

DRAFT MINUTES

Minutes for Regular SVAEC Steering Committee Meeting

March 27, 2019, 2:30 – 5:30 p.m.

Location: Monterey County Workforce Development Board (county offices)

Attendees

SVAEC Official Member Designees (board-approved, with voting power)	School/District	Present	Absent
Candice McFarland <i>Director, College & Career Readiness</i>	Gonzales Adult School (GUSD)		X
Yvette Irving <i>Superintendent</i>	Gonzales Unified School District		X
Ana Gonzalez <i>Director, Adult Education</i>	Hartnell College	X	
Kathy Mendelsohn <i>Dean, Languages and Learning Support</i>	Hartnell College	X	
Clint Cowden <i>Dean, CTE/Workforce Development</i>	Hartnell College		X
Joe DeRuosi <i>Coordinator, College & Career Readiness, Alt. Ed.</i>	Monterey County Office of Education (MCOE)	X	
Christopher Devers <i>Senior Director, Alternative Education</i>	Monterey County Office of Education (MCOE)		X
Margarita Palacios <i>Assistant Principal, Educational Options</i>	North Monterey County Unified School District (NMCUSD)		X
Emily Tsai Brownfield <i>Director, 21st Century Learning & Innovation</i>	North Monterey County Adult Education (NMCUSD)	X	
Kari Yeater <i>Superintendent</i>	North Monterey County Unified School District (NMCUSD)		X
Ana Aguillon <i>CBO / Manager of Business Services</i>	Salinas Union High School District (SUHSD)		X
Graciela Hidalgo <i>Manager of Fiscal Services</i>	Salinas Union High School District (SUHSD)		X
Tatiana Roganova <i>Director</i>	Salinas Union High School District (SUHSD)	X	
Jeff Lopez <i>Principal, Community Education Center</i>	Soledad Adult School (SUSD)	X	
Francisco Pinedo <i>Lead Teacher, Adult Education</i>	Soledad Adult School (SUSD)	X	
Paige Leebrick <i>Coordinator Alternative Education</i>	South Monterey County Adult School (SMCJUHS)		X
Dr. Jonathan Sison <i>Director of Educational Services</i>	South Monterey County Adult School (SMCJUHS)		X

Other SVAEC & Member District Representatives	District/School	Present
Ana Mendoza, <i>ESL Instructor</i>	Gonzales Adult School	X
Greg Ludwa, <i>ASE/HSD/HSE Teacher</i>	MCOE	X
Jocelyn Rios, <i>Educational Liaison</i>	MCOE	X
Araceli Maupin, <i>Career Counselor</i>	Salinas Adult School	X
Veronica Munoz, <i>Accountant</i>	Salinas Adult School	X

Kristen Arps, <i>Director</i>	SVAEC	X
Alicia Gregory, <i>Program Assistant</i>	SVAEC	X

Community Members	Organization	Present
Cecilia Romero, <i>Dep. Director</i>	Rancho Cielo	X
Cathy Andrews, <i>Senior Librarian</i>	Salinas Library	X

Meeting called to order at 2:33 p.m. by Kristen Arps, SVAEC Director.

Member and Partner program updates and announcements

Member Districts (Hartnell, MCOE, North Monterey County, Salinas, and Soledad) and Community Partners (Salinas Public Libraries) provided program updates and announcements.

Quorum, Agenda, Minutes

When the formal committee proceedings commenced quorum was not established; 3 out of 7 Member Districts were formally represented (Designees were present from Hartnell, North Monterey County, and Soledad). At 2:38 p.m., quorum was established with 5 out of 7 Member Districts represented when Salinas and MCOE Designees arrived.

No changes of note were made to the meeting agenda or prior meeting minutes.

Public comments (3 minutes max per person)

No public comments were made

Partner presentation: Rancho Cielo

Rancho Cielo, a comprehensive learning and social services center for underserved and disconnected youth in Monterey County who share our vision of their future success, gave a presentation about services and programs they offer. They spoke about their Construction and Culinary programs and announced the start of their Agriculture program in Fall 2019, with a plan to implement an Auto Diesel program in 2020. An invitation was extended to host a meeting at Rancho Cielo, to include a tour of their new facility in August.

Discussion items

1. 19-20 Steering Meeting Schedule

Members reviewed the meeting schedule for the remainder of the 2018-19 Program Year and discussed the proposed meeting schedule for the 2019-20 Program Year. It was agreed that the June 26 Regular Steering Committee meeting should be moved to June 19, and if the Consortium Annual Plan is not completed and approved by June 19, a Special Steering Committee Meeting will be held on August 7 in order to approve it before the August 15 deadline.

2. 19-20 Annual Planning

Members agreed to complete and submit the 19-20 Consortium Annual Plan by the Regular Steering Committee meeting on June 19, which should be possible if the State releases the 19-20 Annual Planning tools in time. If the Plan is not completed or approved by June 19, a Special Steering Meeting will be held on August 7 to meet the August 15 deadline.

The Member Annual Plans will be completed and approved in June. It was agreed that the template

should include more detail from Members, such as service locations, numbers of PT and FT positions, and numbers of classes. It was also agreed that the Member annual budgets would be done at the same time as their activities (a change from last year when the activities were approved in June and budgets were approved in September).

3. 19-20 Fund Distribution Model

Members discussed fund distribution models and no one expressed the need or desire to change from the current Fiscal Agent Model (with Pass-through process). An official vote will take place on this at the 4/24/19 Steering Committee meeting, in time for submission of our Consortium Fiscal Administration Declaration (CFAD) to the State by May 2.

3. 19-20 Annual Allocations

Members discussed and agreed that Members should all receive at least what they received in 18-19 (maintain the same allocation schedule in 19-20). The more challenging decision is how to utilize the additional \$125,966 expected for the SVAEC from the State in 19-20. Various options were discussed, with the majority agreeing that an even distribution would be best, but one Member preferring the proportionate distribution (according to current allocation percentages). The group also was open to considering funding collaborative activities, such as a project to address the ongoing childcare issue. The group was asked to inform the Director of ideas before the next Steering Committee meeting on 4/24/19, where an official vote will be held about how to utilize the \$125,966.

4. New Funding Process Development

The Ad Hoc Committee has been working on a review of the bylaws and recommendations for new or revised policies and procedures, including a protocol for how best to handle service disruptions and policies for how to more effectively make funding decisions. An update on the Committee's progress will be provided at the 4/24/19 Steering Committee meeting.

5. 3-Year Planning

Members agreed to approve the new Consortium 3-Year Plan at the May 22 Regular Steering Committee Meeting, in time for the June 7 deadline.

Information items

1. Director's Report

Attendees were asked to review the information in the *Supplemental Materials* document.

2. Upcoming Professional Development Opportunities

Attendees were asked to review the information in the *Supplemental Materials* document.

One opportunity was highlighted because two teachers from our Consortium will be sitting on the panel: "Creating Just Societies through Education" by CATESOL's local Steinbeck Chapter on April 27, 2019, 8:00 a.m. – 12:00 p.m., at Hartnell College.

Meeting was adjourned at 5:00 p.m.