

Salinas Valley Adult Education Consortium (SVAEC)

Regular Steering Meeting

October 26, 2016 | 3:00-5:00 p.m.

Host: GONZALES ADULT SCHOOL

Location: Parent Resource Center at Fairview Middle School, 401 4th Street, Gonzales, CA 93926

AGENDA

- 3:00-3:05 Sign-in, Call to Order, Establish Quorum, and Approve Agenda**
- 3:05-3:10 Public Comments**
- 3:10-3:15 Introductions**
- 3:15-3:50 Program Updates**
- Members and Partners provide progress updates (5 minutes each)
- 3:50-4:00 Travel & Conference**
- Vote to approve members' attendance of ACTE Conference
 - AEBG Summit
 - CATESOL Conference
- 4:00-4:10 Additional Funding Requests**
- Discuss MCOE Alternative Education's funding requests
- 4:10-4:30 Data & Accountability Funds**
- Discuss ideas/proposals/requests for one-time D&A funds
 - Begin drafting a work plan and budget
- 4:30-4:50 Fund Allocation & Reallocation Processes**
- Review discussion from Special Steering Meeting on 10/13/16
 - Voting items related to fund allocation (still working on formal language):
 - If a portion of a Member's funds is to be reallocated, it shall be put into the Consortium Shared Fund; it shall not be allocated directly to another Member
 - Members may agree to share services with another Member, but not funds; the Consortium must be officially informed of the sharing of services between Members; a non-financial MOU is recommended
 - The SVAEC AEBG Funding Request Template shall be used for requesting funds outside of the regular Consortium annual planning period (anything that would result in a change to the current allocation schedule)
 - A separate process for progress evaluation and related fund allocation/reallocation shall be established for capital/facilities expenditures
 - Further discussion and next steps
- 4:50-5:00 Announcements & Reminders**
- Quarterly Invoices & Reports due today 10/26/16
 - Fiscal Agent – Member contracts
 - Data updates in Google Drive
 - Teacher/Staff Rosters and Designee Board Approvals
 - ASAP and CASAS Trainings
 - Schedule a regional AE professional development day
 - Save the date: Adult Ed Community Partner Event 2/22/17
 - Members and Partners invited to host SVAEC meetings

Next Regular Steering Meeting: **Wednesday, November 30, 2016, 3-5pm**