



Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting Minutes
October 20, 2021, 2:30-5:00 p.m.
Location: Virtual via ZOOM and In-Person Meeting

Meeting documents can be found in these 2 locations:
 Shared Google Drive folder – <https://tinyurl.com/yd9gyhk>
 SVAEC website – <https://svaec.org/steering-committee/>

Attendees:

SVAEC Member Designees	District/School	Present	Absent
Yvette Irving <i>Superintendent</i>	Gonzales Unified School District (GUSD)		X
Candice Camacho <i>Director, College & Career Readiness</i>	Gonzales Unified School District (GUSD)	X	
Clint Cowden <i>Dean, Career Technical Education/Workforce Development</i>	Hartnell College		X
Mostafa Ghous <i>Dean, South County Education Services</i>	Hartnell College	X	
Ana González <i>Director, Adult & Continuing Education</i>	Hartnell College	X	
Chris Devers <i>Senior Director, Alternative Education</i>	Monterey County Office of Education (MCOE)		X
Joe DeRuosi <i>Coordinator, College & Career Readiness Programs, Alternative Education</i>	Monterey County Office of Education (MCOE)		X
Kari Yeater <i>Superintendent</i>	North Monterey County Unified School District (NMCUSD)		X
Aida Ramirez <i>Director, Educational Options</i>	North Monterey County Unified School District (NMCUSD)		X
Margarita Palacios <i>Assistant Principal, Educational Options</i>	North Monterey County Unified School District (NMCUSD)	X	
Ana Aguillon <i>Chief Business Official</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, Salinas Adult School</i>	Salinas Union High School District (SUHSD)	X	
Jeff Lopez <i>Principal, Soledad Adult School & Pinnacles Continuing High School</i>	Soledad Unified School District (SUSD)		X
Francisco Pinedo <i>Lead Teacher, Adult Education</i>	Soledad Unified School District (SUSD)	X	
Gene Miller <i>Director, Educational Services</i>	South Monterey County Joint Union High School District (SMCJUHS)		X
Paige Leebrick <i>Coordinator, Alternative Education</i>	South Monterey County Joint Union High School District (SMCJUHS)	X	



Substitutes for Member Designees:

Substitute	District/School
Greg Ludwa, <i>Teacher</i> (Substitute for Joe DeRuosi)	MCOE Adult Education (MCOE)

Others in Attendance:

Other Member District Representatives	District/School
Jocelyn Rios, <i>Educational Liaison II</i>	MCOE Adult Education
Ivan Pagan, <i>SVAEC Director</i>	SVAEC
Christian Regalado, <i>Program Assistant II</i>	SVAEC
Maria De Leon, <i>Program Assistant I</i>	SVAEC
Fanny Salgado, <i>College Pathways Coordinator</i>	Hartnell College
Laura Zavala, <i>Grant Project Director</i>	Hartnell College, HEP
Araceli Maupin, <i>Career Advisor</i>	Salinas Adult School
Gloria Adame, <i>Teacher</i>	Gonzales Adult School

Guests/Other Attendees	Affiliation
Rocio Pedroso	Pedroso Consulting
Cathleen Andrews, <i>Senior Librarian</i>	Salinas Public Library
Sergio Ramos, <i>Zone Recruiter</i>	California Conservation Corps

Call to Order, Roll Call, Agenda & Minutes, Introductions

Ivan Pagan, Director of the Salinas Valley Adult Education Consortium (SVAEC), called the meeting to order at 2:39 p.m.

Roll call was held and it was confirmed that 5 board-approved Designees from the seven member districts were present at the time of roll call, making 71% quorum. All attendees present were asked to sign in to the meeting by typing their name and agency in the Zoom meeting chat box or, if calling in by phone, to speak their name and agency. Guests were also asked to introduce themselves by speaking via their phone or computer audio, if possible.

Approval of Agenda

VOTE: Tatiana Roganova (SUHSD) motioned to approve the agenda; Francisco Pinedo (SUSD) seconded the motion; there were no questions, comments, or discussion; the 6 members present voted in favor; motion carried.

