices in adult education: While much of the professional development needed can be developed and delivered by regional subject matter experts or by consultants brought into the area, sometimes staff must travel outside the region to gain access to the most current professional development. Part of this strategy will be the delivery of a conference, or summit, for members and stakeholders.
3. Teacher and faculty training on how to identify and make accommodations for students with disabilities: Staff and students have benefited from professional development focused on support students with disabilities. Many students in adult education have an undiagnosed learning disability and are beyond the age limits of some supportive programs. Staff must be aware of strategies to support such learners. This strategy will continue implementation in 2018/19.

Leveraging Resources: Strategies

1. CalWORKS: Members with adult education programs participate in CalWORKS programs.
2. Co-Location of SAEC Navigators: SAEC Navigators are co-located at member and partner sites. SAEC Navigators provide student facing service to help students engage adult education and related services. (sub strategy of the SAEC Regional Integrated Service Delivery System). As part of the Regional Integrated Service Delivery System, SAEC Navigators will work with partner organizations to bring partner representatives into established resource centers throughout the consortium.
3. Expanded adult education course offerings in districts where adult education was terminated, or never existed: Member districts without adult education courses provide classroom space (for courses offered after K-12 schools are out of class), computers, internet access, parent education funds, and other services such as after school programs that could provide childcare. Districts with adult education programs will continue to provide course in communities of districts who do not.
4. Partners: SAEC enjoys partnerships with all major social safety net providers in the region. Partners include county offices of education, workforce development boards, all WIOA core partners, county libraries, county sheriff departments, and several community based organizations. Furthermore, SAEC participates in the Tulare Kings Collaborative. SAEC will continue to leverage these partnerships to benefit students and community.
5. Shared professional development opportunities: Members will continue to share professional development activities with other members. Members communicate professional development needs and events during regular leadership committee meetings. This is an ongoing strategy.
6. WIOA Title II participation: Five of six members with adult education programs successfully completed WIOA Title II applications for 2017/18. Those members coordinated their application completion through the consortium to ensure alignment. Participating members will continue to share resources and maintain alignment to the degree possible under WIOA Title II.

Budget Breakdown

Cutler-Orosi Joint Unified School District	1000 - Instructional Salaries	\$128,687
1.40 FTE Adult Ed teacher Auxiliary for Woodlake and for COJUSD		
Cutler-Orosi Joint Unified School District	2000 - Non-Instructional Salaries	\$27,586
60% of adult ed clerk; babysitters for adult ed classes		

Cutler-Orosi Joint Unified School District	3000 - Employee Benefits	\$69,971
Benefits for Certificated and Classified salaries		
Cutler-Orosi Joint Unified School District	4000 - Supplies and Materials	\$10,746
Cengage texts, books, materials and supplies, non-cap equipment		
Cutler-Orosi Joint Unified School District	5000 - Other Operating Expenses and Services	\$28,689
Security training class, ASAP, Aztec software		
Cutler-Orosi Joint Unified School District	Indirect Costs	\$11,823
Indirect costs		

Budget Totals

	Total Available Funds:	\$277,502
Cutler-Orosi Joint Unified School District	1000 - Instructional Salaries	\$128,687
Cutler-Orosi Joint Unified School District	2000 - Non-Instructional Salaries	\$27,586
Cutler-Orosi Joint Unified School District	3000 - Employee Benefits	\$69,971
Cutler-Orosi Joint Unified School District	4000 - Supplies and Materials	\$10,746
Cutler-Orosi Joint Unified School District	5000 - Other Operating Expenses ...	\$28,689
Cutler-Orosi Joint Unified School District	Indirect Costs	\$11,823
	Total Budget:	\$277,502
	Remaining Amount:	\$0
	Direct Costs Total:	\$265,679
	Indirect Costs Total:	\$11,823 (4.45% of Direct Costs Total)
	Consortium Fiscal/Admin Expen...	\$0

Member Agency: Hanford Joint Union High School District

Member Name:

Hanford Joint Union High School District

Member Type:

K-12 School District

Member Address:

823 West Lacey Boulevard | Hanford, CA | 93230-3067

Member Website:

No website on file

Member Allocations 2018-19:

\$695,860

Member Allocations 2017-18:

\$667,093

Member Allocations 2016-17:

\$662,604

Member Contacts

Responsibility	Name	Email	Title	Phone
Member Representative	William Fishbough	wfishbough@hjuhsd.org	Superintendent	(559) 583-5901
Contact	Heather Keran	hkeran@hjuhsd.k12.ca.us	Alternative Education Manager	(559) 583-5904
Contact	Rosemarie Lopes-Horn	rlopes@hjuhsd.k12.ca.us	Administrative Assistant	(559) 583-5905

Objectives**Gaps in Service: Strategies**

1. Embed computer skills into program area courses at the adult schools: Program area committees have identified ISTE Standards that align to WIOA Title II Technology and Distance Learning Plans (TDLPs). Staff will development awareness of the ISTE Standards through professional development and engage instructional practices to support student engagement of the standards.
2. Employer input to incorporate appropriate technical skills into CTE curriculum: Members will participate in joint advisory committees and seek input through local workforce development board advisory in 2018/19. SAEC seeks to leverage existing structures to avoid duplication of effort. This strategy is ongoing.
3. Offer access to computers and internet at regional centers and member school district locations: This strategy was implemented in 2016/17. Members will continue provision of access to hardware and internet service to students. Member have achieved a near 1 to 1 ratio of computers to students. All members provide high quality internet accessibility, with most providing campus wide wi-fi.
4. Offer additional Adult Basic Education, HSD, GED/HSE, ESL and Classes and Courses for Immigrants Classes: New classes have been offered in all member communities. SAEC members and partners will continue to coordinate the delivery of courses to best meet the needs of each community. SAEC will continue to monitor levels of effort and need.

