

SAEC Consortium Board Meeting Minutes

October 7, 2025, 8:00AM – 9:45AM, College of the Sequoias, Tulare Campus, Room B223 Upstairs
Co-Chairs: Brent Calvin and Yolanda Valdez

In Attendance:

Krishna Adams, Tulare Adult School; Jennie Bautista, Workforce Investment Board of Tulare County; Carmen Becerra, Sequoias Adult Education Consortium; Brian Brazier, Corcoran Unified School District; Carla Calhoun, CSET; Maribel Delgado, Sequoias Adult Education Consortium; George Eddy, Exeter Unified School District; Brian Griffin, Lindsay Unified School District; Victoria Guzman, Cutler-Orosi Joint Unified School District; LaDonna Jones, Sequoias Adult Education Consortium; Heather Keran, Hanford Adult School; Evette Lopez, Sequoias Adult Education Consortium; Margarita Lozano, Read to Succeed Library; Tami Olson, Visalia Adult School; Andre Pecina, Corcoran Unified School District; Victor Rosa, Hanford Joint Union High School District; T.J. Ryan, Woodlake Unified School District; Jonna Schengel, College of the Sequoias; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Lucy Van Scyoc, Tulare Joint Unified High School District; Arturo Villarreal, Farmersville Adult School; John Werner, Sequoias Adult Education Consortium; Margarita Lozano, Tulare County Library

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	<ul style="list-style-type: none"> ● Called to order by John Werner at 8:13 AM ● Chair assumed by Y. Valdez at 9:07 AM 	
1.2	Establish Quorum	<ul style="list-style-type: none"> ● Quorum Established 	
1.3	Welcome and Introductions	<ul style="list-style-type: none"> ● Thanked Jonna for breakfast and hosting at the Tulare COS Campus 	
2	Review and Approval of Meeting Minutes	<ul style="list-style-type: none"> ● Minutes from August 19, 2025 	<ul style="list-style-type: none"> ● Motion to approve minutes by Lucy Van Scyoc, Tulare Joint Unified School District ● Second by Brian Griffin, Lindsay Unified School District ● Vote: All approved None opposed Motion Carried
3	Public Comment	<ul style="list-style-type: none"> ● No Comments 	
4	Information Items		

4.1	CAEAA Member Spotlight - John Werner	<ul style="list-style-type: none"> ● Excellence in Adult Education Administration <ul style="list-style-type: none"> <input type="checkbox"/> CAEAA Member Spotlight on Tami Olson <input type="checkbox"/> W Excellence in Education Administration .docx 																																																								
4.2	SAEC State of the Consortium Report: 2025-2026 - John Werner	<ul style="list-style-type: none"> ● Summary <ul style="list-style-type: none"> <input type="checkbox"/> 2024/25 Year End Fiscal Report Summary <ul style="list-style-type: none"> ▪ Total Allocation: \$11,925,705 ▪ Total Expenditure: \$9,777,515 ▪ Total Carryover: \$2,148,190 (18.01%) <table border="1" data-bbox="535 483 1507 1263"> <thead> <tr> <th colspan="5">SAEC Site Reported Enrollment 2021.22 to Current Year</th> </tr> <tr> <th>Member</th> <th>2021.22</th> <th>2022.23</th> <th>2023.24</th> <th>2024.25</th> </tr> </thead> <tbody> <tr> <td>COS (unduplicated)</td> <td>840</td> <td>886</td> <td>878</td> <td>1,047</td> </tr> <tr> <td>Corcoran Adult</td> <td>90</td> <td>107</td> <td>73</td> <td>148</td> </tr> <tr> <td>Cutler-Orosi Adult</td> <td>134</td> <td>145</td> <td>425</td> <td>845</td> </tr> <tr> <td>Farmersville Adult</td> <td>46</td> <td>40</td> <td>56</td> <td>87</td> </tr> <tr> <td>Hanford Adult</td> <td>676</td> <td>836</td> <td>795</td> <td>753</td> </tr> <tr> <td>Lindsay Adult</td> <td>217</td> <td>156</td> <td>189</td> <td>210</td> </tr> <tr> <td>Tulare Adult</td> <td>1,220</td> <td>1,355</td> <td>3,401</td> <td>2,637</td> </tr> <tr> <td>Visalia Adult</td> <td>3,075</td> <td>3,542</td> <td>3,689</td> <td>3,510</td> </tr> <tr> <td>TOTAL</td> <td>5,342</td> <td>6,581</td> <td>7,002</td> <td>9,237</td> </tr> </tbody> </table>	SAEC Site Reported Enrollment 2021.22 to Current Year					Member	2021.22	2022.23	2023.24	2024.25	COS (unduplicated)	840	886	878	1,047	Corcoran Adult	90	107	73	148	Cutler-Orosi Adult	134	145	425	845	Farmersville Adult	46	40	56	87	Hanford Adult	676	836	795	753	Lindsay Adult	217	156	189	210	Tulare Adult	1,220	1,355	3,401	2,637	Visalia Adult	3,075	3,542	3,689	3,510	TOTAL	5,342	6,581	7,002	9,237	
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Program (duplicated)	#	%
ABE	1198	15.73
ESL/ELL	1788	23.48
High School Diploma	1688	22.17
HSE	1224	16.08
Adults supporting K12	289	3.8
Adults w/Disabilities	149	1.96
CTE	1944	25.53
Citizenship	551	7.24
Other Program	897	11.78
Pre-Apprenticeship	0	0
ROCP	0	0
Workforce Preparation	219	2.88
N/A	1444	18.97