Approval of Meeting Minutes

VOTE: Greg Ludwa (MCOE) motioned to approve the minutes from the 9.22.21 meeting; Margarita Palacios (NMCUSD) seconded the motion; there were no questions, comments, or discussion; the 6 members present voted in favor; motion carried.

The link to the materials for this meeting, saved in an open and public folder on Google Drive, was placed in the chat box; the link had also been in the flyer and meeting notification email.



Public Comments

Ivan Pagan opened the meeting for member and partner program updates and announcements, which could be made by speaking or typing in the chat box. Everyone was unmuted during this time to ensure anyone could speak if they desired.

Cathy Andrews, Senior Librarian from Salinas Public Library presented about the programs, services, and courses that are coming up.

Sergio Ramos, Zone Recruiter from California Conservation Corp presented on the career, resources, and job opportunities his agency offers to the community. See Shared Google folder for more information.

Member & Partner Updates and Announcements

South Monterey County: Paige Leebrick shared that they are doing well. They started the ESL CASAS post testing. The enrollment for their High School Diploma has increased to 40 students. The enrollment for their HiSET and citizenship classes has increased too. They had their first High School Diploma graduate. Paige is meeting with a student who is interested on the ECE pathway program.

Soledad: Francisco Pinedo shared that enrollment is increasing for their High School Diploma and High School Equivalency classes. He thanked Ivan for coming to their site to visit their ESL and Family Literacy classes. Soledad Adult School has a waiting list of about 15 students for their high school equivalency class and are in the process of opening a new section. ESL beginning classes are offered in person, intermediate and advanced ESL classes are offered one day in person and one day online. HiSET classes are offered all in person. They are having CASAS testing coming up.

MCOE: Greg Ludwa informed that they continue building up their population and enrollments at the Salinas Community School. They started their CASAS testing yesterday.

Salinas: Tatiana Roganova shared with everyone that things are going well. Tatiana thanked Ivan for visiting their campus. They opened their class at the Santa Rita Union School District. Tatiana shared the results of EL Civics test. She mentioned that 91% of the students passed it. The ESL and High School Diploma are actively updating the curriculum. Attendance is steady. They continue offering orientations every week, and they continue feeding classes with new students.

Hartnell: Mostafa Ghaus reported that their programs in the Soledad Education Center are going strong with ESL classes. King City enrollment is low. They are having a Grand opening on Saturday from 11:00 a.m. to 1:00 p.m. Mostafa posted the link to the flyer and mentioned that it is a free and family event.

North Monterey County: Margarita Palacios shared that they have more students. North Monterey County and Hartnell are working together to bring a class to students in Castroville. Their Microsoft Excel class will start in November. That class will be taught virtually.

Gonzales: Gloria Adame, Lead Teacher, reported that their parent preparation program has been successful. They have about 12 students. This class will end on December 17th. Gonzales Adult School will support students applying for jobs and will offer workforce workshops. They are having a Dia de los Muertos event in collaboration with Gonzales city community members on November 2nd. They have about 40 Chromebooks available for students. Gloria invited members to let her know if they know students who may need a Chromebook. In their forklift certification class they have about 12 students. The cost for this



class is at \$ 25.00. They continue offering classes in Greenfield at the Community Center. Students meet with their teachers weekly or biweekly.

SVAEC Staff: Christian Regalado and Maria De Leon provided members with an update on activities and projects that they are assisting members and the community with. Full report available in the Shared Google folder.

Action Items

Brown Act

Ivan Pagan shared the document and emphasized some points related to AB 361. He indicated that if public agencies wish to continue invoking AB 361 for subsequent meeting, they are required to meet certain conditions in AB 361. The consortium qualifies for condition one, "The proclaimed state of emergency must remain active." Ivan informed everyone that they have to go through the formality of reinstating their desire of continue having hybrid meetings and do an action motion for that. Ivan entertained a motion as follows: "Given that the state of emergency for COVID remains active in California, may I have motion to conduct hybrid meetings under AB 361."

VOTE: Tatiana Roganova (SUHSD) motioned to approve; Francisco Pinedo (SUSD) seconded the motion; there were no questions, comments, or discussion; the 6 members present voted in favor; motion carried.

