



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

**State Center Adult Education Consortium (SCAEC)**  
**Friday, August 13, 2021 at 2:00 p.m.**  
**Online Meeting via Zoom**

**Minutes**

**Members Present:**

Andrea Affrunti – Selma Unified School District; Israel Almendarez – Parlier Unified School District; Jose Bedolla – Selma Unified School District; Daniel Ching – Chawanakee Unified School District; Donna Cooper – Fresno City College; Todd Davis – Reedley College; Leslie Goston – Golden Valley Unified School District; Shirley Gregory – Madera Unified School District; Marcy Guthrie – Chawanakee Unified School District; Lori Hawkyard – Sanger Unified School District; Rich Ishimaru – Kings Canyon Unified School District; Fabrizio Lofaro – Valley ROP; Ladislao Lopez – Madera Unified School District; Courtney McMahon – Clovis Unified School District; Julie Preston-Smith – Madera Community College; Ed Robinson – Central Unified School District; Gary Schlueter – Fresno Unified School District; Ed Schmalzel – Clovis Unified School District; Emilee Slater – Clovis Community College; Janet Sloan – Fresno County Superintendent of School; Grant Thor - Washington Unified School District; Tod Tompkins – Caruthers Unified School District; Jonathan Torres – Dinuba Unified School District; Heather Wheeler – Sierra Unified School District; Pamm Zierfuss-Hubbard – Clovis Community College

**Members Absent:** Stephanie Osowski/Marcia Miller – Yosemite Unified School District

**Guests Present:** Rozanne Hernandez – SCCCD; Tracie Scott-Contreras – Workforce Development Board of Madera County

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

**1.0 Call to Order**

Ed Schmalzel called the meeting to order at 2:01 p.m. All members were reminded that the meeting is being recorded. Meeting attendees introduced themselves.

**2.0 Agenda and Minutes**

A motion was made by Pamm Zierfuss-Hubbard to approve the agenda. The motion was seconded by Janet Sloan and approved unanimously.

A motion was made by Gary Schlueter to approve the June 4, 2021 minutes as presented. The motion was seconded by Janet Sloan and approved unanimously.

**3.0 Meeting Norms**

**4.0 Hearing of the Public/Unscheduled Oral Communications**

**5.0 Consent Agenda**

**6.0 Information Items**

- 6.1 The State Center Community College District form for SB554 enrollment is nearly complete. SB554 will allow adult school students to join a community college class to earn up to 11 units, which can then be transferred back to the adult school to complete high school diploma requirements. The sub-region meeting on September 17, 2021 will

be used for colleges and adult schools to meet by region to discuss SB554 implementation.

- 6.2 Per the Governor's Office, the executive order allowing virtual public meetings will expire on September 30, 2021. The next SCAEC board meeting will be held in person on October 15, 2021 at Clovis Community College – Herndon Campus.
- 6.3 Calendar invitations have been sent for 2021-22 board meeting dates.
- 6.4 The SCAEC Information and Resources Google Drive folder has been shared with all board members. Annual plans, bylaws, board meeting minutes, and other SCAEC information can be found in this folder.
- 6.5 Calendar invitations for fiscal due dates have been sent to board members and fiscal contacts.
- 6.6 SCAEC is no longer contracting with CommunityPro as it never functioned as expected, and the cost to renew was too high. Unite Us, a no-cost referral system developed by Kaiser Permanente, is being used by some workforce partners and may be a better fit for the consortium but still needs to be investigated.
- 6.7 A committee sign-up sheet was shared in the chat. A new committee for three-year planning was added.
- 6.8 The state has distributed a list of CAEP State Priorities that will need to be referenced when developing annual plans and the upcoming three-year plan to make certain that the consortium and members align with those priorities.

