

## SAEC Leadership Committee Meeting Minutes

January 21, 2020 3:00PM – 4:00PM

Zoom (Virtual On-Line Meeting)

Co-Chairs: Heather Keran and Jonna Schengel

**In Attendance:** Brian Brazier, Corcoran Joint Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Heather Keran, Hanford Adult School; Barbara Marshall, SAEC; Tami Olson, Visalia Adult School; Jonna Schengel, College of the Sequoias; Larriann Torrez, Tulare Adult School; John Werner, SAEC Director

	Discussion Topic	Outcome	Action
1	<b>Opening Business</b>		
1.1	<b>Call to order</b>	<ul style="list-style-type: none"> <li>● Called to order at 3:03pm</li> </ul>	
1.2	<b>Establish Quorum</b>	<ul style="list-style-type: none"> <li>● Quorum Established</li> </ul>	
1.3	<b>Welcome and Introductions</b>		
2	<b>Review and approval of Minutes from 12/01/2020</b>	<ul style="list-style-type: none"> <li>● Approval of minutes for December 1, 2020</li> </ul>	<ul style="list-style-type: none"> <li>● Motioned by Larriann Torrez, Tulare Adult School</li> <li>● Seconded by Brian Brazier, Corcoran Joint Unified School District</li> <li>● Vote: <ul style="list-style-type: none"> <li>➢ All approved</li> <li>➢ None opposed</li> <li>➢ Motion Carried</li> </ul> </li> </ul>
3	<b>Public Comment</b>	<ul style="list-style-type: none"> <li>● No comments</li> </ul>	
4	<b>Information Items</b>		
4.1	<b>WIOA II – Larriann Torrez</b>	<ul style="list-style-type: none"> <li>● Continuous Improvement Plan <ul style="list-style-type: none"> <li>➢ 1.20.21 Network Meeting Webinar PowerPoint (has CIP information. See slide 7): <ul style="list-style-type: none"> <li>▪ <a href="https://drive.google.com/file/d/1Y0C-LxPFq_kMbUP1HwTcR1GyP-IFig4W/view?usp=sharing">https://drive.google.com/file/d/1Y0C-LxPFq_kMbUP1HwTcR1GyP-IFig4W/view?usp=sharing</a></li> </ul> </li> <li>➢ CIP Trainings – Register on OTAN <ul style="list-style-type: none"> <li>▪ Having problems registering for it <ul style="list-style-type: none"> <li>○ <a href="https://caadultedtraining.org/OTAN/2680">https://caadultedtraining.org/OTAN/2680</a> <ul style="list-style-type: none"> <li>● For January 26<sup>th</sup> 10:00 – 11:00</li> </ul> </li> <li>○ <a href="https://caadultedtraining.org/OTAN/2681">https://caadultedtraining.org/OTAN/2681</a> <ul style="list-style-type: none"> <li>● For January 28<sup>th</sup> 3:00 – 4:00</li> </ul> </li> </ul> </li> </ul> </li> </ul> </li> <li>➢ This is the replacement of annual plan under WIOA</li> </ul>	