Transition Services (duplicated)	#	%
Assessment/Testing/Counseling	2096	27.53
Personal Development Training	284	3.73
Counseling/Career Development	376	4.94
Job Development/Job Search Assistance	100	1.31
Occupational Skills Training (non-OJT)	298	3.91
On-the-Job Training (OJT)	50	0.66
Work Experience	174	2.29
Pre-Employment Skills/Job Readiness Training	430	5.65
Postsecondary Academic Education	63	0.83
Other Transition Services	509	6.69
N/A	5015	65.87

Supportive Services (duplicated)	#	%
Transportation	62	0.81
Health Care and Mental Health Care	74	0.97
Family/Child Care	4	0.05
Housing or Rental Assistance	2	0.03
Personal, Financing, or Legal Counseling	28	0.37
Supplementary Instruct. Serv.	26	0.34
Needs-Based Related Payments	4	0.05
Emergency Financial Services	1	0.01
Federal Education Cash Assist.	1	0.01
Other Supportive Services	2572	33.78
N/A	5038	66.17

- Challenges
 - Funding
 - Staff Recruitment and Retention
 - Pan-consortium Data Support
 - Student Retention
 - CTE Options
- Strengths
 - Governance
 - Pan-consortium Structures
 - Retention of Administrative Staff
 - Data Integrity Structures and PD
 - Curriculum and Instruction Technical Core and Alignment
 - Expansion of IET
 - Program Innovation
- Education Needs
 - Increased Outreach and Marketing
 - Service Hours and Locations
 - Digital Literacy and Technology
 - Short-term/Long-term CTE Programs of Study
 - Contextualized ESL Programs
 - Expanded OJT/WBL Opportunities
 - Preapprenticeships

