

SAEC Leadership Committee Meeting
 Visalia Learning Center Room 12
 Meeting 07/19/18, 2:30 – 4:30 pm
 Co-chairs: Heather Keran & Thad Russell

In Attendance: Robert Gonzales, Cutler-Orosi Joint Unified School District; Heather Keran, Hanford Adult School; Lori McClintick, Visalia Adult School; Thad Russell, College of the Sequoias; Larriann Torrez, Tulare Adult School

	Discussion Topic	Outcome	Action
1	Opening Business		
2	Review and approval of meeting minutes : May 24, 2018	<ul style="list-style-type: none"> • Heather Keran called the meeting to order and welcomed all to the meeting at 2:43 pm • Robert Gonzales, Cutler-Orosi Joint Unified School District arrived after approval on minutes 	<ul style="list-style-type: none"> • Motioned by Thad Russell, College of the Sequoias • Seconded by Lori McClintick, Visalia Adult School • Vote: <ul style="list-style-type: none"> ➤ All Approved ➤ Absent at time of vote <ul style="list-style-type: none"> ▪ Robert Gonzales ➤ None opposed, Motion Carried
3	Public Comment		
4	Information Items		
4.1	Data and Fiscal Reporting Update – John Werner	<ul style="list-style-type: none"> • Quarter 4 report is due by September 1, 2018 <ul style="list-style-type: none"> ➤ 60% spending threshold ➤ Declare your carry over ➤ Designee has to submit the report • Data reporting was due July 16, 2018 (hard due date) • Will give the SAEC Board an update on the fiscal report around October or November 	
4.2	Navigator Update – John Werner	<ul style="list-style-type: none"> • Alida Mora was hired as our new ABE Navigator <ul style="list-style-type: none"> ➤ Started on a timesheet in June so she could attend the Case Management Conference ➤ Hired to start in July ➤ Her geographic location will be Hanford, Corcoran and Alpaugh. She may cover Pixley for Tulare in the future 	

		<ul style="list-style-type: none"> • Maribel Delgado will be helping Tulare Adult School a little bit more with the healthcare program <ul style="list-style-type: none"> ➤ The window project at Tulare Adult School will be put on hold • Maribel Delgado will also be in Lindsay but will need to flex her schedule to meet with the evening classes <ul style="list-style-type: none"> ➤ There is a new Principal at Lindsay High School • Carmen Becerra will be working with Cutler-Orosi and Woodlake • Interviews for the Advanced Manufacturing Navigator will be on Tuesday, July 24, 2018 	
4.3	SAEC Digital Badges – John Werner	<ul style="list-style-type: none"> • Took a team to Norco-Corona to get training on digital badges <ul style="list-style-type: none"> ➤ Gave an intensive half day training on digital badges and how to create them <ul style="list-style-type: none"> ▪ Using the immigrant framework ➤ The next day learned how to build a badge on one of the framework areas for education planning and career planning <ul style="list-style-type: none"> ▪ Built a plan to map out the rest of the badge <ul style="list-style-type: none"> • Should be fully designed out by July of next year ▪ Rebranded it to “Civic Integration Badges” ➤ For 10,000 badges the cost will be approximately \$1,000 to get it going, approximately 10 cents a student • Working on ESL badging now <ul style="list-style-type: none"> ➤ Would like to apply it to all platforms in the future • We need to get the community knowledgeable about the badges <ul style="list-style-type: none"> ➤ Importance of them ➤ What students are capable of and that they are well rounded candidates 	
4.4	SBDC – John Werner	<ul style="list-style-type: none"> • SBDC stands for “Small Business Development Corporation” <ul style="list-style-type: none"> ➤ Have a grant to help build entrepreneurs <ul style="list-style-type: none"> ▪ They have classes that build entrepreneurial skills ➤ High percentage of successful students coming out of program ➤ Will be landing a co-hort at the Visalia Chamber ➤ They are interested in doing one in Spanish • John Werner met with Robbie <ul style="list-style-type: none"> ➤ Talked about what a partnership might look like ➤ There is a fee that goes with it 	

