



SEQUOIAS
ADULT EDUCATION CONSORTIUM
SAEC Leadership Committee Meeting
May 20, 2020 1:00PM-2:00PM
ZOOM

Agenda and Minutes: <https://drive.google.com/drive/folders/1XCvz2xrFkydcwY3dfvQCH1qASIEs3GTH>

Join Zoom Meeting

<https://us02web.zoom.us/j/82876332702?pwd=R2xWbDJiam5oN1dyK1JpM1kxaXhUZz09>

Meeting ID: 828 7633 2702

Password: 221959

One tap mobile

+16699009128,,82876332702#,,1#,221959# US

Dial by your location

+1 669 900 9128 US

Meeting ID: 828 7633 2702

Password: 221959

Co-Chairs: Heather Keran and Vacant

- Opening Business
 - Call to Order
 - Welcome and Introductions
- Approval of Minutes - Minutes from 05/05/2020
- 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
 - Contingency Plans Best Practices Discussion:
 - Site Status and SAEC Navigator Call Scripts
 - <https://drive.google.com/drive/folders/1wFDPo0XPVNMHODhTIZOzYRcPypCeoz6i>
 - Navigator availability to sites (on site work) is restricted to essential tasks only. All activities on site are subject to VUSD Risk Management approval and accountability monitoring. John to explain more.
 - Graduation Ceremony Ideas
 - Resources Currently Available
 - CAEP/CALPRO/Otan/CASAS one-stop shop resource site: <https://otan.us/resources/covid-19-field-support/>

- What does Fall Semester Look Like?
 - Site Availability
 - Modifications to sites (What will your site look like when students and staff come on campus?)
 - Enrollment Process
 - Programs and Master Schedules
 - Policy Updates (Do you need to update site policy documents (i.e. staff handbook, student handbook, student enrollment forms, safe school plan, etc.)
 - Program Evaluation Data Chats – Heather
 - Recommend tabling this discussion until summer
 - 2020/21 CA State Budget, May Revise
 - Released 5/14/20
 - See email for full May revise.
 - CAEP 2020/21 Budget Memo in Drive: <https://drive.google.com/drive/folders/1CAAhDkjtboA6nVT3ipDbDp5el45OsNv>
 - Approx 12.1% reduction from January Budget
 - CAEP Webinar: <https://register.caladulthood.org/index.cfm?fuseaction=detail&id=406>
 - 2020/21 Annual Plan/Current Three Plan/MOU
 - All plans in Drive: <https://drive.google.com/drive/folders/0B7anuMDOnc2NDIUemJ1LTkwZVU>
 - 2020/21 Plan Due 8/15/20
 - Needs to be written
 - 2019/21 Three Plan Needs to be updated to reflect changes caused by COVID-19
 - Our current MOU will need earmark amounts adjusted for provider/beneficiary districts.
 - Discussion on timeline for this work.
 - AWS Curriculum--Heather Keran
 - Due Dates--John Werner
 - <https://caladulthood.org/DueDates>
 - SAEC Leadership Committee 2020/21 meetings
 - Via Zoom
 - Agenda – Heather Keran
- Action Items
 - N/A
- Adjournment