		<ul style="list-style-type: none"> <input type="checkbox"/> Improved Integration of Services & Transitions <ul style="list-style-type: none"> ▪ Increased Course Offerings ▪ Increased Enrollment, Transitions ▪ Increased Completion Rates ▪ Articulation Agreements: AE/CC/CTE ▪ Enhanced Career Pathways ▪ Workforce Board Engagement <input type="checkbox"/> Improved Effectiveness of Services <ul style="list-style-type: none"> ▪ Professional Development ▪ Improved Data Collection ▪ Strategic Planning (Collective Impact Model) ▪ AJCC Alignment <ul style="list-style-type: none"> ● What is coming.. <ul style="list-style-type: none"> <input type="checkbox"/> Focus on Performance Outcome Metrics and Measures <input type="checkbox"/> Strategy Refinement to Improve Transitions 	
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4.3	SAEC RISDS Report – Carmen Becerra, Maribel Delgado and Evette Lopez	<ul style="list-style-type: none"> ● Will present at next meeting on November 4, 2025 	
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4.4	SAEC Governance Update – LaDonna	<p>SAEC MOU and Governance Documents Returned:</p> <ol style="list-style-type: none"> 1.Board Meeting Agenda 2.Revised MOU - Signed by Board President and Superintendent 3.Governance Documents - Signed by Superintendent 4.Board Meeting Minutes <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #c8e6c9;"> <th>School District</th> <th>Board Agenda</th> <th>Revised MOU</th> <th>Governance Documents</th> <th>Board Minutes</th> </tr> </thead> <tbody> <tr><td>Alpaugh</td><td>No response</td><td>No response</td><td>No response</td><td>No response</td></tr> <tr><td>College of the Sequoias</td><td>In process</td><td>In process</td><td>In process</td><td>In process</td></tr> <tr><td>Corcoran</td><td>In process</td><td>In process</td><td>In process</td><td>In process</td></tr> <tr><td>Cutler-Orosi</td><td>In process</td><td>In process</td><td>X</td><td>In process</td></tr> <tr><td>Exeter</td><td>X</td><td>X</td><td>X</td><td>In process</td></tr> <tr><td>Farmersville</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>Hanford</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>Lindsay</td><td>In process</td><td>In process</td><td>In process</td><td>In process</td></tr> <tr><td>Tulare</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> <tr><td>Visalia</td><td>X</td><td>X</td><td>X</td><td>In process</td></tr> <tr><td>Woodlake</td><td>X</td><td>X</td><td>X</td><td>X</td></tr> </tbody> </table>	School District	Board Agenda	Revised MOU	Governance Documents	Board Minutes	Alpaugh	No response	No response	No response	No response	College of the Sequoias	In process	In process	In process	In process	Corcoran	In process	In process	In process	In process	Cutler-Orosi	In process	In process	X	In process	Exeter	X	X	X	In process	Farmersville	X	X	X	X	Hanford	X	X	X	X	Lindsay	In process	In process	In process	In process	Tulare	X	X	X	X	Visalia	X	X	X	In process	Woodlake	X	X	X	X	<ul style="list-style-type: none"> ● Please continue to forward signed Governance Doc and MOU with LEA board agenda and minutes to Ljones01@vusd.org
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4.5	CAEP Technical Update – John Werner	<ul style="list-style-type: none"> ● AEP Due Dates <ul style="list-style-type: none"> □ October 2025 <ul style="list-style-type: none"> ▪ Oct 30: 25/26 Member Program Year Budget and Work Plan certified by Consortia in NOVA ▪ Oct 31: Student data due in TOPSPro (Q1) ▪ Oct 31: Employment and Earnings Follow-up Survey □ December 2025 <ul style="list-style-type: none"> ▪ Dec 1: July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium. ▪ Dec 1: 25/26 Member Expense Report Due in NOVA (Q1) ▪ Dec 31: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1) ▪ Dec 31: End of Q2 	
5	Action Items	<ul style="list-style-type: none"> ● None 	
6.0	Adjournment	<ul style="list-style-type: none"> ● Next meeting 2/03/26 at 8:00 - 9:30 AM <ul style="list-style-type: none"> □ COS, Sequoias Room 1 ● Adjourned meeting at 9:15AM ● Those members that could stay toured the new Applied Technology and Trades Complex 	<ul style="list-style-type: none"> ● Motion to adjourn by George Eddy, Exeter Unified School District ● Second by Andre Pecina, Corcoran Joint Unified School District ● Vote: All approved None opposed Motion Carried