



**Salinas Valley Adult Education Consortium (SVAEC)
 Regular Steering Committee Meeting Minutes
 September 21, 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
Ana Gonzalez <i>Director, Academic Affairs</i>	Hartnell College
Laura Zavala <i>Grant Project Director HEP</i>	Hartnell College
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)
Sandra Cuevas, <i>Administrator for Parent Engagement and Adult Education</i>	North Monterey County Unified School District (NMCUSD)
Angela Ehrlich, <i>Director of Educational Services</i>	South Monterey County Joint Union High School District (SMCJUHS)

Proxies for Member Designees:

Proxy	District/School
Gloria Adame, <i>Lead Teacher, Adult Education</i>	Gonzales Unified School District (GUSD)

Others in Attendance:

Other	District/School/Organization
Ivan Pagan, <i>Director, Academic Affairs</i>	SVAEC
Christian Regalado, <i>Program Assistant II</i>	SVAEC
Stephanie Borrayo, <i>Program Assistant I</i>	SVAEC
Alicia Gregory, <i>Accounting Manager</i>	Hartnell College
Greg Ludwa <i>Curriculum & Math Senior Teacher</i>	Monterey County Office of Education (MCOE)
Ana Mejia, <i>Recruiter</i>	California Conservation Corps
Araceli Maupin, <i>Career Advisor</i>	Salinas Union High School District (SUHSD)



Minutes:

Time (p.m.)	Agenda Item	Description
2:37	Call to Order	Ivan Pagan, Director, SVAEC, called the meeting to order at 2:37.
2:37	Roll Call	North Monterey County: Present Hartnell: Present Salinas: Present MCOE: Present Gonzales: Present Soledad: Present South Monterey County: Present Present = 7/7 members. A quorum was present. Quorum is 5/7 members.
2:44	Approval of Agenda	Motion to approve today's agenda. First: Hartnell Second: Soledad Vote: 7/7. No abstentions. Motion carries.
2:48	Approval of Minutes	Motion to approve minutes of August 17, 2022, meeting. First: North Monterey County Second: South Monterey County Vote: 6/7. 1 abstention. Motion carries.
2:41	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.
2:51	Public Comments	Comments: Araceli Maupin (SUHSD) announced Salinas Job Fair on October 6 th ; all students are welcome. Flyer was shared and distributed. Ana Mejia from California Conservation Corps announced they are looking for participants for the program in Watsonville. She shared her information for us to share with our students.
2:59	Member & Partner Program Updates & Announcements	Reports were presented by the following: North Monterey County: Report given Hartnell: Report given Salinas: Report given MCOE: Report given Gonzales: Report given Soledad: Report given South Monterey County: Report given SVAEC (Christian's Outreach Report): Report given
3:28	Action Items	Motion to continue holding hybrid meetings under AB 361. First: South Monterey County Second: Soledad Vote: 6/7. 1 abstention. Motion carries. Motion to approve Christian's time split (75% SVAEC, 25% CAI). First: Soledad Second: South Monterey County Vote: 7/7. No abstentions. Motion carries.
3:59	Presentations	The following presentations were given: Presentation: Alicia Gregory, <i>Accounting Manager</i> . (Scheduled after 4 p.m.)
3:33	Discussion Items	The following items were discussed: <ul style="list-style-type: none"> ● Summary of 2022-25 SVAEC Three-year Plan ● Summary of 2022-23 SVAEC One-year Plan



		<ul style="list-style-type: none"> ● Direct funded vs. fiscal agent models ● ECE Apprenticeship ● Discussion about Smartsheets (proposed change in methods) ● Q&A time for new directors
4:31	Information Items	<p>The following items were shared:</p> <ul style="list-style-type: none"> ● PLC Update ● TE Users Update ● One-year plan was submitted in NOVA
4:43	Final Questions, Comments, and Reminders	<p>The following items were shared:</p> <ul style="list-style-type: none"> ● TE Users Meeting: TBA ● PLC Meeting: 9/27 @ 3:30 p.m. ● 9/30: 20-21 and 21-22 Member EOY/Q4 Expenditure Reports certified by Director in NOVA ● 9/30: Member 22-23 Workplans and Budget due in NOVA (extended to 10/30 for 2022) ● 9/30: End of Q1 ● 10/13: Q1 Expenditure Reports due to Consortium in SmartSheets (July 1 – September 30) ● 10/13: Q1 Student Data Reports due to State via TopsPro Enterprise & MIS (July 1 – September 30) ● 10/25-10/28: CAEP Virtual Summit https://summit.caladulthood.org/
4:47	Next Meeting	October 19, 2022 , at 2:30 p.m. (virtual and in person)
4:47	Adjournment	<p>Motion to adjourn the meeting. First: Soledad Second: Salinas Vote: 5/5. No abstentions. Motion carries. The meeting was adjourned at 4:48 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 Stephanie Borrayo, Christian Regalado, and Ivan Pagan.