



**Salinas Valley Adult Education Consortium (SVAEC)**  
**Regular Steering Committee Meeting Minutes**  
**May 17, 2023, 2:30-4:00 p.m.**  
**Location: Virtual via ZOOM and In-Person Meeting**

Meeting documents can be found in the [Shared Google Drive folder](#).

**SVAEC Member Designees:**

<b>Member Designees</b>	<b>District/School</b>
Mostafa Ghous Dean, Academic Affairs	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)
Jeff Lopez <i>Principal, Soledad Adult School &amp; Pinnacles Continuation High School</i>	Soledad Unified School District (SUSD)
Mike Kim, <i>Program Coordinator, Alternative Education Programs</i>	Monterey County Office of Education (MCOE)
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:**

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

**Others in Attendance:**

<b>Other</b>	<b>District/School/Organization</b>
Ivan Pagan, <i>Director, Academic Affairs</i>	SVAEC
Stephanie Borrarayo, <i>Program Assistant I</i>	SVAEC
Ana Mendoza, <i>Instructor</i>	Salinas Union High School District (SUHSD)
Greg Ludwa, <i>Curriculum &amp; Math Senior Teacher</i>	Monterey County Office of Education (MCOE)
Araceli Maupin, <i>Career Advisor</i>	Salinas Union High School District (SUHSD)
Vanessa Fausto	Soledad Adult School
Araceli Fausto	Soledad Adult School
Stephanie Carrillo	Soledad Adult School
Miranda Daremus, <i>Instructor</i>	Salinas Adult School
Virginia Anel	Soledad Adult School
Maritza Correa, <i>Program Specialist</i>	Salinas Adult School
Paul Rosenbloom, <i>Immigrant Integration Consultant</i>	Paul Rosenbloom Consulting
Marina Kravtosva, <i>Coordinator</i>	San Mateo Adult & Career Education

**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: Present South Monterey County: Absent <b>Present = 5/7 members.</b> A quorum was present. Quorum is 5/7 members.																																
2:37	Approval of Agenda	<p><b>Motion</b> to approve today's agenda.            First: Salinas            Second: Gonzales            Result: 5/5 aye, no abstentions, motion carries</p> <table border="1"> <thead> <tr> <th>Agency/District</th> <th>Aye</th> <th>Naye</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td>North Monterey County</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Hartnell</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Salinas</td> <td></td> <td></td> <td></td> </tr> <tr> <td>MCOE</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Gonzales</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Soledad</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>South Monterey County</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Agency/District	Aye	Naye	Abstain	North Monterey County	x			Hartnell	x			Salinas				MCOE	x			Gonzales	x			Soledad	x			South Monterey County			
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2:38	Approval of Minutes	<p><b>Motion</b> to approve minutes of January 18, 2023, meeting.            First: Salinas            Second: Gonzales            Result: 6/6 aye, no abstentions, motion carries</p> <table border="1"> <thead> <tr> <th>Agency/District</th> <th>Aye</th> <th>Naye</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td>North Monterey County</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Hartnell</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Salinas</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>MCOE</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Gonzales</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Soledad</td> <td>x</td> <td></td> <td></td> </tr> </tbody> </table>	Agency/District	Aye	Naye	Abstain	North Monterey County	x			Hartnell	x			Salinas	x			MCOE	x			Gonzales	x			Soledad	x						
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2:33	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	Comments: Briefly summarize who spoke and what they spoke about. Francisco Pinedo , Lead Teacher, Soledad Adult School, acknowledged teachers and staff for their commitment and dedication to the community.																																																			
2:42	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 Not Given SVAEC (Outreach Report): Report Given																																																			
2:51	Action Items	<p><b>Motion</b> to Approve final work plans and budgets, including capital improvements by MCOE. First: North Monterey County Second: Gonzales Result: 6/6 aye, no abstentions, motion carries</p> <table border="1"> <thead> <tr> <th>Agency/District</th> <th>Aye</th> <th>Naye</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td>North Monterey County</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Hartnell</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Salinas</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>MCOE</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Gonzales</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Soledad</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>South Monterey County</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p><b>Motion</b> to Approve final fiscal agreements. First: Salinas Second: Soledad Result: 6/6 aye, no abstentions, motion carries</p> <table border="1"> <thead> <tr> <th>Agency/District</th> <th>Aye</th> <th>Naye</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td>North Monterey County</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Hartnell</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Salinas</td> <td>x</td> <td></td> <td></td> </tr> </tbody> </table>				Agency/District	Aye	Naye	Abstain	North Monterey County	x			Hartnell	x			Salinas	x			MCOE	x			Gonzales	x			Soledad	x			South Monterey County				Agency/District	Aye	Naye	Abstain	North Monterey County	x			Hartnell	x			Salinas	x		
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3:04	Presentations	The following presentations were given: Presentation: Immigrant Integration Project Update, Paul Rosenbloom, Paul Rosenbloom Consulting																				
3:38	Discussion Items	The following items were discussed: <ul style="list-style-type: none"> <li>• Smart Referral Network</li> <li>• Potential uses of discretionary funds for FY 23-24</li> <li>• Retreat for Annual plan (when, half or full day, participants)</li> </ul>																				
3:50	Information Items	The following items were shared: <ul style="list-style-type: none"> <li>• PLC Update <ul style="list-style-type: none"> <li>o Greg Ludwa retiring June 2023</li> <li>o Miranda DoremusReznor (Salinas Adult School) taking over in FY 23-24</li> <li>o ABE/ASE/CTE PLC leader needed (Laura was covering)</li> </ul> </li> <li>• TE Users Update</li> <li>• Timetables for FY 23-24 <ul style="list-style-type: none"> <li>o Steering Committee Meetings (uploaded)</li> <li>o PLC Meetings (forthcoming)</li> <li>o Deadlines &amp; Deliverables (uploaded)</li> </ul> </li> <li>• Stephanie’s workshops: Emergency Planning Workshop &amp; Know Your Rights Workshop</li> <li>• Stephanie’s outreach highlights (Christian returning in late May)</li> </ul>																				
3:58	Final Questions, Comments, and Reminders	The following items were shared: <ul style="list-style-type: none"> <li>• TE Users Meeting: TBD</li> <li>• PLC Meeting: May 23, 3:30 p.m. (final meeting of year)</li> <li>• 6/1: Q3 Expenditure Reports due to State in NOVA</li> <li>• Next Regular Steering Committee Meeting: June 14, 2023, at 2:30 p.m. (in person with virtual option)</li> </ul>																				
4:00	Next Meeting	June 14, 2023, at 2:30 p.m. (virtual and in person)																				
4:00	Adjournment	<p><b>Motion</b> to adjourn the meeting.  First: Salinas  Second: Hartnell  Result: 6/6 aye, no abstentions, motion carries</p> <table border="1"> <thead> <tr> <th>Agency/District</th> <th>Aye</th> <th>Naye</th> <th>Abstain</th> </tr> </thead> <tbody> <tr> <td>North Monterey County</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Hartnell</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>Salinas</td> <td>x</td> <td></td> <td></td> </tr> <tr> <td>MCOE</td> <td>x</td> <td></td> <td></td> </tr> </tbody> </table>	Agency/District	Aye	Naye	Abstain	North Monterey County	x			Hartnell	x			Salinas	x			MCOE	x		
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4:01	Workshop	Presentation: From Lost to Found: Immigrant Students Finding Place and Purpose Through Engagement into School Life, Marina Kravtsova, <i>English Learner Specialist &amp; Student Volunteer Coordinator</i> , San Mateo Adult & Career Education (4:00-5:00)			

**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.