

SAEC Consortium Board Meeting
 College of the Sequoias Board Room 1
 Meeting 4/18/17, 8:00 - 10:00 am
 Co-chairs: Stan Carrizosa and Sarah Koligian

In Attendance:

John Arriola, Corcoran Joint Unified School District; Wende Ayers, ABLE Industries; Carmen Becerra, SAEC ESL Navigator; Maggie Bloetcher, Director of Assessment and Special Projects, Lindsay USD; Melissa Calvero, Visalia Adult School; Stan Carrizosa, College of the Sequoias; Maribel Delgado, SAEC Healthcare Navigator; Maribel Guzman, Kings County Human Services Agency; Heather Keran, Hanford Adult School; Sarah Koligian, Tulare Joint Union High School District; Jamie Medina, Proteus; Todd Oto, Visalia Unified School District; Darin Pace, Exeter Unified School District; Adam Peck, Workforce Investment Board of Tulare County; Tom Rooney, Lindsay Unified School District; Thad Russell, College of the Sequoias; Drew Sorensen, Woodlake Unified School District; Mary Taylor, Corcoran Joint Unified School District; Larriann Torres, Tulare Joint Unified School District; Yolanda Valdez, Cutler-Orosi Joint Unified School District; John Werner, Sequoias Adult Education Director.

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	Sarah Koligian called the meeting to order, welcomed all to the meeting at 8:04 am.	
1.2	Establish Quorum	Quorum Established	
1.3	Welcome and Introductions	All present introduced themselves and the school or place they represent.	
2	Review and approval of meeting minutes:	Minutes from February 7, 2017 SAEC Board meeting reviewed.	<ul style="list-style-type: none"> • Motioned by Todd Oto, Visalia Unified School District • Seconded by Drew Sorensen, Woodlake Unified School District. • Vote: All approved, None opposed, Motion Carried.
3	Public Comment	<ul style="list-style-type: none"> • None 	

	Discussion Topic	Outcome	Action
4	Information Items		
4.1	Advanced Manufacturing Navigator – John Werner	<ul style="list-style-type: none"> • Ready to add our 4th Navigator to help support the Industry Sector, per our 3 year plan. • Navigator cost be split 50-50 with SAEC office and Visalia Adult School. <ul style="list-style-type: none"> • Will work out of the SAEC office. • Expect Navigator to spend more time at Visalia Adult School than other schools. • Request for Navigator is being processed through Visalia Unified School District. 	
4.2	2017/18 Annual Plan (Due 8/15) – John Werner	<ul style="list-style-type: none"> • Waiting for state to release the template. Do not expect any changes in the template. • We have started the process. We will follow the 3 year plan. • The Following committees will provide feedback on our annual plan for next year. <ul style="list-style-type: none"> • Leadership • ASE • ABE • ESL • CTE • AWD • Rough draft will be brought in for the SAEC Board to review. • Approval process will be around early August. Needs to be submitted by August 15, 2017. 	

	Discussion Topic	Outcome	Action
5	Action Items		
5.1	Consortium Fiscal Administration Declaration (CFAD – Due 5/2) – John Werner	<ul style="list-style-type: none"> • Dollar amounts have changed because of unspent funds in the state of California. This is reallocated money from consortia that did expend AEBG funds. • 2015/16: Data and Accountability funds and unspent funds have been separated for ease of accounting, and recipients should expect funds shortly. • 2016/17: Unspent funds were allocated as part of Data and Accountability funds. (No Data funds for 16/17). <ul style="list-style-type: none"> • VUSD is in the process of issuing warranty funds. • 2017/18: Money will be put directly in to the Base Fund Allocation for each school. <ul style="list-style-type: none"> • Not subject to fiscal agent indirect costs since it is going directly to the members. • This is considered AEBG dollars so will not be tracked separately. • Follow the rules of AEBG funding for spending funds. • This will be the guarantee allocation going forward unless we vote to change it. Legislation says once you receive it you are guaranteed this amount. • SAEC office will see a decrease in funds because they are no longer holding onto unspent funds for each member. • Once voted on and approved signatures will be needed from each Superintendent. 	<ul style="list-style-type: none"> • Motioned by Tom Rooney, Lindsay Unified School District. • Seconded by Stan Carrizosa, College of the Sequoias. • Vote: All approved, None opposed, Motion Carried.

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6	Discussion Items	<ul style="list-style-type: none"> • Do we have a plan for data to talk to each other? <ul style="list-style-type: none"> • Based on state requirements we have to submit data into a single point data base via the state approved software. • Discussion on concerns about increased costs. <ul style="list-style-type: none"> • We can build structures we want to keep in place. • Base funding will stay the same. Districts need to know what they will have to contribute and what services we will be providing. • Outcome of Data and Accountability will guide what we are doing. 	<ul style="list-style-type: none"> • We are working on data management for COS.
6.1	SAEC Board Meeting on 5/2/17 – John Werner	<ul style="list-style-type: none"> • ACSA Region 11 meeting is at the same time as the May SAEC Board Meeting. 	<ul style="list-style-type: none"> • May meeting is cancelled. Will meet on June 6, 2017.
6.2	SAEC Board Meeting Schedule 2017/18 (DRAFT) – John Werner	<ul style="list-style-type: none"> • List of dates handed out for the 2017/218 SAEC Board Meetings 	<ul style="list-style-type: none"> • Approved as is and will change in the future if needed.
7	Adjournment	<ul style="list-style-type: none"> • Next meeting will be Tuesday, June 6, 2017 at 8:00 a.m. at COS, Board Room 1. Meeting adjourned at 8:46 a.m. 	