

SAEC Consortium Board Meeting  
Zoom Virtual Meeting  
Meeting 09/07/21, 8:00am – 9:00am  
Co-chairs: Brent Calvin and Yolanda Valdez

**In Attendance:**

Brian Brazier, Corcoran Joint Unified School District; Brent Calvin, College of the Sequoias; Doug Cardoza, Visalia Unified School District; Erika DeLaCruz, Farmersville Adult School; S. Duffek; George Eddy, Exeter Unified School District; Laura Gonzalez, Woodlake Unified School District; Victoria Guzman, Cutler-Orosi Education Center; Heather Keran, Hanford Adult School; Amalia Lopez, Lindsay Unified School District; Barbara Marshall, Sequoias Adult Education Consortium; Lori Morton, Tulare Adult School; Tami Olson, Visalia Adult School; Darin Pace, Exeter Unified School District; Sylvia Perez, SAEC Navigator; Tom Rooney, Lindsay Unified School District; Victor Rosa, Hanford Joint Unified High School District; Paul Sevillano, Farmersville Unified School District; Guadalupe Solis, Corcoran Joint Unified School District; Amanda Timblin, Tulare County; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Lucy VanScyoc, Tulare Joint Unified School District; Keith Stump; John Werner, Sequoias Adult Education Director;

	Discussion Topic	Outcome	Action
1	<b>Opening Business</b>		
1.1	<b>Call to Order</b>	<ul style="list-style-type: none"> <li>● Called to order by Brent Calvin at 8:01am</li> </ul>	
1.2	<b>Establish Quorum</b>	<ul style="list-style-type: none"> <li>● Quorum Established</li> </ul>	
1.3	<b>Welcome and Introductions</b>		
2	<b>Review and approval of meeting minutes:</b>	<ul style="list-style-type: none"> <li>● Minutes from August 3, 2021 SAEC Board Meeting <ul style="list-style-type: none"> <li>➢ Corrections – George Eddy attended the last meeting</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Motioned by Yolanda Valdez, Cutler-Orosi Joint Unified School District with corrections</li> <li>● Seconded by Tom Rooney, Lindsay Unified School District</li> <li>● Vote: All approved None opposed Motion Carried</li> </ul>
3	<b>Public Comment</b>	<ul style="list-style-type: none"> <li>● No Comments</li> </ul>	
4	<b>Information Items</b>		

4.1	<b>Tulare County Tobacco Free Schools – Amanda Timblin</b>	<ul style="list-style-type: none"> <li>● Tobacco Free prevention program policies are integrated into the districts <ul style="list-style-type: none"> <li>➤ Tulare County is here to assist with any of those elements</li> </ul> </li> <li>● Tulare County is willing to do <ul style="list-style-type: none"> <li>➤ Presentations <ul style="list-style-type: none"> <li>▪ They have incentives for the presentations</li> </ul> </li> <li>➤ Forums</li> <li>➤ Work Groups</li> <li>➤ Handing out materials</li> <li>➤ Cessation Resources – Helping people quit</li> <li>➤ Campus Signage/Placement</li> <li>➤ Technical Assistance</li> </ul> </li> </ul>	
4.2	<b>New Hire: SAEC Adult Education Navigator, Sylvia Perez – John Werner</b>	<ul style="list-style-type: none"> <li>● New General Adult Education Navigator, Sylvia Perez <ul style="list-style-type: none"> <li>➤ Primary site is Visalia Adult school and satellites schools <ul style="list-style-type: none"> <li>▪ Jointly funded by SAEC office and Visalia Adult</li> <li>▪ Will also help in the jail education program</li> </ul> </li> <li>➤ Replaces Janine Medina</li> <li>➤ Providing facilitation to AWD Committee</li> </ul> </li> <li>● New Interim Superintendent in Corcoran <ul style="list-style-type: none"> <li>➤ Guadalupe Solis</li> </ul> </li> </ul>	
4.3	<b>SAEC 2020/21 Fiscal Reporting Wrap-up – John Werner</b>	<ul style="list-style-type: none"> <li>● John Werner presented summary for 2020/21 fiscal reporting for each district <ul style="list-style-type: none"> <li>➤ What was budgeted</li> <li>➤ Expenditures</li> <li>➤ Carry-over <ul style="list-style-type: none"> <li>▪ Percentage of carry over</li> </ul> </li> </ul> </li> <li>● Budget total shows that we have a 1.8 million carry over which in within the limits that are allowed</li> </ul>	
4.4	<b>SAEC Annual Plan 2021/22 Status Update and Member Plans – John Werner</b>	<ul style="list-style-type: none"> <li>● All 2020/21 expenditure reporting and work plans must be submitted and certified before 2021/22 budgets and work plans are open to members <ul style="list-style-type: none"> <li>➤ Due 09/30/21</li> </ul> </li> </ul>	

4.5	<b>WIOA Title II Update – Heather Keran</b>	<ul style="list-style-type: none"> <li>● Deliverables: WIOA grant budget due on 09/03/21</li> <li>● Amended Grant Award Notifications (GAN's) and Funding Amounts <ul style="list-style-type: none"> <li>➤ If you have incorrect information they are kicking it back to the schools</li> </ul> </li> <li>● Future work <ul style="list-style-type: none"> <li>➤ First budget claim report due by 10/31/21</li> <li>➤ Reauthorization – RFP release in 2022/23</li> <li>➤ If you want more funding you can start a IET/ESL program <ul style="list-style-type: none"> <li>▪ Calpro is offering IET training</li> <li>▪ Program must be established before asking for funding</li> </ul> </li> </ul> </li> </ul>	
4.6	<b>CAEP Technical Update – John Werner</b>	<ul style="list-style-type: none"> <li>● 3-year plan due June 2022 <ul style="list-style-type: none"> <li>➤ Have reached out to a consultant to help get this plan done <ul style="list-style-type: none"> <li>▪ Asking to do a critical analysis of us</li> <li>▪ Looking to see if we are impacting our community or are we in a rut</li> <li>▪ Are we missing things because it is going well?</li> <li>▪ Asking him to be critical so we have a fresh look at things</li> <li>▪ Information will be brought back to the SAEC Board</li> </ul> </li> </ul> </li> <li>● Starting in November we will be doing our member effectiveness reports for each school</li> </ul>	
5	<b>Action Items</b>	<ul style="list-style-type: none"> <li>● N/A</li> </ul>	
6	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>● Next meeting 10/05/2021 at 8:00am via Zoom</li> <li>● Adjourned meeting at 8:36am</li> </ul>	<ul style="list-style-type: none"> <li>● Motioned by George Eddy, Exeter Unified School District</li> <li>● Seconded by Tom Rooney, Lindsay Unified School District</li> <li>● Vote: All approved None opposed Motion Carried</li> </ul>