



**Salinas Valley Adult Education Consortium (SVAEC)  
Regular Steering Committee Meeting  
September 22, 2021 | 2:30 – 5:00 p.m.  
VIRTUAL AND IN-PERSON MEETING**

**Zoom Meeting Link & Dial-In:**

<https://cccconfer.zoom.us/j/91341122633> | Dial: +1 669 900 6833, Meeting ID: 913 4112 2633

Meeting materials in public Google Drive folder:

<https://tinyurl.com/SVAEC-21-22>

**In-person Meeting Information:** Technology Room; Room 105; Salinas Community School; 615 Leslie Drive; Salinas, CA 93906

**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**

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| <b>2:30 – 2:40</b> | <b>Call to order</b> <ul style="list-style-type: none"><li>• Roll call/establish quorum</li><li>• Guest introductions</li><li>• Approve meeting agenda and prior meeting minutes</li></ul>  |
| <b>2:40 – 2:50</b> | <b>Public Comments</b> ( <i>3 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting</i> )  |
| <b>2:50 – 3:10</b> | <b>Member &amp; Partner Program Updates &amp; Announcements</b> ( <i>2 minutes max per agency</i> )   |
| <b>3:10 – 3:40</b> | <b>Action Items</b> <ul style="list-style-type: none"><li>• Brown Act</li><li>• SVAEC Shared 21-22 Budget</li></ul>   |
| <b>3:40 – 4:40</b> | <b>Discussion Items</b> <ul style="list-style-type: none"><li>• SVAEC By Laws</li><li>• SVAEC Retreat for Administrators</li><li>• CAEP Directors Summit</li><li>• Focus Points: Equity, Student Leadership, and Apprenticeship</li></ul>   |
| <b>4:40 – 4:50</b> | <b>Information Items</b> ( <i>if time allows</i> ) <ul style="list-style-type: none"><li>• PLC Update</li><li>• Greg Ludwa to replace Joe DeRuosi while he is on leave</li></ul>  |
| <b>4:50 – 5:00</b> | <b>Final questions, comments, and reminders; adjourn</b> <ul style="list-style-type: none"><li>• <b>TE Users Meeting:</b> TBA</li><li>• <b>PLC Meeting:</b> TBA</li><li>• <b>Sep 1:</b> 19/20 and 20/21 Member Expense Report due in NOVA (Q4)</li><li>• <b>Sep 1:</b> July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA</li><li>• <b>Sep 1:</b> 21/22 certification of allocation amendment due in NOVA</li><li>• <b>Sep 30:</b> 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q4)</li></ul> |



- **Sep 30:** 21/22 Member Program Year Budget and Work Plan due in NOVA
- **Sep 30:** End of Q1
- See Shared Google Folder for other CAEP deadlines & deliverables

Next Regular Steering Committee Meeting: **October 20, 2021 at 2:30 p.m. (virtual and in person)**