



SAEC Leadership Committee Meeting

April 11, 2023, 9:45 - 11:45AM

In Person: COS Sequoias Room 1

Agenda

Co-Chairs: Heather Keran and Jonna Schengel

- Opening Business
 - Call to Order
 - Welcome and Introductions
- Approval of Minutes
 - [03.23.23 SAEC Leadership Committee Meeting Minutes.docx](#)
- Public Comment – General public comment on any Consortium related topic may be heard at this time. The Leadership Committee 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 Leadership Committee. 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 Committee Chair 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.
- Action Items:
 - None
- Information/Discussion Items (All supporting documents attached to this agenda in the order they appear on the agenda. Meeting participants will find a link to an electronic version of this agenda, which has active links to all supporting documents) here:
 - Member Effectiveness Presentations in April Board Meeting
 - Cutler-Orosi, Farmersville and Lindsay
 - Governance
 - [2023.24 Report on Consortium Governance Draft V1](#)
 - [2023.26 SAEC Memorandum of Understanding Draft V1](#)
 - 2023.24 Preliminary Allocations and CFAD Process
 - Deliverables and Updates- John Werner
 - WIOA Title II
 - Deliverables for 2022-23
 - CAEP
 - April 2023
 - Apr 30: Student Data due in TOPSPro (Q3)
 - Apr 30: Employment and Earnings Follow-up Survey

- May 2023
 - May 2: CFAD for 2023-24 due in NOVA *
- June 2023
 - Jun 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q3)
 - Jun 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q3) *
 - Jun 30: End of Q4
- ELL Grant
- RISDIS (reminder)
 - Upcoming Navigator Events
 -
 - April 13 -15 CCAE State Conference
 - April 17 Growing Health Leaders Conference
 - April 17 Central Valley Regional Center - Transition Fair
 - April 25 Career Orientation Presentation at Dinuba HS
 - April 26 Tulare County Support Staff Conference
 - April 27 ESL Giant Trains
 - May 2 Career Orientation Presentation at Dinuba HS
 - May 2 Community Resource Fair
- Professional Development
 - CCAE State Conference 2023
 - April 12-15, 2023
 - Oakland, CA
 - [Registration](#)

Reminders:

- Draft Member Effectiveness Report Schedule:
 - Draft Schedule for 2023-2024:
 - October 2023 – SAEC Report: Enrollment and NIF Report by Navigators
 - November 2023 – SAEC Report: Outcomes, Hanford Adult, Tulare Adult
 - February 2024 – Visalia Adult, Corcoran Adult, Lindsay
 - April 2024 – College of the Sequoias, Cutler-Orosi, Farmersville
- Program Area Governance Committee meeting dates - John Werner
 - ESL – Carmen Becerra
 - ~~October 31, 2022 1:30PM - 3:00PM-~~
 - ~~January 20, 2023 1:30PM - 3:00PM~~
 - April 24, 2023 1:30PM - 3:00PM
 - ABE/ASE – Maribel Delgado
 - ~~September 26, 2022 1:00PM - 3:00PM~~
 - ~~November 7, 2022 1:00PM - 3:00PM~~
 - ~~February 27, 2023 1:00PM - 3:00PM~~
 - April 24, 2023 1:00PM - 3:00PM
 - AWD– Evette Lopez/John Werner
 - ~~September 30, 2022 1:00PM - 3:00PM~~
 - ~~February 10, 2023 1:00PM - 3:00PM~~
 - April 21, 2023 1:00PM - 3:00PM

- SAEC Data Community of Practice meeting dates:
 - 2022.23 Meeting Dates:
 - ~~Q1 10.21.22 @ 2:15PM~~
 - ~~Q2 01.20.23 @ 11:00AM~~
 - ~~Q3 04.21.23 @ 11:00AM~~
 - Q4 06.29.23 @ 11:00AM and/or
07.06.23 @ 11:00AM

- Next Leadership Committee Meeting Agenda - Heather Keran
 - Next Meeting: 4/20/23 @ 3:00 - 4:30PM
 - Virtual Meeting
 - Agenda topics:

- Next [SAEC Board Meeting](#) on 005.02.23 @ 8:00 - 9:30AM - John Werner
 - At COS

- Adjournment

SAEC Leadership Committee Meeting Minutes

March 23, 2023

3:00PM – 4:30PAM

Zoom (Virtual On-Line Meeting)

Co-Chairs: Heather Keran and Jonna Schengel

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

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

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

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

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