

Salinas Valley Adult Education Consortium (SVAEC)

Regular Steering Meeting

September 27, 2017 | 3:00 – 5:00 p.m.

Hartnell College | East Alisal Campus, Room C-212 | 1752 E. Alisal St., Salinas, CA 93905

AGENDA

- 3:00-3:05 Sign In, Call to Order, Establish Quorum**
- 3:05-3:10 Approve agenda and prior meeting minutes**
- 3:10-3:15 Introductions**
- 3:15-3:20 Public Comments**
- 3:20-3:50 Consortium Administration**
- 17-18 Annual Plan overview
 - **Action Item:** Vote to approve changes to Member Plans
 - Adjustments in governance and stakeholder engagement activities
 - **Action Item:** Vote to approve revised Steering Meeting Schedule
- 3:50-4:20 Fiscal Administration**
- Local and State-level updates
 - Shared funds
 - Discourage use of Member allocations for collaborative activities
 - **Action Item:** Vote to allocate Shared Consortium Funds for specific Professional Development activities (including attendance of CATESOL and CCAE conferences)
- 4:20-4:35 Data Workgroup**
- Special Projects updates
 - Local and State-level updates
- 4:35-4:50 Marketing and Outreach**
- New website overview
 - New Fall Adult Ed Services Directory
 - Collaborative marketing activities
- 4:50-5:00 Other**
- Upcoming Events:
 - 10/19 – County Jail Job/Resource Fair (11am-1pm)
 - 10/27 – Regional Adult Education PD Day (8am-5pm)
 - 11/13 – Community Partner Event (1-4pm)
 - Reminders:
 - Updated staff/teacher rosters needed
 - 10/15 – Q1 Invoices and Expenditure Reports due
 - 10/31 – Student Data Reports due
 - Final questions, comments, announcements

Next regular Steering Committee Meeting: November 29, 2017, 2:30-5:30pm (*pending approval*)