



SAEC BOARD MEETING AGENDA

February 1, 8:00am – 9:00am
Virtual via Zoom

Co-Chairs: Brent Calvin and Yolanda Valdez

Join Zoom Meeting

<https://us02web.zoom.us/j/84164987730?pwd=Mys4aWZJVnhQUHozOUZFNE5Ud3FzUT09>

Meeting ID: 841 6498 7730

Passcode: 842613

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 –December 7, 2021

[SAEC Board Meeting Minutes 12.7.21.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 Member Effectiveness Report: College of the Sequoias - Jonna Schengel, Dean CTE, COS
 - 4.1.1. [Board Agenda Item 4.1 Member Effectiveness Report COS.docx](#)
- 4.2. COS CTE Building, Programs and Related LMI Data - Jonna Schengel, Dean CTE, COS
 - 4.2.1. [Board Agenda Item 4.2 COS CTE Building Programs and Related LMI Data.docx](#)
- 4.3. SAEC Member Effectiveness Report: Lindsay Adult School - Amalia Lopez, Principal of Alternative Education, Lindsay Unified School District
 - 4.3.1. [Board Agenda Item 4.3 Member Effectiveness Report Lindsay.docx](#)
- 4.4. CAEP Technical Update - John Werner, Executive Director, SAEC
 - 4.4.1. [Board Agenda Item 4.4 CAEP Technical Update.docx](#)

5. Action Items

- 5.1 SAEC Virtual Board Meeting 3.1.22 - Brent Calvin
 - 5.2.1. [Board Agenda Item 5.1 SAEC Virtual Board Meeting 03.01.22.docx](#)

6. Adjournment

Next Meeting: 3.1.22, 8AM via Zoom

SAEC Consortium Board Meeting
Zoom Virtual Meeting
Meeting 12/07/21, 8:00am – 9:00am
Co-chairs: Brent Calvin and Yolanda Valdez

In Attendance:

Brian Brazier, Corcoran Joint Unified School District; Hal Buckridge, Proteus; Brent Calvin, College of the Sequoias; Doug Cardoza, Visalia Unified School District; Erika DeLaCruz, Farmersville Adult; George Eddy, Exeter Unified School District; Laura Gonzalez, Woodlake Unified School District; Victoria Guzman, Cutler-Orosi Education Center; Heather Keran, Hanford Adult School; Ken Kurts, Proteus; Amalia Lopez, Lindsay Unified School District; Barbara Marshall, Sequoias Adult Education Consortium; Lori Morton, Tulare Adult School; Tami Olson, Visalia Adult School; Tom Rooney, Lindsay Unified School District; Victor Rosa, Hanford Joint Unified High School District; McKenna Salazar, TCOE; Paul Sevillano, Farmersville Unified School District; Larriann Torrez, Porterville Adult School; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Juan Valencia, Proteus; Lucy VanScyoc, Tulare Joint Unified School District; John Werner, Sequoias Adult Education Director; Edward William, Tulare County

	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 8:03am 	
1.2	Establish Quorum	<ul style="list-style-type: none"> Quorum Established 	
1.3	Welcome and Introductions	<ul style="list-style-type: none"> Introduced new attendees: Juan Valencia and Harl Buckridge from Proteus and McKenna Salazar from TCOE 	
2	Review and approval of meeting minutes:	<ul style="list-style-type: none"> Minutes from November 2, 2021 SAEC Board Meeting 	<ul style="list-style-type: none"> Motioned by Tom Rooney, Lindsay Unified School District Seconded by Yolanda Valdez, Cutler-Orosi Joint 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	Visalia Adult School Member Effectiveness	<ul style="list-style-type: none"> Tami Olson, Principal of Visalia Adult School shared the following <ul style="list-style-type: none"> Current Programs <ul style="list-style-type: none"> ABE/ASE, GED (in Spanish & English), HiSET, HSD, ESL, 	

