



SEQUOIAS
ADULT EDUCATION CONSORTIUM
SAEC Leadership Committee Meeting
April 23, 2020 1:00pm - 3:00pm
ZOOM

Co-Chairs: Heather Keran and Vacant

- Opening Business
 - Call to Order
 - Welcome and Introductions
- Approval of Minutes - Minutes from 04/16/2020
- Public Comment – General public comment on any Consortium related topic may be heard at this time. The Leadership Committee asks that any public comment on an item listed on today’s agenda be addressed at the time the item comes up for discussion by the Leadership Committee. Please post any public comment using the chat function. Please begin your comments by posting your full name. Public comment will be read into the record by the Committee Chair in the order they are entered into the chat window. Public comment shall be limited to 3 minutes per comment and 20 minutes for all comments.
- Information Items:
 - COVID-19
 - Phase 2: Contingency Plans Best Practices Discussion:
 - CAEP Memo on adult school closure/plan adherence and member effectiveness. Can impact funding.
 - Timeline Discussion: What are your return dates (update as needed)?
 - Tulare: Closed until further notice
 - Visalia: May 4th or Gov releases order
 - Corcoran: June 30
 - Cutler-Orosi: Three Increments, currently increment ends May 14
 - Lindsay: May 4
 - Farmersville: June 30
 - Gaps identified at previous meeting. What has been resolved
 - Student access:
 - Devices:
 - Cleaning them (pending some guidance)
 - WIFI affects 25-50% of all students. Greater distribution into ESL program students.
 - GED Testing Centers are currently closed.
 - Follow district rules. No distance testing from home. Late May to Early June. Full guidance will come with it including triage recommendations for who to serve first.
 - CASAS testing is canceled: impacts enrollment ability=no new enrollments. Pending CA PET guidance
 - Special Pops?:

- Staff Access Gaps:
 - Staff still suffer connectivity
- Curriculum Gaps:
 - Situation has declined. Fewer students accessing because of no new enrollments.
 - Some is normal, cyclical loss to ag in the spring
- Student Supportive Services Gaps:
 - Exit record updates will pose a challenge
 - Attendance Data Collections
 - 4 ways to collect attendance hours
 - Online engagement time
 - Mastery Learning
 - Teacher Verification of work
 - 4th old fashioned seat time during live instruction online
- Needs as of 4/23/2020
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- Resources Currently Available
 - How are you leveraging our SAEC Navigators
 - Curriculum
 - PD
 - Virtual Tools
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- Implications
 - Documenting COVID-19 cost impact (the AE network provides many resources for free, still may have some hard costs). Keep copies of expense documentation.
 - Mailing
 - Copies
 - Staff hours
 - PPE
 - Subscriptions: additional licenses
 - PD costs
 - Hardware
 - Digital Connectivity/Access
 - Security costs
 - Repairs and Maintenance
 - Tracking Performance Outcome Data
 - Review the CDE COVID-19 Survey Data (if available by 4/23)
- Program Evaluation Data Chats – Heather
 - Bring:

DIR Action Goals
Red Folders

- Student Educational Plan

- Due Dates--John Werner
<https://caladulted.org/DueDates>

- Next Leadership Committee Meeting 5/5/2020, 10AM-Noon
 - Via Zoom
 - Agenda – Heather Keran

- Action Items
N/A

- Adjournment