Seamless Transitions: Strategies

1. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
2. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome

data. This is a continuation of a previous strategies, but will be new work.

3. Adult education counselor at adult schools currently without counselors: This strategy has been implemented with the support of funding for one full time counselor. This strategy will continue as needed. Current funding levels do not support the addition of any new counselors at adult schools.
 4. Expanded college campus tours for Adult Basic/ Secondary Ed and ESL students at adult schools: Program specific tours will be added in 2018/19 for students seeking transition to specific CTE programs.
 5. Joint Advisory Committees: SAEC members will participate in joint CTE advisory committees as they develop in the region. Participation in joint advisory committees will facilitate program alignment and sharing of resources.
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Student Acceleration: Strategies

1. Digital Badges for Civic Integration in English as a Second Language Programs at Adult Schools: SAEC members with adult schools that provide ESL will develop a digital badges to support students on a pathway to civic integration or immigrant integration. The basis for the badges will be framed on the Immigrant Integration Framework as developed by the ALLIES adult education consortium. The digital badge creation process will occur during the 2018/19 program year.
 2. Professional Learning Community (PLC) Data Analysis: SAEC Member staff have participated in PLCs. The PLC process will be refined in 2018/19 and staff will move from norming group behaviors and dynamics to analyzing student performance outcomes.
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Shared Professional Development: Strategies

1. Shared professional development activities: SAEC members have done well to share professional development activities throughout the region. Professional development opportunities are organized and implemented by program area, but based on total consortium need. One member typically takes the lead on facilitating the delivery and all members send staff to participate. Members will continue to share activities with staff from other schools.
 2. Staff will participate in local, state, and national conferences to learn and share best practices in adult education: While much of the professional development needed can be developed and delivered by regional subject matter experts or by consultants brought into the area, sometimes staff must travel outside the region to gain access to the most current professional development. Part of this strategy will be the delivery of a conference, or summit, for members and stakeholders.
 3. Teacher and faculty training on how to identify and make accommodations for students with disabilities: Staff and students have benefited from professional development focused on support students with disabilities. Many students in adult education have an undiagnosed learning disability and are beyond the age limits of some supportive programs. Staff must be aware of strategies to support such learners. This strategy will continue implementation in 2018/19.
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Leveraging Resources: Strategies

1. Adult Perkins: Members with CTE programs participate in the Adult Perkins Grant.
2. CalWORKS: Members with adult education programs participate in CalWORKS programs.
3. Co-Location of SAEC Navigators: SAEC Navigators are co-located at member and partner sites. SAEC Navigators provide student facing service to help students engage adult education and related services. (sub strategy of the SAEC Regional Integrated Service Delivery System). As part of the Regional Integrated Service Delivery System, SAEC Navigators will work with partner organizations to bring partner representatives into established resource centers throughout the consortium.
4. Partners: SAEC enjoys partnerships with all major social safety net providers in the region. Partners include county offices of education, workforce development boards, all WIOA core partners, county libraries, county sheriff departments, and several community based organizations. Furthermore, SAEC participates in the Tulare Kings Collaborative. SAEC will continue to leverage these partnerships to benefit students and community.

5. Shared professional development opportunities: Members will continue to share professional development activities with other members. Members communicate professional development needs and events during regular leadership committee meetings. This is an ongoing strategy.
6. WIOA Title II participation: Five of six members with adult education programs successfully completed WIOA Title II applications for 2017/18. Those members coordinated their application completion through the consortium to ensure alignment. Participating members will continue to share resources and maintain alignment to the degree possible under WIOA Title II.

Budget Breakdown

Hanford Joint Union High School District	1000 - Instructional Salaries	\$360,000
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Certificated Teacher, Counselor and Admin salaries

Hanford Joint Union High School District	2000 - Non-Instructional Salaries	\$82,350
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Classified Support Staff Salaries

Hanford Joint Union High School District	3000 - Employee Benefits	\$160,863
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Benefits for Certificated and Certificated Staff

Hanford Joint Union High School District	4000 - Supplies and Materials	\$60,000
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Books, Materials and Supplies

Hanford Joint Union High School District	5000 - Other Operating Expenses and Services	\$54,543
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Conferences and Operating Expenses

Hanford Joint Union High School District	6000 - Capital Outlay	\$10,000
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Capital Outlay

Hanford Joint Union High School District	7000 - Other Outgo	\$38,366
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District charged administrative costs

Budget Totals

	Total Available Funds:	\$766,122
Hanford Joint Union High School District	1000 - Instructional Salaries	\$360,000
Hanford Joint Union High School District	2000 - Non-Instructional Salaries	\$82,350
	Total Budget:	\$766,122
	Remaining Amount:	\$0
	Direct Costs Total:	\$766,122
	Indirect Costs Total:	\$0 (0.0% of Direct Costs Total)
	Consortium Fiscal/Admin Expen...	\$0