Proposal on how to spend \$42K

Ivan Pagan summarized the situation about the fiscal error in the amount of \$42,000 and that was carried over from year to year. In last month's meeting, Ivan asked everyone for proposals. Tatiana Roganova from Salinas Adult School proposed to develop and conduct a hybrid class for SVAEC students and grads interested in attending Hartnell College. The class would offer an introduction to college policies, a tour of local campuses and instruction on college database and enrollment procedures. Classes would be taught between June 1 and June 30. Salinas Adult School would provide the room. The total budget required for that proposal is \$14,600 without laptops and \$22,600 with laptops included. This item was opened for comments and discussion. Feedback and information about this specific proposal was provided. Members gave information related to Hartnell Counseling 1, Counseling 21, and summer bridge classes. Francisco mentioned that he would put in a proposal later.

This item will be discussed in the Administrator's retreat.

SVAEC Bylaws

Ivan Pagan highlighted the changes that he is proposing. One related to the member's designees. Second, language was added to designate a proxy to vote for a member that may not be available to attend. The other change was made in 2019. At that time members changed from unanimous vote to majority and members voted on favor of that, but it was not added to the Bylaws. There is the one exception to that, and it is that when the vote is related to funds, it must be unanimously approved. That language comes from CAEP and that part cannot be changed. Official designees must be approved by their District Boards. Proxies, on the other hand, do not have to be approved by their District Boards. It was stated that the Hartnell College Board does not need to approve the SVAEC Bylaws.

VOTE: Greg Ludwa (MCOE) motioned to approve; Candice Camacho (GUSD) seconded the motion; there were no questions, comments, or discussion; the 7 members present voted in favor; motion carried.



Agenda for Administrators' retreat

Ivan Pagan shared the agenda for this Friday's retreat. The retreat will start at 9:00 a.m. The new item about the \$42K, the three-year plan, and the hiring of Pedroso Consulting will be added to the agenda. In the last month's meeting, members voted to have this retreat in a hybrid model.

VOTE: Greg Ludwa (MCOE) motioned to approve the agenda pending the changes discussed; Ana Gonzales (Hartnell) seconded the motion; there were no questions, comments, or discussion; the 7 members present voted in favor; motion carried.

Focal Points: equity, student leadership, apprenticeship, others?

This item will be discussed in a future meeting.

Discussion Items

Presentation: Sergio Ramos, California Conservation Corps

Presentation available in the Shared Google folder.

Presentation: Rosio Pedroso, Pedroso Consulting

Presentation available in the Shared Google folder.

Members of the consortium agreed to discuss this item in the Administrator's retreat.

Information Items

PLC Update

Greg Ludwa proposed to have an organizational hybrid meeting on October 28th at 4:00 p.m.

CAEP Summit, October 26 – 28, 2021

Ivan Pagan reminded everyone that the CAEP Summit will start on October 26th. Members were invited to find more details in CAEP's newsletter.

SVAEC Administrators Retreat, October 22, 2021

This item was previously discussed.

Final questions, comments, and reminders; adjourn

TE Users Meeting: October 21, 2021 at 2:30 p.m. Francisco asked to reschedule this meeting to a different date. A new date will be proposed.

PLC Meeting: October 26 at 4:00 p.m.

Oct 27: Q1 Invoices due to Director

Oct 29: 21/22 Member Program Year Budget and Work Plan certified by Consortia in NOVA

Oct 29: Student data due in TOPSPro

Oct 29: Employment and Earnings Follow-up Survey. Francisco mentioned that this item is mainly required for WIOA funding.

Oct 29: Q1 Expenditure Reports due to Consortium in Smartsheets

See Shared Google Folder for other CAEP deadlines & deliverables

Next Regular Steering Committee Meeting: **November 17, 2021 at 2:30 p.m. (virtual and in person)**

VOTE: Francisco Pinedo (SUSD) motioned to approve to adjourn today's Steering Committee meeting. Candice Camacho (GUHSD) seconded the motion; there were no questions, comments, or discussion; the 7 members present voted in favor; motion carried.



The meeting was adjourned at 4:42 p.m.

Minutes prepared by Maria De Leon and Ivan Pagan.