		<ul style="list-style-type: none"> <li>➤ Due April 30<sup>th</sup></li> <li>➤ Combines the previous Professional Development, Technology and IELCE plans</li> <li>➤ John Werner will help the newer schools get this written</li> <li>➤ Tulare says it requires a team to put this together</li> <li>➤ Suggest if you are in the middle of WASC just merge the two and use your committee and to be the SIP team</li> <li>➤ Advisory committees at Corcoran, Cutler and Farmersville can be used to make this work <ul style="list-style-type: none"> <li>▪ John Werner would like to participate in these committees</li> </ul> </li> </ul>	
4.2	<b>HSD Graduation Requirements – John Werner</b>	<ul style="list-style-type: none"> <li>● Consortium annual plan is due August 15<sup>th</sup></li> <li>● Tulare Adult went before their board in January for final approval <ul style="list-style-type: none"> <li>➤ Have credits changed in their system</li> </ul> </li> <li>● Visalia Adult when before their board in December <ul style="list-style-type: none"> <li>➤ Currently rolling it out</li> </ul> </li> <li>● Corcoran Adult asked for the board language they used <ul style="list-style-type: none"> <li>➤ It is being emailed</li> </ul> </li> </ul>	
4.3	<b>Member Effectiveness Reports</b>	<ul style="list-style-type: none"> <li>● Presentations going forward <ul style="list-style-type: none"> <li>➤ February: Farmersville and Lindsay</li> <li>➤ March: Visalia and COS</li> </ul> </li> </ul>	
4.4	<b>Nuro Systems Case Management - John Werner</b>	<ul style="list-style-type: none"> <li>● Nuro is similar to Community Pro but has another layer <ul style="list-style-type: none"> <li>➤ It has Predictive Analytics</li> </ul> </li> <li>● Question to Leadership: Is this something we would like to look deeper into <ul style="list-style-type: none"> <li>➤ Tulare Adult: Something we have needed for a long time</li> <li>➤ Visalia Adult: Agrees with TAS</li> </ul> </li> <li>● John Werner will set up a meeting separate from the Leadership meeting to have someone from Nuro to talk with us <ul style="list-style-type: none"> <li>➤ Will send out doodle poll</li> </ul> </li> </ul>	
4.5	<b>Navigators – John Werner</b>	<ul style="list-style-type: none"> <li>● Janine Medina will be leaving us as of January 29, 2021 for a job at Cuesta College</li> <li>● Would like to recommend having a Adults with Disability’s Navigator vs Advance Manufacturing Navigator <ul style="list-style-type: none"> <li>➤ Visalia Adult <ul style="list-style-type: none"> <li>▪ Do not want to lose the jail piece that he navigator is handling for them <ul style="list-style-type: none"> <li>● Need them working with the inmate population</li> </ul> </li> <li>▪ Can we make the title a General Navigator</li> <li>▪ AWD is supported by the District</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Leadership decided to go with a general title <ul style="list-style-type: none"> <li>➤ John Werner will work with HRD on it</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>➤ Tulare Adult <ul style="list-style-type: none"> <li>▪ Do not have a AWD program</li> </ul> </li> <li>➤ Corcoran <ul style="list-style-type: none"> <li>▪ Has a counselor talking about life skills with that population</li> </ul> </li> <li>➤ SAEC <ul style="list-style-type: none"> <li>▪ They would work with partners interested in AWD transitions</li> <li>▪ Navigator would still work with HSE, ABE, ESL population</li> </ul> </li> </ul>	
4.6	<b>2021.22 Fiscal Allocations – John Werner</b>	<ul style="list-style-type: none"> <li>● Discussion on COLA <ul style="list-style-type: none"> <li>➤ John Werner showed It is at 1.5%</li> <li>➤ If we want to change how we use it we need to amend the CFAD <ul style="list-style-type: none"> <li>▪ If we keep as it, it is in place for 3 years</li> </ul> </li> </ul> </li> <li>● LCFF Contributions <ul style="list-style-type: none"> <li>➤ Looking at doing a 10% increase over 3 years <ul style="list-style-type: none"> <li>▪ Would need to get all superintends on board with this</li> <li>▪ Would need a contract</li> <li>▪ Need structure in place with smaller districts that do not have an adult school in place <ul style="list-style-type: none"> <li>● Otherwise we would be asking school boards to subsidize their portion</li> </ul> </li> </ul> </li> </ul> </li> </ul>	