Hanford Joint Union High School District	3000 - Employee Benefits	\$160,863
Hanford Joint Union High School District	4000 - Supplies and Materials	\$60,000
Hanford Joint Union High School District	5000 - Other Operating Expenses ...	\$54,543
Hanford Joint Union High School District	6000 - Capital Outlay	\$10,000
Hanford Joint Union High School District	7000 - Other Outgo	\$38,366
Total Budget:		\$766,122
Remaining Amount:		\$0
Direct Costs Total:		\$766,122
Indirect Costs Total:		\$0 (0.0% of Direct Costs Total)
Consortium Fiscal/Admin Expen...		\$0

Member Agency: Lindsay Unified School District

Member Name:

Lindsay Unified School District

Member Type:

K-12 School District

Member Address:

Member Website:

No website on file

Member Allocations 2018-19:

\$61,656

Member Allocations 2017-18:

\$0

Member Allocations 2016-17:

\$0

Member Contacts

Responsibility	Name	Email	Title	Phone
Contact	Tom Rooney	trooney@lindsay.k12.ca.us		(559) 562-5111
Contact	Dennis Doane	ddoane@lindsay.k12.ca.us	Principal	(559) 562-5913

Responsibility	Name	Email	Title	Phone
Member Representative	Brian Griffin	bgriffin@lindsay.k12.ca.us	Director of Personalized Learning	(559) 333-7266
Contact	Rocio Vasquez	rovasquez@lindsay.k12.ca.us		
Contact	Grant Schimelpfening	gshimelpfening@lindsay.k12.ca.us		
Contact	Rosemary Serda	rserda@lindsay.k12.ca.us	Administrative Assistant-Financial Services	(559) 562-5111

Objectives

Gaps in Service: Strategies

1. Offer access to computers and internet at regional centers and member school district locations: This strategy was implemented in 2016/17. Members will continue provision of access to hardware and internet service to students. Member have achieved a near 1 to 1 ratio of computers to students. All members provide high quality internet accessibility, with most providing campus wide wi-fi.
2. Offer additional Adult Basic Education, HSD, GED/HSE, ESL and Classes and Courses for Immigrants Classes: New classes have been offered in all member communities. SAEC members and partners will continue to coordinate the delivery of courses to best meet the needs of each community. SAEC will continue to monitor levels of effort and need.

Seamless Transitions: Strategies

1. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
2. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
3. Expanded college campus tours for Adult Basic/ Secondary Ed and ESL students at adult schools: Program specific tours will be added in 2018/19 for students seeking transition to specific CTE programs.

Student Acceleration: Strategies

1. Professional Learning Community (PLC) Data Analysis: SAEC Member staff have participated in PLCs. The PLC process will be refined in 2018/19 and staff will move from norming group behaviors and dynamics to analyzing student performance outcomes.

Shared Professional Development: Strategies

1. Shared professional development activities: SAEC members have done well to share professional development activities throughout the region. Professional development opportunities are organized and implemented by program area, but

based on total consortium need. One member typically takes the lead on facilitating the delivery and all members send staff to participate. Members will continue to share activities with staff from other schools.

2. Staff will participate in local, state, and national conferences to learn and share best practices in adult education: While much of the professional development needed can be developed and delivered by regional subject matter experts or by consultants brought into the area, sometimes staff must travel outside the region to gain access to the most current professional development. Part of this strategy will be the delivery of a conference, or summit, for members and stakeholders.
3. Teacher and faculty training on how to identify and make accommodations for students with disabilities: Staff and students have benefited from professional development focused on support students with disabilities. Many students in adult education have an undiagnosed learning disability and are beyond the age limits of some supportive programs. Staff must be aware of strategies to support such learners. This strategy will continue implementation in 2018/19.

Leveraging Resources: Strategies

1. Co-Location of SAEC Navigators: SAEC Navigators are co-located at member and partner sites. SAEC Navigators provide student facing service to help students engage adult education and related services. (sub strategy of the SAEC Regional Integrated Service Delivery System). As part of the Regional Integrated Service Delivery System, SAEC Navigators will work with partner organizations to bring partner representatives into established resource centers throughout the consortium.
2. Partners: SAEC enjoys partnerships with all major social safety net providers in the region. Partners include county offices of education, workforce development boards, all WIOA core partners, county libraries, county sheriff departments, and several community based organizations. Furthermore, SAEC participates in the Tulare Kings Collaborative. SAEC will continue to leverage these partnerships to benefit students and community.
3. Shared professional development opportunities: Members will continue to share professional development activities with other members. Members communicate professional development needs and events during regular leadership committee meetings. This is an ongoing strategy.

