

**SAEC Leadership Committee Meeting**  
 Visalia Unified School District, Room 2  
 Meeting 04/03/18, 10:00 am – 12:00 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; Michael Niehoff, College of the Sequoias; Thad Russell, College of the Sequoias; John Werner, Sequoias Adult Education Director.

	Discussion Topic	Outcome	Action
1	<b>Opening Business</b>		
1.1	<b>Call to Order</b>	<ul style="list-style-type: none"> <li>John Werner called the meeting to order and welcomed all to the meeting at 10:15 am</li> </ul>	
1.2	<b>Welcome and Introductions</b>	<ul style="list-style-type: none"> <li>No introductions were made since everyone knew each other</li> </ul>	
2	<b>Review and approval of meeting minutes:</b>	<ul style="list-style-type: none"> <li>Approval of minutes for March 22, 2018</li> </ul>	<ul style="list-style-type: none"> <li>Motioned by Heather Keran, Hanford Adult School</li> <li>Seconded by Robert Gonzales, Cutler-Orosi Joint Unified School District</li> <li>Vote: All approved, None opposed, Motion Carried</li> </ul>
3	<b>Public Comment</b>	<ul style="list-style-type: none"> <li>Lori McClintick, Visalia Adult School was congratulated for doing a good presentation</li> <li>These presentations help the Board to know where we are at and it helps to audit/evaluate ourselves</li> </ul>	
4	<b>Information Items</b>		
4.1	<b>Professional Development</b>	<ul style="list-style-type: none"> <li>Got a commitment from Aztec to do another training free of charge               <ul style="list-style-type: none"> <li>➤ Larriann, Tulare Adult is working on a survey from the last meeting</li> <li>➤ Would like to see an evening and daytime training</li> <li>➤ Late September would be a good time from training</li> <li>➤ John Werner will get hold of Adam at Aztec and work on a training date and program</li> </ul> </li> <li>Edgenuity training               <ul style="list-style-type: none"> <li>➤ We have 3 or 4 more days of training available</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"> <li>➤ Advanced vs Basic training <ul style="list-style-type: none"> <li>▪ Basic training would be good to have at the beginning of the next school year</li> <li>▪ Would like an advance training a little later</li> </ul> </li> <li>➤ Need to remind trainers to use the word student instead of kids</li> <li>➤ Larriann will get hold of Edgenuity for training <ul style="list-style-type: none"> <li>▪ Want a beginning and advanced training</li> <li>▪ Want a day and evening training</li> </ul> </li> <li>➤ John Werner will pull together a group of master users, get a space and then build their outcomes (Motivating the Adult Learner)</li> <li>• Stand Out <ul style="list-style-type: none"> <li>➤ Would like to do a training <ul style="list-style-type: none"> <li>▪ They do different topics</li> <li>▪ They like to show case books they want to sell</li> <li>▪ No charge</li> <li>▪ Steve does the training or they bring the author</li> </ul> </li> <li>➤ Good to have an evening training <ul style="list-style-type: none"> <li>▪ If we have a date far enough out we can reserve a spot for training</li> </ul> </li> </ul> </li> <li>• Big Interview <ul style="list-style-type: none"> <li>➤ Access to the SAEC Big Interview site is open for business</li> <li>➤ Navigators want to get into classrooms to show students but train teachers at the same time. <ul style="list-style-type: none"> <li>▪ Navigators will be approaching teachers at the adult schools</li> <li>▪ Emily and Lisette would be the ones to approach at COS until director position is filled</li> </ul> </li> <li>➤ Link for Big Interview is on the SAEC website <ul style="list-style-type: none"> <li>▪ This will send students to the SAEC Big Interview site</li> <li>▪ Have students use the organization code 0676</li> </ul> </li> </ul> </li> <li>• Adult Education Summit <ul style="list-style-type: none"> <li>➤ Historically it showed what a consortium is. Focus is now changing</li> <li>➤ It was decided to do one mid-year after all the professional development</li> <li>➤ True session based professional development</li> <li>➤ Mitch Rosin has a presentation regarding how learners are different now compared to 10 – 20 years ago</li> <li>➤ Ideas <ul style="list-style-type: none"> <li>▪ Instructional license instead of millennial license</li> <li>▪ Good teaching is good teaching</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Will bring a blank schedule to the next meeting so we can start planning</li> </ul>
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4.2	<b>SAEC Board Meeting Agenda</b>	<ul style="list-style-type: none"> <li>• Went over Governance Documents</li> <li>• Voted on the CFAD today</li> <li>• John Werner asked the State to unlock NOVA so they could change the reps. <ul style="list-style-type: none"> <li>➤ Currently he can get into it but cannot modify</li> <li>➤ Hanford said it is locked up and cannot get in <ul style="list-style-type: none"> <li>▪ John Werner will check on it</li> </ul> </li> </ul> </li> </ul>	•
5	<b>Action Items</b>	• N/A	
6	<b>Discussion Items</b>		
6.1	<b>SAEC 2018/18 Governance Document Draft</b>	• Governance Document and MOU takes care of by-laws	
6.2	<b>SAEC 2018/19 MOU Draft Review</b>	<ul style="list-style-type: none"> <li>• Had a good discussion on MOU</li> <li>• Will need to go before the local school boards after passed by SAEC Board <ul style="list-style-type: none"> <li>➤ Governance document will go with it but can be under the same BAI</li> <li>➤ Will need Board Member and Board President signature on MOU</li> </ul> </li> </ul>	
6.3	<b>Leadership Committee Co-Chair Selection Process</b>	<ul style="list-style-type: none"> <li>• Discussion on choosing Leadership Committee Co-Chairs <ul style="list-style-type: none"> <li>➤ Jennifer Vega La Serna needs to be replaced</li> <li>➤ Heather Keran will continue as co-chair</li> </ul> </li> <li>• Nomination for Thad Russell to be co-chair</li> </ul>	<ul style="list-style-type: none"> <li>• Thad Russell Nominated by Lori McClintick, Visalia Adult School</li> <li>• Seconded by Heather Keran, Hanford Adult School</li> <li>• Vote: All approved, None opposed, Motion Carried</li> </ul>

6.4	<b>Leadership Committee Meeting Agenda for April 19, 2018</b>	<ul style="list-style-type: none"> <li>• Meeting will be at the Tulare PD Center, 329 North K Street</li> <li>• Add to agenda <ul style="list-style-type: none"> <li>➤ Professional Development – Summit</li> <li>➤ Discussion of final drafts and documents</li> <li>➤ NOVA</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Please let John Werner if you want to add anything else to the agenda. Submit a week in advance</li> </ul>
	<b>Other Discussion</b>		
7	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• Adjourned at 11:43am</li> </ul>	