

SAEC Leadership Committee Meeting Minutes

May 7, 2019 10:00AM - 12:00PM

PRC, College of the Sequoias

915 South Mooney Blvd. Visalia, CA 93277

Co-Chairs: Heather Keran and Thad Russell

In Attendance: Robert Gonzales, Cutler-Orosi Joint Unified School District; Brian Griffin, Lindsay Unified School District; Heather Keran, Hanford Adult School; Emily Koop, Farmersville Unified School District; Barbara Marshall, SAEC; Tami Olson, Visalia Adult School; Thad Russell, College of the Sequoias; Larriann Torrez, Tulare Adult School; John Werner, SAEC Director

	Discussion Topic	Outcome	Action
1	Opening Business		
2	Review and approval of meeting minutes: March 5, 2019	<ul style="list-style-type: none"> • Approval of March 5, 2019 Minutes 	<ul style="list-style-type: none"> • Motioned to Approve March 5, 2019 Minutes by Thad Russell, College of the Sequoias • Seconded by Tami Olson, Visalia Adult School • Vote: <ul style="list-style-type: none"> ➤ All Approved ➤ None opposed ➤ Motion Carried
3	Public Comment		
4	Information Items		
4.1	Budget – John Werner	<ul style="list-style-type: none"> • CFAD is done • WIOA Title II will be taking applications next year <ul style="list-style-type: none"> ➤ Would like everyone to apply ➤ Everyone applies individually but we coordinate with each other ➤ Want to hire a grant writer to help with this process ➤ Partnership, collaboration, program design and curriculum to part of the application process • Continue to follow allowable uses for AEBG funds <ul style="list-style-type: none"> ➤ SAEC office makes sure they are items used by students for instructional tools ➤ Possibility of starting a foundation to help with give a ways, scholarships etc. <ul style="list-style-type: none"> ▪ Talk to Brent and Yolanda to be sure we can do this ▪ What might the restrictions be 	<ul style="list-style-type: none"> • Explore this in the Fall

		<ul style="list-style-type: none"> ▪ Establish the why behind it ▪ Revenue sources ▪ Input and output ▪ Are their existing foundations that can help 	
4.2	Program Evaluation – John Werner	<ul style="list-style-type: none"> • Need to start looking at data indicators 	
4.3	Edgenuity Contract – John Werner	<ul style="list-style-type: none"> • Tulare Adult School contract has already been submitted to their Board • Visalia Adult School will be submitted to their Board this week • Checks to help out with the Edgenuity contract are going out to Farmersville, Cutler-Orosi and Corcoran this week 	
4.4	SAEC Video Update – Tami Olson	<ul style="list-style-type: none"> • Video is done and edit work is in progress <ul style="list-style-type: none"> ➢ Out of the video each school will receive footage of what they video taped <ul style="list-style-type: none"> ▪ Completed jail program piece first ▪ The res have been put on hold while seniors at El Diamante complete their senior projects • Each student on this project will receive a \$150 scholarship from Visalia Adult School 	
4.5	New Programs Classes or Offerings – John Werner	<ul style="list-style-type: none"> • Spanish GED Class has been opened in Pixley • John will work with Farmersville to create a brochure for classes they plan on having 	
4.6	RISDIS Data – John Werner	<ul style="list-style-type: none"> • Navigators have almost 1,000 into the data program. <ul style="list-style-type: none"> ➢ Will start looking at it to see trends ➢ Look for barriers our students indicated and will compare to service indicators ➢ Data exposes information • Visalia Adult School is working with elementary principals to send out a survey to parents to see what their needs are <ul style="list-style-type: none"> ➢ Will put classes where needed <ul style="list-style-type: none"> ▪ Hoping to solve transportation issue • Will align Farmersville with a Navigator 	

4.7	Data in ASAP – John Werner	<ul style="list-style-type: none"> • Service hours into ASAP <ul style="list-style-type: none"> ➤ Pull together staff who deal with TOPs and ASAP <ul style="list-style-type: none"> ▪ Would like it to be an ongoing meeting with this group ➤ First meeting in August 	
4.8	Tours for Co-Professionals – John Werner	<ul style="list-style-type: none"> • Navigators would like to do cross training with our partners <ul style="list-style-type: none"> ➤ Tours of campus with small groups or one on one • COS and Cutler-Orosi said efforts like this are currently taking place 	<ul style="list-style-type: none"> • Navigators will be given the green light to do this
4.8	Next Leadership Committee Meeting 05/16/19 Agenda – Heather Keran	<ul style="list-style-type: none"> • Next meeting is on 05/23/19 in VLC 12, located at 630 S. Atwood, Visalia, CA 93277 • AWD meeting on 05/16/19 	
5	Action Items	N/A	
6	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 	