

SAEC Leadership Committee Meeting
Tulare Adult School PD Center
Meeting 04/19/18, 2:30 – 4:30 pm
Co-chairs: Heather Keran & Thad Russell

In Attendance:

John Arriola, Corcoran Joint Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Heather Keran, Hanford Adult School; Lori McClintick, Visalia Adult School; Gurminder Sanhga, 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"> • Heather Keran called the meeting to order and welcomed all to the meeting at 2:37 pm 	
1.2	Welcome and Introductions	<ul style="list-style-type: none"> • Everyone introduced themselves 	
2	Review and approval of meeting minutes :	<ul style="list-style-type: none"> • Approval of minutes for April 3, 2018 after changes <ul style="list-style-type: none"> ➢ Change meeting date at top of minutes to April 3, 2018 ➢ Page 2 under Big Interview spell Lisette with an s instead of a z 	<ul style="list-style-type: none"> • Motioned by Robert Gonzales, Cutler-Orosi Joint Unified School District • Seconded by Larriann Torres, Tulare Joint Unified School District • Vote: All approved, None opposed, Motion Carried
3	Public Comment	<ul style="list-style-type: none"> • None 	
4	Information Items		
4.1	Professional Development	<ul style="list-style-type: none"> • Professional Development by Aztec software <ul style="list-style-type: none"> ➢ It was decided that everyone wants another Aztec training <ul style="list-style-type: none"> ▪ We have one makeup day ▪ Would like 2 levels of training ➢ What questions should be put onto the survey <ul style="list-style-type: none"> ▪ What kind of training would you like? ▪ How long have you been using Aztec? <ul style="list-style-type: none"> • Never, 9 months or less, More than 9 months ▪ Are you interested in strategies to help motivate your students? 	<ul style="list-style-type: none"> • Larriann Torrez will send out a survey to all who attended

		<ul style="list-style-type: none"> ▪ Do you need training in best practices ▪ How many of your students use it? ▪ What class are you using it in ▪ Other training topics you would like? <ul style="list-style-type: none"> • Mitch Rosin has agreed to do professional development training <ul style="list-style-type: none"> ➤ Need to set a date • Edgenuity is asking about other opportunities <ul style="list-style-type: none"> ➤ Tulare Adult School, Hanford and Cutler-Orosi would like to send staff for training ➤ Training in the afternoon and evening was discussed ➤ Contract ends next year 	
4.2	NOVA	<ul style="list-style-type: none"> • We are locked out because NOVA is doing beta testing and is supposed to go live on Friday <ul style="list-style-type: none"> ➤ Once it is open superintendents need to open it and sign <ul style="list-style-type: none"> ▪ Wait for John Werner's ok ▪ John will then sign off on each of the district 	
4.3	Velocity Tour 2.0 Update	<ul style="list-style-type: none"> • Requested that we do it all in 1 – 2 weeks next time • Have worked with existing community events and have seen more people • It was requested that we do more in Tulare • Have enjoyed seeing the administrators at the event 	
4.4	Navigator Update	<ul style="list-style-type: none"> • We will start interviews for the ABE Navigator within the next few weeks • Advance Manufacturing Navigator is going back to school to be an ultra sound technician. <ul style="list-style-type: none"> ➤ She will continue to work for us 16 hours a week until the end of June • Health Care Navigator is no longer attending COS on Fridays which will give her more flexibility in her Friday schedule. 	
4.5	SAEC Board Meeting Agenda 5/1/2018	<ul style="list-style-type: none"> • SAEC Board Co-Chairs will be speaking on more agenda items • One of the Navigators will give a Velocity Tour update 	<ul style="list-style-type: none"> • Leadership Team supported the agenda for the May SAEC Board meeting

