

SAEC Consortium Board Meeting
 College of the Sequoias Board Room 1
 Meeting 08/04/20, 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; Brent Calvin, College of the Sequoias; Erika DeLaCruz, Farmersville Unified School District; Dennis Doane, Lindsay Unified School District; George Eddy, Exeter Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Laura Gonzalez, Woodlake Unified School District; District; Heather Keran, Hanford Adult School; Ken Kurts, Proteus – WMSE; Barbara Marshall, Sequoias Adult Education Consortium; Rich Merlo, Corcoran Unified School District; Lori Morton, Tulare County Office of Education; Tami Olson, Visalia Adult School; Tamara Ravalín, Visalia Unified 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 8:01am 	
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 May 5, 2020 Board Meeting reviewed. 	<ul style="list-style-type: none"> Motioned by Rich Merlo, Corcoran Unified School District Seconded by Victor Rosa, Hanford Join 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	State of the Consortium Report: SAEC Response to COVID-19 – John Werner	<ul style="list-style-type: none"> ● We have transitioned very well during COVID <ul style="list-style-type: none"> ➤ Curriculum Delivery <ul style="list-style-type: none"> ▪ Majority of programs transitioned to distance learning ▪ Paper/pencil options available as needed ➤ Student service provision <ul style="list-style-type: none"> ▪ Limited to email, online formats, and telephone ➤ Gaps <ul style="list-style-type: none"> ▪ Devices and internet connectivity ▪ CASAS assessments <ul style="list-style-type: none"> ● Working on remote testing ▪ GED testing centers ▪ Work based learning (lab time) ▪ Declining enrollment ▪ Student exit and record update data collection ▪ Strategies did not change just the way we teach them <ul style="list-style-type: none"> ● Some of our non-critical strategies receive less focus <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 ● We have PPE on each school (COVID response plan) ● Schools are facing challenges <ul style="list-style-type: none"> ➤ Students not highly motivated to work ➤ Overcoming technical issues in a timely manner ➤ Depth of knowledge the students are getting ➤ Not having Chromebook devices to check out to adult school students <ul style="list-style-type: none"> ▪ Students still learning digital literacy skills to complete distance learning assignments ▪ WiFi for adult school students/Internet Connectivity ➤ Students balancing work, school, and children ➤ Enrollment – parents who have school age children at home are deciding to not come back until their children are back in school 	

		<ul style="list-style-type: none"> ➤ Teachers transitioning to full distance learning platforms ➤ Getting word out that we are open ➤ Adults being willing to go out <ul style="list-style-type: none"> ▪ Dealing with fear and anxiety 	
4.2	California Adult Education Program Technical Update – John Werner	<ul style="list-style-type: none"> ● Due dates for member activities <ul style="list-style-type: none"> ➤ Aug 1: Student data due in TOPSPro (Q4) FINAL ➤ Sep 1: 18/19 and 19/20 member expense report due in NOVA ➤ Sep 1: July 1, 2019 to June 30, 2020 expenses by program area due ➤ Sep 30: 20/21 Member program year budget and work plan due in NOVA ➤ Oct 31: Student data due in TOPSPro (Q1) ● Reminder of professional development available 	
5	Action Items	<ul style="list-style-type: none"> ● N/A 	
5.1	Amended SAEC Consortium Fiscal Allocation Declaration 2020/21 – Brent Calvin or Yolanda Valdez	<ul style="list-style-type: none"> ● Budget out in January <ul style="list-style-type: none"> ➤ Reduction in Budget ● Budget revised in June <ul style="list-style-type: none"> ➤ Kept 2019/2020 funding ➤ Lost COLA ● Possibility of more cuts in August 	<ul style="list-style-type: none"> ● Motioned by George Eddy, Exeter Unified School District ● Seconded by Yolanda Valdez, Cutler-Orosi Joint Unified School District ● Vote: All approved None opposed Motion Carried
5.2	Amended SAEC Memorandum of Understanding 2020/23 – Brent Calvin or Yolanda Valdez	<ul style="list-style-type: none"> ● Had to adjust percent changes in the dollar amounts ● SAEC Board Action to approve ● Member district (LEA) board approves ● Member Board President and President/Superintendent signs ● Wet signature copy, LEA agenda and LEA minutes sent to Barbara Marshall 	<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
5.3	SAEC Annual Plan 2020/21 – Brent	<ul style="list-style-type: none"> ● John Werner went over the annual plan <ul style="list-style-type: none"> ➤ Executive summary 	<ul style="list-style-type: none"> ● Motioned by Tom Rooney, Lindsay Unified School District

	<p>Calvin or Yolanda Valdez</p>	<ul style="list-style-type: none"> ➤ Regional plan overview ➤ Regional needs ➤ Objective area strategies <ul style="list-style-type: none"> ▪ Gaps in service ▪ Seamless transition ▪ Student acceleration ▪ Professional development ▪ Leveraging resources ➤ Fiscal management <ul style="list-style-type: none"> ● Question <ul style="list-style-type: none"> ➤ Do we feel comfortable that the needs areas are addressed through our strategies? ➤ John Werner answered that he feels they align closely 	<ul style="list-style-type: none"> ● Seconded by Tamara Ravalín, Visalia Unified School District ● Vote: All approved None opposed Motion Carried
6	<p>Adjournment</p>	<ul style="list-style-type: none"> ● Adjourned meeting at 8:49am ● Next meeting will be the first Tuesday in September <ul style="list-style-type: none"> ➤ September 1, 2020 	