



SAEC BOARD MEETING AGENDA

March 1, 2022 @ 8:00am – 9:00am
Virtual via Zoom

Co-Chairs: Brent Calvin and Yolanda Valdez

Join Zoom Meeting

<https://us02web.zoom.us/j/89502650560?pwd=UzdPSXFRQzJmbFNGcGsrVitLeC9NZz09>

Meeting ID: 895 0265 0560

Passcode: 055372

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1. Opening Business

Call to Order

Establish Quorum

Welcome and Introductions

2. Approval of Minutes –February 1, 2022

[SAEC Board Meeting Minutes 02.01.22.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: Farmersville Adult School -Erika De La Cruz, Principal of Alternative Education/Pupil Support Services, FUSD

4.1.1. [Board Agenda Item 4.1 Member Effectiveness Report Farmersville.docx](#)

- 4.2. SAEC Member Effectiveness Report: Cutler-Orosi Adult School - Victoria Guzman, Principal of Alternative Education, COJUSD
- 4.2.1. [Board Agenda Item 4.2 Member Effectiveness Report COJUSD.docx](#)

5. Action Items

- 5.1 Adult Education Week Board Resolution-Brent Calvin
 - 5.1.1 [Board Agenda Item 5.1 California Adult Education Week.docx](#)
 - 5.1.2 CA Adult Education Week March 27th - April 2nd, 2022
 - 5.1.3 [Link to resolution template for LEA use](#)
- 5.2 SAEC Virtual Board Meeting 4.5.22 - Brent Calvin
 - 5.2.1. [Board Agenda Item 5.1 SAEC Virtual Board Meeting 04.05.22.docx](#)

6. Adjournment

Next Meeting: 4.5.22, 8AM via Zoom

SAEC Consortium Board Meeting
Zoom Virtual Meeting
Meeting 02/01/22, 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; Josh; Amalia Lopez, Lindsay Unified School District; Barbara Marshall, Sequoias Adult Education Consortium; Lori Morton, Tulare Adult School; Eduardo Ochoa, Corcoran Joint Unified School District; Tami Olson, Visalia Adult School; Adam Peck, Tulare WIB; Darin Pace, Exeter Unified School District; Tom Rooney, Lindsay Unified School District; Victor Rosa, Hanford Joint Unified High School District; Jonna Schengel, College of the Sequoias; Paul Sevillano, Farmersville Unified School District; Larriann Torrez, Porterville Adult School; Lucy VanScyoc, Tulare Joint Unified School District; John Werner, Sequoias Adult Education Director;

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	<ul style="list-style-type: none"> Called to order by Brent Calvin at 8:02am 	
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: Eduardo Ochoa from Corcoran and Josh 	
2	Review and approval of meeting minutes:	<ul style="list-style-type: none"> Minutes from December 7, 2022 SAEC Board Meeting 	<ul style="list-style-type: none"> Motioned by George Eddy, Exeter Unified School District Seconded by Paul Sevillano, Farmersville Unified School District Vote: All approved None opposed Motion Carried
3	Public Comment	<ul style="list-style-type: none"> No Comments 	
4	Information Items		
4.1	College of the Sequoias School Member	<ul style="list-style-type: none"> Jonna Schengel Dean CTE, COS shared the following: <ul style="list-style-type: none"> Indicator #1: Sustain Enrollment <ul style="list-style-type: none"> Enrollment decrease in ESL during COVID 	

	<p>Effectiveness Report – Jonna Schengel, Dean CTE, COS</p>	<ul style="list-style-type: none"> ➤ Indicator #2: Increase Literacy Rates <ul style="list-style-type: none"> ▪ Saw high pass rates even with decreased enrollment ➤ ESL Services <ul style="list-style-type: none"> ▪ Used funds for fill 3 part-time positions ▪ Offered non-credit beginning level classes ▪ Offered one-hour lab each week for writing classes ➤ By the numbers – ESL <ul style="list-style-type: none"> ▪ ESL hours did not decrease as much even with low enrollment <ul style="list-style-type: none"> ○ Students were attending more ▪ Increased offsite class caps to accommodate increased enrollment ▪ 2 offsite locations offer hy-flex classes ➤ By the numbers – Non-credit CTE <ul style="list-style-type: none"> ▪ Students can attend non-credit lab where they get one-on-one tutoring ➤ By the numbers – ESL Counselor <ul style="list-style-type: none"> ▪ Many ESL students are seen by the counselor ➤ CAEP 2021-22 By the Numbers <ul style="list-style-type: none"> ▪ There was a carry-over because of COVID ➤ Barriers <ul style="list-style-type: none"> ▪ Students requesting more online courses ➤ Changes <ul style="list-style-type: none"> ▪ ESL tutoring ▪ Technology <ul style="list-style-type: none"> ○ Hot spots are a high demand for students ▪ Books <ul style="list-style-type: none"> ○ Looking for online resources ▪ Adult Ed/COS ESL alignment <ul style="list-style-type: none"> ○ Would like to use money next year to host faculty workshops ▪ CTE courses for ESL students <ul style="list-style-type: none"> ○ Want to get CTE classes for ESL students 	
4.2	<p>COS CTE Building, Programs and Related LMI Data – Jonna Schengel, Dean CTE, COS</p>	<ul style="list-style-type: none"> ● CTE Tulare campus expansion <ul style="list-style-type: none"> ➤ Electrical training ➤ Industrial Maintenance ➤ Industrial Automation 	

