



**Salinas Valley Adult Education Consortium (SVAEC)
Regular Steering Committee Meeting
November 15, 2023 | 2:30 – 4:00 p.m.
IN-PERSON AND VIRTUAL MEETING**

Zoom Meeting [Link](#) & Dial-in Info:
Phone: 669-444-9171, Meeting ID: 870 9009 0842
Meeting materials in public Google Drive [folder](#)

In-person Meeting Information: Hartnell College, Room S218, 411 Central Avenue, Salinas, CA 93901

NOTES:

- Agenda items must be submitted to the Director five (5) days prior to the meeting.
- All Member Districts must provide notification to the Director at least five (5) days prior to the meeting if there will be no designee present at the meeting (in person or virtually). Designees may assign a proxy to attend in their absence.

AGENDA

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| 2:30 – 2:35 | Call to order <ul style="list-style-type: none">• Roll call/establish quorum• Guest introductions• Approve meeting agenda and prior meeting minutes |
| 2:35– 2:40 | Public Comments (<i>2 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting</i>) |
| 2:40-2:45 | Program Highlights (<i>30-second headline for your program, such as an upcoming event, an item of good news, or a student success story</i>) |
| 2:45 – 3:00 | Action Items <ul style="list-style-type: none">• Approve Timeline, Period II (1/1/24-6/30/24) |
| 3:00-3:45 | Discussion Items <ul style="list-style-type: none">• ECE Pre-apprenticeship• Entrepreneurial pathways• Dual enrollment for adult students• Brown Act• Smart Referral Network |
| 3:45 – 3:55 | Information Items (<i>if time allows</i>) <ul style="list-style-type: none">• PLC Update• TE Users Update• Stephanie’s workshops: Emergency Planning Workshop & Know Your Rights Workshop• Christian’s outreach highlights |
| 3:55 – 4:00 | Final questions, comments, and reminders; adjourn <ul style="list-style-type: none">• TE Users Meeting: TBD• PLC Meeting: 11/30/23, 1:45 – 3:15 p.m.• 12/1: Member 22-23 Program Area Report due in NOVA.• 12/1: Q1 Expenditure Reports due in NOVA.• 1/12: Q2 Expenditure Reports due to Consortium in Smartsheets (optional) |



- 1/12: Q2 Invoices due to Director
- 1/12: Period I Narrative Progress Report (7/1/23-12/31/23) due to Director
- Next Regular Steering Committee Meeting: **January 17, 2023, at 2:30 p.m. (in person with virtual option)**

4:00 – 5:00

Continued Discussion of Brown Act (if necessary)

- Directors are required to attend
- Attendance by others is optional