



**Salinas Valley Adult Education Consortium (SVAEC)  
Regular Steering Committee Meeting  
March 20, 2024 | 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](#)

**Meeting Locations (main location in bold/alternate locations in regular type)**

| <b>District</b>  | <b>Location</b>   |
|--|---|
| <b>Hartnell Community College District (HCCD)</b>                | <b>Soledad Education Center, Room 111<br/>1505 Metz Road, Soledad, CA 93960</b>           |
| North Monterey County Unified School District (NMCUSD)           | Castro Plaza Family Resource Center, Room 1<br>10601 McDougall St., Castroville, CA 95012 |
| Hartnell Community College District (HCCD)                       | Alisal Campus-C114 (HEP Office)<br>1752 E. Alisal Street, Salinas, CA 93905               |
| South Monterey County Joint Union High School District (SMCJUHS) | Portola Butler High School-Main Office<br>760 Broadway, King City, CA 93930               |
| Gonzales Unified School District (GUSD)                          | Gonzales Adult School, Room 1<br>650 Elko Street, Gonzales, CA 93926                      |
| Salinas Union High School District (SUHSD)                       | Salinas Adult School, Administration Office<br>20 Sherwood Drive, Salinas, CA 93906       |

**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).

**AGENDA**

**2:30 – 2:35**

**Call to order**

- Roll call/establish quorum
- Guest introductions
- Approve meeting agenda and prior meeting minutes

**2:35– 2:40**

**Public Comments** (*2 minutes max per person – anyone is welcome to speak and/or type comments in the chat box of the Zoom meeting*)

**2:40-2:45**

**Program Highlights** (*30-second headline for your program, such as an upcoming event, an item of good news, or a student success story*)

**2:45 – 3:00**

**Action Items**

- Motion to amend Bylaws to be consistent with Brown Act requirements.
- Motion to yield 62.5% of Stephanie’s time to Hartnell College.
  - She’ll be performing similar duties for TPP/MAESTROS.
  - Temporary arrangement from 4/1-9/30.
  - Extension may be possible.
- Motion to approve the allocation schedule for FY 24-25.
- Motion to hold a consortium-wide PD Day on April 17<sup>th</sup>, 6-9 PM.



**3:00-3:45**

**Discussion Items**

- PLC participation: Could we commit 1 instructor/agency?
- Progress reports (consortium-wide and individual member)
- Rural Coaching Project: to provide tech training to teachers in rural agencies
- Digital Learning Guidance: Framework for Digital Learning (how we can use that for our CIP and Annual Plan)
- Talking points for Speaker Rivas for Legislative Advocacy Day

**3:45 – 3:55**

**Information Items** (*if time allows*)

- PLC Update
- TE Users Update
- ECE pre-apprenticeship class in progress at Salinas Adult School
- Pre-CNA class kicking off at Soledad Adult School
- South County Educators' and Partners' Summit (April 19, 2024)
- Panther Prep Night for Adult Students (4/25-4/27)
- Schedule of steering committee meetings for FY 24-25
- Stephanie's workshops: Emergency Planning Workshop & Know Your Rights Workshop
- Christian's outreach highlights

**3:55 – 4:00**

**Final questions, comments, and reminders; adjourn**

- TE Users Meeting: TBD
- PLC Meeting: 3/21/24, 1:45 – 3:15 p.m.
- 3/29: Q2 expenditure reports certified by Director in NOVA
- 3/31: End of Q3
- 4/12: Q3 expenditure reports due in Smartsheets (optional)
- 4/12: Q3 invoices due to Director
- 4/12: First drafts of 24-25 Work Plans and Budgets due to Director
- 4/17: Approve CFAD (due in NOVA on 5/2)
- Next Regular Steering Committee Meeting: April 17, 2024, at 2:30 p.m.

**4:00 – 5:00**

**Professional Development**

- Derek Papa, *Educational Partnership Consultant*, Elli (formerly ESL Library)