

SAEC Leadership Committee Meeting Minutes

April 6, 2021

9:15AM – 10:15aM

Zoom (Virtual On-Line Meeting)

Co-Chairs: Heather Keran and Jonna Schengel

In Attendance: Brian Brazier, Corcoran Joint Unified School District; Erika DeLaCruz, Farmersville Adult; Dennis Doane, Lindsay Unified School District; Robert Gonzales, Cutler-Orosi Adult Education Center; Heather Keran, Hanford Adult School; Barbara Marshall, SAEC; Tami Olson, Visalia Adult School; 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 9:15pm 	
1.2	Establish Quorum	<ul style="list-style-type: none"> • Quorum Established - Yes 	
1.3	Welcome and Introductions		
2	Review and approval of Minutes from 03/25/21	<ul style="list-style-type: none"> • Approval of minutes for March 25, 2021 	<ul style="list-style-type: none"> • Motioned by Larriann Torrez, Tulare Adult School • Seconded by Robert Gonzales, Cutler-Orosi Adult Education Center Vote: <ul style="list-style-type: none"> ➤ Approve: All ➤ Opposed: None ➤ Abstain: No ➤ Motion Carried
3	Public Comment	<ul style="list-style-type: none"> • No comments 	
4	Information Items		
4.1	2021-2022 SAEC Leadership Committee Meeting Dates	<ul style="list-style-type: none"> • Leadership Committee Meeting dates for 2021-2022 presented to team for discussion <ul style="list-style-type: none"> ➤ In person meetings would coincide with SAEC Board meetings ➤ Want meet in zoom as much as possible ➤ May cancel June Board meetings because of graduations <ul style="list-style-type: none"> ▪ Will wait to see what the SAEC Board does • Will vote on 20201-2022 SAEC Leadership Committee Meeting dates on May 4th meeting 	

4.2	WIOA II – Larriann Torrez	<ul style="list-style-type: none"> • CIP due April 30th <ul style="list-style-type: none"> ➤ Send a copy to John Werner • Make sure 3rd quarter information is in • Implementation survey needs to be completed 	
4.3	SAEC Governance Documents	<ul style="list-style-type: none"> • Report on consortium governance <ul style="list-style-type: none"> ➤ Changes: <ul style="list-style-type: none"> ▪ Describing the MOU process more clearly ▪ Described gab fill strategy ▪ Added clarity to the COLA information <ul style="list-style-type: none"> ○ Changing “may” to “shall” ▪ Title changes ▪ Contribution of local funds with 10% from LCAP <ul style="list-style-type: none"> ○ VUSD will vote against this unless there is an End Goal ○ Need a way to sell it to local LEA’s ○ Recommendations need to be done at a state level and it would be nice to have some guidance ○ Need to strike this can come back to it in the future <ul style="list-style-type: none"> • Conversation needs to start in August • Report on MOU <ul style="list-style-type: none"> ➤ \$ changes 	
4.4	2021-2022 Fiscal Allocations	<ul style="list-style-type: none"> • Discussions happened in the SAEC Board meeting • May see a COLA bump in the May revised 	
4.5	News and Review Marketing Campaign	<ul style="list-style-type: none"> • Hopefully consultant contract is going before the VUSD School Board on April 13th <ul style="list-style-type: none"> ➤ News and Review do not receive any money unless passed by the VUSD School Board 	
4.6	Professional Development – John Werner	<ul style="list-style-type: none"> • Standing item. Nothing new to add 	
4.7	Navigator Schedules – John Werner	<ul style="list-style-type: none"> • Alida Mora will be out until the end of may • Will begin the process of changing the 4th Navigator title so we can start the hiring process 	
4.8	Program Area Committee Meeting Dates – John Werner	<ul style="list-style-type: none"> • Reminder of Meetings <ul style="list-style-type: none"> ➤ ESL: 04/23/21 (2:00pm – 3:30pm) ➤ ABE/ASE: 04/19/21 (1:00pm – 3:00pm) ➤ AWD: To be determined/as needed 	

4.8	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"> ▪ 04/23/2021, 07/15/21 (11:00pm – 12:00pm) 	
4.9	Due Dates – John Werner	<ul style="list-style-type: none"> • https://caladulted.org/DueDates • CIP and Implementation Survey are due this month <ul style="list-style-type: none"> ➢ If you need help feel free to contact Larriann Torrez • Fiscal Reports were due at the end of March <ul style="list-style-type: none"> ➢ John needs to certify them by the end of April • Perkins <ul style="list-style-type: none"> ➢ Need expenditure claim reports ➢ Send to Larriann Torrez when you have them completed ➢ Questions for the new grant application will be sent out to everyone and Larriann Torrez will need input on them 	
4.10	Next Leadership Committee Meeting Agenda – Heather Keran	<ul style="list-style-type: none"> • Next meeting will be 04/22/21 <ul style="list-style-type: none"> ➢ CCAE conference is the same day ➢ John Werner will send out an email if Leadership meeting is cancelled <ul style="list-style-type: none"> ▪ John can send out final review of MOU by email 	
4.1	Next SAEC Board Meeting on 4.6.21	<ul style="list-style-type: none"> • Melissa Hurtado will be at the next meeting <ul style="list-style-type: none"> ➢ She will announce SCR 25, Adult Education Week 4/18/21 – 4/24/21 <ul style="list-style-type: none"> ▪ She authored the resolution ➢ She is looking for support on SB61 <ul style="list-style-type: none"> ▪ Support can be in the form of a letter or giving public comment at the next committee hearing 	
5	Action Items	<ul style="list-style-type: none"> • NA 	
6	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 10:30pm 	<ul style="list-style-type: none"> • Motioned by Tami Olson, Visalia Adult School • Seconded by Larriann Torrez, Tulare Adult School • Vote: <ul style="list-style-type: none"> ➢ Approve: All ➢ Opposed: None ➢ Abstain: None ➢ Motion Carried