



Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting Minutes
April 20, 2022, 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](#)

[SVAEC website](#)

SVAEC Member Designees:

Member Designees	District/School
Mostafa Ghous <i>Dean, Academic Affairs</i>	Hartnell College
Tatiana Roganova <i>Director, Salinas Adult School</i>	Salinas Union High School District (SUHSD)
Greg Ludwa <i>Curriculum & Math Senior Teacher</i>	Monterey County Office of Education (MCOE)
Ernesto Vela <i>Assistant Superintendent of Student Services</i>	Monterey County Office of Education (MCOE)
Emily Tsai Brownfield, Director, Learning and Student Readiness	North Monterey County Unified School District (NMCUSD)
Paige Leebrick, Coordinator, Alternative Education	South Monterey County Joint Union High School District (SMCJUHS)

Proxies for Member Designees:

Proxy	District/School
Jonathan Sison, <i>Interim Director</i> (Proxy for Jeff Lopez)	Soledad Unified School District (SUSD)

Others in Attendance:

Other	District/School/Organization
Ivan Pagan, <i>Director, Academic Affairs</i>	SVAEC
Maria De Leon, <i>Program Assistant I</i>	SVAEC
Christian Regalado, <i>Program Assistant II</i>	SVAEC
Fanny Salgado, <i>College Pathways Coordinator</i>	Hartnell College
Dina Uribe, <i>Coordinator of Job and Internship Placement</i>	Hartnell College
Jose Yanez, <i>Adult Ed Program Coordinator</i>	North Monterey County Unified School District (NMCUSD)
Gloria Adame, <i>Teacher</i>	Gonzales Unified School District (GUSD)
Sarah Cornwall, <i>Recruitment Manager</i>	California Conservation Corps
Dana Howard, <i>Director of Communications, Outreach, Recruitment, and Enrollment</i>	California Conservation Corps
Chris Devers, <i>CEO</i>	Rancho Cielo
Libby McMahon, <i>Executive Director</i>	Read to Me Project



Minutes:

Time (p.m.)	Agenda Item	Description
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 as of 2:39 p.m. Gonzales: not present Soledad: proxy was present South Monterey County: present Present = 5/7 members. A quorum was present. Quorum is 5/7 members.
2:37	Approval of Agenda	Motion to approve today's agenda. First: North Monterey County Second: South Monterey County All in agreement (5/5). No abstentions. Motion carries.
2:39	Approval of Minutes	Motion to approve minutes of March 16, 2022, meeting. First: MCOE Second: Salinas All in agreement (6/6). No abstentions. Motion carries.
2:43	Introductions	All attendees were asked to type their name and agency in the Zoom meeting chatbox or, if calling in by phone, to speak their name and agency.
2:43	Public Comments	Comments: None
2:44	Member & Partner Program Updates & Announcements	Reports were presented by the following: North Monterey County Hartnell Salinas MCOE Gonzales Soledad: nothing to report South Monterey County SVAEC
2:59	Action Items	Motion to continue holding hybrid meetings under AB 361. First: North Monterey County Second: South Monterey County All in agreement (6/6). No abstentions. Motion carries. Motion to approve CFAD. First: MCOE Second: North Monterey County All in agreement (6/6). No abstentions. Motion carries.
3:02 3:59	Presentations	The following presentations were given: <ul style="list-style-type: none"> • Presentation: Proyecto Léeme: The Key to Infinite Opportunities (Libby McMahon, Executive Director, Read to Me Project) • Presentation: Transform Your Life Day (Dana Howard, CORE Director, California Conservation Corp) Presentations are available in the shared Google folder .
3:20 4:06	Discussion Items	The following items were discussed: <ul style="list-style-type: none"> • Collaboration with Rancho Cielo (Christopher Devers, Chief Executive Officer) • Presentation of first draft of 22-23 work plans and budgets



		<ul style="list-style-type: none"> • Three-year plan update (due June 2022) • COABE Conference: Anything interesting come up?
3:49 4:31	Information Items	<p>The following items were shared:</p> <ul style="list-style-type: none"> • PLC Update • TE Users Update • Fiscal Agreements approved by Hartnell's Governing Board
4:32	Final Questions, Comments, and Reminders	<p>The following items were shared:</p> <ul style="list-style-type: none"> • TE Users Meeting: TBA • PLC Meeting: April 21 at 3:00 p.m. • April 30: Student Data in TOPSPro (Q3) • April 30: Employment and Earnings Follow-up Survey • May 2: CFAD for 2022-23 due in NOVA • May 16: Final Drafts of Member 2022-23 Workplans due to Director (budgets & activities; for approval on 5/18)
4:33	Next Meeting	May 18, 2022, at 2:30 p.m. (virtual and in person)
4:33	Adjournment	<p>Motion to adjourn the meeting. First: Salinas Second: MCOE All in agreement (5/5). No abstentions. Motion carries. The meeting was adjourned at 4:33 p.m.</p>

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.