**SAEC Consortium Board Meeting Minutes**

November 5, 2024, 8:00am – 9:45am

College of the Sequoias: Sequoia Room 1

Co-Chairs: Brent Calvin and Yolanda Valdez

**In Attendance:**

Carmen Becerra, Sequoias Adult Education Consortium; Brent Calvin, College of the Sequoias; Maribel Delgado, Sequoias Adult Education Consortium; George Eddy, Exeter Unified School District; Victoria Guzman, Cutler-Orosi Joint Unified School District; LaDonna Jones, Sequoias Adult Education Consortium; Heather Keran, Hanford Adult School; Amalia Lopez, Lindsay Adult School; Evette Lopez, Sequoias Adult Education Consortium; Margarita Lozano; Read to Succeed Library; Manuel Mendez, Farmersville Unified School District; Tami Olson, Visalia Adult School; Andre Pecina, Corcoran Unified School District; Adam Peck, Workforce Investment Board; Maria Reveles, Proteus, Inc.; Victor Rosa, Hanford Joint Union High School District; T.J. Ryan, Woodlake Unified School District; Kirk Shrum, Visalia Unified School District; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Lucy Van Scyoc, Tulare Joint Unified High School District; Arturo Villarreal, Farmersville Adult School; Christine Wegner, Exeter Unified School District; John Werner, Sequoias Adult Education Consortium; Robert Owen,Tulare Adult School; Grant Schimelpfening, Lindsay Unified School District;

