



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

**State Center Adult Education Consortium (SCAEC)
Friday, June 7, 2019 at 2:00 p.m.
Clovis Community College, Herndon Campus, Room 308**

Minutes

Members Present:

Paul Birrell – Central Unified School District; Raine Bumatay – Fresno 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; 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; Kuljeet Mann – Golden Valley Unified School District; Maria Meraz – Valley ROP; David Raygoza – Madera Unified School District; Suzanne Rodriguez – Dinuba Adult School; Ed Schmalzel – Clovis Unified School District; Darren Sylvia – Chawanakee 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:

David Naranjo/Regina Carr – Yosemite Unified School District; Drew Sylvia/Larry Teixeira – Selma Unified School District

Guests Present: LeighAnn Bane – Fresno City College

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 2:06 p.m.

2.0 Approval of Agenda and Minutes

Barbara Thiesen requested that Information Item 6.6, regarding approval of the SCAEC Annual Plan at the August 9, 2019 Board Meeting, be added to the agenda. A motion was made by David Raygoza to approve the agenda with the addition and seconded by Raine Bumatay. The motion was approved unanimously.

A motion was made by Ed Schmalzel to approve the May 10, 2019 minutes. The motion was seconded by Raine Bumatay and approved unanimously.

3.0 Meeting Norms

4.0 Hearing of the Public/Unscheduled Oral Communications

Fabrizio Lofaro requested that a discussion of Chawanakee personnel matters regarding the Regional Coordinator position be postponed until Darren Sylvia arrives at the meeting.

Fabrizio Lofaro made a motion to add Information Item 6.7 Personnel Hiring Agent Relationship to the agenda. The motion was seconded by Valerie Vuicich and approved unanimously.

5.0 Consent Agenda – There were no consent agenda items

6.0 Information Items

- A calendar of 2019-20 Board Meeting dates has been distributed. Calendar invitations will be sent soon. Sherri Watkins reminded members to respond to a recent Doodle Poll to determine the best date for the Executive Board Retreat. A reminder email will be sent to members.
- Board notification of proposed collaborations between SCAEC members:
 - Fresno City College and Sanger Adult School for HVAC program - approximate amount \$62,000.
 - Clovis Community College and Chawanakee Adult School to build pathways – approximate amount \$25,000.
 - Clovis Community College and Clovis Adult Education to build pathways – approximate amount \$45,000.
- Ed Schmalzel shared Clovis Adult Education’s frustration with ASAP Version 3. Discussion followed regarding other options. Sherri shared that there are two years left on the contract with ASAP. Pang Vangyi is on the ASAP Customer Advisory Board which gives her the opportunity to bring these types of issues to their attention.
- Any board member interested in serving as Board Chair or Co-chair is asked to email Sherri. Election/appointment will take place at the August 19, 2019 meeting.
- The SCAEC Annual Plan is scheduled to be approved at the August 9, 2019 meeting.
- Member annual plans are due to the SCAEC office by June 30, 2019.
- Member budgets and workplans are due in NOVA on September 30, 2019.
- A suggestion was made to provide members with a list of due dates, and whether the information is due to the SCAEC office or in NOVA.
- Darren Sylvia led a discussion of the Chawanakee hiring agent process for SCAEC employees. Currently, new positions come to Chawanakee with a job description and salary schedule provided by SCAEC, and are part of a separate adult education structure within Chawanakee. Chawanakee is asking the board whether pay and benefit increases should be tied to the district’s schedules, or if the board would rather approve those increases for SCAEC employees, with direction given to the hiring agent. Current employees would be grandfathered in; this would apply to the Regional Coordinator position being hired through Chawanakee, and any positions in the future.

Discussion followed regarding SCAEC becoming a JPA, which would allow SCAEC to hire employees without going through a school district.

Fabrizio Lofaro made a motion to add Action Item 8.2 in order to vote on the Chawanakee hiring agent process with a separate salary structure. The motion was seconded by Valerie Vuicich and approved unanimously.

