

## SAEC Leadership Committee Meeting Notes

June 20, 2019 2:30pm – 4:30pm

Visalia Learning Center Room 12

630 S. Atwood, Visalia, CA 93277

Co-Chairs: Heather Keran and Thad Russell

**In Attendance:** Heather Keran, Hanford Adult School; Barbara Marshall, SAEC; Tami Olson, Visalia Adult School; Thad Russell, College of the Sequoias; Larriann Torrez, Tulare Adult School

	Discussion Topic	Outcome	Action
1	<b>Opening Business</b>	<ul style="list-style-type: none"> <li>• Opened meeting at 2:35</li> <li>• It was noted that John Werner was not able to be in attendance                             <ul style="list-style-type: none"> <li>➤ Heather Keran covered his topics</li> </ul> </li> </ul>	
2	<b>Review and approval of meeting minutes: May 7, 2019 and Notes for May 23, 2019</b>	<ul style="list-style-type: none"> <li>• Approval of May 7, 2019 Minutes</li> <li>• May 23 are notes of the meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Did not have a Quorum to take action</li> <li>• June 20<sup>th</sup> meeting will be notes only</li> </ul>
3	<b>Public Comment</b>	<ul style="list-style-type: none"> <li>• WIB agreements need to be turned in                             <ul style="list-style-type: none"> <li>➤ Tulare Adult School turned theirs in yesterday</li> </ul> </li> </ul>	
4	<b>Information Items</b>		
4.1	<b>SAEC 2019/20 CFAD &amp; 2019/21 MOU – John Werner</b>	<ul style="list-style-type: none"> <li>• CFAD is updated in NOVA. Everyone needs to go in and approve</li> <li>• Has to go before the SAEC Board before it is approved by the districts</li> </ul>	
4.2	<b>SAEC 2018/19 Q3 Report – John Werner</b>	<ul style="list-style-type: none"> <li>• Need to go into NOVA to adjust amounts                             <ul style="list-style-type: none"> <li>➤ Needs to be reapproved (recertified)</li> </ul> </li> <li>• No projected budgets for next year because CFAD changed</li> </ul>	
4.3	<b>SAEC Data &amp; Accountability Q2 and Cumulative Expenditure Report – John Werner</b>	<ul style="list-style-type: none"> <li>• No discussion took place</li> </ul>	
4.4	<b>Edgenuity Contract – Heather/Thad</b>	<ul style="list-style-type: none"> <li>• Contract is complete and everyone has paid</li> <li>• Diane Townsend said the education courses new versions are complete                             <ul style="list-style-type: none"> <li>➤ Art History, Civics A and B, Economics, Health, Intro to Arts, World History A and B</li> <li>➤ Health is now a longer course because it adds bullying</li> <li>➤ Created new courses</li> </ul> </li> </ul>	

		<ul style="list-style-type: none"> <li>▪ Psychology, Sociology, Career Planning, Career Exploration and Strategies for Success <ul style="list-style-type: none"> <li>➤ Nothing done with integrated math, yet</li> <li>➤ Did them all in single credit and 5 credit courses</li> </ul> </li> <li>• Old classes are archived</li> <li>• Would like to have a combined Professional Development on Edgenuity</li> <li>• Other suggestions <ul style="list-style-type: none"> <li>➤ Create a Best Practice Edgenuity blog <ul style="list-style-type: none"> <li>▪ Questions can be asked anonymously</li> </ul> </li> <li>➤ Would like to do a survey with students to see what they think of Edgenuity</li> </ul> </li> </ul>	
4.5	<b>SAEC Video Update – Tami Olson</b>	<ul style="list-style-type: none"> <li>• Video is done but has not been converted <ul style="list-style-type: none"> <li>➤ Will be completed in the Fall</li> </ul> </li> <li>• Visalia Adult School will be starting a media class <ul style="list-style-type: none"> <li>➤ Students might go out to Corcoran to get more information on film</li> </ul> </li> </ul>	
4.6	<b>SAEC Navigator Summer Schedule - John Werner</b>	<ul style="list-style-type: none"> <li>• Everyone received copies of all the Navigators default schedules</li> </ul>	
4.7	<b>SAEC Fiscal Models – John Werner</b>	<ul style="list-style-type: none"> <li>• Heather shared John Werner’s goals on sharing the different models</li> <li>• Leadership Committee feels an outline should be given to the SAEC Board <ul style="list-style-type: none"> <li>➤ Leadership Committee would like to present only 2 or 3 models to SAEC Board</li> </ul> </li> <li>• Still interested in hearing from Board Members as to what they are interested in <ul style="list-style-type: none"> <li>➤ Personal visits or phone calls</li> <li>➤ Provide 8 abstract ideas and have them talk out loud and then have Leadership Committee put the details on the one they think will work</li> </ul> </li> <li>• These models are about Adult Education <ul style="list-style-type: none"> <li>➤ How to supplement beyond this is the district responsibility</li> </ul> </li> </ul>	

4.8	<b>Program Evaluation Data Chats – Heather/Thad</b>	<ul style="list-style-type: none"> <li>• Program enrollment (up or down, trends)</li> <li>• Completers</li> <li>• Federal Tables</li> <li>• DIR report</li> <li>• Need to look at data in August <ul style="list-style-type: none"> <li>➢ Need to look at it so a short summary can be presented to the SAEC Board</li> <li>➢ Data Integrity: NRS Data Integrity and the CAEP most important</li> </ul> </li> </ul>	
4.9	<b>Next Leadership Committee Meeting 07/25/19 Agenda – Heather Keran</b>	<ul style="list-style-type: none"> <li>• Meeting for 07/25/19 cancelled <ul style="list-style-type: none"> <li>➢ Next meeting will be August 8, 2019</li> <li>➢ Leadership Committee to bring Data from CAEP and NRS</li> </ul> </li> <li>• Improvement of Leadership Committee Attendance</li> </ul>	
5	<b>Action Items</b>	N/A	
6	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 3:50pm</li> </ul>	