

SAEC Consortium Board Meeting
 College of the Sequoias Board Room 1
 Meeting 05/05/20, 8:00 – 9:00 am
 Co-chairs: Brent Calvin and Yolanda Valdez

In Attendance:

Seth Benevento, ABLE Industries; Brian Brazier, Corcoran Joint Unified School District; Carla Calhoun, CSET; Brent Calvin, College of the Sequoias; Erika DeLaCruz, Farmersville Unified School District; George Eddy, Exeter Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Laura Gonzalez, Woodlake Unified School District; Brett Grimm, Lindsay Unified School District; District; Heather Keran, Hanford Adult School; Ken Kurts, Proteus – WMSE; Barbara Marshall, Sequoias Adult Education Consortium; Gary Mekeel, Alpaugh Unified School District; Rich Merlo, Corcoran Unified School District; Lori Morton, Tulare County Office of Education; Tami Olson, Visalia Adult School; Darin Pace, Exeter Unified School District; Adam Peck, Workforce Investment Board of Tulare County; Edward Pellaeon; Tamara Ravalín, Visalia Unified School District; Jennifer Reimer, Tulare County Office of Education; Tony Rodriguez, Tulare Joint Union High School District; Tom Rooney, Lindsay Unified School District; Victor Rosa, Hanford Joint Union High School District; Jonna Schengel, College of the Sequoias; Paul Sevillano, Farmersville Unified School District; Larriann Torrez, 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	<ul style="list-style-type: none"> Called to order by Brent Calvin at 8:00am 	
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 March 3, 2020 Board Meeting reviewed. 	<ul style="list-style-type: none"> Motioned by Rich Merlo, Corcoran Unified School District Seconded by Tony Rodriguez, Tulare Joint Union High 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	WIOA II Update – Larriann Torrez	<ul style="list-style-type: none"> ● Submitted quarter 3 reports for all WIOA deliverables <ul style="list-style-type: none"> ➤ Working on cleaning up data ● Should receive grant status on WIOA funding status soon ● Tulare Adult is going to be part of an EL Civics CASAS pilot <ul style="list-style-type: none"> ➤ Doing an online COAP assessment with students ➤ Will help to capture payment points ● AE provider network providing COVID-19 supports 	
4.2	State of the Consortium Report: SAEC Response to COVID-19 – John Werner	<ul style="list-style-type: none"> ● Curriculum delivery <ul style="list-style-type: none"> ➤ Majority of programs transitioned to distance learning <ul style="list-style-type: none"> ▪ Zoom ▪ Google classroom ▪ Teleconferencing and email ▪ Online learning platforms ➤ Paper/pencil options available as needed ● Student service provisions <ul style="list-style-type: none"> ➤ SAEC Navigators <ul style="list-style-type: none"> ▪ Tag teamed support to schools ➤ Limited to email, online formats, and telephone ● Gaps <ul style="list-style-type: none"> ➤ Biggest gap: Devices and internet connectivity (students and staff) ➤ CASAS assessments ➤ GED testing centers ➤ Declining enrollment ➤ CTE labs and clinical <ul style="list-style-type: none"> ▪ Long term facilities have closed ▪ CDPH in regards to CNA have suspended their policy rules ▪ Planning to pull together a CNA task force ➤ New enrollment strategies <ul style="list-style-type: none"> ▪ Currently brainstorming on ideas ➤ Student exit and record update data collection ➤ Non-critical strategies on hold 	

		<ul style="list-style-type: none"> ▪ Digital badging ● Structure supporting COVID-19 Mitigation <ul style="list-style-type: none"> ➢ RISDS ➢ SAEC governance committees ➢ State service providers ➢ Participation in state workgroups ● Questions <ul style="list-style-type: none"> ➢ Is adult education experiencing the same things as the K-12 students (i.e. having a place to learn)? <ul style="list-style-type: none"> ▪ Have seen a drop in enrollment ▪ Students need classroom time to engage <ul style="list-style-type: none"> ● Using distance learning ➢ Is anything being done in the state or committees that rethink the deliver model of adult education or advance of it such as CTE courses that need hands on? <ul style="list-style-type: none"> ▪ We had a policy shift of clinical being done in a virtual setting ▪ Some CTE training we do in the medical field will take a CDPH shift <ul style="list-style-type: none"> ● Got movement on lectures side of course presentations ▪ Each school district has a different policy they have to work within ➢ Do you see any physical changes? <ul style="list-style-type: none"> ▪ Yes, in the CFAD report 	
4.3	California Adult Education Program Technical Update – John Werner	<ul style="list-style-type: none"> ● Due Dates <ul style="list-style-type: none"> ➢ April 20: Student data due in TOPsPro (Q3) ➢ May 2: CFADs for 2020-2021 due in NOVA ➢ June 1: 18/19 and 19/20 member expense report due in NOVA (Q3) ➢ June 30: 18/19 and 19/20 member expense report certified by Consortia in NOVA (Q3) ➢ Aug 1: Student data due tin TOPsPro (Q4) Final ➢ Aug 15: Annual plan for 2020-2021 due in NOVA ● Professional development resources <ul style="list-style-type: none"> ➢ California Adult Education ➢ CALPRO 	

