



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

**State Center Adult Education Consortium (SCAEC)
Friday, August 9, 2019 at 2:00 p.m.
Clovis Community College, Herndon Campus, Room 308**

Minutes

Members Present:

Paul Birrell – Central Unified School District; Daniel Ching – Chawanakee Unified School District; Donna Cooper – Fresno City College; Pam Coronado – Fresno County Superintendent of Schools; Todd Davis – Reedley College; Leslie Goston – Golden Valley Unified School District; Lori Hawkyard – Sanger Unified School District; Micah Hiatt – Valley ROP; Rich Ishimaru – Kings Canyon Unified School District; Ara Keledjian – Sierra Unified School District; Robbie Kunkel – Clovis Community College; Fabrizio Lofaro – Valley ROP; Linda Monreal – Madera Unified School District; David Naranjo – Yosemite Unified School District; Stephanie Osowski – Yosemite Unified School District; 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; Barbara Thiesen – Dinuba Unified School District; Grant Thor – Washington Unified School District; Tod Tompkins – Caruthers Unified School District; Valerie Vuicich – Fresno County Superintendent of Schools

Members Absent:

Drew Sylvia/Larry Teixeira – Selma Unified School District

Guests Present: LeighAnn Bane – Fresno City College; Rozanne Hernandez – SCCCD; Lisa Morales – Madera County Dept. of Corrections; Chris Rodriguez – Madera County Dept. of Corrections; Tracie Scott-Contreras – WDB of Madera County; Maiknue Vang – WDB of Madera County; Nuvia Varela – Fresno Regional WDB

SCAEC Staff Present: Allyson Adams, Nikki Henry, Oscar Hinojosa, Mary Lopez, Michelle Santesteban, Pang Vangyi, Karina Vera, Sherri Watkins

1.0 Call to Order

Barbara Thiesen called the meeting to order at 2:07 p.m. All members and guests introduced themselves, including new members Micah Hiatt (Valley ROP), Leslie Goston (Golden Valley USD), Linda Monreal (Madera USD), and Stephanie Osowski (Yosemite USD), Workforce Partners Tracie Scott-Contreras, Maiknue Vang, and Nuvia Varela, and new SCAEC Regional Coordinator Nikki Henry. Barbara reported that Suzanne Rodriguez (Dinuba USD) has accepted another position outside of the district and will no longer be the alternate for Dinuba.

2.0 Approval of Agenda and Minutes

A motion was made by Valerie Vuicich to approve the agenda with the addition of Item 8.2 - Clovis Adult Education funding proposal. The motion was seconded by Paul Birrell and approved unanimously.

A motion was made by David Raygoza to approve the June 7, 2019 minutes. The motion was seconded by Paul Birrell and approved unanimously.

3.0 Meeting Norms

4.0 Hearing of the Public/Unscheduled Oral Communications

5.0 Consent Agenda – There were no consent agenda items

6.0 Information Items

- Sherri Watkins reminded members of CAEP guidelines stating that member representatives shall have decision-making authority and may not delay consortium business by requiring approval from their district or agency. If the current representative does not have that authority, the district or agency needs to appoint a representative who does.
- Members were asked to consider whether Madera Community College Center should receive their own vote at board meetings. Madera CCC is currently a part of Reedley College, but is working toward accreditation to become their own college, which should happen within the next 18 months. Madera CCC has a President as well as a Vice President of Administration in place, and SCCCDC Chancellor Dr. Paul Parnell has instructed SCCCDC to treat them as their own entity. Per Rozanne Hernandez, SCCCDC will be distributing funds directly to Madera CCC and not through Reedley College. Rozanne Hernandez will follow up with Dr. Parnell to ask that he make a formal request to the board.

Discussion followed regarding how the colleges currently report in NOVA as one entity, and if they can report separately for transparency. Per Sherri, because SCCCDC receives one allocation they report as one entity. It may be possible for the colleges to provide the board with quarterly sub-region reports instead.

