

SAEC Consortium Board Meeting Minutes

April 11, 2023, 8:00am – 9:00am

College of the Sequoias: Sequoia Room 1

Co-Chairs: Brent Calvin and Yolanda Valdez

In Attendance:

Brian Brazier, Corcoran Joint Unified School District; Dr. Sergio Chavez, Farmersville Unified School District; George Eddy, Exeter Unified School District; Laura Gonzales, Woodlake Unified School District; Victoria Guzman, Cutler-Orosi Adult School; Heather Keran, Hanford Adult School; Amalia Lopez, Lindsay Adult School; Barbara Marshall, Sequoias Adult Education Consortium; Lori Morton, Tulare Adult School; Tami Olson, Visalia Adult School; Adam Peck, WIB; Maria Reveles, Proteus, Inc; Tom Rooney, Lindsay Unified School District; Victor Rosa, Hanford Joint Unified High School District; Jonna Schengel, College of the Sequoias; Kirk Shrum, Visalia Unified School District; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Lucy Van Scyoc, Tulare Joint Union High School District; Arturo Villarreal, Farmersville Adult School; John Werner, Sequoias Adult Education Consortium

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	<ul style="list-style-type: none"> ● Called to order by Yolanda Valdez at 8:03am 	
1.2	Establish Quorum	<ul style="list-style-type: none"> ● Quorum Established 	
1.3	Welcome and Introductions		
2	Review and approval of meeting minutes:	<ul style="list-style-type: none"> ● Minutes from February 7, 2023 	<ul style="list-style-type: none"> ● Motioned to approve minutes by Victor Rosa, Hanford Joint Unified High School District ● Seconded by Tom Rooney, Lindsay Unified School District ● Vote: All approved None opposed Motion Carried
3	Public Comment	<ul style="list-style-type: none"> ● No Comments 	
4	Information Items		

<p>4.1</p>	<p>Lindsay Adult School Member Effectiveness Report – Amalia Lopez, Principal of Alternative Education, Lindsay Unified School District</p>	<ul style="list-style-type: none"> ● PowerPoint presentation by Lindsay Adult School <ul style="list-style-type: none"> ➤ Current programs <ul style="list-style-type: none"> ▪ Adult Basic Ed, Adult Secondary Education and English as a Second Language ➤ Program structures <ul style="list-style-type: none"> ▪ 1 Coordinator, 4 Learning Facilitators, 1 Testing/Enrollment Technician, 2 Instructional Aides, 1 Part Time SAEC Navigator, Support from Evening Digital Learning Specialists ▪ Blended learning with classroom and online teaching ➤ 2022-2023 Funding ➤ Programs focus <ul style="list-style-type: none"> ▪ WIOA, WASC, and schoolwide learning outcomes ▪ They have personalized learning plans and continue to focus on literacy, language and mathematical skills ➤ 2022/2023 WIOA Continuous Improvement Plan (CIP) <ul style="list-style-type: none"> ▪ Showed plans they have completed and those not yet met ➤ Personalized Learning Plans (PLPs) – Template ➤ Maintain or increase enrollment in all program areas <ul style="list-style-type: none"> ▪ Not quite where they were last year ▪ Beginning ESL is popular ➤ Increased literacy rates <ul style="list-style-type: none"> ▪ HSD course credit completions ▪ Literacy gains ➤ School is WASC accredited ➤ All SAEC program areas have implemented aligned curriculum <ul style="list-style-type: none"> ▪ Aztec, Edgenuity, CASAS and Burlington English ➤ Next steps in program improvement <ul style="list-style-type: none"> ▪ Day and night classes ▪ Digital Learning Specialist will be teaching in the evenings ▪ Will put together a Student Advisory Committee 	
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<p>4.2</p>	<p>Cutler-Orosi Adult School Member Effectiveness Report – Victoria Guzman, Principal of Alternative Education, COJUSD</p>	<ul style="list-style-type: none"> ● PowerPoint presentation by Cutler-Orosi Adult School <ul style="list-style-type: none"> ➤ Morning and evening programs <ul style="list-style-type: none"> ▪ In person and on-line ➤ Locations ➤ Advertisements of courses offered ➤ Student enrollment data and trends <ul style="list-style-type: none"> ▪ Upward trends on student enrollment ➤ Increased literacy rates <ul style="list-style-type: none"> ▪ Not as high as they would like but the year is not over ➤ WASC Accreditation <ul style="list-style-type: none"> ▪ Self-study visit will take place April 22-24 ➤ All programs areas will have implement aligned curriculum <ul style="list-style-type: none"> ▪ Edgenuity, Aztec, Burlington English ➤ Total leveraged funds <ul style="list-style-type: none"> ▪ WIOA grant, CALWORKS, Perkins, LCFF, Fees, K12 Adult Ed Jail Funds, Contract Services ➤ Barriers <ul style="list-style-type: none"> ▪ Low literacy levels, work schedules, transportation, teacher have other jobs, evening child care ➤ Training and goals <ul style="list-style-type: none"> ▪ Good PLC ▪ Effective teaching strategies ▪ Content specific training ▪ Evening childcare ▪ Transportation 	
<p>4.3</p>	<p>Farmersville Adult School Member Effectiveness Report – Arturo Villarreal, Principal of Alternative Education, FUSD</p>	<ul style="list-style-type: none"> ● PowerPoint presentation by Farmersville Adult School <ul style="list-style-type: none"> ➤ Location <ul style="list-style-type: none"> ▪ Small school with a few programs ➤ Current programs <ul style="list-style-type: none"> ▪ Adult Basic Education/Adult Secondary Education, English as a Second Language, Career Technical Education (Building & Construction Trades) ▪ Offered Tue-Wed-Thurs. 5:00-8:00pm ➤ 2022-2023 Updates <ul style="list-style-type: none"> ▪ All new staff <ul style="list-style-type: none"> ○ Principal, ESL GED and CTE instructors, office clerk, FAS Navigator and childcare 	