	<p>Report – Tami Olson, Principal</p>	<p>EL Civics and Citizenship Preparation, IET (Care Giver, Childcare and Nurse Assistant)</p> <ul style="list-style-type: none"> ▪ HyFlex classes using the OWL technology to provide synchronize learning ▪ Career Technical Education <ul style="list-style-type: none"> ○ Clinical & Administrative Medical Assisting, Combination Welding, Basic Construction, Electrical/PLCs, Medical Billing and Coding, Nurse Assistant, Office Skills, Vocational Nursing, Warehouse Logistics ▪ Adults with Disabilities <ul style="list-style-type: none"> ○ ATP, Creative Center and ABLE Industries ▪ Justice Involved <ul style="list-style-type: none"> ○ HiSET, Basic Electrical and Warehouse Logistics ▪ Partnership with Probation <ul style="list-style-type: none"> ○ Focus on Justice Involved students taking HiSET and Warehouse logistics while they were incarcerated so they can finish <ul style="list-style-type: none"> ➤ Total leveraged funds by program area ➤ Total enrollment by program year <ul style="list-style-type: none"> ▪ On course to exceed enrollments of where they were pre-pandemic ➤ Progress Indicator #1- SAEC program areas have maintained or exceeded current year enrollments <ul style="list-style-type: none"> ▪ 2019-20 had a huge increase in enrollment in ABE ▪ 2020-21 CTE declined in enrollment due to social distancing but should increase as we have more students in classrooms ➤ Progress Indicator #2 – Demonstrate increased literacy rates <ul style="list-style-type: none"> ▪ Shows increase in gains by benchmark ▪ ABE showed some gains ➤ Progress Indicator #4 – HSD programs will be WASC Accredited <ul style="list-style-type: none"> ▪ Aligned CIP goals with our WASC goals <ul style="list-style-type: none"> ○ CIP Goal 1 - Completed so will come up with another one next year ○ CIP Goal 2 – Have increased the technology access so they will look at revising this goal or changing it ○ CIP Goal 3 – So far have increased ELL 	
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		<p style="text-align: center;">participation in IET/CTE by 20%, will keep this goal</p> <ul style="list-style-type: none"> ➤ Progress Indicator #5 – Completed WIOA Title II application <ul style="list-style-type: none"> ▪ Funds were decreased because there were more groups applying <ul style="list-style-type: none"> ○ Decrease in funding made up with CTE fees ➤ Progress Indicator #6 – All SAEC program areas will have implement aligned curriculum <ul style="list-style-type: none"> ▪ ABE – Aztec ▪ ESL – Burlington English and Stand Out ▪ HSD – Edgenuity ▪ HSE/GED – Aztec and GED Ready Practice Tests, GED Kaplan Prep Plus Books ▪ CTE <ul style="list-style-type: none"> ○ Combination Welding – AWS ○ Vocational Nursing – Ati ➤ What's new and coming to Visalia Adult School <ul style="list-style-type: none"> ▪ Tucoemas Pathways Program – financial literacy <ul style="list-style-type: none"> ○ Navigator Carmen Becerra working with Tucoemas to bring it to other schools in Tulare County ▪ Partnership with Probation Department <ul style="list-style-type: none"> ○ Connection Center ○ Navigator and HiSET classes starting in January ▪ Exeter providing own teachers at a new location in Exeter ▪ COS course CHILD 42 offering on Visalia Adult School Campus – Fall of 2022 ▪ COS course at VAS campus to help with the ESL transition to COS class development stage, projected Fall of 2023 ▪ COS courses counseling 25 and Counseling in development ▪ Modernization project – Completion July 31, 2022 <ul style="list-style-type: none"> ○ Additional lab for CNA, classroom space and restrooms 	
4.2	Corcoran Adult School Member Effectiveness Report – Brian Brazier, Administrator	<ul style="list-style-type: none"> ● Brian Brazier, Administrator of Corcoran Adult School shared the following <ul style="list-style-type: none"> ➤ Mission Statement <ul style="list-style-type: none"> ▪ Brand new ➤ 2 locations for classes in Corcoran and Alpaugh ➤ Current Programs 	

