

Salinas Valley Adult Education Consortium (SVAEC)

Regular Steering Committee Meeting

April 25, 2018 | 2:30 – 5:30 p.m.

Soledad Community Education Center | Room 4 | 690 Main Street, Soledad, CA 93960

AGENDA - **DRAFT**

- 2:30-3:00** Sign In and Refreshments
Member & Partner Program Updates and Announcements (2 minutes max. each)
Report on Adult Education Legislative Day
- 3:00-3:05** Establish Quorum
Begin formal Committee proceedings
Approve agenda and prior meeting minutes
- 3:05-3:15** Public Comments (3 minutes max. each)
- 3:15-4:00** **Action Items:**
- Vote to approve Consortium Fiscal Administration Declaration (due May 2 to State)
 - Part 1: Fund Distribution Model
 - Part 2: Use of new COLA allocation (requires unanimous approval)
 - MCOE Workplan amendments
 - Data & Accountability funding for CASAS Summer Institute
 - Steering Meeting schedule for rest of 17-18 and 18-19
- 4:00-4:30** **Discussion Items:**
- Data & Accountability Funds and Workplan
 - Funding Process Development
 - Annual and Three-Year Planning
 - Human Centered Design
- 4:30-4:50** **Information Items:**
- Member CFAD certification in NOVA (by May 2)
 - Member expenditure reports in NOVA (by June 1)
 - State updates
 - Updated 2018 SVAEC Schedule (with deliverable deadlines)
 - Member carryover projections
- 4:50-5:00** **Announcements & Reminders:**
Reminders:
- April 30 – Member Student Data due in TopsPro Enterprise
 - April 30 – Member Progress Reports due to Consortium
 - May 2 – Member Rep certification of CFAD due in NOVA
 - May 15 – Member carryover projections due to Consortium
 - June 1 – Member quarters 1-3 expenditure reports for State due in NOVA
 - June 15 – Member Annual Workplans due to Consortium
- 5:00-5:30** Networking

Next regular Steering Committee Meeting: TBD