Budget Breakdown

Lindsay Unified School District	1000 - Instructional Salaries	\$28,873
Certificated Salaries		
Lindsay Unified School District	2000 - Non-Instructional Salaries	\$10,827
Instructional Classified Salaries		
Lindsay Unified School District	3000 - Employee Benefits	\$9,134
Fringe Benefits		
Lindsay Unified School District	4000 - Supplies and Materials	\$3,000
Other Operating Expenses		
Lindsay Unified School District	5000 - Other Operating Expenses and Services	\$7,150
Other Operating Expenses		
Lindsay Unified School District	7000 - Other Outgo	\$2,672
Indirect Costs		

Budget Totals

	Total Available Funds:	\$61,656
Lindsay Unified School District	1000 - Instructional Salaries	\$28,873
Lindsay Unified School District	2000 - Non-Instructional Salaries	\$10,827
Lindsay Unified School District	3000 - Employee Benefits	\$9,134
Lindsay Unified School District	4000 - Supplies and Materials	\$3,000
Lindsay Unified School District	5000 - Other Operating Expenses ...	\$7,150
Lindsay Unified School District	7000 - Other Outgo	\$2,672
	Total Budget:	\$61,656
	Remaining Amount:	\$0
	Direct Costs Total:	\$61,656
	Indirect Costs Total:	\$0 (0.0% of Direct Costs Total)
	Consortium Fiscal/Admin Expen...	\$0

Member Agency: Sequoias CCD**Member Name:**

Sequoias CCD

Member Type:

Community College District

Member Address:

915 S. Mooney Boulevard | Visalia, | 93277

Member Website:

No website on file

Member Allocations 2018-19:

\$264,952

Member Allocations 2017-18:

\$253,998

Member Allocations 2016-17:

\$252,284

Member Contacts

Responsibility	Name	Email	Title	Phone
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Responsibility	Name	Email	Title	Phone
Contact	Thad Russell	thadr@cos.edu	Dean, CTE & Workforce Development	(785) 799-7690
Contact	Andrew Carter	andrewc@cos.edu	CTE Research Analyst	(559) 688-3035
Contact	Angie Cloutier	angiec@cos.edu	Career Technical Education Grant Specialist	(559) 688-3043
Contact	Michael Niehoff	michaeln@cos.edu	Career Technical Education Grant Manager	(559) 287-4078
Contact	Lacey Henderson	laceyh@cos.edu	Administrative Technician, CTE & Workforce Development	
Contact	Lacey Daniels	laceyd@cos.edu	Administrative Tech	(559) 688-3046
Member Representative	Brent Calvin	brentc@cos.edu		

Objectives

Gaps in Service: Strategies

1. Add more CTE certificate programs/classes: A VESL Food Safety Pathway will be implemented in 2018/19. A VESL janitorial training course will be implemented in 2018/19. VESL logistics training pathway curriculum will be developed in 2018/19. A Logistics Technician program will begin implementation in 2018/19. Jail Education Vocational Preparation (with support services from Probation and the One Stop) will be implemented in 2018/19.
2. Employer input to incorporate appropriate technical skills into CTE curriculum: Members will participate in joint advisory committees and seek input through local workforce development board advisory in 2018/19. SAEC seeks to leverage existing structures to avoid duplication of effort. This strategy is ongoing.
3. Offer additional Adult Basic Education, HSD, GED/HSE, ESL and Classes and Courses for Immigrants Classes: New classes have been offered in all member communities. SAEC members and partners will continue to coordinate the delivery of courses to best meet the needs of each community. SAEC will continue to monitor levels of effort and need.
4. Work-based learning (WBL) incorporated into CTE courses: Work-based learning activities will continue to be implemented in select CTE courses in 2018/19.

Seamless Transitions: Strategies

1. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
2. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
3. Counselor for ESL students: This strategy has been fully implemented at the community college. It will continue as needed. The provision of an ESL counselor at the community college has facilitated transition of students from the adult school

programs to the community college programs and visa-versa.

4. Joint Advisory Committees: SAEC members will participate in joint CTE advisory committees as they develop in the region. Participation in joint advisory committees will facilitate program alignment and sharing of resources.

Student Acceleration: Strategies

1. Regional Student Success Team: Beginning in 2017/18, SAEC Navigators, key member staff, and key partner staff participated in the development of a Regional Student Success Team. This is an extension of the Regional Integrated Service Delivery System.
2. VESL Advance Food Manufacturing Class (HACCP Certification): A class was designed and implemented. The implementation provided feedback which led to a new strategy VESL Pathways. The existing class will continue and serve as a capstone class to a pathway. Two lower level classes (an entry level and concentrator level) have been developed to support the capstone course. The series of 3 courses will provide a pathway to ESL student wishing to enter industry.

Shared Professional Development: Strategies

1. Shared professional development activities: SAEC members have done well to share professional development activities throughout the region. Professional development opportunities are organized and implemented by program area, but based on total consortium need. One member typically takes the lead on facilitating the delivery and all members send staff to participate. Members will continue to share activities with staff from other schools.
2. Staff will participate in local, state, and national conferences to learn and share best practices in adult education: While much of the professional development needed can be developed and delivered by regional subject matter experts or by consultants brought into the area, sometimes staff must travel outside the region to gain access to the most current professional development. Part of this strategy will be the delivery of a conference, or summit, for members and stakeholders.

Leveraging Resources: Strategies

1. Partners: SAEC enjoys partnerships with all major social safety net providers in the region. Partners include county offices of education, workforce development boards, all WIOA core partners, county libraries, county sheriff departments, and several community based organizations. Furthermore, SAEC participates in the Tulare Kings Collaborative. SAEC will continue to leverage these partnerships to benefit students and community.
2. Shared professional development opportunities: Members will continue to share professional development activities with other members. Members communicate professional development needs and events during regular leadership committee meetings. This is an ongoing strategy.