		<ul style="list-style-type: none"> ➤ Environmental Control Technology ➤ Construction Technology ➤ Automotive Technology <ul style="list-style-type: none"> ● Slides of what the campus will look like were shown to the SAEC Consortium ● Overview of COS CTE programs <ul style="list-style-type: none"> ➤ Besides the list above there is also Construction Inspection, Welding and Hybrid Electric Alternative Fuel Vehicles Technology L3 ● Goal is to have afternoon and evening classes by the time the building is built in 2025 <ul style="list-style-type: none"> ➤ Will have HVAC program will be back in the evenings in a year <ul style="list-style-type: none"> ▪ High demand for classes 	
4.2	Lindsay Adult School Member Effectiveness Report – Amalia Lopez, Principal of Alternative Education	<ul style="list-style-type: none"> ● Amalia Lopez, Principal of Alternative Education in Lindsay shared the following <ul style="list-style-type: none"> ➤ Current programs <ul style="list-style-type: none"> ▪ Adult Basic Education, Adult Secondary Education and English as a Second Language ➤ Program Focus – Instructional Model <ul style="list-style-type: none"> ▪ Class Launch <ul style="list-style-type: none"> ○ 5 to 7 minutes ▪ Direct Instruction <ul style="list-style-type: none"> ○ 16 to 20 minutes ▪ Personalized Learning <ul style="list-style-type: none"> ○ 30 to 40 minutes ▪ Class Closure <ul style="list-style-type: none"> ○ 7 to 10 minutes ➤ Professional Learning for Instructors using LINCS <ul style="list-style-type: none"> ▪ English Language Acquisition ▪ Integrating Technology ▪ Teacher Effectiveness ➤ Program Structures <ul style="list-style-type: none"> ▪ 3 learning facilitators ▪ 1 testing technician ▪ 1 instructional aid ▪ Classes are 4 nights a week ▪ Doing blending learning (Classroom and Online) 	

		<ul style="list-style-type: none"> ➤ 2021/22 WIOA Continuous Improvement Plan (CIP) <ul style="list-style-type: none"> ▪ 20% of learners attempting the HiSET exam will pass ▪ Expand the Advisory Committee ▪ Expand instructional technology support ➤ 2021-22 Funding <ul style="list-style-type: none"> ▪ Most funding will be for salaries ➤ Indicator #1: Maintain or increase enrollment in all program areas <ul style="list-style-type: none"> ▪ Have seen a slight increase ▪ Need to monitor Citizenship ▪ Partner with COS and Healthy Families ➤ Indicator #2: Increased literacy rates <ul style="list-style-type: none"> ▪ Using CASAS pre and post test now but looking for a better program ➤ Indicator #3: School is WASC accredited <ul style="list-style-type: none"> ▪ Granted a three-year accreditation status in 2018 ▪ Self-study in 2022-23 ➤ Indicator #4: All SAEC program areas will have implemented aligned curriculum <ul style="list-style-type: none"> ▪ Aztec, Edgenuity, CASAS, and COS ➤ Visioning for Lindsay Adult Education <ul style="list-style-type: none"> ▪ Open up day classes ▪ Digital literacy ▪ Create CTE classes ▪ Improve Adult Literacy instruction 	
4.3	CAEP Technical Update – John Werner	<ul style="list-style-type: none"> ● LCFF Cost-of-living adjustment – 5.33 percent COLA ● Healthcare Vocational Education <ul style="list-style-type: none"> ➤ 130 million one-time Proposition 98 General Fund to support healthcare-focused vocational pathways for English language learners through the adult education programs ● Emergency financial assistant grants for AB 540 students ● CCC teacher credentialing partnership program ● AB1491 – Adult Education Carry-Over Cap <ul style="list-style-type: none"> ➤ Passed Assembly ➤ Impose a 15% cap on carry-over with safety valves build into 	

		<p>language</p> <ul style="list-style-type: none"> ● Talk coming out of Legislative Analyst's Office <ul style="list-style-type: none"> ➢ Working on how to grow a program on a fixed income ➢ Currently talking about leaving current CAEP allocation alone and adding a new layer of funding to adult education that is performance based 	
5	Action Items		
5.1	SAEC Virtual Board Meeting 02.01.22 – Brent Calvin	<ul style="list-style-type: none"> ● Continue meeting virtually was approved with no one rejecting 	
6	Adjournment	<ul style="list-style-type: none"> ● Next meeting 03/01/2022 at 8:00am via Zoom ● Adjourned meeting at 8:59am 	

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.1

Board Meeting Date of March 1, 2022

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: Erika De La Cruz, Principal of Alternative Education/Pupil Support Services, FUSD

