

SAEC Leadership Committee Meeting
 Visalia Unified School District, Room 2
 Meeting 03/22/18, 2:30 – 4:30 pm
 Co-chairs: Jennifer La Serna Vega & Heather Keran

In Attendance:

Robert Gonzales, Cutler-Orosi Joint Unified School District; Heather Keran, Hanford Adult School; Lori McClintick, Visalia Adult School; Thad Russell, College of the Sequoias; Larriann Torrez, Tulare Joint Unified School District; John Werner, Sequoias Adult Education Director.

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	<ul style="list-style-type: none"> John Werner called the meeting to order and welcomed all to the meeting at 2:38 pm 	
1.2	Welcome and Introductions	<ul style="list-style-type: none"> No introductions were made since everyone knew each other 	
2	Review and approval of meeting minutes:	<ul style="list-style-type: none"> N/A 	
3	Public Comment	<ul style="list-style-type: none"> None 	
4	Information Items		
4.1	Aztec Professional Development	<ul style="list-style-type: none"> Professional Development by Aztec software was presented on March 20th at the Tulare Union High School District Office <ul style="list-style-type: none"> ➤ 24 people attended the professional development <ul style="list-style-type: none"> ▪ Would have like to see more administrators in attendance ➤ Felt some of it was a repeat of training they had already had and would like to see more advanced training in the future ➤ Would like training that customized to each school Aztec is doing a session in Fresno <ul style="list-style-type: none"> ➤ Will see if he can tailor it to our region 	<ul style="list-style-type: none"> Larriann Torrez will send out a survey to all who attended Aztec promised to come back and do the customized training <ul style="list-style-type: none"> ➤ John Werner will follow up with them

		<ul style="list-style-type: none"> • It was asked what other professional development would they like to see in the future <ul style="list-style-type: none"> ➤ Standout Webinar ➤ EL Civics training ➤ Power Casas training for AWD <ul style="list-style-type: none"> ▪ Presentation will be on May 2, 2018 from 1:00 – 4:00pm in Fresno 	
4.2	Big Interview Curriculum	<ul style="list-style-type: none"> • Big Interview is a digital platform. The company is out of New York <ul style="list-style-type: none"> ➤ Interview prep for students ➤ It is organized by industry sector with different levels of interviews ➤ Students can record themselves interviewing ➤ Students can receive responds and evaluations from the program and other people • We have received a one year subscription with 20,000 uses for free <ul style="list-style-type: none"> ➤ If we decide to renew next year the cost will be around \$300 for 20,000 uses • Navigators have been shown the program and are working on ways to push it out to the consortium <ul style="list-style-type: none"> ➤ Demonstrations at staff meetings ➤ Demonstrations for students with teachers following up on those demonstrations ➤ Navigators can use it at high schools 	<ul style="list-style-type: none"> • Looking for ways to push it out to the consortium
4.3	NOVA Designated Representative and Users	<ul style="list-style-type: none"> • There is a difference between Member Representative and Member User <ul style="list-style-type: none"> ➤ Superintendent should be the only one who is Member Representative ➤ If there is a problem with Hanford it was asked that John Werner contacted Heather Keran before changing it • John Werner will upload the budgets 	
4.4	SAEC Board Meeting Agenda for 4/3/2018	<ul style="list-style-type: none"> • John Werner went over what would be on the agenda for the SAEC Board Meeting on 04/3/2018 	
5	Action Items	<ul style="list-style-type: none"> • N/A 	
6	Discussion Items		
6.1	Partnership Application	<ul style="list-style-type: none"> • Will change wording in partnership agreement stating it is not an Exclusive partnership 	

