

SAEC Consortium Board Meeting
College of the Sequoias Board Room 1
Meeting 11/05/19, 8:00 – 10:00 am
Co-chairs: Brent Calvin and Yolanda Valdez

In Attendance:

Brian Brazier, Corcoran Joint Unified School District; Brent Calvin, College of the Sequoias; Liset Caudillo, Proteus; Erika DeLaCruz, Farmersville Unified School District; George Eddy, Exeter Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Heather Keran, Hanford Adult School; Barbara Marshall, Sequoias Adult Education Consortium; Rich Merlo, Corcoran Unified School District; Tami Olson, Visalia Adult School; Darin Pace, Exeter Unified School District; Tamara Ravalin, Visalia Unified School District; Tony Rodriguez, Tulare Joint Union High School District; Tom Rooney, Lindsay Unified School District; Victor Rosa, Hanford Joint Union High School District; Thad Russell, College of the Sequoias; Paul Sevillano, Farmersville Unified School District; 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 7:59am 	
1.2	Establish Quorum	<ul style="list-style-type: none"> Quorum Established 	
1.3	Welcome and Introductions	<ul style="list-style-type: none"> All present introduced themselves and the school or place they represent. 	
2	Review and approval of meeting minutes:	<ul style="list-style-type: none"> Minutes from October 1, 2019 Board Meeting reviewed. 	<ul style="list-style-type: none"> Motioned by Tony Rodriguez, Tulare Joint Union High School District Seconded by George Eddy, Exeter Unified 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	Member Effectiveness Report, Tulare Adult School – Larriann Torrez	<ul style="list-style-type: none"> Shared Locations Shared Current Programs Shared New Classes <ul style="list-style-type: none"> ➤ Integrated Education and Training (IET) Classes <ul style="list-style-type: none"> ▪ Culinary training, Custodian Training, and 	

		<p style="text-align: center;">Paraprofessional Training</p> <ul style="list-style-type: none"> ➤ Applied Digital Skills-Google , Census Job Preparation Class, and Microsoft Office 2019 • Shared total leveraged funds by Program Area for 2018-2019 <ul style="list-style-type: none"> ➤ LCFF, other state grants – ETP, contracted services and WIOA II • Shared Demographics <ul style="list-style-type: none"> ➤ Most of the students are between 25 – 29 years of age ➤ Student by Ethnicity <ul style="list-style-type: none"> ▪ 80% are Hispanic ▪ Serve more females • Shared Enrollment by Program • Shared NRS Performance and NRS Table 4 • Payment Point Summary 2017-2018 <ul style="list-style-type: none"> ➤ Total of 530 ➤ Would like to improve in Citizenship and IET ➤ 2018-2019 captured less students but earned more payment points • Consortium Three Year Plan Progress <ul style="list-style-type: none"> ➤ Tulare Adult is doing Goals 1, 3 and 4 • Tulare Adult is getting ready for mid-year WASC visit 	
4.2	<p>Member Effectiveness Report, Hanford Adult School – Heather Keran</p>	<ul style="list-style-type: none"> • Shared Current Programs • Leveraged Funds <ul style="list-style-type: none"> ➤ Majority of money goes into ABE, ESL and Jail Ed Programs • Barriers <ul style="list-style-type: none"> ➤ Old paradigms and disconnects <ul style="list-style-type: none"> ▪ Dislike of school because it will be like the first time ▪ Too old ▪ Job vs Education ▪ Relearning to be a student again while balancing family and jobs ➤ Immigration ➤ Inflexibility of employers ➤ A bonus with barriers 	

