



Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting Minutes
November 16, 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
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)
Sandra Cuevas, <i>Administrator for Parent Engagement and Adult Education</i>	North Monterey County Unified School District (NMCUSD)
Paige Leebrick <i>Coordinator, Alternative Education</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
Cathleen Andrews, <i>Senior Librarian</i>	Salinas Public Library
Greg Ludwa <i>Curriculum & Math Senior Teacher</i>	Monterey County Office of Education (MCOE)
Robert Gomez, <i>Instructor</i>	Salinas Union High School District (SUHSD)
Araceli Maupin, <i>Career Advisor</i>	Salinas Union High School District (SUHSD)
Ana Mejia, <i>Recruiter</i>	California Conservation Corps
Dana Galloway, <i>Program Coordinator</i>	West End Corridor/Chaffey Regional Adult Education Consortium
Todd Haag, <i>Principal</i>	Principal, Chaffey Adult School
Paul Rosenbloom, <i>Principal</i>	Paul Rosenbloom Consulting



Minutes:

Time (p.m.)	Agenda Item	Description
2:33	Call to Order	Ivan Pagan, Director, SVAEC, called the meeting to order at 2:33.
2:34	Roll Call	North Monterey County: Present Hartnell: Present Salinas: Present MCOE: Present Gonzales: Present Soledad: Absent South Monterey County: Present Present = 6/7 members. A quorum was present. Quorum is 5/7 members.
2:36	Approval of Agenda	Motion to approve today's agenda. First: Salinas Second: North Monterey County Vote: 6/6. No abstentions. Motion carries.
2:38	Approval of Minutes	Motion to approve minutes of October 19, 2022, meeting. First: Salinas Second: North Monterey County Vote: 6/6. No abstentions. Motion carries.
2:34	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.
2:40	Public Comments	Cathleen Andrews, <i>Senior Librarian</i> , Salinas Public Library, shared that the public library will be closed during the Thanksgiving break but will have activities for kids during winter break. Robert Gomez, <i>Instructor</i> , Salinas Union High School District, gave a public apology to Dr. Vela.
2:45	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
2:43	Action Items	Motion to continue holding hybrid meetings under AB 361. First: Soledad Second: MCOE Vote: 7/7. No abstentions. Motion carries. Motion to approve Timeline Period II, FY 22-23, January – June 2023 First: Hartnell Second: Gonzales Vote: 7/7. No abstentions. Motion carries. Motion to approve SVAEC 2022-23 Shared Budget First: Salinas Second: North Monterey County Vote: 5/5. No abstentions. Motion carries.



		<p>Motion to approve the hire of Paul Rosenbloom as consultant in the immigrant integration model. First: North Monterey County Second: Salinas Vote: 5/5. No abstentions. Motion carries.</p>
2:57	Presentations	<p>The following presentations were given: Presentation: Fiscal Agent Model (Dana Galloway, Program Coordinator, West End Corridor/Chaffey Regional Adult Education Consortium & Todd Haag, Principal, Chaffey Adult School) (3:00-3:30) Presentation: Immigrant Integration Plan (Paul Rosenbloom, Owner/Principal, PaulRosenbloom Consulting) (3:30-3:45) Presentation: CLDC Initiative (Robert Gomez, Instructor, Salinas Adult School) (3:45-4:00) Presentation: Emergency Planning Workshop (Stephanie Borrayo, PA I, SVAEC) (4:00-4:15)</p>
4:03	Discussion Items	<p>The following items were discussed: Possible move of SVAEC office Measurement of objectives in three-year plan</p>
4:30	Information Items	<p>The following items were shared:</p> <ul style="list-style-type: none"> ● PLC Update ● TE Users Update
4:39	Final Questions, Comments, and Reminders	<p>The following items were shared:</p> <ul style="list-style-type: none"> ● TE Users Meeting: TBD ● PLC Meeting: November 29, 3:30 p.m. ● 11/30: FY 22-23 Member Work Plans and Budgets certified by Director in NOVA ● 12/1: Q1 Expenditure Reports due to State in NOVA (July 1-September 30) ● 12/1: Expenditures and Instructional Hours by Program Area due to State in NOVA (FY 21-22 actuals) ● 12/1: Expenditures and Instructional Hours by Program Area certified by Director in NOVA (FY 21-22 actuals) ● 12/31: Q1 Expenditure Reports certified by Director in NOVA ● 12/31: All 20-21 carryover funds must be spent (unspent funds will be reallocated by Consortium) ● 12/31: End of Q2 ● 1/13: Q2 Expenditure Reports due to Consortium in Smartsheets (10/1-12/31) (optional) ● 1/13: Q2 Invoices due to Director ● 1/13: P1 Narrative Progress Report due to Director
4:43	Next Meeting	January 18, 2022, at 2:30 p.m. (virtual and in person)
4:45	Adjournment	<p>Motion to adjourn the meeting. First: Salinas Second: North Monterey County Vote: 5/5. No abstentions. Motion carries. The meeting was adjourned at 4:45 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 (SMCJUHSD)

Minutes prepared by Stephanie Borrayo and Ivan Pagan.