



State Center Adult Education Consortium
642 Pollasky, Suite 110
Clovis, CA 93612

**State Center Adult Education Consortium (SCAEC)
Friday, January 18, 2019 at 2:00 p.m.
Clovis Community College, Herndon Campus, Room 308**

Minutes

Members Present:

Avo Atoian – Golden Valley Unified School District; Jesse Carrasco – Madera Unified School District; Daniel Ching – Chawanakee Unified School District; Donna Cooper – Fresno City College; Todd Davis – Reedley College; Debra Haney – Caruthers Unified School District; Lori Hawkyard – Sanger Unified School District; Rich Ishimaru – Kings Canyon Unified School District; Ara Keledjian - Sierra Unified School District; Robbie Kunkel – Clovis Community College; Fabrizio Lofaro – Valley ROP; Maria Meraz – Valley ROP; David Raygoza – Madera Unified School District; Suzanne Rodriguez – Dinuba Adult School; Gary Schlueter – Fresno Unified School District; Ed Schmalzel – Clovis Unified School District; Leah Spate – Central Unified School District; Drew Sylvia – Selma Unified School District; Barbara Thiesen - Dinuba Unified School District; Grant Thor – Washington Unified School District; Valerie Vuicich – Fresno County Superintendent of Schools

Members Absent:

David Naranjo/Regina Carr – Yosemite Unified School District

Members not represented for entire meeting:

Chawanakee Unified School District; Fresno City College

Guests Present: Fae Giffen – CSU Fresno; Sgt. Lisa Morales – Madera County Dept. of Corrections; Lt. Chris Rodriguez – Madera County Dept. of Corrections; Amanda Stewart – CSU Fresno

SCAEC Staff Present: Allyson Adams, Amy Emrany, Pang Vangyi, Sherri Watkins

1.0 Call to Order

The meeting was called to order by Barbara Thiesen at 2:07 p.m.

2.0 Approval of Agenda and Minutes

A request was made that the agenda be revised to move agenda item 6.1 (Information Item) to agenda item 8.2 (Action Item). A motion was made by Valerie Vuicich to approve the agenda as revised, and seconded by Avo Atoian. The motion was approved unanimously. A motion was made by Ed Schmalzel to approve the October 19, 2018 minutes. The motion was seconded by Drew Sylvia and approved unanimously.

3.0 Meeting Norms

4.0 Hearing of the Public/Unscheduled Oral Communications

• **CSUF/SCAEC Study**

CSUF doctoral candidates Fae Giffen and Amanda Stewart presented findings from a project evaluating State Center Adult Education Consortium progress, gaps and needs.

A four-person team gathered information from students and teachers using a combination of survey questions and focus group discussions.

Key findings include the importance of a sense of being part of the school, the value of school support, the need for multiple learning styles to be accommodated, and the types of barriers that make it difficult for the adult learner to succeed.

5.0 Consent Agenda – There were no consent agenda items

6.0 Information Items

- Item 6.1 has been moved to Action Item 8.2

7.0 Reports

- **SCAEC Office Report**

- Sherri reviewed the SCAEC office budget. The Data and Accountability funding deadline has been extended until June 30, 2019. Remaining funds in the Data and Accountability budget will be used to purchase laptops for the SCAEC roving HiSET tester.
- An updated list of important due dates for 2019 was distributed. The document can be accessed on Google Drive and will be emailed to board members as well.
- SCAEC members have been invited by the Department of Labor and the California Workforce Development Board to attend a stakeholder convening on January 29, 2019 discussing AB1111: Removing Barriers to Employment.
- The Executive Board Retreat will be held on March 25-26th. The retreat will focus on three-year planning, SCAEC budget, member allocations, and the additional \$18 million earmarked for adult education in the 2019-20 California budget.
- The May 10, 2019 board meeting will now be taking place in order to review and tentatively approve the three-year plan. Members will still need to approve the plan in NOVA.
- All schools have now signed the API agreement with Community Pro.
- Three-year planning is currently in the data collection phase. Surveys are being developed to collect data from staff, students and community partners, and will be sent to members for distribution. After survey information is completed, Amy Emrany will set up focus groups in each sub-region.
- SCAEC is required to collect information from members regarding current education service providers and community partners, and fund source estimates for the next three years. Sherri will be emailing templates to each member. The information is due to the SCAEC office by February 28, 2019.
- 2017-18 program and expenditure data by program area (hours of instruction and operational costs by fund source) is due in NOVA on February 8, 2019.
- A prospectus sheet for each member will be included in the three-year plan and available on the SCAEC website. Sherri distributed a template showing examples of the information requested from each member. Information is due to the SCAEC office by February 28, 2019.
- LaunchBoard has added an adult education data section showing information for the consortium as a whole, or by school.
- Sherri and Amy will be meeting with all schools in February/March to review mid-year progress and spending targets for the 18/19 Annual Plan.
- Amy reported that the Data & Accountability workgroup has met three times, and data reporting has improved tremendously. At the last meeting, the group discussed 18/19 reporting requirements and Data Integrity Reports (DIRs). Amy showed examples of the type of data the group is collecting and how they are