- Sanger Adult School and Fresno City College reported that their proposed joint HVAC program is on hold. Sanger is now discussing a Maintenance Mechanic program with Reedley College or a mobile computer lab for ESL in partnership with FCC, and will submit a new proposal to the board when the details are finalized.
- Clovis Adult Education requests board approval to use \$200,000 of their FY 2019/20 allocation to fund as new technology building.
- Barbara Thiesen requested that anyone interested in serving as Board Chair or Co-Chair contact Sherri.

7.0 Reports

- **SCAEC Office Report**
 - Sherri has two additional PIN numbers for the CAEP Summit if any board members are interested in attending.
 - Sherri has been elected as CAEAA (California Adult Education Administrators Association) President-Elect for 2019/21.
 - SCAEC was chosen to participate in the Finish Your Diploma campaign by identifying Latinx students in our area to highlight. Two students in the consortium are finalists participate in the campaign.

- Q4 Expenses for FY 18/19, as well as Expenses by Program Area estimates are due September 1, 2019. Member workplans and budgets are due on September 30th.
 - CAEP Data and Accountability Roadshow will be held at Fresno Adult School on September 11, 2019.
 - Proteus, Inc. would like to offer free ESL classes at adult school sites. Sherri has asked them to clarify if their teachers are credentialed.
 - New SCAEC Regional Coordinator Nikki Henry introduced herself and shared what projects she will be working on in the coming year.
 - Pang Vangyi reported that in FY 2018/19, the transitions team met with 1,029 students individually. Of those students, 580 were seen more than once. Outreach activities reached 1,899 people. In total, 2,928 people were served.
 - Pang represented the consortium at the ASAP Client Advisory Board meeting. She has asked that ASAP include the consortium in any survey or customer service follow up. She will also be presenting at two upcoming conferences.
 - The consortium college members will be holding a College Resource Showcase on September 18, 2019 to share information on college services.
 - Sign-up forms for the Governance and Bylaws Committee, the Budget Committee, and the Leadership Team were distributed.
- **Sub-Region Reports – Highlights**
 - Central Region
 - Fresno City College is offering classes at Fresno Adult School. In addition, they are increasing their presence at the Fresno Rescue Mission.
 - Fresno Workforce is starting a Janitorial cohort with Fresno Adult School.
 - South Region
 - Valley ROP mailed 25,000 flyers to their region.
 - Dinuba Adult School is offering a Firefighting course in partnership with Valley ROP.
 - North Region
 - Two students from Madera Adult School received TRIO scholarships from CSU Fresno.
 - Madera Workforce is holding a job fair on October 24, 2019.
 - Madera Workforce mentioned that AB 554, a new bill which would allow concurrent enrollment of adult school students into community colleges at no cost, is in process.
 - Clovis Region
 - Clovis Adult Education piloted integrated ESL in their Medical Terminology course.

8.0 Action Items

- **SCAEC Annual Plan**
Ed Schmalzel made a motion to approve the SCAEC 2019-20 annual plan as presented. The motion was seconded by David Raygoza and approved unanimously.
- **Clovis Adult Education funding proposal**
Valerie Vuicich made a motion to approve Clovis Adult Education's request to use \$200,000 of their 2019-20 funds to purchase a new technology building. The motion was seconded by Paul Birrell and approved unanimously.

9.0 Closed Session – SCAEC Executive Director Evaluation

The board moved into closed session at 3:34 p.m.

10.0 Reconvene in Open Session

The board reconvened in open session at 3:41 p.m.

11.0 Public comment regarding Closed Session items

There was no report out from closed session.

12.0 Next Meeting: Friday, October 18, 2019 at 2:00 p.m.

Clovis Community College – Herndon Campus, Room 308
390 W Fir, Clovis, CA 93611

13.0 Adjournment

Paul Birrell made a motion to adjourn the meeting. The motion was seconded by Fabrizio Lofaro and approved unanimously. The meeting adjourned at 3:44 p.m.