		<ul style="list-style-type: none"> ➤ They hire their own consultant <ul style="list-style-type: none"> ▪ May have them come in and do workshops so teachers time can be claimed • Tulare and Visalia are interested in doing a civics integration vessel • Need a partnership to get it going <ul style="list-style-type: none"> ➤ They already have the curriculum 	<ul style="list-style-type: none"> • John Werner will work at pulling a meeting together
5	Action Items	N/A	
6	Discussion Items		
6.1	AWS Curriculum Follow-up	<ul style="list-style-type: none"> • Visalia welding teacher will be meeting with Steve Stephenson from Tulare Adult School to learn more about it • Steve Stephenson from Tulare Adult School is requesting a way to get a sample of the final to see what is actually on the test <ul style="list-style-type: none"> ➤ Has skipped over some of the curriculum he will not do in class ➤ Has been working with COS teacher • Tulare Adult School has not ordered it yet, instructor is using his piece of it to teach the class <ul style="list-style-type: none"> ➤ Larriann will look at getting it ordered ➤ They currently have a resource center for the students to use • Hanford Adult School has adjusted the price for the welding class so that student know there is a price increase <ul style="list-style-type: none"> ➤ Since instructor is working in the prison system they had to work on getting him his own email ➤ Instructor has a classroom with computers <ul style="list-style-type: none"> ▪ May need to rotate computer night so each class has access to it ➤ Still need to get registration payments and by the license to move forward 	
6.2	Fiscal Planning	<ul style="list-style-type: none"> • If a school has a large carryover that they can't use it will be shared among the other schools <ul style="list-style-type: none"> ➤ This will not be a permanent change to the school ➤ Keeps state from taking money from all whole consortium if there is a large amount not used 	

		<ul style="list-style-type: none"> • All schools felt that would never happen because they will use all their money <ul style="list-style-type: none"> ➢ John Werner wanted them to be aware of the implications of not using the money if we every have large carryovers ➢ With WIOA cuts the schools need the money they have and carryover money will be used • John Werner reminded everyone that the superintendents of all the districts said they would support their schools if they start struggling financially <ul style="list-style-type: none"> ➢ Will follow up in November (mid-year at a glance) and see how everyone is doing 	
6.3	2018-19 Annual Plan	<ul style="list-style-type: none"> • Annual plan format changed from last year <ul style="list-style-type: none"> ➢ Due August 15th • SAEC Board will receive it at the August 7th board meeting <ul style="list-style-type: none"> ➢ Will send it out by email before the meeting so all can review it before the approval process at the SAEC Board Meeting • Reviewed Annual Plan strategy by strategy <ul style="list-style-type: none"> ➢ Leadership approved the plan and had no additional comments 	
6.4	August 7, 2018 SAEC Board Meeting Agenda	<ul style="list-style-type: none"> • SAEC Board wanted an executive report on FIELD <ul style="list-style-type: none"> ➢ Have not had a chance to talk with them ➢ Waiting to hear from legal counsel on exclusive partnership • FIELD is currently asking if they can provide ESL classes in Tulare, Tipton, and Cutler-Orosi <ul style="list-style-type: none"> ➢ Schools feel there will be a duplication in services ➢ We do not have any gaps in services that needs to be filled by them 	
6.5	Leadership Committee Meeting Agenda for 8/7/2018	<ul style="list-style-type: none"> • Leadership Team would like to find out what the credit requirements are of each school in order for a student to get a high school diploma <ul style="list-style-type: none"> ➢ Feel some schools are getting creative with credits in order to get students through and the pay points 	
	Discussion	<ul style="list-style-type: none"> • John Werner shared he is on another State Committee <ul style="list-style-type: none"> ➢ Co-enrollment data group <ul style="list-style-type: none"> ▪ Example - students enrolled in WIOA title I, WIOA title II, WIOA title III and WIOA title IV all at once 	

		<ul style="list-style-type: none">• Talked about COS Tours with students<ul style="list-style-type: none">➤ Navigators would like to start doing program specific tours<ul style="list-style-type: none">▪ May even be one on one tours➤ Hanford has not been on a tour, but would like to see this happen ESL and HSD➤ Navigators need to be in close communication with administrators of each school	
7	Adjournment	<ul style="list-style-type: none">• Next Leadership Team Meeting will be August 7, 2018 at 10:00am• Meeting adjourned at 5:01pm	