



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

**State Center Adult Education Consortium (SCAEC)
Friday, January 17, 2020 at 2:00 p.m.
Clovis Community College, Herndon Campus, Room 308**

Minutes

Members Present:

Paul Birrell – Central Unified School District; Donna Cooper – Fresno City College; 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; Courtney McMahon – Clovis Unified School District; David Raygoza – Madera Unified School District; Gary Schlueter – Fresno Unified School District; Ed Schmalzel – Clovis Unified School District; Darren Sylvia – Chawanakee Unified School District; Drew Sylvia – Selma Unified School District; Grant Thor – Washington Unified School District; Valerie Vuicich – Fresno County Superintendent of Schools

Members Absent:

David Naranjo/Stephanie Osowski – Yosemite Unified School District; Barbara Thiesen/Jonathan Torres – Dinuba Unified School District; Tod Tompkins/Debra Haney – Caruthers Unified School District

Guests Present: Leigh Ann Bane – Fresno City College; Tracie Scott Contreras – Madera WDB; Rozanne Hernandez – SCCC; Gladys Mendoza – US Census Bureau; Leticia Rivera – US Census Bureau; Carlo Santos – Literacy Pro

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

1.0 Call to Order

Valerie Vuicich called the meeting to order at 2:05 p.m. All members and guests introduced themselves.

2.0 Approval of Agenda and Minutes

A motion was made by Paul Birrell to approve the agenda and October 17, 2019 minutes as presented. The motion was seconded by Donna Cooper 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

- 6.1 Sherri Watkins updated members on the CFAD (Consortium Fiscal Administration Declaration). The CFAD will be voted on at the April 3, 2020 board meeting and must be approved in NOVA by May 2, 2020.
- 6.2 Sherri introduced Carlo Santos from Community Pro. Carlo will work as a liaison between Community Pro and SCAEC, providing training, visiting sites, and working with administrators and staff. He plans to visit each site within the next few months.

6.3 Gladys Mendoza from the US Census Bureau presented on the importance of the upcoming census; providing information on safety and confidentiality, use of data, ways to respond (online, by telephone, or by mail), and hiring. She stressed that no information will be shared with law enforcement or immigration agencies. SCAEC members can become involved by hosting census events at their sites.

7.0 Reports

7.1 SCAEC Office Report

- The Executive Board Retreat will be held March 23-24, 2020 at The Pines Resort. Sherri reminded members that either the board member or alternate must attend.
- Mid-year annual plan update meetings are currently taking place.
- A college MIS training for CAEP program metrics will be held in Merced on February 5, 2020.
- SB554, which requires community colleges and adult schools to create dual enrollment opportunities for adult high school completion students, has passed. Fresno City College and Clovis Community College are already looking at ways to begin implementation.
- The SCAEC website has been updated to meet accessibility requirements.
- The SCAEC office will not be replacing the Regional Coordinator at this time.
- The Budget Committee met on December 6, 2019 and will meet again with the Bylaws Committee on February 7, 2020 to discuss different funding scenarios to present at the board retreat. If the board decides to move forward with a new funding scenario, it would not take effect until FY 2021-2022.
- Valerie Vuicich has asked WASC about accreditation for small schools. Currently, HSD students graduating from a non-accredited school cannot get federal financial aid and may have difficulty applying for federal or state jobs. Small schools have difficulty justifying WASC accreditation because of the size of their programs. Valerie has asked WASC if a number of smaller schools with limited programs can create an 'accreditation consortium' where they can be accredited as a whole, but has not yet received a reply. She has also been speaking with WASC about revising the post-secondary template to work better for adult education.

Discussion followed on the pros and cons of WASC accreditation, financial aid, and district focus (post-secondary options or career readiness). Tracie Scott Contreras from the Madera WDB confirmed that sites need to be accredited in order to be included on their Eligible Training Provider List (ETPL).

- Quarter 1 reports have been submitted. The next NOVA due date is March 1, 2020. Sherri reminded members to include a summary of activities.
- The CAEAA Conference will be held January 29-31, 2020. Sherri and Ed Schmalzel will be part of a new administrators panel.
- The Governor's Budget included \$17M for Fresno. Sherri will be meeting with Cradle2Career and the Drive Initiative to secure adult ed involvement in writing the narrative.
- Form 700 will be distributed to members soon.
- The Governor's Budget also included a 2.29% COLA. More guidance on distribution will be coming from the CAEP office.
- Pang Vangi presented at the CAEP Conference.

- Pang reported that in Quarter 2, the transitions team met with 538 students individually. There were 685 duplicated student service contacts. Over 137 students showed interest in college. Outreach activities reached 1,549 people.
- Sherri reminded members that sub-regions need to be meeting.

7.2 Sub-Region Report Highlights

- Clovis Region: transitions process between Clovis Adult Education and Clovis Community College is running smoothly.
- North Region: Madera Adult School is looking for CNA instructors. Chawanakee is working to share resources in the region.
- Central Region: a meeting is tentatively scheduled for February 21, 2020. Fresno City college is working with Central Adult School to offer an ESL class. Washington Adult School is offering ESL courses in-house and no longer using a third-party vendor.
- FCSS ROP/CalWORKs designated subjects credential is slowly moving forward.
- Madera WDB reported that they now have mobile office hours for their business service team. They will be hosting job fairs in Oakhurst and Madera.
- South Region: working on sharing resources and teachers. Within the region, 57 sections were offered.

8.0 Action Items

- **Madera Community College – new member with no additional funding**
David Raygoza made a motion to acknowledge Madera Community College as a separate member of State Center Adult Education Consortium. The motion was seconded by Robbie Kunkel and approved unanimously.

9.0 Closed Session – SCAEC Executive Director mid-year evaluation

The board moved into closed session at 3:20 p.m.

10.0 Reconvene in Open Session

The board reconvened in open session at 3:31 p.m. There was no action taken during closed session.

11.0 Public comment regarding Closed Session items

12.0 Next Meeting: Friday, April 3, 2020 at 2:00 p.m.

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390 W Fir, Clovis, CA 93611

Executive Board Retreat

March 23-24, 2020

The Pines Resort

13.0 Adjournment

Gary Schlueter made a motion to adjourn the meeting. The motion was seconded by David Raygoza and approved unanimously. The meeting adjourned at 3:40 p.m.