



**August 2, 2016**  
**Board Meeting Minutes**  
**12:09- 1:18 pm**  
**WKAEN Office**

Call to order: 12:09 pm

**Members present:** Dr. Blanca Cavazos, Dr. Scott Meier, Mark Williams, Kathy Johnson, Joe'll Chaidez, Lori Sundgren, Lucile Holt, Adeline Ramirez

**JOINT POWER AGREEMENT (JPA)** - The board discussed pending changes once the JPA is approved.

- **New Board Members:** The board discussed how JPA would give WKEAN greater flexibility to establish membership terms and conditions. Board members agreed that all new members should be approved by the WKEAN board. Mark Williams suggested asking the city/county if they are interested in joining the WKAEN board. WKEAN would sign another agreement to continue working with Taft College.
- **Hiring:** After the JPA is approved, Adeline and the Dean of Instruction will be hired. The board agreed the instructional dean should be a person with credentials, with a starting pay of more than 60,000, and a tentative start date in late September. Kathleen Johnson proposed working with the temp agency Continental Labor. Mark Williams proposed not hiring through Taft College. Teachers will be hired as temporary employees.
- **TC Staff Working for WKAEN:** The board agreed existing TC staff working for WKEAN would continue to be Taft College employees. WKAEN will sign an MOU agreement with TC where WKAEN pays the college for the employee's hours.
- **Working with TC:** The board discussed how WKAEN should work with TC to provide services to students and support to WKAEN. The board agreed student should work with counselors who can evaluate their transcripts, provide workplace counseling, and intrusive counseling. WKEAN would continue working with the TC Testing Center. Mark Williams suggested WKAEN work with the career department and be part of the Strong Workforce grant. Other services WKAEN would continue to use include maintenance and IT.

**BUDGET**

WKAEN has 400,000 to spend by December 2016. The board agreed to use the remaining balance on one time purchases. The board approved purchasing furniture for the WKAEN office and classroom at the Fort, a media cart, computers, and software. Other suggested purchases: individual license for management software to help with CTE. The board proposed tracking the personnel vs. non-personnel cost to 70-90% for personnel costs.

**CLASSES**

The board approved to start a class at the Fort. The board approved starting a computer literacy class in English and Spanish. The class would be taught by MESH for \$500 each class. The board discussed incorporating online courses and potentially buying a 3-5 year Apex license. The board also discussed allowing students to check-out computers.



### **WKAEN VEHICLE**

The board discussed purchasing a car or bus. One of the ideas proposed was to use a school bus and to reimburse school.

### **WKAEN VISION**

The board approved expanding the WKAEN vision to include career readiness. The board is ready to spend more on workforce placement and training, these services could include prisons.

### **OUTREACH**

WKAEN staff will attend the Maricopa Back to School Night from 5-630 pm. WKAEN will advertise classes on the Fort marquee.

### **ACTION ITEMS**

Kathy will prepare a balanced three year budget

Kathy will schedule appointment with electrician to check how much power can be supplied into the classroom at the Fort

The meeting was adjourned at 1:18 pm

Next Meeting: September 21, 2016 at 4 pm at the Fort

*Meeting Minutes prepared by: Adeline Ramirez*

*Meeting Minutes posted by:*