

SAEC Consortium Board Meeting
College of the Sequoias Board Room 1
Meeting 02/05/19, 8:00 – 10:00 am
Co-chairs: Brent Calvin and Yolanda Valdez

In Attendance:

John Arriola, Corcoran Joint Unified School District; David Boswell, AZTEC Software; Carla Calhoun, CSET; Tony Casares, Woodlake Unified School District; Randy DeGraw, Farmersville Unified School District; Dennis Doane, Lindsay Unified School District; George Eddy, Exeter Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Brian Griffin, Lindsay Unified School District; Heather Keran, Hanford Adult School; Ken Kurts, Proteus – WMSE; Gary Mekeel, Alpaugh Unified School District; Lori Morton, Tulare County Office of Education; Tami Olson, Visalia Adult School; Todd Oto, Visalia Unified School District; Linda Patino, Tulare County Office of Education; Jennifer Reimer, Tulare County Office of Education; 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; John Werner, Sequoias Adult Education Director; 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"> Yolanda Valdez called the meeting to order and welcomed all to the meeting at 8:10 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 December 4, 2018 SAEC Board Meeting reviewed. 	<ul style="list-style-type: none"> Motioned by Gary Mekeel, Alpaugh Unified School District Seconded by Todd Oto, Visalia 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	GRID Alternatives – Hector Uriarte	<ul style="list-style-type: none"> GRID Alternatives is 501(c)(3) certified non-profit organization <ul style="list-style-type: none"> ➤ Provide non-cost solar installations for households qualifying as low-income ➤ Hands-on solar training to connect people to clean energy jobs 	

		<ul style="list-style-type: none"> ➤ Technical assistance and solar installation for multifamily affordable housing providers ➤ Community/shared solar project development and implementation • Looking activities and events that are already happening in the community in order to get information out on the program <ul style="list-style-type: none"> ➤ Currently working with the SAEC Navigators ➤ Attending Ag Expo with Visalia Adult School ➤ Will be part of the SAEC Velocity Tour 	
4.2	College of the Sequoias School Member Effectiveness Report – John Arriola	<ul style="list-style-type: none"> • Current Structures <ul style="list-style-type: none"> ➤ FT ESL Counselor ➤ Non-credit CTE ➤ Contextualization ➤ Curriculum development • Barriers <ul style="list-style-type: none"> ➤ Data reporting – CASAS/TOPsPro <ul style="list-style-type: none"> ▪ COS does not TOPs Pro Enterprise ▪ Does not work with the programs they are using ▪ At state level they are working on making changes • Changes <ul style="list-style-type: none"> ➤ VESL ➤ Non-credit welding ➤ Basic Skills 	
4.3	SAEC Fiscal Report 2017/2018 – John Werner	<ul style="list-style-type: none"> • Showed Board Members how we were structured starting in 2015-2016 and how money was spent <ul style="list-style-type: none"> ➤ 2015 - 2016 <ul style="list-style-type: none"> ▪ Separation of MOE and Allocation, but both were AEBG under AB 104 ▪ No tracking system for enrollment ➤ 2016 - 2017 <ul style="list-style-type: none"> ▪ Funding Basis by Member with 2015 - 2016 Enrollments ▪ No separation of MOE and Allocation ▪ Enrollment data dropped due to training or no access to Tops Pro ➤ 2017 – 2018 <ul style="list-style-type: none"> ▪ Funding Basis by Member with 2016 - 2017 Enrollments ▪ Funding stable ▪ Still coming to terms with the data tracking system ➤ 2018 – 2019 <ul style="list-style-type: none"> ▪ Funding Basis by Member with 2017 - 2018 Enrollments ▪ COLA added 	

