

Salinas Valley Adult Education Consortium (SVAEC)

Regular Steering Meeting

August 9, 2017 | 3:00 – 5:00 p.m.

Hartnell College | East Alisal Campus, Room C-106 | 1752 E. Alisal St., Salinas, CA 93905

AGENDA

3:00-3:10 Sign In, Call to Order, Establish Quorum, Approve Agenda

3:10-3:15 Public Comments

3:15-4:00 CONSORTIUM ANNUAL PLAN

- Final Consortium 17-18 Annual Plan review and approval
 - **Action Item:** Vote to approve the SVAEC 17-18 Annual Plan for submission to State by 8/15
 - **Action Item:** Vote to agree to adhere to AEBG General Assurances
- Member plan/budget revisions and requirements

4:00-4:30 FISCAL

- Carryover funds discussion
 - Review 15-16 and 16-17 carryover amounts and Member plans for use of carryover; discuss and decide on uses and procedures
 - **Action Item:** Vote to distribute \$100,000 of 16-17 carryover evenly across 8 allocations (\$12,500 each)
- Shared funds discussion
 - Discourage use of Member allocations for collaborative activities
 - Schedule and process for release and redistribution of any unused funds
- Member plan change requests
 - **Action Item:** Vote to approve MCOE's use of funds (from their own allocation) for two new activities: student HiSET testing fees and a laptop for use of CASAS TopsPro Enterprise
- Request for use of Shared Funds
 - **Action Item:** Vote to approve use of Shared Funds for Francisco Pinedo from Soledad Adult School to attend the I-DEA Conf. in San Diego (8/14-15)

4:30-4:45 17-18 SCHEDULE & COLLABORATIVE ACTIVITIES

- 17-18 Steering Meeting schedule
- Special events: Retreat, PD Day, Community Partner Event
- Sub-Committees, Workgroups, PLCs

4:45-5:00 OTHER

- Adult Ed Community Needs Assessment Survey (Aidee Farias)
- New adult education personnel – need Members' new staff/teacher contact info
- Fall Directory – need Members' fall schedules
- SVAEC website launched
- Data Workgroup update (if time permits)
- Final questions, comments, announcements

Next regular Steering Committee Meeting: September 27, 2017, 3-5pm