



**Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting
November 18, 2020 | 2:30 – 5:00 p.m.
VIRTUAL MEETING**

Zoom Meeting Link & Dial-In:

<https://cccconfer.zoom.us/j/96913808496> | Dial: +1 669 900 6833, Meeting ID: 969 1380 8496

Meeting materials in public Google Drive folder:

<https://tinyurl.com/SVAEC-20-21>

NOTES:

- Agenda items must be submitted to the Director five (5) days prior to the meeting.
- All Member Districts must provide notification to the Director at least five (5) days prior to the meeting if there will be no Designee present at the meeting (in person or virtually).

AGENDA

- 2:30 – 2:40** **Call to order**
- Roll call/establish quorum
 - Guest introductions
 - Approve meeting agenda and prior meeting minutes
- 2:40 – 2:50** **Public Comments** (*3 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting*)
- 2:50 – 3:10** **Member & Partner Program Updates & Announcements** (*2 minutes max per agency*)
- Action Items** (None)
- 3:10 – 4:10** **Discussion Items**
- Presentation by Central Coast Energy Services (Payment Assistance Program)
 - Hartnell High School Equivalency Program (HEP Competition)
 - CAEP Summit Highlights and Reimbursement Process (\$600/member @ 2 days 3 teachers)
 - Professional Learning Community (date, time & effort sheet, logistics)
 - CAEP (reimburse participation with CAEP funds)
 - WIOA (reimburse participation with WIOA funds)
- 4:10 – 4:40** **Information Items** (*if time allows*)
- Update on the Purchase of Subscription of NorthStar Digital Literacy
 - Monthly Student Outreach & Support Report
 - CAEPS's newsletter (<https://caladulthood.org/Newsletters>)
 - Social Emotional Learning in Collaboration with the Super Region (Nov 20 at 2 p.m.)
 - Consortium Director Position Vacancy Update
 - SVAEC Q1 Student Data and Budget Update
- 4:40 – 5:00** **Final questions, comments, and reminders; adjourn**
- **Oct 31:** Student data due in TOPSPro (Q1)
 - **Dec 1:** Q1 Expenditure reports due to State in NOVA (July 1 – Sept 30)



- **Dec 1:** FY19-20 Expenditure and Instructional hours by Program Area due to State in NOVA (actuals)
- **Dec 31:** Q1 Expenditure reports certified by Director in NOVA
- **Dec 31:** FY19-20 Expenditures and Instructional hours by Program Area certified by Director in NOVA
- **Dec 31:** All FY19-20 carryover funds must be spent (unspent funds will be reallocated by Consortium)
- Social Emotional Learning (November 20 at 2:00 p.m. flyer in Google Shared Folder)
- Monthly Student Outreach & Support Report (in Google Shared Folder)

Next Regular Steering Committee Meeting: **January 20, 2021 at 2:30 p.m. (virtual)**