		<ul style="list-style-type: none"> ▪ More stable enrollment numbers • Graphs were shown <ul style="list-style-type: none"> ➤ Base Fund by Member <ul style="list-style-type: none"> ▪ Base fund by member over \$300,000 ▪ Base fund by member under \$300,000 ➤ 2014/15 to 2017/18 Enrollment: SAEC Total <ul style="list-style-type: none"> ▪ Member enrollment by year ▪ 2014/15 to 2017/18 Enrollment: Large schools ▪ 2014-15 to 2017/18 Enrollment: Small schools ▪ 2014/15 to 2017/18 Enrollment: All ➤ 2017/18 Unduplicated enrollment and instructional hours <ul style="list-style-type: none"> ▪ By schools ▪ Just over 1 million hours • Discussion <ul style="list-style-type: none"> ➤ Fiscal allocation basis for allocation <ul style="list-style-type: none"> ▪ Programs have evolved and needs changed ▪ CFAD/Ed Code guarantees base fund ▪ COLA is COLA ▪ New or windfall funds would require an analysis of funding by strategy or by enrollment • Edgenuity <ul style="list-style-type: none"> ➤ Two renewal options <ul style="list-style-type: none"> ▪ 1 year contract \$111,000 ▪ 3 year contract \$238,650 ➤ Leadership Committee recommendation <ul style="list-style-type: none"> ▪ 3 year contract – saves 1/3 over 3 years ▪ Deferred costs model for schools that cannot afford to pay for the whole 3 years at once ▪ SAEC office will help to defer costs <ul style="list-style-type: none"> • Money will be pulled back the next 2 years from each school 	<ul style="list-style-type: none"> • Will be an action item next month
4.4	SAEC Three Year Plan 2019-2021 – John Werner	<ul style="list-style-type: none"> • Aligned resources and programs to put students first from California Community Colleges <ul style="list-style-type: none"> ➤ Explained how it can work for adult education and is similar to what we do ➤ Indicators and tools we use have changed ➤ Path is the same • Data collection to start with student perspective in mind <ul style="list-style-type: none"> ➤ We need to keep the student at the forefront of the design ➤ Need to fill gaps and objectives to where they impact the students the most ➤ Align indicators 	

		<ul style="list-style-type: none"> ➤ Collect data points to see if indicators are improving or decreasing ➤ What actions can we take to improve our indicators ➤ Navigators have created a data collection system that is in progress today <ul style="list-style-type: none"> ▪ Helps them to know their day to day activities 	
4.5	WIOA Update – Larriann Torrez	<ul style="list-style-type: none"> • Second Quarter Expenditure Claim <ul style="list-style-type: none"> ➤ Was due January 31, 2019 • Employment and Earning Survey <ul style="list-style-type: none"> ➤ Students who exited first quarter without a social security need to be surveyed • Statewide Student Identification <ul style="list-style-type: none"> ➤ Beginning July 1, 2019 all students without a SSN must have a SSID. The SSID will be issued by CalPass via K-12 agencies 	
4.6	Member Agency Program Area Reporting – John Werner	<ul style="list-style-type: none"> • Every member reports in NOVA <ul style="list-style-type: none"> ➤ Hours of instruction by program area ➤ Leveraged funds by program area ➤ To be done by February 11, 2019 	
4.7	California Adult Education Program Technical Update – John Werner	<ul style="list-style-type: none"> • Due Dates Shared • Student ID's <ul style="list-style-type: none"> ➤ Data person in each district needs to be informed that adult education will be asking for SSID information • Committee meeting dates for <ul style="list-style-type: none"> ➤ SAEC Leadership Committee ➤ ABE/HSE Committee ➤ ESL Committee ➤ AWD Committee ➤ CTE Committee 	
5	Action Items	<ul style="list-style-type: none"> • N/A 	
6	Adjournment	<ul style="list-style-type: none"> • Yolonda Valdez adjourned meeting at 9:55 am 	<ul style="list-style-type: none"> • Motioned by George Eddy, Exeter Unified School District • Seconded by Randy DeGraw, Farmersville Unified School District • Vote: All approved None opposed Motion Carried