



State Center Adult Education Consortium  
7942 N. Maple, Suite 103  
Fresno, CA 93720

**Executive Board Retreat  
March 21-22, 2022  
The Pines Resort, Bass Lake, CA**

**Minutes**

**Day One: Monday, March 21, 2022**

**Members Present:**

Israel Almendarez (Zoom) – Parlier Unified School District; Jose Bedolla – Selma Unified School District; Daniel Ching – Chawanakee Unified School District; Shelly Conner – Madera Community College; Donna Cooper – Fresno City College; Todd Davis (Zoom) – Reedley College; Marisa Gamboa – Fresno County Superintendent of Schools; Leslie Goston (Zoom) – Golden Valley Unified School District; Shirley Gregory – Madera Unified School District; Lori Hawkyard – Sanger Unified School District; Rich Ishimaru – Kings Canyon Unified School District; Fabrizio Lofaro – Valley ROP; Courtney McMahon – Clovis Unified School District; Stephanie Osowski – Yosemite 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; Grant Thor - Washington Unified School District; Tod Tompkins – Caruthers Unified School District; Jonathan Torres (Zoom) – Dinuba Unified School District

**Members Absent:** Jody Silva – Sierra Adult School

**Guests Present:** Tim Cowdrey – Kings Canyon Unified School District; James Hayes – Sage Business and Education; Rozanne Hernandez – SCCC

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

**Welcome and Introductions**

The meeting began at 10:18 am with attendee introductions.

**Overview of Agenda**

Facilitator James Hayes gave an overview of the agenda, stating that three-year planning will be the main focus of the retreat.

**Three-Year Planning**

- **Section 2: Needs Assessment**
  - Members were divided into four breakout rooms (WIOA, Non-WIOA, Post-Secondary/CTE, and College) to evaluate the educational needs of their areas; describe their group’s approach, process and data sources; and list stakeholders who have or might contribute to the three-year planning process.
- **Section 3: Metrics**
  - Members were reminded of the mandatory metrics and barriers for both consortia

and members.

- Consortia level: Number of Adults Served (metric) and Low Literacy (barrier).
- Member level: Adults Served Who Become Participants and Percent of Available Funds Spent (metrics).
- Members completed enrollment projections for 2022-23, 2023-24, and 2024-25.
- **Section 4: Strategies**
  - Members were divided into sub-region breakout rooms to discuss strategies needed to achieve three priority objectives:
    - Address Educational Needs
    - Improve Integration of Services and Transitions
    - Improve Effectiveness of Services
- **Section 5: Activities and Outcomes**
  - Members developed sub-region activities to support the above priority objectives.

**Day One meeting ended at 4:00 pm.**

## **Day Two: Tuesday, March 22, 2022**

### **Members Present:**

Israel Almendarez (Zoom) – Parlier Unified School District; Jose Bedolla – Selma Unified School District; Daniel Ching – Chawanakee Unified School District; Shelly Conner – Madera Community College; Donna Cooper – Fresno City College; Marisa Gamboa – Fresno County Superintendent of Schools; Leslie Goston (Zoom) – Golden Valley Unified School District; Shirley Gregory – Madera Unified School District; Lori Hawkyard – Sanger Unified School District; Rich Ishimaru – Kings Canyon Unified School District; Fabrizio Lofaro – Valley ROP; Courtney McMahon – Clovis Unified School District; Stephanie Osowski – Yosemite Unified School District; Kurt Piland – Reedley College; 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; Grant Thor - Washington Unified School District; Tod Tompkins – Caruthers Unified School District

**Members Absent:** Jonathan Torres – Dinuba Unified School District

**Guests Present:** Tim Cowdrey – Kings Canyon Unified School District; James Hayes – Sage Business and Education; Rozanne Hernandez – SCCC; Stacey Thomure – Sierra Unified School District

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

**Day Two meeting began at 9:20 am.**

### **Consortium Effectiveness**

Members worked in sub-regions to discuss collaboration, services, challenges and strengths related to consortium effectiveness as well as additional services the consortium office could provide.

### **Overview of Consortia and Adult Education**

- Ed Schmalzel gave an overview of the history of adult education. Adult education has been taught since the Gold Rush, but the most recent framework comes from the 2012 Legislative Analyst's Office (LAO) review of adult education, which addressed the need for community

colleges and adult schools to decrease duplication of services. This led to the creation of consortia in the state and the current configuration of SCAEC.

- Donna Cooper spoke on adult education at the community colleges. While the community college system provides credit, non-credit and not for credit courses, only non-credit courses can be paid for using CAEP funds. Each SCCC college offers different non-credit classes. Per member request, Donna will work to compile a list of non-credit offerings at the colleges.
- Donna spoke on SB554, which allows current adult school HSD or HSE students to also enroll at a community college to get a start on college courses. Students can take up to 11 units with no tuition fees.
- Sherri Watkins gave an overview of the Centers of Excellence (COE) Labor Market Information (LMI) website. The website is a useful tool to determine the CTE needs of our region as the state requires that CTE courses be tied to LMI data.

#### **SCAEC Information and Resources Folder**

Sherri discussed the shared Google folder where members can find the Member Handbook, SCAEC Bylaws, annual plans, board meeting agendas and minutes, and other information.

#### **SCAEC Bylaws**

Sherri notified members that the Bylaws Committee will meet on April 5, 2022 to discuss changes proposed by the Budget Committee. Changes agreed upon will be emailed to all members for review. The proposed changes will be voted on at the April 22, 2022 board meeting.

#### **Other**

- Sherri gave an overview of adult education/college professional organizations and conferences.
- Members were asked to log into NOVA to review their district contacts and update if necessary.
- Gary Schlueter reported that Fresno Adult School is offering two courses for current Nutrition Services employees designed to help them advance to management. The courses are open to employees from other districts as well.

**Day Two meeting ended at 1:00 pm with lunch.**