

SAEC Leadership Committee Meeting Minutes

May 21, 2020 1:00PM - 2:00PM

Zoom (Virtual On-Line Meeting)

Co-Chairs: Heather Keran and Vacant

In Attendance: Robert Gonzales, Cutler-Orosi Joint Unified School District; Brett Grimm, Lindsay Unified School District; 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	Opening Business		
1.1	Call to order	<ul style="list-style-type: none"> • Called to order at 1:00 pm 	
1.2	Establish Quorum	<ul style="list-style-type: none"> • Quorum Established 	
1.3	Welcome and Introductions		
2	Review and approval of meeting minutes: April 23, 2020	<ul style="list-style-type: none"> • Approval of minutes for May 5, 2020 	<ul style="list-style-type: none"> • Motioned to Approve Minutes for May 5, 2020 by Robert Gonzales, Cutler-Orosi Joint Unified School District • Seconded by Tami Olson, Visalia Adult School • Vote: <ul style="list-style-type: none"> ➤ All Approved ➤ None opposed ➤ Motion Carried
3	Public Comment	<ul style="list-style-type: none"> • No Comment 	
4	Information Items: COVID-19		
4.1	Contingency Plans Best Practices	<ul style="list-style-type: none"> • Navigators <ul style="list-style-type: none"> ➤ Navigators making calls to students using the script given by each administrator <ul style="list-style-type: none"> ▪ If you make changes to the script email the Navigators ▪ Scripts are in the google drive ➤ Navigators are subject to VUSD rules for working so may not be able to help out at their assigned sights <ul style="list-style-type: none"> ▪ Will need to check with HRD if you need their help 	

		<ul style="list-style-type: none"> • Graduations <ul style="list-style-type: none"> ➤ Hanford is now doing a drive through graduation procession ➤ Cutler-Orosi is doing a virtual graduation <ul style="list-style-type: none"> ▪ Will bring in a set amount of students at a time ▪ Will make a film out of it ▪ Did a parade for students last Friday ➤ Visalia <ul style="list-style-type: none"> ▪ Students pick up yard sign as they complete their graduation requirements ▪ CNA's that finish up will get certificates and yard signs ▪ Everyone can participate in January 2021 graduation ➤ CCAE Awards Banquet will be postponed until late June <ul style="list-style-type: none"> ▪ Nominations for awards are still being accepted • Resources Currently Available <ul style="list-style-type: none"> ➤ CALPRO will be doing a "Leading and Thriving" webinar on June 3rd ➤ CAEAA/CCAЕ will be doing a "Budget Reduction Strategy and Survival" Webinar May 26th <ul style="list-style-type: none"> ▪ Registration will be available soon ➤ Cutler-Orosi requires teachers to do 2 hours of professional development • Summer School <ul style="list-style-type: none"> ➤ Tulare is not doing summer classes <ul style="list-style-type: none"> ▪ CTE classes that did not finish will come back for 4 weeks to complete ➤ Hanford is not opening up anything this summer ➤ Visalia <ul style="list-style-type: none"> ▪ Need to bring medical programs back in June and July because they have more students 	
4.2	What Does Fall Semester Look Like	<ul style="list-style-type: none"> • Hanford <ul style="list-style-type: none"> ➤ Has an online registration process • Lindsay <ul style="list-style-type: none"> ➤ Has an online registration process ➤ Google form and linking it on the website • Visalia <ul style="list-style-type: none"> ➤ Moving to online registration through ASAP <ul style="list-style-type: none"> ▪ Plan to open July 1st ➤ Looking at adding a PayPal account to website so students can pay for some classes ➤ Have ordered partitions to place between computers <ul style="list-style-type: none"> ▪ Testing to start in mid-July for those who need it 	

		<ul style="list-style-type: none"> ▪ GED testing will open June 9th <ul style="list-style-type: none"> • Can only take 6 students at a time ▪ CASAS testing <ul style="list-style-type: none"> • Those who have participated in Distance Learning will post test the first of June, in small groups • Will use data to see how Distance Learning is working ➤ Students will be asked to wear a mask <ul style="list-style-type: none"> ▪ Can bring their own or school will provide ➤ Will be using no touch thermometers • Tulare <ul style="list-style-type: none"> ➤ Is doing online registration process • CASAS testing <ul style="list-style-type: none"> ➤ In WIOA meeting they stated we will not be penalized if we do not do testing but there will be rewards for those who do 	
4.3	Program Evaluation Data Chats – Heather Keran	<ul style="list-style-type: none"> • Recommend tabling this discussion until summer 	
4.4	2020/21 CA State Budget, May Revise	<ul style="list-style-type: none"> • We are seeing a 66.7 million reduction – 12.105% to the entire program • Same cut across the board no matter how big your reserve <ul style="list-style-type: none"> ➤ Roughly 10% reduction plus no COLA • SAEC Board members do not need to meet because they already approved the code structure <ul style="list-style-type: none"> ➤ Will send out instructions on how to certify CFAD <ul style="list-style-type: none"> ▪ John Werner will send out email confirming numbers are correct ➤ If they decide to do another CFAD then an amended process would need to be done 	
4.5	2020/21 Annual Plan/Current Three Year Plan/MOU	<ul style="list-style-type: none"> • MOU is a little obsolete <ul style="list-style-type: none"> ➤ Dollar amounts needs to be changed for smaller schools <ul style="list-style-type: none"> ▪ Suggested we leave MOU as is for school districts approval ▪ First Tuesday of August we add new amounts and send new MOU to the school districts for vote and signatures • SAEC Consortium annual plan needs to be turned in by August 15th • Need to update 3 year plan 	

		<ul style="list-style-type: none"> • John Werner will start drafting annual and 3 year plan and MOU <ul style="list-style-type: none"> ➤ Will look different because of COVID ➤ Will need leadership team to weigh in on changes <ul style="list-style-type: none"> ▪ Will use Leadership Committee meetings to make changes 	
4.6	WIOA Update	<ul style="list-style-type: none"> • Still waiting for results on application <ul style="list-style-type: none"> ➤ Schools need to hear results soon <ul style="list-style-type: none"> ▪ Could have big effect on budget 	
4.7	AWS Online Learning Modules – Heather Keran	<ul style="list-style-type: none"> • Is maintaining curriculum alignment feasible? <ul style="list-style-type: none"> ➤ Visalia has made it to the end ➤ May want to do it as a “want to” vs “have to” ➤ Concerns getting skills and practicing them ➤ COS may use the online part this week ➤ Not all students have access from home or the motivation to complete the cohort • Schools need time to counsel with their instructors 	<ul style="list-style-type: none"> • John Werner will be prepared with language on the welding alignment piece
4.8	CNA Task Force Meeting	<ul style="list-style-type: none"> • Had a great task force meeting • Will meet again the first week of June • Completing CNA classes may be difficult if nursing homes do not open up in the Fall 	
4.7	Due Dates – John Werner	<ul style="list-style-type: none"> • https://caladulthood.org/DueDates <ul style="list-style-type: none"> ➤ Due dates have not changed 	
4.8	Next Leadership Committee Meeting – Heather Keran	<ul style="list-style-type: none"> • Next meeting will be June 2nd at 1:00pm – 2:00pm on Zoom 	
5	Action Items	<ul style="list-style-type: none"> • NA 	
6	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 2:03pm 	<ul style="list-style-type: none"> • Motioned to Adjourn Meeting by Robert Gonzales, Cutler-Orosi Joint Unified School District • Seconded by Larriann Torrez, Tulare Adult School • Vote: <ul style="list-style-type: none"> ➤ All Approved ➤ None opposed ➤ Motion Carried