		<ul style="list-style-type: none"> • Heather Keran will share the Welding Curriculum <ul style="list-style-type: none"> ➤ Heather asked that we have AWS information available to handout • CCAE State Conference will be May 3 - 5, 2018 • We will have the co-chair nominations and vote • 2018-2019 SAEC Board Meeting schedule will be presented for vote • Partnership applications will be presented to the SAEC Board 	
5	Action Items	<ul style="list-style-type: none"> • N/A 	
6	Discussion Items		
6.1	Welding Curriculum Alignment	<ul style="list-style-type: none"> • Gurminder Sanhga, College of the Sequoias shared the AWS online Educational Library Curriculum <ul style="list-style-type: none"> ➤ COS is willing to work with adult school welding programs but the skill level does not meet the objective of the consortium. With this program we can collectively evaluate and adopt this program. ➤ Staff can focus more the hands on part using this program ➤ Instructors can use each module the way they want ➤ It is an industry recognized program ➤ Cos is about \$70 per student but negotiations are still a possibility <ul style="list-style-type: none"> ▪ Suggested it be integrated with the student registration tuition • Schools would like to implement program <ul style="list-style-type: none"> ➤ Hanford, Tulare and Visalia set up to go ➤ Cutler-Orosi needs to hire teacher and get set up before they are ready • Would like to look at laying out a regional plan then branching out <ul style="list-style-type: none"> ➤ Information can be given to teachers to so they can access the webinar and see how it works ➤ It was suggested that we bring the teachers together to go over it <ul style="list-style-type: none"> ▪ We need to give the teachers support ▪ Feels it will sell itself once they see what it is all about ▪ Need to do an evening meeting so Hanford can attend ▪ Gurminder would like to do it at the COS lab ▪ Reminder – Webinar will be coming from Florida and they are 3 hours ahead of 	<ul style="list-style-type: none"> • All schools are willing to do the evening meeting • John Werner and Gurminder will work together to set up a few days that may work

		<ul style="list-style-type: none"> • May need to look at assessment policies and enrollment requirements to get into program <ul style="list-style-type: none"> ➤ Needs to be the same for all schools ➤ Look at co-enrollments <ul style="list-style-type: none"> ▪ Module has different modes of delivery (Videos, audio etc) ➤ Program is rigorous but meets the industry standards • Few things to think about <ul style="list-style-type: none"> ➤ Talk to instructors to see what they need to go live ➤ How quick can they move forward ➤ Do we have the technology to do this? ➤ Does each school have a lab? ➤ Computer vs Chromebook ➤ What does the program required to be on the server? <ul style="list-style-type: none"> ▪ It is web based ▪ Get the tech requirements ➤ Students can study anywhere 	
6.2	SAEC 2018/19 Governance Document Draft Review	<ul style="list-style-type: none"> • Once approved the MOU and Governance documents will go back to the school boards for approval <ul style="list-style-type: none"> ➤ Governance document to be signed by the Superintendent ➤ MOU will need the Board President signature and the Superintendent signature • John Werner will need original signatures from everyone along with a copy of the agenda and minutes of the board meeting 	
6.3	SAEC 2018-21 MOU Draft Review	<ul style="list-style-type: none"> • See information in 6.2 	
6.4	Leadership Committee Co-Chair Selection Process	<ul style="list-style-type: none"> • This was done last week with Thad Russell and Heather Keran being voted in 	
6.5	Leadership Team Committee Meeting Agenda	<ul style="list-style-type: none"> • It was decided to cancel the May 1, 2018 Leadership meeting. • John Werner will send out a group email 	
	Other Discussion	<ul style="list-style-type: none"> • CCAE State Conference <ul style="list-style-type: none"> ➤ Tulare has a trailer to load everything in ➤ Bags will be filled before they go to Fresno 	

		<ul style="list-style-type: none">• WIOA application for VAS<ul style="list-style-type: none">➤ Get electronically submitted then it will go to the board afterwards➤ Notify Board you have it• GETPA questions<ul style="list-style-type: none">➤ John Werner will confirm with Cory on how to answer the questions	
7	Adjournment	<ul style="list-style-type: none">• Adjourned at 4:21pm	