Budget Breakdown

Sequoias CCD	1000 - Instructional Salaries	\$116,000
ESL counselor and 15% of CTE Dean salary		
Sequoias CCD	2000 - Non-Instructional Salaries	\$48,000
20% Dean Admin Tech salary & 35% CTE Data Analyst salary		
Sequoias CCD	3000 - Employee Benefits	\$66,400

ESL Counselor, portion of CTE Dean, portion of Admin Tech, portion of Analyst

Sequoias CCD	4000 - Supplies and Materials	\$12,259
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Typical operations materials that support personnel affiliated with AEP.

Sequoias CCD	5000 - Other Operating Expenses and Services	\$30,000
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Contracted services for instruction, curriculum development, etc

Sequoias CCD	6000 - Capital Outlay	\$12,000
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Equipment costs that support counselor and instruction.

Sequoias CCD	7000 - Other Outgo	\$1
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placeholder

Budget Totals

	Total Available Funds:	\$284,660
Sequoias CCD	1000 - Instructional Salaries	\$116,000
Sequoias CCD	2000 - Non-Instructional Salaries	\$48,000
Sequoias CCD	3000 - Employee Benefits	\$66,400
Sequoias CCD	4000 - Supplies and Materials	\$12,259
Sequoias CCD	5000 - Other Operating Expenses ...	\$30,000
Sequoias CCD	6000 - Capital Outlay	\$12,000
Sequoias CCD	7000 - Other Outgo	\$1
	Total Budget:	\$284,660
	Remaining Amount:	\$0
	Direct Costs Total:	\$284,660
	Indirect Costs Total:	\$0 (0.0% of Direct Costs Total)
	Consortium Fiscal/Admin Expen...	\$0

Member Agency: Tulare Joint Union High School District

Member Name:

Tulare Joint Union High School District

Member Type:

K-12 School District

Member Address:

Member Website:

No website on file

Member Allocations 2018-19:

\$2,886,039

Member Allocations 2017-18:

\$2,825,836

Member Allocations 2016-17:

\$2,806,811

Member Contacts

Responsibility	Name	Email	Title	Phone
Member Representative	Tony Rodriguez	Tony.Rodriguez@tulare.k12.ca.us		(559) 688-2021
Contact	Larriann Torrez	larriann.torrez@tulare.k12.ca.us	Director	(559) 686-0225

Objectives**Gaps in Service: Strategies**

1. Embed computer skills into program area courses at the adult schools: Program area committees have identified ISTE Standards that align to WIOA Title II Technology and Distance Learning Plans (TDLs). Staff will develop awareness of the ISTE Standards through professional development and engage instructional practices to support student engagement of the standards.
2. Employer input to incorporate appropriate technical skills into CTE curriculum: Members will participate in joint advisory committees and seek input through local workforce development board advisory in 2018/19. SAEC seeks to leverage existing structures to avoid duplication of effort. This strategy is ongoing.
3. Offer access to computers and internet at regional centers and member school district locations: This strategy was implemented in 2016/17. Members will continue provision of access to hardware and internet service to students. Member have achieved a near 1 to 1 ratio of computers to students. All members provide high quality internet accessibility, with most providing campus wide wi-fi.
4. Offer additional Adult Basic Education, HSD, GED/HSE, ESL and Classes and Courses for Immigrants Classes: New classes have been offered in all member communities. SAEC members and partners will continue to coordinate the delivery of courses to best meet the needs of each community. SAEC will continue to monitor levels of effort and need.
5. Regional Integrated Service Delivery System (RISDS): This strategy addresses the need to student support services as student engage pathways, the sharing of information, collaboration among members and partners, identification of needs, strategies to meet regional needs, and coordination of efforts by members and partners.
6. Work-based learning (WBL) incorporated into CTE courses: Work-based learning activities will continue to be implemented in select CTE courses in 2018/19.

Seamless Transitions: Strategies

1. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
 2. CTE Contextualized Basic Skills: SAEC will continue implementation in 2018/19. Incremental adjustments and improvements to the curriculum of the course will continue in 2018/19.
 3. Expanded college campus tours for Adult Basic/ Secondary Ed and ESL students at adult schools: Program specific tours will be added in 2018/19 for students seeking transition to specific CTE programs.
 4. Joint Advisory Committees: SAEC members will participate in joint CTE advisory committees as they develop in the region. Participation in joint advisory committees will facilitate program alignment and sharing of resources.
-

Student Acceleration: Strategies

1. Digital Badges for Civic Integration in English as a Second Language Programs at Adult Schools: SAEC members with adult schools that provide ESL will develop a digital badges to support students on a pathway to civic integration or immigrant integration. The basis for the badges will be framed on the Immigrant Integration Framework as developed by the ALLIES adult education consortium. The digital badge creation process will occur during the 2018/19 program year.
 2. Open Entry Skills Primer: The ABE/HSD Committee has developed a short term skills review and preparation class for students preparing to enter college. The course will be open entry, and scheduled to support the community college intake schedule. Implementation of the class will begin in 2018/19.
 3. Professional Learning Community (PLC) Data Analysis: SAEC Member staff have participated in PLCs. The PLC process will be refined in 2018/19 and staff will move from norming group behaviors and dynamics to analyzing student performance outcomes.
 4. VESL Advance Food Manufacturing Class (HACCP Certification): A class was designed and implemented. The implementation provided feedback which led to a new strategy VESL Pathways. The existing class will continue and serve as a capstone class to a pathway. Two lower level classes (an entry level and concentrator level) have been developed to support the capstone course. The series of 3 courses will provide a pathway to ESL student wishing to enter industry.
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Shared Professional Development: Strategies

