

Salinas Valley Adult Education Consortium (SVAEC)

Regular Steering Meeting

November 29, 2017 | 2:30 – 5:30 p.m.

Hartnell College | East Alisal Campus, Room C-212 | 1752 E. Alisal St., Salinas, CA 93905

AGENDA

- 2:30-3:00** Sign In and Refreshments
Introductions
Member & Partner Program Updates and Announcements
Public Comments
- 3:00-3:10** Establish Quorum
Begin formal Committee proceedings
Approve agenda
Approve prior meeting minutes
- 3:10-3:40** **Quarter 1 Report**
- 3:40-3:50** **State Fiscal Requirements**
- 3:50-4:30** **Consortium Accountability**
- Accountability Workgroup progress
 - Recommendations on processes and tools for:
 - Budget Monitoring – Action Items to approve Expenditure Targets
 - Current Program Evaluation
 - New Program Proposal Evaluation
- 4:30-4:50** **Other Consortium Updates**
- Data Workgroup progress
 - Planning Workgroup progress
 - ESL PLC progress
 - AEBG Summit
- 4:50-5:00** **Announcements & Reminders**
- Upcoming Events:
 - 12/1 – Consortium Fiscal Training (1-3pm)
 - 12/4 – Consortium Winter PD Shareout (3-5pm)
 - 1/8 – Consortium Fiscal Training (1-3pm)
 - Reschedule the Community Partner Event
 - Reminders:
 - 12/8 – Plan or Budget changes due to Director
 - 12/15 – Member Budgets due to be uploaded in NOVA
 - 1/15 – Q2 Invoices and Expenditure Reports
 - 1/30 – P1 Student Data Reports
- 5:00-5:30** Networking

Next regular Steering Committee Meeting: **February 28, 2017, 2:30-5:30pm**