APPROVED BY: John Werner, Executive Director

PRESENTED BY: Erika De La Cruz, Principal of Alternative Education/Pupil Support Services, FUSD

AGENDA TITLE: Member Effectiveness Report, Farmersville Adult School

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. 4.2

Board Meeting Date of March 1, 2022

TO: Sequoias Adult Education Board
FROM: John Werner, Executive Director
PREPARED BY: Victoria Guzman, Principal of Alternative Education, COJUSD
APPROVED BY: John Werner, Executive Director
PRESENTED BY: Victoria Guzman, Principal of Alternative Education, COJUSD
AGENDA TITLE: Member Effectiveness Report, Cutler-Orosi Joint Unified School District

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. 4.3

Board Meeting Date of March 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: Heather Keran, Alternative Education Manager, HJUHSD
AGENDA TITLE: California Adult Education Program Technical Update

AGENDA SECTION:

Public Comment

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 March 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: California Adult Education Week 3/27 – 4/02

AGENDA SECTION:

Public Comment

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

Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

Each year, California officially recognizes the work of adult education in our communities by proclaiming a week in April as Adult Education Week. This honors the teachers, administrators, classified staff, and students of adult education programs statewide for their efforts, persistence, and accomplishments.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

The SAEC Comprehensive Three-Year Plan and SAEC Annual Plan 2021/22 leverage and align multiple resources to enhance the regional adult education system.

XXXXXXXXX UNIFIED SCHOOL DISTRICT

**RESOLUTION XXXX
In Support of K12 Adult Education**

WHEREAS, The first recorded adult education class in California was held in the basement of St. Mary's Cathedral in San Francisco in 1856. The class was authorized by the San Francisco Board of Education to teach English to Irish, Italian, and Chinese immigrants. John Swett, who was the first volunteer teacher for the class, later became a State Superintendent of Public Instruction; and

WHEREAS, Adult Schools have been utilized on numerous occasions to assist the state as it dealt with significant social, political, and economic issues through job training programs during World War II, immigration reform of the 1980s, and most recently, the Great Recession; and

WHEREAS, Adult education in California overcame its biggest challenge as a result of the severe economic crisis facing both the state and the nation in 2008-2009. Funding that was previously reserved to adult education was redistributed to other levels of education in the state, resulting in in many adult schools decreasing in size and some closing; and

WHEREAS, there are currently over 600,000 adult learners enrolled in ESL classes at Adult Schools across California that are in the age-range to have children in our public school system. The impact of adult education is felt across generations, particularly for early childhood learners who have been characterized as a priority of the Governor and Legislature; and

WHEREAS, XXXXXXXXX successfully serves XXXXXXXX and the surrounding communities through its collaboration with its community college partners and community-based organizations through the Adult Education system. XXXXXXXXXX served XXXXX students in the 2021-22 school year; and

WHEREAS, XXXXXXXXXX provides significant and varied classes and programs to serve XXXXXXXX and the surrounding communities, including: classes in Healthcare Training, Computer Technologies Training, Job Preparation Classes, High School Diploma and Equivalency Programs, English as a Second Language (ESL) classes, Citizenship Classes, and more; and

WHEREAS, XXXXXXXXXX served XXX students in the High School Diploma and GED Programs in the 2021-22 school year. The programs help minimize the high school dropout rate. XXX students earned their high school diploma, and XXXX students earned their GED in the 2021-22 school year; and

WHEREAS, XXXXXXXXXX served **XXXXX** students in the English as a Second Language (ESL) Program in the 2021-22 school year, and parents enrolled in ESL classes learn how to assist their children with school work and dedicate several hours a year tutoring their own children; and

WHEREAS, XXXXXXXXX provides a safe environment for its students free from discrimination or bullying regardless of race, ethnicity, religion, sexual orientation or socio-economic status;

WHEREAS, amid the current COVID-19 pandemic **XXXXXXX** continues to provide critical programming and services to our adult education students and their families via literacy and basic skills to help ensure our K12 students are successful as they navigate the challenge of distance learning to finish the school year;

WHEREAS, amid the current COVID-19 pandemic **XXXXXXX** provides important short term career training programs, including for critical healthcare positions, to address both the short- and long-term impacts and to respond to Governor Newsom’s charge to meet the moment and address the needs of our communities; and

WHEREAS, the Board of Trustees of the **XXXXX** Unified School District strongly supports supporting Adult Education as an important part of the **XXXXX** School District.

BE IT THEREFORE RESOLVED, that the Board of Trustees of the **XXXXXX** School District strongly urges the Governor of California, Gavin Newsom, and the California Legislature to recognize the important role of K12 Adult Education in addressing the needs of our communities in the short and long term and to increase access to programs and services for the most in-need and not yet reached members of our great State.

PASSED AND ADOPTED this **XX** day of **XXXXXX**, 2022, by the following vote:

AYES: NOES: ABSENCES: ABSENTIONS:

BOARD SECRETARY

BOARD PRESIDENT

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 5.2

Board Meeting Date of March 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 04/05/22

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