



**Salinas Valley Adult Education Consortium (SVAEC)**  
**Regular Steering Committee Meeting**  
**April 17, 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)**

District	Location
<b>Hartnell Community College District (HCCD)</b>	<b>Main Campus, Room S218</b> <b>411 Central Avenue, Salinas, CA 93901</b>
North Monterey County Unified School District (NMCUSD)	Castro Plaza Family Resource Center, Room 1 10601 McDougall St., Castroville, CA 95012

**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 approve preliminary drafts of FY 24-25 work plans and budgets.
  - Motion to approve the FY 24-25 fiscal agreements.
  - Motion to approve the FY 24-25 CFAD (Consortium Fiscal Administration Declaration).
  - Motion to approve FY 24-25 steering committee meeting schedule.
- 3:00-3:10**                      **Discussion Items**
- PLC participation: Could we commit 1 instructor/agency?
  - Digital Learning Guidance: Framework for Digital Learning (how we can use that for our CIP and Annual Plan)
  - Legislative Advocacy Day debrief: Did anyone participate?
- 3:10– 3:20**                      **Information Items** (*if time allows*)
- PLC Update
  - TE Users Update



- **Consortium-wide PD Day (April 17, 2024)**
  - Hartnell College, Alisal Campus
  - 5:30 – 8:30 p.m.
- South County Educators' and Partners' Summit (April 19, 2024)
  - Could we commit to 1 rep per adult school?
- Panther Prep Night for Adult Students (4/25-4/27)
- Stephanie's workshops: Emergency Planning Workshop & Know Your Rights Workshop
- Christian's outreach highlights

**3:20-3:30**      **Final questions, comments, and reminders; adjourn**

- TE Users Meeting: TBD
- **CASAS Regional Training on CAEP Accountability Update & Data Dive**
  - 4/24/24, 1:00 – 4:00 p.m., Hartnell College, Alisal Campus
  - Register [here](#)! Last day to register is 4/23/24.
- PLC Meeting: 4/25/24, 1:45 – 3:15 p.m.
- 4/30: Q3 Student Data due in TOPSpro
- 4/30: Employment and Earnings Follow-up Survey
- **5/2: CFAD Due**
- 5/10: Final drafts of work plans and budgets due to Director
- Next Regular Steering Committee Meeting: May 15, 2024, at 2:30 p.m.

**3:30 – 4:00**

**Professional Development**

- Keith Chua, *Business Specialist*, California Department of Rehabilitation