- HSD, ESL, Citizenship Prep (EL Civics), GED prep (New)
- Changes for 2020 – 2021
 - Improved post-testing
 - Big decline in HSD classes
 - Effect of COVID came later for them than it did other schools
 - ESL – Doing COAPP testing
 - GED – Starting in January
 - COS ESL – Continuing in person instruction on campus
 - Not providing devices as students can come in person
 - Went through WASC and expect to achieve accreditation
 - Created the Corcoran Adult Education Advisory Committee (CAEAC)
- Modes of instruction
 - In person and old style
 - Have stopped doing distance learning
 - Lost of devices were lost during the pandemic
- Total leveraged funds by program area 2020-2021
 - No District contribution
 - Received WIOA grant
- Enrollment by Gender and Race
- Highest School Year and Enrollment by Program
- Enrollment way down from last year
 - Second class is not up and running
 - Difficult to get teachers
- Progress Indicator #1 – Sustained Enrollment
 - Numbers are low
 - Contributing factors
 - Navigator out
 - Loss of distance learning
 - Students have taken jobs vs education
- Progress Indicator #3 – WIOA application
- Progress Indicator #4 – Align curriculum
 - ABE – Aztec
 - ESL – Burlington English
 - HSD – Edgenuity
 - Citizenship Prep – www.uscis.gov
- Graduates increased in 2021

4.3	CAEP Technical Update – John Werner	<ul style="list-style-type: none"> ● Will be talking about community assessment data in the Leadership Committee meeting ● Due dates <ul style="list-style-type: none"> ➢ December 1 – Instructional Hours and Expenses by Program Area due in NOVA and certified by Consortium ➢ December 1 – Member Expense Report due in NOVA (Q1) ➢ December 31 – Member Expense Report certified by Consortia in NOVA (Q1) ➢ December 21 – End of Q2 ● AB104 Graduation <ul style="list-style-type: none"> ➢ Adult education was not brought into this assembly bill ➢ Does not mean adult ed cannot be part of this ➢ Adult education can fit under alternative education or it will need a stand-alone board policy 	
5	Action Items		
5.1	SAEC Virtual Board Meeting 02.01.22 – 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 	<ul style="list-style-type: none"> ● Motioned by Tom Rooney, Lindsay Unified School District ● Seconded by Doug Cardoza, Visalia Unified School District ● Vote: All approved None opposed Motion Carried
6	Adjournment	<ul style="list-style-type: none"> ● Next meeting 02/01/2022 at 8:00am via Zoom <ul style="list-style-type: none"> ➢ No meeting in January 2022 ● Adjourned meeting 	

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.1

Board Meeting Date of February 1, 2022

TO: Sequoias Adult Education Board
FROM: John Werner, Executive Director
PREPARED BY: Jonna Schengel, Dean CTE, COS
APPROVED BY: John Werner, Executive Director
PRESENTED BY: Jonna Schengel, Dean CTE, COS

AGENDA TITLE: Member Effectiveness Report, College of the Sequoias

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. 4.2

Board Meeting Date of February 1, 2022

TO: Sequoias Adult Education Board
FROM: John Werner, Executive Director
PREPARED BY: Jonna Schengel, Dean CTE, COS
APPROVED BY: John Werner, Executive Director
PRESENTED BY: Jonna Schengel, Dean CTE, COS

AGENDA TITLE: COS CTE Building, Programs and Related LMI Data

AGENDA SECTION:

Public Comment

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

Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

College of the Sequoias is building a NEW state-of-the-art CTE Training building that will house many of their Industrial Technology or trade programs that lead to high demand, high wage jobs. This presentation includes plans for the building as well as an overview of the programs, including labor market data, that will be located at the training center on the Tulare campus in 2025. The college's goal is to provide both day and evening classes at this location.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

Programmatic expansion by member districts supports student access to training, acceleration of student progress, and transition of students to next program by filling gaps in existing programs.

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.3

Board Meeting Date of February 1, 2022

TO: Sequoias Adult Education Board
FROM: John Werner, Executive Director
PREPARED BY: Amalia Lopez, Principal of Alternative Education, Lindsay USD
APPROVED BY: John Werner, Executive Director
PRESENTED BY: Amalia Lopez, Principal of Alternative Education, Lindsay USD

AGENDA TITLE: Member Effectiveness Report, Lindsay Adult Education

AGENDA SECTION:

Public Comment

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. 4.4

Board Meeting Date of February 1, 2022

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: 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 CAEP program compliance and policy changes. Specific topics will include: Policy Updates, Due Dates, Professional Development Resources, and Events.

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. 5.1

Board Meeting Date of February 1, 2022

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 03/01/22

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 been 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 February 1, 2022.

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