6.2	SAEC 2018/19 Governance Document Draft Review	<ul style="list-style-type: none"> • Changes to Governance Documents are in blue and removals are red <ul style="list-style-type: none"> ➤ Number 11 <ul style="list-style-type: none"> ▪ Termination of partnerships by either side ▪ Wording of partnership relationship and agreement ➤ Number 12 <ul style="list-style-type: none"> ▪ Roll call will only be taken in the event of a split vote on any decision ➤ Number 14 <ul style="list-style-type: none"> ▪ General SAEC Board Meeting attendance ▪ Chronic or consecutive absenteeism 	
6.3	SAEC 2018-19 CFAD Final		
6.4	SAEC 2018-21 MOU Draft Review	<ul style="list-style-type: none"> • Changes to MOU are in blue and removals are in red <ul style="list-style-type: none"> ➤ Kings County Office of Education has opted not to be a Member <ul style="list-style-type: none"> ▪ They are interested in being a partner ➤ Tulare County Office of Education has not made a decision to be a Member <ul style="list-style-type: none"> ▪ Will have a meeting to find out what they want to do ➤ Number 4 <ul style="list-style-type: none"> ▪ Dollar amount changes ➤ Number 9 <ul style="list-style-type: none"> ▪ Wording of partnership relationship and agreement <ul style="list-style-type: none"> • Language is copied out of governance document ➤ Number 12 <ul style="list-style-type: none"> ▪ Amount of dollars for the Regional Integrated Service Delivery System and maintenance of Consortium staff ➤ Number 14 <ul style="list-style-type: none"> ▪ Indirect may not exceed 5% or the Member's approved indirect rate, or whichever is the lower of the two ➤ Added Brent Calvin on the signature page ➤ Added signature page for Jim Vidak, Tulare County Office Education • More discussion on MOU and Governance document at SAEC Board meeting and then will be voted on at the May Board meeting • School district will then need to take to their local boards so it can be turned into SAEC before the end of June <ul style="list-style-type: none"> ➤ MOU will need signature from Board of Education Member and the Superintendent ➤ Governance document only needs to be signed by the Superintendent 	<ul style="list-style-type: none"> • Will take Brent Calvin off of signature page since he will not be in office on the date it is signed

		<ul style="list-style-type: none"> ➤ We need original signatures submitted to SAEC ➤ Will need copies of the agenda and board minutes 	
6.5	SAEC Co-Chair Selection Planning	<ul style="list-style-type: none"> • Stan Carrizosa and Drew Sorenson would like to have a discussion on who the chairs will be • Voting will be done at the May SAEC Board meeting 	
6.6	SAEC June 5th Meeting	<ul style="list-style-type: none"> • Do we want a SAEC Board meeting in June since everyone will be busy with graduations <ul style="list-style-type: none"> ➤ Most schools are open at this time except for Cutler-Orosi • May cancel July meeting 	
6.7	Leadership Team Committee Meeting Structure Roles and Responsibilities	<ul style="list-style-type: none"> • Will need to choose new chairs for the next fiscal year <ul style="list-style-type: none"> ➤ Jennifer La Serna Vega will not come back as co-chair ➤ We will let the SAEC Board know who was chosen • Discussion how we organized for Leadership Committee meetings <ul style="list-style-type: none"> ➤ Co-chairs will facilitate the meetings <ul style="list-style-type: none"> ▪ John Werner will meet with co-chairs before the committee meeting ➤ Would like to have everyone contribute to the agenda which is set up in Google Drive <ul style="list-style-type: none"> ▪ Agenda needs to be completed and posted 72 hours before the meeting ➤ Everyone felt John Werner should continue to lead with the co-chairs help • Discussion on what items should be on the next agenda <ul style="list-style-type: none"> ➤ How to push out Big Interview <ul style="list-style-type: none"> ▪ How to get information out and who can utilize it ➤ Survey feedback on Aztec Professional Development ➤ NOVA 	
	Other Discussion	<ul style="list-style-type: none"> • Webinar in the next week or so on the 3 year plan process • Online college is being built out <ul style="list-style-type: none"> ➤ John Werner is going up to Palo Alto for 2 days to meet with Future Works 	

		<ul style="list-style-type: none">▪ Will look at what needs to be done to fit it into California• USDA at West Hills College<ul style="list-style-type: none">➤ John Werner attended event➤ USDA talked about funding of high speed broadband and STEM<ul style="list-style-type: none">▪ We do not have good enough cell coverage in the rural areas▪ USDA grants, if we have a plan they have the money▪ California has too many gaps in technology	
7	Adjournment	<ul style="list-style-type: none">• Adjourned at 4:20pm	