

SAEC Consortium Budget Meeting  
College of the Sequoias Hospital Rock, Room 133  
Meeting 11/03/15, 9:15 - 11:15 am  
Co-chairs: Stan Carrizosa and Sarah Koligian

In Attendance:

Wendy Ayers, ABLE Industries; Carla Calhoun, CSET; Melissa Calvero, Cutler-Orosi Joint Unified School District; Stan Carrizosa, College of the Sequoias; Liset Caudillo, Proteus; Ofelia Ceja-Lariviere, Farmersville Unified School District; Fidelia Cisneros, Kings County HSA Employment in Training; Dennis Doane, Lindsay Unified School District; Bill Edminster, Tulare Joint Unified School District; Heather Keran, Hanford Adult School; Sarah Koligian, Tulare Joint Union School District; Adam Peck, Workforce Investment Board of Tualre County; Tom Rooney, Lindsay Unified School District; Thad Russell, College of the Sequoias; Drew Sorensen, Woodlake Unified School District; Larriann Torrez, Tulare Joint Unified School District; Jennifer Vega La Serna, College of the Sequoias; John Werner, Visalia Adult School; Craig Wheaton, Visalia Unified School District

Mitch Rosin - by phone

**1. Welcome and Introductions**

- Called to order by Sarah Koligian 9:30am
- Introductions were made

**2. Approval of Minutes - October 27, 2015**

Discussion: Change adjourned time from pm to am on last page

- Motion to approve minutes moved by Ofelia, Farmersville Unified School District
- Second by Larriann Torrez, Tulare Joint Unified School District
- Vote: All approved, None opposed, Motion Carried

**3. Public Comment**

- None

**4. Information Items:**

**Director Position Hiring Timeline**

- November 9, 2015 - Job Posting
- November 27, 2015 - Job Posting Closes
- December 3, 2015 – Task Force Screening
- December 15, 2015 - Interview Panels 1 & 2
- December 16, 2015 - Finalist Panel
- January 19, 2016 - SAEC Board Approval and Recommendation to VUSD
- January 26, 2016 - VUSD Board Meeting Consent

## **Discussion:**

- Proposed timeline is aggressive considering holidays
- Will post state wide as soon as job description is approved
- Community based panel had too many people in it last time
  - Should have a smaller group because of time management
  - Suggested that we have 7 - 9 members
- Technical skills panel
  - Technical skills are important
  - Suggested that we have 4 or 5 members, depending on who is available
- Task force can put together a contact list from last interviews.
- Task force will review documents December 3, 2015
  - Sarah Koligian will be available by phone to review documents with the task force
  - Stan Carrizosa is not available
  - Will meet around 1:00 pm
  - Stan Carrizosa is comfortable having Sarah Koligian handle review process with the task force for both of them
- Stan and Sarah will do pre-reference calling after initial screening
  - Will need the finalist list
  - This is to be done before the scheduling of interview
- December 16, 2015 - Finalist Panel
  - Sarah Koligian, Stan Carrizosa and Adam Peck will be part of panel
    - Available early afternoon, anywhere from 1:00 - 3:00pm
  - Plan on 30 minutes with each candidate
  - Will be held at the Visalia Unified School District office

## **State Guidance**

- Funding update
  - Each regional consortium must upload a budget for their regional consortium allocation by December 11, 2015
  - The budget will be uploaded to the same tracking system used in the AB86 Regional Planning Grant
  - Not to be confused with the workbook allocation table from the annual plan
  - Will share final budget report at the next meeting
  - Appreciation was expressed for the work and adaptability by John Werner has done on it.

## **5. Action Items**

### **Approval of SAEC director Job Description**

- Job description is in everyone's packet
- Reflects duties
- Salary is more aligned with a principal's salary for Visalia Unified School District
  - \$123,000 - \$138,000 a year
    - This is the full compensation dollar amount

- Including cost of health care

### **Final Discussion:**

- Legal and administrative oversight responsibility of the SAEC Director.
  - Discussion about where direction for the director comes from. The director will work under the direction of the SAEC Board, but be legally housed under VUSD. VUSD would be obligated to suffer any liability caused by the director because they are the employer of record. VUSD would conduct legal evaluation of the position.
- Evaluation process
  - It is a director level position
  - Site level principal can be the evaluator
  - Logistics can be worked out
- Where will the person be housed
  - Visalia Adult School or neutral place
  - Details will need to be worked out
- Correct type-ops

### **Motion to approve provision and changes as discussed**

- Motion moved by Tom Rooney, Lindsay Unified School District
- Seconded by Drew Sorensen, Woodlake Unified School District
- Vote: All approved, None opposed, Motion Carried
- Proxy votes:
  - By Drew Sorensen for Exeter Unified School District
  - By Sarah Koligian for Alpaugh Unified School District

## **6. Discussion Items:**

### **Determine 2016 Board Meeting Schedule**

- Continue with first Tuesday of each month at 8:00am
  - Exception will be January because of winter break
  - February 2, 2016; March 1, 2016; April 5, 2016; May 3, 2016; June 2, 2016
    - May want to come back and look at graduation conflicts
  - Need to consider a summer recess
    - July 5, 2016 is the day after a holiday
      - Will take July off
  - Will evaluate in May the dates for the rest of the calendar year

### **SAEC Annual Plan Implementation**

- Hiring of teachers for January classes
  - Takes time for the hiring process

- Want to start the enrolling process and get students in classrooms
- Discussion of fund dispersals.
- Would like to hire from the primary districts
  - Community already knows the teachers
  - Host districts will talk to the sites about getting teachers
  - Some districts have hiring process they have to follow
    - Example to fly within district for a period of time before opening it up to the public
- Do we need MOUs between districts
  - Tulare has a template we can look at
  - Would like one template that the director can use for everyone
- Go through strategy map
- Have task force put together top priorities
- Teaching positions for the schools not under the director
- Clerical and navigator are the only ones who will report to the director
  
- Accountability mechanisms
  - If something not going well at school then discussion would happen at Board level.
  - Person on Board accountable for what happens in their district
  
  - Have task force come up with list then bring to the Board on December 1st

Discussion item:

- Original AB86 states we need at least 1 community college and 1 adult school
- Rules to follow under AB86 states
  - The community college district, county office, JPA and K-12 district must be a member of a regional consortium
- Some consortiums included counties and some did not
- We can only invite them but can not force them to participate
  - If they are going to expend funds then they need to be a member
- John Werner will follow up on this and see what he can find out
- Could be one of the new changes

Sarah Koligian thanked the Task Force for their efforts

## **7. Adjournment**

- Next meeting December 1, 2015 at 8:00am
- Sequoias Board Room 1

Meeting adjourned at 10:33am