		<ul style="list-style-type: none"> ➤ OTAN ➤ Sequoias Adult Education Consortium 	
5	Action Items	<ul style="list-style-type: none"> ● N/A 	
5.1	SAEC Consortium Fiscal Allocation Declaration – Brent Calvin	<ul style="list-style-type: none"> ● CFAD has been loaded into NOVA <ul style="list-style-type: none"> ➤ Numbers were determined by CAP this year ➤ Numbers reflect COLA <ul style="list-style-type: none"> ▪ If there is none in the Governors revised budget then CAP will revise it back to last year's numbers 	<ul style="list-style-type: none"> ● Motioned by Tamara Ravalín, Visalia Unified School District ● Seconded by George Eddy, Exeter Unified School District ● Vote: All approved None opposed Motion Carried
5.2	SAEC Consortia Report on Governance Compliance of Rules and Procedures 2020/21 – Brent Calvin	<ul style="list-style-type: none"> ● Once approved member district (LEA) board approves ● Member President/Superintendent will need to sign ● Original signed copy, LEA Agenda and LEA minutes will need to be sent to Barbara Marshall <ul style="list-style-type: none"> ➤ This copy will be kept locally and provided to the state ● John Werner will send the MOU's out to everyone 	<ul style="list-style-type: none"> ● Motioned by George Eddy, Exeter Unified School District ● Seconded by Tony Rodriguez, Tulare Joint Union High School District ● Vote: All approved None opposed Motion Carried
5.3	SAEC Memorandum of Understanding 2020/23 – Brent Calvin	<ul style="list-style-type: none"> ● Once approved this will need to be taken to member district (LEA) for board approval ● Member Board President and President/Superintendent will need to sign ● Original signature copy will need to be returned to Barbara Marshall along with agenda and minutes of the meeting <ul style="list-style-type: none"> ➤ Document signed signature is ok to use 	<ul style="list-style-type: none"> ● Motioned by Tom Rooney, Lindsay Unified School District ● Seconded by Laura Gonzalez, Woodlake Unified School District ● Vote: All approved None opposed Motion Carried
5.4	SAEC Calendar of Meetings 22/21 – Brent Calvin	<ul style="list-style-type: none"> ● Noted that a few meeting were pulled out because they are cancelled every year ● Question was asked if we need to have a meeting every month <ul style="list-style-type: none"> ➤ Suggestions <ul style="list-style-type: none"> ▪ Extend meeting so they would not have to attend every month ▪ Do a zoom meeting every other month 	<ul style="list-style-type: none"> ● Motioned by George Eddy, Exeter Unified School District ● Seconded by Paul Sevillano, Farmersville Unified School District ● Vote: All approved None opposed Motion Carried

		<ul style="list-style-type: none"> ➤ John Werner will talk with leadership team to see how the meetings can have more flexibility 	
5.5	SAEC Board Meeting Cancellation 6/2/20 Cancellation – Brent Calvin	<ul style="list-style-type: none"> ● Vote to cancel June 2, 2020 meeting 	<ul style="list-style-type: none"> ● Motioned by Tony Rodriguez, Tulare Joint Union High School District ● Seconded by Laura Gonzalez, Woodlake Unified School ● Vote: All approved None opposed Motion Carried
6	Adjournment	<ul style="list-style-type: none"> ● Adjourned meeting at 9:00am ● Next meeting will be the first Tuesday in August <ul style="list-style-type: none"> ➤ August 4, 2020 	