1. Shared professional development activities: SAEC members have done well to share professional development activities throughout the region. Professional development opportunities are organized and implemented by program area, but based on total consortium need. One member typically takes the lead on facilitating the delivery and all members send staff to participate. Members will continue to share activities with staff from other schools.
 2. Staff will participate in local, state, and national conferences to learn and share best practices in adult education: While much of the professional development needed can be developed and delivered by regional subject matter experts or by consultants brought into the area, sometimes staff must travel outside the region to gain access to the most current professional development. Part of this strategy will be the delivery of a conference, or summit, for members and stakeholders.
 3. Teacher and faculty training on how to identify and make accommodations for students with disabilities: Staff and students have benefited from professional development focused on support students with disabilities. Many students in adult education have an undiagnosed learning disability and are beyond the age limits of some supportive programs. Staff must be aware of strategies to support such learners. This strategy will continue implementation in 2018/19.
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Leveraging Resources: Strategies

1. Adult Perkins: Members with CTE programs participate in the Adult Perkins Grant.
2. CalWORKS: Members with adult education programs participate in CalWORKS programs.

3. Co-Location of SAEC Navigators: SAEC Navigators are co-located at member and partner sites. SAEC Navigators provide student facing service to help students engage adult education and related services. (sub strategy of the SAEC Regional Integrated Service Delivery System). As part of the Regional Integrated Service Delivery System, SAEC Navigators will work with partner organizations to bring partner representatives into established resource centers throughout the consortium.
4. Partners: SAEC enjoys partnerships with all major social safety net providers in the region. Partners include county offices of education, workforce development boards, all WIOA core partners, county libraries, county sheriff departments, and several community based organizations. Furthermore, SAEC participates in the Tulare Kings Collaborative. SAEC will continue to leverage these partnerships to benefit students and community.
5. Shared professional development opportunities: Members will continue to share professional development activities with other members. Members communicate professional development needs and events during regular leadership committee meetings. This is an ongoing strategy.
6. WIOA Title II participation: Five of six members with adult education programs successfully completed WIOA Title II applications for 2017/18. Those members coordinated their application completion through the consortium to ensure alignment. Participating members will continue to share resources and maintain alignment to the degree possible under WIOA Title II.

Budget Breakdown

Tulare Joint Union High School District	1000 - Instructional Salaries	\$1,374,449
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All Certificated Positions

Tulare Joint Union High School District	2000 - Non-Instructional Salaries	\$459,600
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All non instructional salaries.

Tulare Joint Union High School District	3000 - Employee Benefits	\$678,000
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All benefits

Tulare Joint Union High School District	4000 - Supplies and Materials	\$160,000
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All supplies and materials

Tulare Joint Union High School District	5000 - Other Operating Expenses and Services	\$214,000
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All other operating expenses and services

Budget Totals

	Total Available Funds:	\$2,886,049
Tulare Joint Union High School District	1000 - Instructional Salaries	\$1,374,449
	Total Budget:	\$2,886,049
	Remaining Amount:	\$0
	Direct Costs Total:	\$2,886,049
	Indirect Costs Total:	\$0 (0.0% of Direct Costs Total)
	Consortium Fiscal/Admin Expen...	\$0

Tulare Joint Union High School District	2000 - Non-Instructional Salaries	\$459,600
Tulare Joint Union High School District	3000 - Employee Benefits	\$678,000
Tulare Joint Union High School District	4000 - Supplies and Materials	\$160,000
Tulare Joint Union High School District	5000 - Other Operating Expenses ...	\$214,000
Total Budget:		\$2,886,049
Remaining Amount:		\$0
Direct Costs Total:		\$2,886,049
Indirect Costs Total:		\$0 (0.0% of Direct Costs Total)
Consortium Fiscal/Admin Expen...		\$0

Member Agency: Visalia Unified School District

Member Name:

Visalia Unified School District

Member Type:

K-12 School District

Member Address:

Member Website:

No website on file

Member Allocations 2018-19:

\$5,174,441

Member Allocations 2017-18:

\$4,960,534

Member Allocations 2016-17:

\$4,988,607

Member Contacts

Responsibility	Name	Email	Title	Phone
Member Representative	Todd Oto	toto@vusd.org		(559) 730-7300
Contact	Lisa Garcia	lgarcia02@vusd.org	Administrative Analyst	(559) 730-7543
Contact	Lori McClintick	lmcclintick@vusd.org	Assistant Principal	(559) 730-7655
Contact	Tami Olson	tolson@vusd.org	Principal	(559) 730-7655

