



WEST KERN ADULT EDUCATION NETWORK
UNADOPTED AGENDA MEETING MINUTES

Tuesday, November 15, 2016 – 4:00 pm
 Historic Taft Fort, #32
 915 N. 10th St, Taft, CA 93268

ITEM	ITEM DESCRIPTION
1. CALL TO ORDER:	Board director will call the meeting to order. Time: 4:16
2. PRELIMINARY ITEMS:	
2.1 Roll Call	Dr. Blanca Cavazos, Board Member- Absent Dr. Scott Meier, Board Member - Present Mark Williams, Board Member- Present Kathleen Johnson, WKAEN Director- Present Joe'll Chaidez- Present Lori Sundgren- Present Fernando Lara- Present Lucille Holt- Present Adeline Ramirez - Present
2.2 Board Meeting Minutes	Approval of Board meeting minutes for Regular Board meeting on October 19, 2016.
3. PUBLIC COMMENTS:	Those in the audience desiring to address the Board regarding items <u>not</u> on the agenda may do so at this time. Each speaker will have three (3) minutes to address the Board, make a brief statement, express his/her viewpoint, or ask a question regarding matters related to the school system. Please understand that the Board does not take action on non-agendized items. There were no public comments.
4. REPORTS / PRESENTATIONS:	These items are informational reports or public presentations and in many cases will highlight successes.
4.1 Financial Report (Enclosure @ Meeting)	Kathleen Johnson and/or Lucile Holt will provide the Board with an updated report of financial activities. <ul style="list-style-type: none"> • 3 year budget <p>The Board discussed the Dean position in the budget. They proposed making Dean a temporary position and paying for it out of one time funding budget to fund the position for one year. Other funds may become available in the near future which could provide secure, ongoing funds for the position.</p>
4.2 Directors Report (Enclosures, add'l @ Meeting)	Kathleen Johnson will provide an update on WKAEN events/ activities, classes, and personnel updates: <ul style="list-style-type: none"> • November/December Event Calendars • Taft Together We Can Collaborative Nov. 16 from 4 - 5 pm • Nov. 22 - Resource Center Thanksgiving Event • Dec. 13- Outreach at Maricopa • Monthly outreach at St. Mary's church (1x per month)
4.3 Enrollment Report	Kathleen Johnson will provide an update on WKAEN classes: <ul style="list-style-type: none"> • English GED: 30 students

	<ul style="list-style-type: none"> Spanish GED: 27 Students ESL (level 1&2): 22 students Citizenship: 12 students
4.4 Personnel Report	<p>Kathleen Johnson will provide an update on WKAEN personnel:</p> <ul style="list-style-type: none"> Six adjunct instructors Seven student workers One instructional aide
4.5 AEBG Annual Summit Report	<p>At the last Board meeting, the Board requested Kathy obtain more information regarding WKAEN funding.</p> <p>No larger apportionment for is available for WKAEN, current apportionment will not be decreased. Consortia cannot ask for additional funds. Consortia can apply for WIOA funds when available.</p>
5. BOARD TOPICS AND ORGANIZATIONAL ITEMS:	These items are provided for Board information, discussion, and/or action.
5.1 Agenda template	<p>At the last Board meeting, Dr. Scott Meier proposed using a different agenda and minute template. The Board will review the template.</p> <p>Action: to approve new agenda and minute template Dr. Meier Moved, Mr. Williams second, No abstention, 2-0 vote</p>
5.2 Budget Surplus (enclosures)	<p>Fernando Lara presented the Board a spreadsheet for the purpose of tracking the spending of the surplus budget.</p> <p>Fernando stated the spreadsheet presented is a draft. Mark Williams announced moving forward there will only be one budget for WKAEN.</p>
5.3 Perspective short-term occupational classes	<p>The Board will discuss potential short-term occupational classes in Health Aide, Food Service, and WESTEC</p> <p>Action: to approve the development of short term training in collaboration with CTEC/WKAEN Dr. Meier Moved, Mr. Williams second, No abstention, 2-0 vote</p>
5.4 GED Instructor for TCI	<p>The Board requested Kathy obtain more information for the Board to review regarding WKAEN providing a GED instructor at TCI</p> <p>Kathy is still speaking with TCI. The board discussed confidentiality and data collection within the prison population.</p>
5.5 Taft MCCF	<p>The Board requested Kathy obtain more information for the Board to review regarding WKAEN assistance for software, computers, and supplies to expand the MCCF GED/HSE program</p> <p>Kathy is still speaking with MCCF</p>
6. BOARD REPORTS	This item is provided as an opportunity for Board members to give reports, request information from WKAEN Director and comment on Board member activities
6.1 Joint Power Agreement	<p>The Board will provide an update on the status of the JPA.</p> <p>The Board is waiting for approval of JPA by Taft College and TUHS.</p>
7. CLOSED SESSION (AS NEEDED)	<p>The Board may adjourn to closed session to discuss matters of personnel, security, negotiations, student discipline, litigation, or other matters as authorized by Government Code Sections 35157, 54956.6, 54956.8, 54956.9, 54957, 54957.6, 54957.10 and Education Code Sections 35136, 48912, and 48918.</p> <p>Time: No closed session was needed</p>
8. REPORT FROM CLOSED SESSION: (AS NEEDED)	<p>Board president will report any action taken in the closed session.</p> <p>Time: Reportable Action Taken: No closed session was needed</p>
9. ADJOURNMENT:	The next regular Board meeting is scheduled on Weds, Dec. 14 @ 4:00 pm

Adjournment Time: 5:26 pm