4.7	<b>News and review Marketing Campaign – John Werner</b>	<ul style="list-style-type: none"> <li>● News and Review marketing campaign <ul style="list-style-type: none"> <li>➤ Folder for sample product - <a href="https://drive.google.com/drive/folders/1hN8A5yqciYsr3RBibp6aZEs6KruR4Y7h?usp=sharing">https://drive.google.com/drive/folders/1hN8A5yqciYsr3RBibp6aZEs6KruR4Y7h?usp=sharing</a></li> <li>➤ Meeting with Jeff VonKaenel to discuss strategy 01/22/21 at 9:00am <ul style="list-style-type: none"> <li>▪ Tulare wants to attend meeting</li> <li>▪ Visalia and Hanford are busy at this time</li> <li>▪ Corcoran will check to see if they can attend</li> </ul> </li> <li>➤ Talks about the work we do through a student's success story <ul style="list-style-type: none"> <li>▪ How partners come together to overcome obstacles</li> <li>▪ Highlights schools and community partners</li> </ul> </li> <li>➤ They help with social media presentation</li> </ul> </li> </ul>	
4.6	<b>Professional Development – John Werner</b>	<ul style="list-style-type: none"> <li>● Reminder of CAEAA Conference coming up <ul style="list-style-type: none"> <li>➤ It is virtual</li> <li>➤ No fee</li> <li>➤ Need to register to attend</li> <li>➤ Do not have to attend the whole conference <ul style="list-style-type: none"> <li>▪ Look at agenda to decide what you want to attend</li> </ul> </li> </ul> </li> <li>● COABE Blast <ul style="list-style-type: none"> <li>➤ Encouraging to vote</li> <li>➤ Larriann Torrez running as President Elect</li> <li>➤ John Werner running for Region 6 Representative</li> </ul> </li> <li>● Burlington <ul style="list-style-type: none"> <li>➤ Wants to bring everyone together to show the new resources you can use</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"> <li>➤ It was mentioned that they charge by per person <ul style="list-style-type: none"> <li>▪ Some feel that Edgenuity has the same capabilities and feel it is cheaper</li> </ul> </li> <li>➤ John Werner will put a doodle poll together for those interested</li> </ul>	
4.7	<b>Program Area Committee Meeting Dates – John Werner</b>	<ul style="list-style-type: none"> <li>● Reminder of Meetings <ul style="list-style-type: none"> <li>➤ ESL: 12/04/20, 02/26/21, 04/23/21 (2:00pm – 3:30pm)</li> <li>➤ ABE/ASE: 11/02/20, 03/01/21, 04/19/21 (1:00pm – 3:00pm)</li> <li>➤ AWD: To be determined/as needed</li> </ul> </li> </ul>	
4.8	<b>Set SAEC Data Community of Practice Meeting Dates for each quarter</b>	<ul style="list-style-type: none"> <li>● Reminder of Meetings <ul style="list-style-type: none"> <li>➤ Data Community of Practice meeting dates <ul style="list-style-type: none"> <li>▪ 01/22/21, 04/23/2021, 07/15/21 (11:00pm – 12:00pm) <ul style="list-style-type: none"> <li>● Will add a January 25<sup>th</sup> make up meeting</li> </ul> </li> <li>▪ All meetings align with the end of each quarter</li> </ul> </li> </ul> </li> </ul>	
4.10	<b>Due Dates – John Werner</b>	<ul style="list-style-type: none"> <li>● <a href="https://caladulthood.org/DueDates">https://caladulthood.org/DueDates</a></li> </ul>	
4.10	<b>Next SAEC Board Meeting on 02/02/21</b>	<ul style="list-style-type: none"> <li>● Agenda topics <ul style="list-style-type: none"> <li>➤ Presentation of CCAE State and Central Section awardees</li> <li>➤ Member Effectiveness reports</li> </ul> </li> </ul>	
4.11	<b>02/02/21 Leadership Committee Meeting Agenda – Heather Keran</b>	<ul style="list-style-type: none"> <li>● Next meeting will be 02/02/21 at 9:15am</li> </ul>	
	<b>Other Business – Heather Keran</b>	<ul style="list-style-type: none"> <li>● Tulare’s Superintendent has announced his retirement</li> <li>● Discussion on Department of Rehab students who are hearing impaired <ul style="list-style-type: none"> <li>➤ John Werner will be meeting with Devan Mathis who is interested in this topic <ul style="list-style-type: none"> <li>▪ Tulare interested in attending this meeting</li> </ul> </li> <li>➤ Check with Jonna to see how COS works with their students</li> </ul> </li> </ul>	
5	<b>Action Items</b>	<ul style="list-style-type: none"> <li>● NA</li> </ul>	
6	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>● Meeting adjourned at 4:40pm</li> </ul>	<ul style="list-style-type: none"> <li>● Motioned by Tami Olson, Visalia Adult School</li> <li>● Seconded by Larriann Torrez, Tulare Adult School</li> <li>● Vote: All approved None opposed Motion Carried</li> </ul>