

SAEC Leadership Committee Meeting Minutes

November 3, 2020 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; Dennis Doane, Lindsay Unified School District; Erika DeLaCruz, Farmersville Unified School District; Robert Gonzales, Cutler-Orosi Joint Unified School District; Heather Keran, Hanford Adult School; Barbara Marshall, SAEC; Tami Olson, Visalia Adult School; Jonna Schengel, COS; 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 9:15am 	
1.2	Establish Quorum	<ul style="list-style-type: none"> • Quorum Established 	
1.3	Welcome and Introductions		
2	Review and approval of Minutes from 10/22/2020	<ul style="list-style-type: none"> • Approval of minutes for October 22, 2020 after changes to 4.1 <ul style="list-style-type: none"> ➢ DAN to GAN 	<ul style="list-style-type: none"> • Motioned by Robert Gonzales, Cutler-Orosi Joint Unified School District • Seconded by Larriann Torrez, Tulare Adult School • Vote: <ul style="list-style-type: none"> ➢ Abstaining: Jonna Schengel ➢ All approved ➢ None opposed ➢ Motion Carried
3	Public Comment	<ul style="list-style-type: none"> • No comments 	
4	Information Items		
4.1	WIOA II – Larriann Torrez	<ul style="list-style-type: none"> • Getting ready for quarter 2 report <ul style="list-style-type: none"> ➢ Recommend getting students post tested especial before the holiday break • WIOA II and CAEP Data Integrity Report are due January 31st <ul style="list-style-type: none"> ➢ Start cleaning up data now • Still waiting for answers on the GAN <ul style="list-style-type: none"> ➢ Wording does not match TE system 	

4.2	HSD Graduation Requirements – John Werner	<ul style="list-style-type: none"> • Change of HSD credits was presented to the SAEC Board • Still want to get input from ABE/ASE committee and local adult school staff • Some adult schools would like to start the new credit requirement for HSD as soon as possible and others would like to wait until next year <ul style="list-style-type: none"> ➢ Overall goal is alignment between the adult schools ➢ If your superintendent is onboard for approving the credit change you can move it to your school board <ul style="list-style-type: none"> ▪ It would give other adult schools a template to look at ➢ Each school may have a different timeline 	
4.3	Member Effectiveness Reports	<ul style="list-style-type: none"> • Tulare and Hanford Adult presented their reports at today's SAEC Board meeting <ul style="list-style-type: none"> ➢ It was well received ➢ Both presentations are in the google folder for those who wish to review it • It was suggested that during the next presentations you can present what support you're have received from your district's during COVID • Presentations going forward <ul style="list-style-type: none"> ➢ December: Cutler-Orosi and Corcoran ➢ February: Farmersville and Lindsay ➢ March: Visalia and COS ➢ Recommended that schools that will be presenting need to get information to John by Thursday or Friday before the meeting <ul style="list-style-type: none"> ▪ Monday or Tuesday for December's group because of the holidays ▪ Google slides work the best ▪ John Werner will get a template out to you to use 	
4.4	CTE – John Werner	<ul style="list-style-type: none"> • Program Development/Planning, Deliver Alignment, Duplication <ul style="list-style-type: none"> ➢ Reminder as we develop programs we need to do a good job keeping everything aligned • High Roads Pathway RFA <ul style="list-style-type: none"> ➢ RFA out of chancellor's office ➢ Looking for a program that leads into pre-apprenticeship or an apprenticeship program ➢ Need to keep an eye out for employers who have a job that we can create a class for ➢ We do not want to duplicate a program we already have 	

		<ul style="list-style-type: none"> • COS is working on a grant so they can offer a Hybrid Electrical Automotive Certificate <ul style="list-style-type: none"> ➢ Has money in it to rent an automotive repair space <ul style="list-style-type: none"> ▪ Would like to work with adult schools on this • WIB is working with warehouses to launch a Spanish only shift where you do not need to speak English <ul style="list-style-type: none"> ➢ Possibility of having ESL classes for these shifts a few hours a week 	
4.5	Edgenuity – John Werner	<ul style="list-style-type: none"> • Everyone should be good to go with Edgenuity <ul style="list-style-type: none"> ➢ Planning on putting a subcommittee together to make sure courses will be updated in June, then Edgenuity can do the transfer in July, and teachers will be ready to teach in August 	
4.6	Transition to Post Secondary – John Werner	<ul style="list-style-type: none"> • https://www.calpassplus.org/Launchboard/Adult-Education-Pipeline.aspx <ul style="list-style-type: none"> ➢ Shows transition data for our consortium • John Werner talked about postsecondary landing at COS <ul style="list-style-type: none"> ➢ What helps us to be strategic are the courses actually count for transition ➢ We want to make sure the option is there for students to make transition • The grant COS is writing right now does not need any type of transfer as long as we get jobs 	
4.7	Navigator’s Calendars – John Werner	<ul style="list-style-type: none"> • Meeting with Visalia Adult to work out some schedules for the navigators <ul style="list-style-type: none"> ➢ Will modify Alida and Carmen’s schedules ➢ Want to keep all service provisions that schools are getting right now • Starting November 9, 2020 we will have 3 navigators working 	
4.8	Program Area Committee Meeting Dates – John Werner	<ul style="list-style-type: none"> • ESL <ul style="list-style-type: none"> ➢ 12/04/20, 02/26/21, 04/23/21 (2:00pm – 3:30pm) • ABE/ASE <ul style="list-style-type: none"> ➢ 11/02/20, 03/01/21, 04/19/21 (1:00pm – 3:00pm) • AWD <ul style="list-style-type: none"> ➢ To be determined/as needed • Remind instructors about the meetings <ul style="list-style-type: none"> ➢ Some evening teachers cannot attend because they have other jobs during the day 	

		<ul style="list-style-type: none"> ▪ It was suggested that they do a day and evening meeting so all teachers can attend ▪ Having a day long summit meeting would be another idea 	
4.9	Set SAEC Data Community of Practice Meeting Dates for each quarter	<ul style="list-style-type: none"> • Data Community of Practice meeting dates <ul style="list-style-type: none"> ➢ 01/22/21, 04/23/2021, 07/15/21 (11:00pm – 12:00pm) <ul style="list-style-type: none"> ▪ All meetings align with the end of each quarter • Goal sheets were shared out with everyone <ul style="list-style-type: none"> ➢ Using the sheets can also help with the WIOA Title II grant report 	
4.10	Due Dates – John Werner	<ul style="list-style-type: none"> • https://caladulthood.org/DueDates 	
4.11	11/19/20 Leadership Committee Meeting Agenda – Heather Keran	<ul style="list-style-type: none"> • Next meeting will be 11/19/20 at 3:00pm <ul style="list-style-type: none"> ➢ Will be added to the professional development calendar 	
5	Action Items	<ul style="list-style-type: none"> • NA 	
6	Adjournment	<ul style="list-style-type: none"> • Meeting adjourned at 10:22am 	<ul style="list-style-type: none"> • Motioned by Robert Gonzales, Cutler-Orosi Joint Unified School District • Seconded by Brian Brazier, Corcoran Joint Unified School District • Vote: All approved None opposed Motion Carried