Objectives

Gaps in Service: Strategies

1. Add more CTE certificate programs/classes: A VESL Food Safety Pathway will be implemented in 2018/19. A VESL janitorial training course will be implemented in 2018/19. VESL logistics training pathway curriculum will be developed in 2018/19. A Logistics Technician program will begin implementation in 2018/19. Jail Education Vocational Preparation (with support services from Probation and the One Stop) will be implemented in 2018/19.
2. Embed computer skills into program area courses at the adult schools: Program area committees have identified ISTE Standards that align to WIOA Title II Technology and Distance Learning Plans (TDLPS). Staff will development awareness of the ISTE Standards through professional development and engage instructional practices to support student engagement of the standards.
3. Employer input to incorporate appropriate technical skills into CTE curriculum: Members will participate in joint advisory committees and seek input through local workforce development board advisory in 2018/19. SAEC seeks to leverage existing structures to avoid duplication of effort. This strategy is ongoing.
4. Offer access to computers and internet at regional centers and member school district locations: This strategy was implemented in 2016/17. Members will continue provision of access to hardware and internet service to students. Member have achieved a near 1 to 1 ratio of computers to students. All members provide high quality internet accessibility, with most providing campus wide wi-fi.
5. Offer additional Adult Basic Education, HSD, GED/HSE, ESL and Classes and Courses for Immigrants Classes: New classes have been offered in all member communities. SAEC members and partners will continue to coordinate the delivery of courses to best meet the needs of each community. SAEC will continue to monitor levels of effort and need.
6. Regional Integrated Service Delivery System (RISDS): This strategy addresses the need to student support services as student engage pathways, the sharing of information, collaboration among members and partners, identification of needs, strategies to meet regional needs, and coordination of efforts by members and partners.
7. Work-based learning (WBL) incorporated into CTE courses: Work-based learning activities will continue to be implemented in select CTE courses in 2018/19.

Seamless Transitions: Strategies

1. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
2. Adult School Curriculum Alignment: All adult schools have aligned their HSD, HSE, ABE, and ESL curriculums. Staff will continue to participate in committees and professional learning communities to share best practices and student outcome data. This is a continuation of a previous strategies, but will be new work.
3. CTE Contextualized Basic Skills: SAEC will continue implementation in 2018/19. Incremental adjustments and improvements to the curriculum of the course will continue in 2018/19.
4. Expanded college campus tours for Adult Basic/ Secondary Ed and ESL students at adult schools: Program specific tours will be added in 2018/19 for students seeking transition to specific CTE programs.
5. Joint Advisory Committees: SAEC members will participate in joint CTE advisory committees as they develop in the region. Participation in joint advisory committees will facilitate program alignment and sharing of resources.
6. Occupational Work Skills Curriculum Updates (AWD): This strategy will continue with development of occupation specific work skills curriculum during the 2018/19 year. The development of curriculum will support member and partner alignment while ensuring that students have access to current industry aligned training and readiness.
7. Online Pathway Mapping Tool: The SAEC Online Pathway Mapping Tool is largely completed and in use by staff and students. SAEC convened a first responder subject matter expert group to design a new section of the online tool late in 2017/18. The new section will be available for use in the Fall of 2018.

8. Outreach to employers to educate them on hiring Adults with Disabilities: This strategy is being implemented in accordance with the SAEC Regional Plan timeline. SAEC will leverage the SAEC Navigators to implement this strategy in 2018/19.

Student Acceleration: Strategies

1. Digital Badges for Civic Integration in English as a Second Language Programs at Adult Schools: SAEC members with adult schools that provide ESL will develop a digital badges to support students on a pathway to civic integration or immigrant integration. The basis for the badges will be framed on the Immigrant Integration Framework as developed by the ALLIES adult education consortium. The digital badge creation process will occur during the 2018/19 program year.
2. Open Entry Skills Primer: The ABE/HSD Committee has developed a short term skills review and preparation class for students preparing to enter college. The course will be open entry, and scheduled to support the community college intake schedule. Implementation of the class will begin in 2018/19.
3. Professional Learning Community (PLC) Data Analysis: SAEC Member staff have participated in PLCs. The PLC process will be refined in 2018/19 and staff will move from norming group behaviors and dynamics to analyzing student performance outcomes.
4. Regional Student Success Team: Beginning in 2017/18, SAEC Navigators, key member staff, and key partner staff participated in the development of a Regional Student Success Team. This is an extension of the Regional Integrated Service Delivery System.
5. Supportive services at regional centers: SAEC Navigators connect students to regional services at centers. This strategy has been fully implemented and will continue in 2018/19. Navigators will receive additional training in case management strategy during the summer of 2018. The region would benefit from the addition of navigator to serve the AWD population and facilitate work in that program area. Limited funding restricts the consortium's ability to add another navigator.
6. VESL Advance Food Manufacturing Class (HACCP Certification): A class was designed and implemented. The implementation provided feedback which led to a new strategy VESL Pathways. The existing class will continue and serve as a capstone class to a pathway. Two lower level classes (an entry level and concentrator level) have been developed to support the capstone course. The series of 3 courses will provide a pathway to ESL student wishing to enter industry.

