

## SAEC Leadership Committee Meeting Minutes

March 25, 2021

3:00PM – 4:00PM

Zoom (Virtual On-Line Meeting)

Co-Chairs: Heather Keran and Jonna Schengel

**In Attendance:** Erika DeLaCruz, Farmersville Adult; 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	<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 - Yes</li> </ul>	
1.3	<b>Welcome and Introductions</b>		
2	<b>Review and approval of Minutes from 03/02/21</b>	<ul style="list-style-type: none"> <li>• Approval of minutes for March 2, 2021</li> </ul>	<ul style="list-style-type: none"> <li>• Motioned by Robert Gonzales, Cutler-Orosi Adult Education Center</li> <li>• Seconded by Erika DeLaCruz, Farmersville Adult</li> <li>• Vote:               <ul style="list-style-type: none"> <li>➤ <b>Approve:</b> Erika DeLaCruz, Robert Gonzales, Heather Keran, Tami Olson, Larriann Torrez</li> <li>➤ <b>Opposed:</b> None</li> <li>➤ <b>Abstain:</b> Jonna Schengel</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>• CIP due April 30<sup>th</sup></li> </ul>	

4.2	<b>SAEC Governance Documents</b>	<ul style="list-style-type: none"> <li>• John will start working on the documents <ul style="list-style-type: none"> <li>➤ Need to meet with Laura Gonzales Superintendent at Woodlake to update MOU</li> <li>➤ Will add more member effectiveness language</li> <li>➤ Anything in blue will be updated</li> <li>➤ Anything in red and lined out will be taken out</li> </ul> </li> </ul>	
4.2	<b>HSD Graduation Requirement Status Update – John Werner</b>	<ul style="list-style-type: none"> <li>• Farmersville will be sending their information to their School Board this month</li> <li>• John Werner shared information with the ABE/ASE Committee</li> </ul>	
4.3	<b>2021-2022 Fiscal Allocations</b>	<ul style="list-style-type: none"> <li>• SAEC Board meeting is an extra one to handle fiscal concepts <ul style="list-style-type: none"> <li>➤ Only one item on the agenda</li> </ul> </li> <li>• Want to look at service provisions to the community <ul style="list-style-type: none"> <li>➤ Can we get service to other communities through our partners</li> <li>➤ How can we leverage other districts to help with getting CTE in other communities</li> </ul> </li> <li>• Come April the SAEC Board will vote on the CFAD and then bring forth a new resolution to send to the Chancellor’s office</li> </ul>	
4.4	<b>News and Review Marketing Campaign</b>	<ul style="list-style-type: none"> <li>• Have gotten together and brainstormed ideas <ul style="list-style-type: none"> <li>➤ Still need to work on ESL, and Logistics Career Projections and Digital Literacy content</li> </ul> </li> </ul>	
4.5	<b>HSD Graduation Requirements Status Update – John Werner</b>	<ul style="list-style-type: none"> <li>• Farmersville graduation requirements has pass their Board</li> </ul>	
4.6	<b>Professional Development – John Werner</b>	<ul style="list-style-type: none"> <li>• Standing item. Nothing new to add</li> </ul>	
4.7	<b>Navigator Schedules – John Werner</b>	<ul style="list-style-type: none"> <li>• Alida Mora will be back to work on April 1<sup>st</sup></li> <li>• Navigators will work at the VLC or Cutler-Orosi during Spring break</li> <li>• John went over each Navigators schedule to see what changes Leadership Committee would like to make <ul style="list-style-type: none"> <li>➤ John asked everyone to email him if you want to see Navigators more or less so he can get the schedules completed by Friday</li> </ul> </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 (postponed), 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>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)</li> </ul> </li> <li>➤ Next meeting will be April 23, 2021</li> </ul> </li> </ul>	
4.9	<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> <li>• Larriann will be sending out some Perkins information that she will need back from everyone.</li> <li>• Reminder CIP is due April 30<sup>th</sup></li> </ul>	
4.10	<b>Next Leadership Committee Meeting Agenda – Heather Keran</b>	<ul style="list-style-type: none"> <li>• Next meeting will be 04/06/21</li> <li>• Lindsay will have a new principal over adult education <ul style="list-style-type: none"> <li>➤ Amalla Lopez who worked in curriculum instruction</li> <li>➤ Dennis Doane will continue until the end of June</li> </ul> </li> </ul>	
4.1	<b>Next SAEC Board Meeting on 4.6.21</b>	<ul style="list-style-type: none"> <li>• Melissa Hurtado will be at the next meeting <ul style="list-style-type: none"> <li>➤ She will announce SCR 25, Adult Education Week 4/18/21 – 4/24/21 <ul style="list-style-type: none"> <li>▪ She authored the resolution</li> </ul> </li> <li>➤ She is looking for support on SB61 <ul style="list-style-type: none"> <li>▪ Support can be in the form of a letter or giving public comment at the next committee hearing</li> </ul> </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 3:30pm</li> </ul>	<ul style="list-style-type: none"> <li>• Motioned by Robert Gonzales, Cutler-Orosi Adult Education Center</li> <li>• Seconded by Erika DeLaCruz, Farmersville Adult</li> <li>• Vote: <ul style="list-style-type: none"> <li>➤ <b>Approve:</b> All</li> <li>➤ <b>Opposed:</b> None</li> <li>➤ <b>Abstain:</b> None</li> <li>➤ Motion Carried</li> </ul> </li> </ul>