working to improve accuracy of that data. Another meeting will be scheduled after Q2 data is submitted.

- Amy attended a training on collecting additional student data such as the number of students that enroll who actually make it into an instructional program, and how many are showing progress or successful outcomes. After SCAEC Q2 data is complete, CASAS will help provide these percentages.
- Beginning in April, Yosemite Adult School will be the main site for HiSET testing for the consortium, with Karina Vera working as the roving HiSET tester.
- Pang Vangyi reported that in Quarter 2, 561 students were met with individually, with the bulk of those in a High School Diploma program. Outreach activities reached 1029 people. In total, 1590 people were served.
- The Community Pro kickoff was held in November. Pang will be contacting members to assist in updating their community catalog. The Workforce Investment Board is requiring their staff to use Community Pro for referrals, so each member must have current information in the system.

- **Sub-Region Reports – Highlights**

- Clovis Region
 - Clovis Community College is offering a non-credit bridge program for health care.
 - Clovis Adult School has increased the number of their community partners.
- South Region
 - Dinuba Adult School has moved to a new building in downtown Dinuba.
 - Valley ROP is offering 25% more CTE classes this year than last.
 - Sanger Adult School is in a new temporary space
- North Region
 - Chawanakee Adult School offered a CPR course for parents in the preschool program.
 - Madera Adult School has adopted an IET co-teaching model utilizing ESL and CTE teachers.
 - The North Region is developing a regional brochure.
- Central Region
 - Washington Adult School is no longer working with a third party to offer ESL classes. All instruction will be in-house.
 - Central Adult School is offering computer classes specifically for ESL students.
 - FCC has collaborated with Kerman USD to offer adult education classes.
 - FCSS will be starting a CTE credential program beginning in August.

8.0 Action Items

- **Proposal to accept Madera County Jail as a new member, unfunded for 2018-19**

Sherri explained that per Neil Kelly, Madera County Jail should be a member of SCAEC. There is no funding available to them for 2018-19, so Sherri proposes allowing the jail to use Aztec licenses, with the appropriate blocking device, for the rest of 2018-19.

Lt. Chris Rodriguez explained that Madera County Jail is currently funded by Madera County, the Board of State and Community Corrections, and the Correctional Community Partnership Fund.

David Raygoza made a motion to accept Madera County Jail as a new member, unfunded for 2018-19. The motion was seconded by Ara Keledjian and approved.

- **Kings Canyon Adult School request to use funding in the amount of \$187,501 to complete purchase of adult school facility**

Sherri clarified that the proposal amount will come out of Kings Canyon Adult School's allocation and not additional funding.

Fabrizio Lofaro made a motion to approve Kings Canyon Adult School's request to use funding in the amount of \$187,501 to complete the purchase of an adult school facility. The motion was seconded by Avo Atoian and approved.

9.0 Closed Session – There was no closed session.

10.0 Reconvene in Open Session

11.0 Public comment regarding Closed Session items

12.0 Next Meeting: Friday, April 12, 2019 at 2:00 p.m.
Potential location: Dinuba Adult School
199 North L St., Dinuba, CA 93618

13.0 Adjournment

David Raygoza made a motion to adjourn the meeting, and it was seconded by Drew Sylvia. All voted in favor. The meeting adjourned at 4:11 p.m.