Shared Professional Development: Strategies

1. Shared professional development activities: SAEC members have done well to share professional development activities throughout the region. Professional development opportunities are organized and implemented by program area, but based on total consortium need. One member typically takes the lead on facilitating the delivery and all members send staff to participate. Members will continue to share activities with staff from other schools.
2. Staff will participate in local, state, and national conferences to learn and share best practices in adult education: While much of the professional development needed can be developed and delivered by regional subject matter experts or by consultants brought into the area, sometimes staff must travel outside the region to gain access to the most current professional development. Part of this strategy will be the delivery of a conference, or summit, for members and stakeholders.
3. Teacher and faculty training on how to identify and make accommodations for students with disabilities: Staff and students have benefited from professional development focused on support students with disabilities. Many students in adult education have an undiagnosed learning disability and are beyond the age limits of some supportive programs. Staff must be aware of strategies to support such learners. This strategy will continue implementation in 2018/19.

Leveraging Resources: Strategies

1. Adult Perkins: Members with CTE programs participate in the Adult Perkins Grant.
2. CalWORKS: Members with adult education programs participate in CalWORKS programs.

3. Co-Location of SAEC Navigators: SAEC Navigators are co-located at member and partner sites. SAEC Navigators provide student facing service to help students engage adult education and related services. (sub strategy of the SAEC Regional Integrated Service Delivery System). As part of the Regional Integrated Service Delivery System, SAEC Navigators will work with partner organizations to bring partner representatives into established resource centers throughout the consortium.
4. Expanded adult education course offerings in districts where adult education was terminated, or never existed: Member districts without adult education courses provide classroom space (for courses offered after K-12 schools are out of class), computers, internet access, parent education funds, and other services such as after school programs that could provide childcare. Districts with adult education programs will continue to provide course in communities of districts who do not.
5. Jail Education CTE: Visalia Adult School, in partnership with the Tulare County Sheriff's Department, County Board of Supervisors, Tulare County Probation Department, and the Tulare County Workforce Innovation Board will pilot a new Career Technical Education program at the Tulare County Jail facility. The new courses will provide inmates with basic AC/DC control systems training and adult basic education.
6. Partners: SAEC enjoys partnerships with all major social safety net providers in the region. Partners include county offices of education, workforce development boards, all WIOA core partners, county libraries, county sheriff departments, and several community based organizations. Furthermore, SAEC participates in the Tulare Kings Collaborative. SAEC will continue to leverage these partnerships to benefit students and community.
7. Shared professional development opportunities: Members will continue to share professional development activities with other members. Members communicate professional development needs and events during regular leadership committee meetings. This is an ongoing strategy.
8. WIOA Title II participation: Five of six members with adult education programs successfully completed WIOA Title II applications for 2017/18. Those members coordinated their application completion through the consortium to ensure alignment. Participating members will continue to share resources and maintain alignment to the degree possible under WIOA Title II.

Budget Breakdown

Visalia Unified School District	1000 - Instructional Salaries	\$2,361,077
Certificated Salaries: All Certificated positions		
Visalia Unified School District	2000 - Non-Instructional Salaries	\$662,029
All non-instructional salaries.		
Visalia Unified School District	3000 - Employee Benefits	\$1,315,512
All benefits		
Visalia Unified School District	4000 - Supplies and Materials	\$465,191
All Supplies and materials		
Visalia Unified School District	5000 - Other Operating Expenses and Services	\$433,971
Other Operation Expenses		
Visalia Unified School District	6000 - Capital Outlay	\$4,540
Capital		
Visalia Unified School District	7000 - Other Outgo	\$181,328

Instructional Program Indirect Costs. Does not include consortium level indirect (i.e. consortium fiscal/admin) costs.

Visalia Unified School District	Indirect Costs	\$37,246
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Consortium level indirect costs. Does not include indirect instructional program delivery indirect costs. (see 7000 other outgo)

Consortium Fiscal/Admin Expense

Budget Totals

	Total Available Funds:	\$5,460,894
Visalia Unified School District	1000 - Instructional Salaries	\$2,361,077
Visalia Unified School District	2000 - Non-Instructional Salaries	\$662,029
Visalia Unified School District	3000 - Employee Benefits	\$1,315,512
Visalia Unified School District	4000 - Supplies and Materials	\$465,191
Visalia Unified School District	5000 - Other Operating Expenses ...	\$433,971
Visalia Unified School District	6000 - Capital Outlay	\$4,540
Visalia Unified School District	7000 - Other Outgo	\$181,328
Visalia Unified School District	Indirect Costs	\$37,246
	Total Budget:	\$5,460,894
	Remaining Amount:	\$0
	Direct Costs Total:	\$5,423,648
	Indirect Costs Total:	\$37,246 (0.69% of Direct Costs Total)
	Consortium Fiscal/Admin Expen...	\$37,246



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SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.5

Board Meeting Date of December 4, 2018

TO: Sequoias Adult Education Board

FROM: John Werner, Director

PREPARED BY: John Werner, Director

APPROVED BY: John Werner, Director

PRESENTED BY: John Werner, Director

AGENDA TITLE: California Adult Education Program Technical Update

AGENDA SECTION:

_____ Public Comment

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

_____ Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

Periodic technical updates provide the SAEC Board and Partners with information regarding overall AEBG program compliance and policy changes. This update includes information on legislative action and policy updates. Specific topics will include: Statewide Student Identifier, Due Dates, and SAEC Committee Dates 2018/19.

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.