|  | **Discussion Topic** | **Outcome** | **Action** |
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| 1 | **Opening**  **Business** |  |  |
| 1.1 | **Call to Order** | * Called to order by Yolanda Valdez at 8:03am |  |
| 1.2 | **Establish Quorum** | * Quorum Established |  |
| 1.3 | **Welcome and Introductions** | * All attendees introduced themselves, their role and their school district. * Visitors   + Robert Owen, Tulare Adult School   + Grant Schimelpfening, Lindsay Unified School District |  |
| 2 | **Review and Approval of Meeting Minutes and Notes:** | * Minutes from October 1st Meeting | * Motioned to approve minutes by Victor Rosa, Hanford Joint Unified School District * Seconded by TJ Ryan, Woodlake Unified School District * Vote: All approved   None opposed  Motion Carried |
| 3 | **Public Comment** | * No Comments |  |
| 4 | **Information Items** |  |  |
| 4.1 | **SAEC RISDS Report: The Impact of Adult Education Navigators - Carmen Becerra**  **Maribel Delgado**  **Evette Lopez** | * Information provided on:   + Locations Served:     - Carmen - VAS & Jail Ed     - Maribel - CAS, TAS & EC     - Evette - COAS, FAS, LAS, WFRC   + Areas Supported:     - Program Awareness & Career Exploration     - Resume Building     - Interview Prep     - Online Job Applications     - Referrals to Resources     - Program Outreach   + Student Contacts for 2023-2024 School Year : 7107     - 62.7% In Person     - 34.8% Phone   + Community Events Attended : 58 (30% of Navigator Time)     - Job Fairs     - Health Fairs     - Resource Fairs     - Back-to-School Nights     - PACT Meetings     - CONNECT Meetings     - EL Parent Group Meetings   + Resource Wall on Padlet     - Also located on SAEC Website and VAS Website   + Facilitator of Resources on Campuses   + 109 Presentations     - Job Readiness     - Career Exploration     - Career Technical Education |  |
| 4.2 | **Member Effectiveness Report by Hanford Adult School –** Heather Keran, Alternative Education Manager, HJUHSD | * Hanford shared a presentation on:   + Current Programs     - ABE, ASE, GED, ESL, CTE, Community Fine Arts (Pottery)   + Leveraged Funds by Program Area     - CAEP, CalWorks, Perkins, LCFF, WIOA II, K12 Jail Ed   + Carryover Leveraged Funds & Corrective Actions Taken     - Exceeded Carryover 19.73%     - 2024-2025 Action Plans   + Multi-year Enrollment Comparison - Unduplicated Enrollment     - 870 Unduplicated Enrollments for 2023-2024   + Enrollment Comparison for October 2021, 2022, and 2023   + Adults Who Become Participants     - 12 or more hours of instruction   + ESL Gains and COAAP Completions   + ASE – Educational Functioning Gains and High School Diploma/Equivalency earned   + ABE Educational Functioning Gains and Transition into ASE   + Percentages of Graduates Planning to Attend College, Trade School, Military or Workforce – 2023/2024   + Transitional Planning – Transfer Locations for 2023/2024   + 2024-2025 Focus Goals   + WASC     - Mid-Cycle Review - October 9, 2024     - Update: Six-year accreditation |  |
| 4.3 | **Member Effectiveness Report by Visalia Adult School –**  Tami Olson, Principal, VAS | * Visalia Adult School shared a presentation on:   + Current Programs 2024/.2025     - ABE, ASE, GED, HiSET, HSD, ESL, EL Civics, Citizenship Preparation, Government & History     - IET - Caregiver, Childcare, Nurse Assistant, Industrial Maintenance and Technology, Small Business Ownership, Construction, Intro to Office Skills, Resident Care Worker, Medical Math, Home Health Aide and Community Healthcare Worker     - CTE – Clinical and Medical Assisting, Childcare, Basic Construction, Custodial Training, Electrical/PLCs, Medical Billing and Coding, Nurse Assistant, Office Skills, Small Business Ownership, Vocational Nursing, Welding     - Adults with Disabilities – ATP, Creative Center and ABLE     - Justice Involved – HiSET   + Enrollment Comparison by Fiscal Year     - 2082 so far this 2024/2025 school year   + Enrollment by Comparison by Year   + Total Leveraged Funds by Program Area   + Grant Funds     - 2 ETP (Employment Training Grants)     - 2 CAI (California Apprentice Initiative) Grants     - ELL Healthcare Pathway Grant   + Carryover Leveraged Funds 2023-2024 & Corrective Actions     - Exceeded Carryover 5.36%   + WIOA Payment Points by Year   + ESL Gains, Civic Objectives and Additional Assessment Plan (COAAP) Completion   + ASE – Education Functioning Level Gains and High School Diploma/Equivalency Earned     - Unduplicated counts   + Student who became Employed in the 2nd Quarter after Exit     - 2024-2025 Thus Far - 18   + Concurrent Enrollment - VUSD High School Sites     - 2024-2025 Thus Far - 47   + Adult Transition Program     - 49 ATP Students     - 3 Dual-IET Digital Lit Students     - 5 Dual-IET Intro to Graphic Design     - 4 Dual-IET Intro to Infant & Childcare Students     - 10 Dual-ABE Students     - 1 - Dual-HSD   + 2024-2025 Focus Goals   + Every Student Succeeds State Award Recipient - Jazzmyn |  |
| 4.4 | **SAEC Governance Update –** John Werner | * Please forward signed Governance Doc and MOU with LEA board agenda and minutes to Ljones01@vusd.org |  |
| 4.5 | **CAEP Technical Update –** John Werner | * Upcoming deadlines   + December 2024     - **Dec 1**: July 1,2023 to June 30, 2024 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium\*     - **Dec 1**: 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1)     - **Dec 31**: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1)     - **Dec 31**: End of Q2 * Professional Development Opportunities   + <https://caladulted.org/Educators>   + <https://caladulted.org/Administrators>   + <http://www.calpro-online.org/>   + <https://otan.us/> |  |
| 5 | **Action Items** | * None |  |
| 5.2 | **Adjournment** | * Next meeting 2/04/25 at 8:00am   + In person at COS, Sequoias Room 1 * Brent Calvin acknowledged and sent best wishes to Tom Rooney, Superintendent, Lindsay Unified School District, on his upcoming retirement. * Adjourned meeting at 9:25AM |  |