		<ul style="list-style-type: none"> ▪ Expanded GED program in Spanish ▪ All students provided district laptop devices ▪ WASC accredited ▪ Program expansion, CTE child care program ➤ Total leveraged funds <ul style="list-style-type: none"> ▪ 27% of budget is contribution by Farmersville Unified School District (LCFF) ▪ 51% CAEP ▪ 22% WIOA ➤ Enrollment Trends <ul style="list-style-type: none"> ▪ Currently have 66 students ▪ CTE – offering a program in conjunction with high school diploma ▪ CTE had 2 components ➤ Literacy rates <ul style="list-style-type: none"> ▪ Small in numbers but showing gains ➤ WASC Accredited ➤ SAEC program have aligned curriculum <ul style="list-style-type: none"> ▪ Aztec, Edgenuity, CASAS, Burlington English 	
4.4	SAEC Draft 2023/24 Governance Documents Review (first read) – John Werner	<ul style="list-style-type: none"> ● SAEC draft report on Consortium Governance 2023/24 <ul style="list-style-type: none"> ➤ Minor edits for flow ➤ Process <ul style="list-style-type: none"> ▪ Sunrise at SAEC Board on 04/11/23 ▪ SAEC Board action on 05/02/23 ▪ Local LEA Boards take individual action ● SAEC Memorandum of Understanding 2023/206 <ul style="list-style-type: none"> ➤ Date changes ➤ Beneficiary guarantee amounts ➤ SAEC Office guarantee amount ➤ Added carry-over language ➤ Changed the organizational structure infographic to reflect change in committee structure and relationships ➤ Process <ul style="list-style-type: none"> ▪ Sunrise at SAEC Board on 04/11/23 ▪ SAEC Board action on 05/02/23 ▪ Local LEA Boards take individual action 	

		<ul style="list-style-type: none"> ● Signed Consortium Governance Docs and MOU need to be turned into the SAEC office ● SAEC Preliminary Fiscal Allocation Declaration 2023/24 <ul style="list-style-type: none"> ➤ Rebenched in 2021/22 ➤ Preliminary COLA is 8.13% ➤ SAEC Board action on 05/02/23 – day after it is due ➤ May Revised and June statute date effect on the SAEC process <ul style="list-style-type: none"> ▪ May need a CFAD amendment in late June 	
5	Action Items		
5.1	Cutler-Orosi Purchase Request for a school vehicle – Brent Calvin or Yolanda Valdez	<ul style="list-style-type: none"> ● Voting to approve Cutler-Orosi being able to purchase a school vehicle with their CAEP budget <ul style="list-style-type: none"> ➤ Transportation has been a barrier for students ➤ Borrowing a vehicle has had conflicts ➤ Policy for Adult Ed is to have SAEC Board approve these type of purchases ➤ Purchase not to exceed \$60,000 	<ul style="list-style-type: none"> ● Motioned to approve purchase of vehicle not to exceed \$60,000 by George Eddy, Exeter Unified School District ● Seconded by Laura Gonzales, Woodlake Unified School District ● Vote: All approved None opposed Motion Carried
5.2	Adjournment	<ul style="list-style-type: none"> ● Next meeting 05/02/2023 at 8:00am <ul style="list-style-type: none"> ➤ In person at COS, Sequoias Room 1 ● Adjourned meeting at 9:02am 	