		<ul style="list-style-type: none"> ▪ Large influx of students from local charters and JC Montgomery ▪ Learning self-discipline/court appointed over willingness <ul style="list-style-type: none"> • Changes <ul style="list-style-type: none"> ➤ Refining our approach to College and Career Readiness ➤ Testing secretary is now full-time ➤ Safety <ul style="list-style-type: none"> ▪ Added AM and PM Campus Safety Staff ▪ Participated in Mental Health First Aid ▪ Bringing in social service guest speaker ➤ Addressing Rigor and Relevance ➤ Retirements and Attrition impacted classes • Successes <ul style="list-style-type: none"> ➤ Worked hard on learner persistence ➤ Completers – 139 HSE/HSD graduates ➤ CTE program completions ➤ Grew a NRS education level ➤ For 19/20 first post-test starting on October 14, 2019 ➤ For 19/20 we have 11 graduates so far 	
4.3	California Adult Education Program Technical Update – John Werner	<ul style="list-style-type: none"> • Due dates – ongoing • Shared professional development resources <ul style="list-style-type: none"> ➤ Leadership committee has created a google calendar to keep up with professional development ➤ Data & Accountability Roadshow – San Bernadino 11/21/19 ➤ National & State Associations ➤ CCAE State Conference in Sacramento, April 23 – 25, 2020 ➤ ACCE and CAEAA conferences coming up 	
5	Action Items		
5.1	WIOA Title II Consultant Contract – John Werner	<ul style="list-style-type: none"> • Would like to hire a consultant to help write the WIOA application <ul style="list-style-type: none"> ➤ Helps us to be aligned as a collaborative ➤ Mitch Rosin is an expert that knows our world of work ➤ Approximate cost \$16,800 • November 2019: Virtual Meeting with Member Districts. Coordinate collection of member-specific data for WIOA applications • December 2019: Ongoing virtual meetings with Member Districts. Submit Draft 1 of WIOA applications for Member District review 	<ul style="list-style-type: none"> • Motioned by Tony Rodriguez, Tulare Joint Union High School District • Seconded by Tamara Ravalín, Visalia Unified School District • Vote: All approved None opposed Motion Carried

		<ul style="list-style-type: none"> January 2020: On-site meetings with Member Districts. Submit draft final of WIOA applications for Member District review 	
5.2	Data Consultant Contract – John Werner	<ul style="list-style-type: none"> Data meetings <ul style="list-style-type: none"> Facilitate the establishment of SAEC Data Communities of Practice (Data PLCs) Facilitate 2 meetings (3 hours each; Q1 and Q3) Create agenda and supporting documents Provide hands-on technical guidance and support Initial individual school support \$7,665 (1,095 x7 schools) <ul style="list-style-type: none"> Review and Clean-up individual school data via remote access Facilitate the creation of school data management improvement plans Provide phone support for the remainder of the 2019/20 school year to individual schools Provide remote screen sharing support for the remainder of the 2019/20 school year to individual sites Provide a face-to-face meeting for each school Provide hands-on technical assistance and training to each site Estimated Project Cost: \$9,965.00 <ul style="list-style-type: none"> Would like to hire Karina Vera 	<ul style="list-style-type: none"> Motioned by Rich Merlo, Corcoran Unified School District Seconded by Victor Rosa, Hanford Joint Union High School District Vote: All approved None opposed Motion Carried
5.3	COABE National Conference 2020, Out of State Travel Request – John Werner	<ul style="list-style-type: none"> COABE National Conference 2020 is an out of state conference <ul style="list-style-type: none"> Baltimore, Maryland – April 5 – 8, 2020 Requires Board approval to attend Estimated total cost per attendee \$2,000.00 	<ul style="list-style-type: none"> Motioned by Tamara Ravalín, Visalia Unified School District Seconded by Tom Rooney, Lindsay Unified School District Vote: All approved None opposed Motion Carried
5.4	SAEC Report on Governance Compliance of Rules and Procedures – Brent Calvin	<ul style="list-style-type: none"> Changes to report on Governance Compliance of Rules and Procedures <ul style="list-style-type: none"> Item 12 D: COLA area <ul style="list-style-type: none"> Changed “may” to “shall” Item E: Kept the language “shall” Item F: Deals with non-cola increases <ul style="list-style-type: none"> New above-based process 	<ul style="list-style-type: none"> Motioned by Tony Rodriguez, Tulare Joint Union High School District Seconded by George Eddy, Exeter Unified School District Vote: All approved None opposed Motion Carried
6	Adjournment	<ul style="list-style-type: none"> Adjourned meeting at 9:03am 	