



Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting Minutes FINAL
October 19, 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
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)
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, Adult Education</i>	Gonzales Unified School District (GUSD)
Jocelyn Rios, <i>Educational Liaison II, Alternative Education Program</i>	Monterey County Office of Education (MCOE)

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
Cathleen Andrews, <i>Senior Librarian</i>	Salinas Public Library
Ana Mendoza, <i>Instructor</i>	Salinas Union High School District (SUHSD)
Greg Ludwa, <i>Curriculum & Math Senior Teacher</i>	Monterey County Office of Education (MCOE)
Michael Gutierrez, <i>President</i>	Hartnell College
Araceli Maupin, <i>Career Advisor</i>	Salinas Union High School District (SUHSD)
Maribel Hernandez, <i>Instructor</i>	Monterey County Office of Education (MCOE)
Ilse Pollet, <i>Director</i>	South Bay Consortium for Adult Education
Robert Gomez, <i>Instructor</i>	Salinas Union High School District (SUHSD)



Minutes:

Time (p.m.)	Agenda Item	Description
2:44	Call to Order	Ivan Pagan, <i>Director, SVAEC</i> , called the meeting to order at 2:44. Introductions, Michael Gutierrez, <i>President, Hartnell College</i> (2:30 – 2:45)
2:45	Roll Call	North Monterey County: Present Hartnell: Present Salinas: Present MCOE: Present Gonzales: Present Soledad: Present South Monterey County: Absent Present = 6/7 members. A quorum was present. Quorum is 5/7 members.
2:49	Approval of Agenda	Motion to approve today’s agenda. First: North Monterey County Second: Salinas Vote: 6/6. No abstentions. Motion carries.
2:51	Approval of Minutes	Motion to approve minutes of September 21, 2022, meeting. First: Salinas Second: Gonzales Vote: 6/6. No abstentions. Motion carries.
2:48	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.
2:55	Public Comments	Cathleen Andrews, <i>Senior Librarian, Salinas Public Library</i> , shared online resources for students: live tutoring for free, study materials and tools, and practice quizzes. All that is needed is a Salinas library card to register and have access to these services.
3:11	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: Absent SVAEC (Christian’s Outreach Report): Report Given
3:35	Action Items	Motion to continue holding hybrid meetings under AB 361. First: MCOE Second: Salinas Vote: 6/6. No abstentions. Motion carries.
3:38	Presentations	The following presentations were given: <ul style="list-style-type: none"> • Presentation: Comparing Funding Models, Ilse Pollet, <i>Director, South Bay Consortium for Adult Education</i> • Presentation: Distance Learning/Hyflex, Robert Gomez, <i>Instructor, Salinas Adult School</i>
4:46	Discussion Items	The following items were discussed: <ul style="list-style-type: none"> • Direct funded vs. fiscal agent models (presentation of pros and cons) • Shared Budget • ECE Pre-apprenticeship: new pilot sites • Emergency Planning Workshop • Smartsheets



		<ul style="list-style-type: none"> • Sharing resources among members • Q&A time for new directors
4:55	Information Items	<p>The following items were shared:</p> <ul style="list-style-type: none"> • PLC Update • TE Users Update • Timeline Period II, FY 22-23, January – June 2023.
4:58	Final Questions, Comments, and Reminders	<p>The following items were shared:</p> <ul style="list-style-type: none"> • PLC Meeting: October 25, 3:30 p.m. • 10/25-10/28: CAEP Virtual Summit: https://summit.caladulthood.org/ • 10/30: Member 22-23 Member Work Plans and Budgets due in NOVA • 10/30: Q1 Student Data Reports due to State via TopsPro Enterprise & MIS (July 1-September 30) • 10/30: Employment and Earnings Follow-up Survey
4:58	Next Meeting	November 16, 2022, at 2:30 p.m. (virtual and in person)
4:59	Adjournment	<p>Motion to adjourn the meeting. First: MCOE Second: Salinas Vote: 5/5. No abstentions. Motion carries. The meeting was adjourned at 5 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 and Ivan Pagan.