

SAEC Leadership Committee Meeting Minutes

February 18, 2021

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 Adult Education Center; 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	Opening Business		
1.1	Call to order	<ul style="list-style-type: none"> • Called to order at 3:10pm 	
1.2	Establish Quorum	<ul style="list-style-type: none"> • Quorum Established 	
1.3	Welcome and Introductions		
2	Review and approval of Minutes from 02/02/21	<ul style="list-style-type: none"> • Approval of minutes for February 2, 2021 	<ul style="list-style-type: none"> • Motioned by Robert Gonzales, Cutler-Orosi Adult Education Center • Seconded by Brian Brazier, Corcoran Joint Unified School District • Vote: <ul style="list-style-type: none"> ➢ All approved ➢ None opposed ➢ Motion Carried
3	Public Comment	<ul style="list-style-type: none"> • No comments 	
4	Information Items		
4.1	WIOA II – Larriann Torrez	<ul style="list-style-type: none"> • Everyone needs to work on CIP plans <ul style="list-style-type: none"> ➢ Get your surveys out ➢ Get your goals done ➢ Due April 30th 	
4.2	HSD Graduation Requirements Status – John Werner	<ul style="list-style-type: none"> • Corcoran now has their graduations requirements approved by their board • Corcoran’s Vision Statement has been approved 	

4.3	Member Effectiveness Reports – John Werner	<ul style="list-style-type: none"> • March 2, 2021 <ul style="list-style-type: none"> ➤ Visalia Adult School ➤ College of the Sequoias ➤ Farmersville Adult School 	
4.4	News and review Marketing Campaign – John Werner	<ul style="list-style-type: none"> • Doodle poll sent out <ul style="list-style-type: none"> ➤ John Werner will be putting meeting together 	
4.5	Nuro Debrief	<ul style="list-style-type: none"> • Discuss at next Leadership Committee Meeting 	
4.6	Professional Development – John Werner	<ul style="list-style-type: none"> • Fall 2021 needs <ul style="list-style-type: none"> ➤ Discuss at next Leadership Committee Meeting ➤ Will send out some information by email ➤ Burlington English <ul style="list-style-type: none"> ▪ Will be doing a presentation at Visalia Adult School in a few weeks 	
4.7	Program Area Committee Meeting Dates – John Werner	<ul style="list-style-type: none"> • Reminder of Meetings <ul style="list-style-type: none"> ➤ ESL: 12/04/20, 02/26/21, 04/23/21 (2:00pm – 3:30pm) ➤ ABE/ASE: 11/02/20, 03/01/21, 04/19/21 (1:00pm – 3:00pm) ➤ AWD: To be determined/as needed 	
4.8	Set SAEC Data Community of Practice Meeting Dates for each quarter	<ul style="list-style-type: none"> • Reminder of Meetings <ul style="list-style-type: none"> ➤ Data Community of Practice meeting dates <ul style="list-style-type: none"> ▪ 01/22/21, 04/23/2021, 07/15/21 (11:00pm – 12:00pm) • Larriann will need any budget revisions you have prior to the end of the 3rd quarter 	
4.9	Due Dates – John Werner	<ul style="list-style-type: none"> • https://caladulthood.org/DueDates 	
4.10	COABE National Conference Registration	<ul style="list-style-type: none"> • Encouraging everyone to register for COABE • CCAE State Conference will be April 21 – 23 (virtual) 	
4.11	03/02/21 Leadership Committee Meeting Agenda – Heather Keran	<ul style="list-style-type: none"> • Next meeting will be 03/02/21 	
4.12	Next SAEC Board Meeting on 03/02/21	<ul style="list-style-type: none"> • 1. Presentation of Fiscal Allocation proposal by John Werner • 2. Budget • 3. Technical Update 	

