

SAEC Consortium Board Meeting
 College of the Sequoias Board Room 1
 Meeting 11/08/16, 8:00 - 10:00 am
 Co-chairs: Stan Carrizosa and Sarah Koligian

In Attendance:

John Arriola, Corcoran Joint Unified School District; Wende Ayers, ABLE Industries; Laura Barba, Cutler-Orosi Joint Unified School District; Carmen Becerra, SAEC ESL Navigator; Melissa Calvero, Visalia Adult School; Liset Caudillo, Proteus; Fidela Cisneros, Kings County HAS Employment in Training; Kris Costa, Tulare County Office of Education; Maribel Delgado, SAEC Healthcare Navigator; Rob Hudson, Alpaugh Unified School District; Sarah Koligian, Tulare Joint Union High School District; Todd Oto, Visalia Unified School District; Jennifer Reimer, Tulare County Office of Education; Thad Russell, College of the Sequoias; Drew Sorensen, Woodlake Unified School District; Larriann Torres, Tulare Joint Unified School District; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Darla Wegener, Library Programs and Head Librarian; John Werner, Sequoias Adult Education Director.

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	Sarah Koligian called the meeting to order, welcomed all to the meeting at 8:02 am.	
1.2	Establish Quorum	Quorum Established	
1.3	Welcome and Introductions	All present introduced themselves and the school or place they represent.	
2	Review and approval of meeting minutes: October 25, 2016	<p>Minutes from October 25, 2016 SAEC Board meeting reviewed.</p> <ul style="list-style-type: none"> Change name of Christy Fairfax to Celina Shands. Celina joined us by phone, from Full Capacity not Christy Fairfax. 	<ul style="list-style-type: none"> Motion moved with changes by Drew Sorensen, Woodlake Unified School District Seconded by Rob Hudson, Alpaugh Unified School District. Vote: All approved, None opposed, Motion Carried.
3	Public Comment	<ul style="list-style-type: none"> Rob Hudson, Alpaugh Unified School District stated that they have adult education classes in Alpaugh for the first time in years. Thanked Corcoran for supporting them. Thank you also went to Carmen Becerra for her work as the navigator in getting the class going. Yolanda Valdez would like to see the SAEC out at more events. 	<ul style="list-style-type: none"> Navigators will be setting up a booth at the Hanford and Tulare flea markets November 21 & 22.

	Discussion Topic	Outcome	Action
4	Information Items		
4.1	AEBG Technical Assistance RFA – John Werner	<ul style="list-style-type: none"> • The RFA will go before the VUSD Board November 8th to get fiscal agent approval. • Working with Full Capacity and Business U to get application completed. • Will know by December 5th or 6th if we have been selected. 	
4.2	SAEC Member Plans – John Werner	<ul style="list-style-type: none"> • Would like to present a picture on how we are performing at our school and where we are going in the future. • Want to bring budget plan before the board. • John Werner explained what that plan will look like and what it will let us know. <ul style="list-style-type: none"> • Using allocations we gave the school it will show how money is being used to create classes. • It will show how much more money will be needed to keep classes going in the future as costs go up. • CTE programs will not be reflected in the form. • It will show strategic plan by school, fund, program area, and object code. Does not include income that is receivable. • Plan will show general budget break down <ul style="list-style-type: none"> • Will show what schools have been doing with MOE dollars by budget code. • Will the school be able to give same service each year? • Will base programs becomes so expensive that MOE cannot support it? • Are we going to experience shortfalls? • Plan will show what each program will be doing. <ul style="list-style-type: none"> • What is impacting us most? • What happens to allocation money? What happens to earmark money for outlying areas? • Shows report of new numbers and then by sites. 	<ul style="list-style-type: none"> • Budget plan will be present next meeting. There is a lot of information that the adult schools need to put together. • We want to show how we expect to perform. Where we are at and what work is happening. • SAEC Board requests a simple format that can show what the consortium is doing. Today vs past.
4.3	Workforce Innovation and Opportunity Act, Title II RFA – John Werner	<ul style="list-style-type: none"> • Hoping to have Title II of RFA soon. • Want it to be a joint collaboration. • This will be due by the end of January 	<ul style="list-style-type: none"> • Recommended plan of action is to submit applications individually, but in collaboration. • Hiring a grant writer is recommended.

	Discussion Topic	Outcome	Action
5	Action Items	None	
6	Discussion Item		
6.1	SAEC Data and Accountability Plan 2016/17 – John Werner	<ul style="list-style-type: none"> • Shared Accountability is a policy tool used to promote coordinated and effective service to participants who are or may be served by multiple funding streams or programs. • The WIOA Participant Individual Record Layout (PIRL) provides a standardized set of data elements, definitions, and reporting instructions that will be used to describe the characteristics, activities, and outcomes of WIOA participants. • States and local areas will be required to collect participant information that corresponds with the data elements and descriptions delineated within the PIRL. • Once aggregated, the outcomes will then be displayed according to the framework this is the WIOA Annual State Performance Report Template/WIOA Annual Local Area Performance Report Template. • Collection of data supports integration and the potential of greater value to the student experience in Adult Education and Literacy. • Common data supports shared local planning across the core program, meaning workforce development boards vocational programs, adult education literacy and other providers can better work diligently together to develop local, integrated solutions. • Common data is essential to a shared accountability and performance model across the core programs. • There is a strong emphasis on integrated programs, where workforce development providers are delivering services aligned and integrated with adult education and literacy and postsecondary education training. <ul style="list-style-type: none"> • We have started to build structures that do this, but we do not have integrated data systems. 	<ul style="list-style-type: none"> • Due date has been changed to February 20, 2016.

	Discussion Topic	Outcome	Action
	SAEC Data and Accountability Plan 2016/17 – John Werner (cont....)	<ul style="list-style-type: none"> • Vision. <ul style="list-style-type: none"> • Regional services come to bear on the student. When we align resources around the students the student is more likely to be successful. • Constraint and Opportunity <ul style="list-style-type: none"> • Burden is that we must collect so many new data elements and our measures of effectiveness have expanded to include things not previously stressed. • The opportunity is that as we know more about our students when they come in, we can do a better job of connecting them to services as they move through our pathways. • Common WIOA AEBG Data Elements <ul style="list-style-type: none"> • AEBG is directly affected by WIOA. Preparing for WIOA measures prepares us for AEBG. • Privacy information act is a concern. 	<ul style="list-style-type: none"> • Literacy Pro is a company we have looked at. They can pull out information from the adult school and will have it ready to share. • Initial setup \$2,000 per agency. Will use dollar amounts left over from the \$54,000 that we can roll out as general fund dollars. • Suggested that we meet together with technicians from different schools and districts. Each will have a unique perspective and as a group they may come up with idea.
7	Adjournment	Next meeting will be Tuesday, December 6, 2016 at 8:00 a.m. at COS, Board Room 1. Meeting adjourned at 9:57 am.	