## **7.0 Reports**

### **7.1 SCAEC Office Report**

- If sites are open, SCAEC staff will be scheduling roadshows to meet with members in-person.
- SCAEC is working with the Fresno K-16 Collaborative, Brandman University and Fresno City College to enroll students in free courses such as Bookkeeping Fundamentals, Comp TIA A+ Certification, and Payroll Certification.
- SCAEC and Fresno City College staff will be presenting a workshop on the K-16 Collaborative at the Strengthening Student Success Conference.
- The CAEP Summit is scheduled for October 26-28, 2021.
- SCAEC Executive Director Sherri Watkins has been participating in the CAEP Leaders Advisory Committee.
- Sherri asked members to please forward student success stories to use in the N&R marketing publication. Student permission is required.
- Q4 reporting is due in NOVA on September 1, 2021, along with program area hour and leveraged funding estimates for 2020-21.
- Pang Vangyi reported that through Q4, the transitions team met with 910 unduplicated students. Many students were met with more than once, resulting in 1,355 duplicated service contacts. In total, outreach activities and service contacts reached 3,356 people. She reminded all members that programs can be marketed through the consortium websites, social media and partners.

### **7.2 Member Reports**

Members were asked to respond to the following question via chat transcript:

1. What are your fall plans for in-person on online learning?

- Central Adult School is beginning the 2021-22 school year with in-person learning for all classes and students, and will adapt as needed.
- All Chawanakee Adult School courses will be in-person.
- Dinuba Adult School plans to offer full program offerings in-person.

- FCC is mostly online as their schedule was created last March. They are offering about 200 sections in-person and all service areas are open for in-person assistance. They are working with EOC to provide some courses for programs there.
- FCSS is offering Security Guard, Welding, Cabinet/Finish Work, Auto Collision, and Auto Mechanics in-person.
- Fresno Adult School will be offering a variety of learning options ranging from in-person, online and hybrid/synchronous. They are trying to meet the needs of students out of the area and those not comfortable coming back to campus.
- Golden Valley Adult School will offer both online and in-person classes.
- Kings Canyon Adult School is back fully in-person for all programs.
- Madera Adult School courses will be in-person only.
- Madera Community College is still mostly online with less than 35% of classes having hybrid or face-to-face meetings. All services are offered in-person.
- Parlier Adult School classes are in-person.
- Sanger Adult School CTE classes are in-person. Independent study HSD is by appointment in-person or by Zoom if needed. ESL is in-person and simultaneous virtual instruction as needed.
- Selma Adult School is offering all classes in-person for both ESL/HSD and adult ed CTE courses.
- Sierra Adult School is offering Welding and Parent Co-op in-person. HSD is in-person and online.
- Washington Adult School HSD courses will be online. Computer Skills, Security Guard, and ESL classes will be in-person.
- The Madera Workforce Assistance Center is open and partners are beginning to return to in-person services gradually. They have a large amount of funding available to sponsor CTE/Vocational training programs for eligible individuals. They are also hosting regular hiring events (in-person) by various businesses in Madera County.

## **8.0 Action Items**

### **8.1 SCAEC 2021-2022 Annual Plan Approval**

A motion was made by Janet Sloan to approve the SCAEC 2021-22 Annual Plan as presented. The motion was seconded by Donna Cooper and approved unanimously.

The board was asked to approve the plan in NOVA as soon as possible as it is due to the state by August 15, 2021.

### **9.0 Closed Session – the board moved into closed session at 2:32 p.m.**

#### **9.1 Executive Director Evaluation Goals and Objectives**

### **10.0 Reconvene in Open Session – the board reconvened in open session at 2:38 p.m.**

### **11.0 Public comment regarding Closed Session items - There was no action during the closed session.**

### **12.0 Next Meeting: Friday, October 15, 2021 at 2:00 p.m.**

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

### **13.0 Adjournment**

Lori Hawkyard made a motion to adjourn the meeting. The motion was seconded by Ladislao Lopez and approved unanimously. The meeting adjourned at 2:42 p.m.