		<ul style="list-style-type: none"> • 4. Sunrise Governance document • 5. Member Effectiveness reports 	
5	Action Items	<ul style="list-style-type: none"> • NA 	
5.1	2021.22 Fiscal Allocations	<ul style="list-style-type: none"> • Discussion on a proposal SAEC Leadership Committee will bring before the SAEC Board on the 1.5% COLA <ul style="list-style-type: none"> ➢ Is this new money? <ul style="list-style-type: none"> ▪ Yes, per Governance Document ▪ Governance Document states: ...the amount of funds to be distributed to a member of that consortium may be increased by a percentage equal to the percentage by which the total amounts of funds allocated to the consortium increased. Increases in allocation to the consortium due to COLA may be allocated to consortium members at the same percentage of increase as the percentage increase to the consortium.....COLA may be calculated as an ongoing percentage increase and not a lump sum payment. Member allocation increased caused by COLA shall be ongoing and considered part of a member's base fund allocation subject to California Education Code 84914. ➢ What is the purpose of the Budget Committee? <ul style="list-style-type: none"> ▪ To make recommendations like the Leadership Committee does ▪ The final decision is made by the SAEC Board Members ➢ Leadership Committee with vote will decide if we will present a proposal to the SAEC Board <ul style="list-style-type: none"> ▪ If it passes it will be brought before the SAEC Board on March 2, 2021 ▪ The SAEC Board will vote on the proposal they want at the April 2021 meeting • Concerns by schools regarding Budget Committee proposal <ul style="list-style-type: none"> ➢ Concerned about cuts bigger adult schools will need to make <ul style="list-style-type: none"> ▪ If we cut teachers we cut programs ▪ Staff receive salary increases every year <ul style="list-style-type: none"> • Without COLA they will need to make cuts ▪ Goal is servicing students ➢ This is not really an equity issue ➢ Need to bring everything to the table ➢ Is there a way to increase to the smaller schools without deducting from the bigger schools? ➢ Should money be going to the schools attached to the larger schools? <ul style="list-style-type: none"> ▪ Example Visalia Adult is servicing 59 students out of 	

		<ul style="list-style-type: none"> <ul style="list-style-type: none"> Woodlake <ul style="list-style-type: none"> ▪ Do they need the money allocated to them if the school sponsoring them are providing the administrator services? ▪ Cutler funds a high percentage for Woodlake • Discussion on funding for proposal from Leadership Committee <ul style="list-style-type: none"> ➢ We have CSET on campus providing a lot of services <ul style="list-style-type: none"> ▪ Could Manufacturing Navigator position be cut and money funded to schools <ul style="list-style-type: none"> • If Visalia does not get COLA they cannot afford to pay 50% of Navigator position • SAEC office cannot cover full position <ul style="list-style-type: none"> ○ Money from SAEC office can be used to help schools ○ COS is willing to give up their 1.5% COLA ▪ If everyone keeps their percentage of COLA will the money from SAEC office and COS help other schools ▪ Can COLA from feeder schools be used to help other schools out? <ul style="list-style-type: none"> • Can this be done every year <ul style="list-style-type: none"> ○ COLA changes every year so it would need to be revisited each time ➢ In K12 when enrollment declines so does the budget <ul style="list-style-type: none"> ▪ Declining enrollment because of COVID but students are showing bigger gains <ul style="list-style-type: none"> • CAEP looks at our outcomes not ADA ➢ Those schools brand new to WIOA Title II will not lose their awards if they do not show their desired outcomes <ul style="list-style-type: none"> ▪ Will not go back on those dollars • Proposal <ul style="list-style-type: none"> ➢ All schools get the 1.5% COLA <ul style="list-style-type: none"> ▪ COS's COLA will be used to distribute across the smaller districts* ▪ COLA from feeder schools will be absorbed by the school taking care of them <ul style="list-style-type: none"> • Visalia Adult will not absorb the 1.5% from Exeter. It will be given to Farmersville • Corcoran will absorb Alpaugh's 1.5% • Cutler-Orosi will absorb Woodlake's 1/5% ▪ Advance Manufacturing Navigator position will not be re-flown <ul style="list-style-type: none"> • Cost saving from the SAEC office will be distributed across to the smaller districts* 	<ul style="list-style-type: none"> • Motioned that the 2021-2022 Fiscal Allocation recommendation Proposal be presented at the next SAEC Board meeting as a Discussion Item. Motion by Larriann Torrez, Tulare Adult School • Seconded by Tami Olson, Visalia Adult School • Vote: <ul style="list-style-type: none"> ➢ Approval: Heather Keran, Hanford Adult School; Larriann Torrez, Tulare Adult School;
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6	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 4:29pm 	<ul style="list-style-type: none"> • Motioned by Tami Olson, Visalia Adult School • Seconded by Larriann Torrez, Tulare Adult School • Vote: All approved None opposed Motion Carried