

**Salinas Valley Adult Education Consortium (SVAEC)
 Regular Steering Committee Meeting Minutes
 August 17, 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
Burr Guthrie <i>Director, Salinas Adult School</i>	Salinas Union High School District (SUHSD)
Victoria Sorensen, <i>Senior Director Alternative Education Programs</i>	Monterey County Office of Education (MCOE)
Mike Kim, <i>Program Coordinator, Alternative Education Programs</i>	Monterey County Office of Education (MCOE)
Jeff Lopez <i>Principal, Soledad Adult School & Pinnacles Continuation 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 D)
Sandra Cuevas, <i>Administrator for Parent Engagement and Adult Education</i>	North Monterey County Unified School District (NMCUSD)

Proxies for Member Designees:

Proxy	District/School
Gloria Adame, <i>Lead Teacher</i>	Gonzales Unified School District (GUSD)
Christian Regalado, <i>Program Assistant II</i>	Hartnell College

Others in Attendance:

Other	District/School/Organization
Cathleen Andrews, <i>Senior Librarian</i>	Salinas Public Library
Misty Martinez, <i>Customer Manager</i>	Burlington English
Miranda LaBatt, <i>Regional Sales Manager</i>	Burlington English
Greg Ludwa, <i>Curriculum & Math Senior Teacher</i>	Monterey County Office of Education (MCOE)
Ana Mendoza, <i>ESL Program Specialist</i>	Salinas Union High School District (SUHSD)
Ana Mejia, <i>Zone Recruiter</i>	California Conservation Corps

Minutes:

Time (p.m.)	Agenda Item	Description
2:34	Call to Order	Francisco Pinedo, <i>Lead Teacher, Adult Education, Soledad Unified School District</i> , called the meeting to order at 2:34 p.m.
2:36	Roll Call	North Monterey County: Hartnell: Salinas: MCOE: Gonzales: Soledad: South Monterey County: Present = 6/7 members. A quorum was present. Quorum is 5/7 members.
2:52	Approval of Agenda	Motion to approve today's agenda. First: MCOE Second: North Monterey County Vote: 6/6. No abstentions. Motion carries.
2:42	Approval of Minutes	Motion to approve minutes of May 18, 2022, meeting. First: MCOE Second: North Monterey County Vote: 5/6. One abstention. Motion carries.
2:52	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.
2:53	Public Comments	Comments: Cathy Andrews, <i>Senior Librarian, Salinas Public Library</i> , gave an update about their programs.
2:55	Member & Partner Program Updates & Announcements	Reports were presented by the following: North Monterey County Hartnell (not present) Salinas MCOE Gonzales Soledad South Monterey County SVAEC (Christian's Outreach Report)
3:26	Action Items	Motion to continue holding hybrid meetings under AB 361. First: South Monterey County Second: Gonzales Vote: 7/7. No abstentions. Motion carries. Motion to approve revised 2022-23 Allocation Schedule First: Soledad Second: Salinas Vote: 7/7. No abstentions. Motion carries. Motion to approve revised 2022-23 Work Plans and Budgets First: South Monterey County Second: Gonzales Vote: 7/7. No abstentions. Motion carries.
3:37	Presentations	The following presentations were given: Presentation: Misty Martinez, Burlington English.

3:52	Discussion Items	The following items were discussed: <ul style="list-style-type: none"> • 2022-23 SVAEC Annual Plan • Introduction to the SVAEC and how the consortium works • Q&A time for new directors
4:22	Information Items	The following items were shared: <ul style="list-style-type: none"> • PLC Update • TE Users Update • Dual enrollment for adult students • Overdue deliverables
4:33	Final Questions, Comments, and Reminders	The following items were shared: <ul style="list-style-type: none"> • TE Users Meeting: TBD • PLC Meeting: 8/23 at 3:30 p.m. 9/1: 20-21 and 21-22 Member EOY/Q4 Expenditure Reports due to State in NOVA (7/1-6/30) 9/1: 21-22 Expenditures and Instructional Hours by Program Area due to State in NOVA (estimates only) 9/1: 22-23 Certification of Allocation Amendment due in NOVA (DONE) 9/14: Consortium 22-23 Annual Plan due to State in NOVA
4:34	Next Meeting	September 21, 2022, at 2:30 p.m. (virtual and in person)
4:35	Adjournment	Motion to adjourn the meeting. First: MCOE Second: Salinas Vote: 6/6. No abstentions. Motion carries. The meeting was adjourned at 4:35 p.m.

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 Christian Regalado and Ivan Pagan.