7.0 Reports

• SCAEC Office Report

- Members interested in attending the CAEP Summit in October should contact Sherri for a registration PIN number.
- GRID Alternatives, a solar installation and training company, is interested in working with adult education. Their instructor is credentialed, so CAEP funding can be used to provide classes. Interested members should contact Sherri for more information.
- Brown Act training is tentatively scheduled to be held the morning of August 9, 2019, prior to the board meeting.
- Regional Coordinator interviews will be held on June 14, 2019.
- Per board direction at the April 12, 2019 meeting, Sherri contacted the CAEP office for clarification on Ed Code as it relates to:
 - Allocating funds as an even split, or percentage
 - The meaning of “100% agreement”

Sherri received a reply stating that COLA amounts are to be distributed based on the consortium decision-making process agreed to by the Board and approved by the State. Per a conversation between Darren Sylvia and Carolyn Zachry (CDE), Carolyn clarified that “100 % agreement” is not in consortium policy guidelines provided by the State or the Dept. of Finance, and consortium bylaws should be followed.

With this new information, the consortium will need to decide whether to move forward with Scenario 4 (as approved at the April 12, 2019 meeting), or to have the Budget Committee propose new scenarios to the board for 2020-2021.

Sherri stated that the CFAD has already been rejected because one member did not approve online. The Board directed Sherri to wait until the member discussed the clarification with their superintendent, and if that district agrees to approve the CFAD based on the new information, Sherri will contact the state to reopen the CFAD. All members will need to recertify the report through NOVA.

- Amy Emrany reported that the Aztec purchase has been finalized for those schools requesting licenses.
- Pang Vangyi reported that in Quarter 4, the transitions team met with 1,016 students individually. Of those students, 574 were seen more than once, bringing total student contacts to 2,187. Outreach activities reached 1,775 people. In total, 2,791 people were served.

• Sub-Region Reports – Highlights

- Central Region
 - Washington Adult School is offering ESL classes through the summer.
 - Fresno City College met with Fresno Adult School to discuss collaborative efforts. A GED/HiSet course have been approved at FCC.
 - Fresno Adult School will be providing all of the classified training for new and current Fresno USD employees.

- FCSS Adults in Corrections is offering CTE courses and workplace certifications to students from the Juvenile Justice Campus who have turned 18 and have their high school diploma.
- South Region
 - Valley ROP developed a flyer showing the courses and locations available in the sub-region.
 - Dinuba Adult School is adding a Wildland Firefighting CTE course.
- North Region
 - Golden Valley Adult School is offering CPR classes.
 - Chawanakee Adult School reported that some of their firefighter program graduates have been placed in jobs.
- Clovis Region
 - Clovis Adult Education is holding cultural events every month where ESL students present about their country's culture.

8.0 Action Items

- **Chawanakee Hiring Agent Process**
Fabrizio Lofaro made a motion that Chawanakee Unified School District, as the hiring agent for SCAEC, use a separate salary schedule for SCAEC staff. The motion was seconded by Valerie Vuicich and approved unanimously.
- **SCAEC Three-Year Plan**
Darren Sylvia made a motion to approve the SCAEC three-year plan as presented. The motion was seconded by David Raygoza and approved unanimously.

9.0 Closed Session – SCAEC Executive Director Evaluation

The board moved into closed session at 3:33 p.m.

10.0 Reconvene in Open Session

The board reconvened in open session at 3:58 p.m.

11.0 Public comment regarding Closed Session items

Barbara Thiesen reported that the consortium board approved the Executive Director Evaluation as presented. The evaluation will be submitted to Fresno Unified School District.

Barbara thanked Amy Emrany for her service to the board. Amy's last day working for the consortium is June 28, 2019.

12.0 Next Meeting: Friday, August 9, 2019 at 2:00 p.m.

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13.0 Adjournment

Darren Sylvia made a motion to adjourn the meeting. The motion was seconded by Todd Davis and approved unanimously. The meeting adjourned at 4:05 p.m.