



**Salinas Valley Adult Education Consortium (SVAEC)**  
**Regular Steering Committee Meeting Minutes**  
**November 17, 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/>

**SVAEC Member Designees:**

<b>Member Designees</b>	<b>District/School</b>
Candice Camacho <i>Director, College &amp; Career Readiness</i>	Gonzales Unified School District (GUSD)
Mostafa Ghous <i>Dean, South County Education Services</i>	Hartnell College
Ana González <i>Director, Adult &amp; Continuing Education</i>	Hartnell College
Margarita Palacios <i>Assistant Principal, Educational Options</i>	North Monterey County Unified School District (NMCUSD)
Tatiana Roganova <i>Director, Salinas Adult School</i>	Salinas Union High School District (SUHSD)
Jeff Lopez <i>Principal, Soledad Adult School &amp; Pinnacles Continuing High School</i>	Soledad Unified School District (SUSD)
Francisco Pinedo <i>Lead Teacher, Adult Education</i>	Soledad Unified School District (SUSD)
Paige Leebrick <i>Coordinator, Alternative Education</i>	South Monterey County Joint Union High School District (SMCJUHS)

**Proxies for Member Designees:**

<b>Proxy</b>	<b>District/School</b>
Gloria Adame, <i>Teacher</i> (Substitute for Candice Camacho)	Gonzales Unified School District (GUSD)
Greg Ludwa, <i>Teacher</i> (Substitute for Joe DeRuosi)	Monterey County Office of Education (MCOE)

**Others in Attendance:**

<b>Other</b>	<b>District/School/Organization</b>
Ivan Pagan, <i>SVAEC Director</i>	SVAEC
Christian Regalado, <i>Program Assistant II</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
Rosio Pedroso	Pedroso Consulting
Cathleen Andrews, <i>Senior Librarian</i>	Salinas Public Library
Gabriela Lopez Chavez, <i>Executive Director</i>	Loaves, Fishes & Computers



**Minutes:**

<b>Time (p.m.)</b>	<b>Agenda Item</b>	<b>Description</b>
2:34	Call to Order	Ivan Pagan, Director of the Salinas Valley Adult Education Consortium (SVAEC), called the meeting to order at 2:34 p.m.
2:35	Roll Call	North Monterey County: present Hartnell: present Salinas: present MCOE: present Gonzales: present Soledad: present South Monterey County: present as of 3:23 p.m. <b>Quorum = 5 members.</b> Quorum was present.
2:38	Approval of Agenda	<b>Motion</b> to approve today’s agenda with two changes: (a) strike duplicate in Discussion Items, and (b) add positive discipline to discussion items. First: MCOE Second: Salinas All in agreement (6/6). No abstentions. Motion carries.
2:43	Approval of Minutes	<b>Motion</b> to approve minutes of October 20, 2021, meeting. First: North Monterey County Second: Salinas All in agreement (6/6). No abstentions. Motion carries.
2:44	Introductions	All attendees were asked to type their name and agency in the Zoom meeting chat box or, if calling in by phone, to speak their name and agency.
2:44	Public Comments	Cathy Andrews, Senior Librarian from Salinas Public Library, presented about Women in Ag Tech event. Gabriela Lopez Chavez, Executive Director from Loaves, Fishes & Computers, presented on their services.
2:52	Member & Partner Program Updates & Announcements	Reports were presented by the following: North Monterey County Hartnell Salinas MCOE Gonzales Soledad South Monterey County was not present to report.
3:13	Action Item: Brown Act	<b>Motion</b> to continue holding hybrid meetings under AB 361. First: Hartnell Second: Soledad All in agreement (6/6). No abstentions. Motion carries.
3:23	Action Item: Special Project Funds	<b>Motion</b> to fund needs assessment (\$35,000) and Tatiana’s bridge class (\$14,600) using Special Project funds. Shortage will be covered either by Shared Fund or Hartnell. First: MCOE Second: North Monterey County



		All in agreement (6/6). No abstentions. Motion carries.
4:35	Action Item: Funding PLCs	<b>Motion</b> to fund PLCs using \$4,800 from Shared Fund. First: South Monterey County Second: Gonzales All in agreement (7/7). No abstentions. Motion carries.
3:43	Presentations	The following presentations were given: <i>Next Steps in Needs Assessment</i> , Rosio Pedroso, Pedroso Consulting <i>Positive Discipline</i> , Stephanie Barron Lu, PDCR <i>ECE Apprenticeship/Pathways Program</i> , Ivan Pagan, SVAEC Presentations available in the shared Google <a href="#">folder</a> .
4:36	Discussion Items	The following items were discussed: <ul style="list-style-type: none"> <li>• Pathways to STEM for adult students</li> <li>• CAEP Summit, October 26 – 28, 2021</li> <li>• SVAEC Administrators Retreat, October 22, 2021</li> </ul>
4:44	Information Items	The following items were shared: <ul style="list-style-type: none"> <li>• PLC Update</li> <li>• TE Users Update</li> <li>• Bylaws</li> </ul>
4:48	Final Questions, Comments, and Reminders	The following items were shared: <ul style="list-style-type: none"> <li>• TE Users Meeting: November 29 at 2:30 p.m.</li> <li>• PLC Meeting: December 2, 2021 at 4:00 p.m.</li> <li>• Nov 29: Member Expense Reports Due in NOVA (Q1)</li> <li>• Dec 16: Member Expense Reports certified by Consortia in NOVA (Q1)</li> <li>• Dec 31: End of Q1</li> <li>• Jan 14: Q2 Expenditure Reports due in Smartsheets (10/1-12/31)</li> <li>• Jan 14: Q2 Invoices Due to Director</li> <li>• Jan 14: P1 Narrative Progress Report Due to Director</li> </ul>
4:50	Next Meeting	January 19, 2021, at 2:30 p.m. (virtual and in person)
4:51	Adjournment	<b>Motion</b> to adjourn the meeting. First: South Monterey County Second: Salinas All in agreement (7/7). No abstentions. Motion carries. Meeting was adjourned at 4:51.

**Abbreviations:**

Agency/District Short Name	Full Name
North Monterey County	North Monterey County Unified School District (NMCUSD)
Hartnell	Hartnell College
Salinas	Salinas Union High School District (SUHSD)
MCOE	Monterey County Office of Education (MCOE)
Gonzales	Gonzales Unified School District (GUSD)
Soledad	Soledad Unified School District (SUSD)
South Monterey County	South Monterey County Joint Union High School District (SMCJUHS)

Minutes prepared by Maria De Leon and Ivan Pagan.