

**DRAFT MINUTES**

Minutes for Regular Steering Committee Meeting

February 27, 2019, 2:30 – 5:30 p.m.

Location: Monterey County Office of Education

**Attendees**

<b>SVAEC Official Member Designees (board-approved, with voting power)</b>	<b>School/District</b>	<b>Present</b>	<b>Absent</b>
Candice McFarland <i>Director, College &amp; Career Readiness</i>	Gonzales Adult School (GUSD)	X	
Yvette Irving <i>Superintendent</i>	Gonzales Unified School District		X
Ana Gonzalez <i>Director, Adult Education</i>	Hartnell College	X	
Kathy Mendelsohn <i>Dean, Languages and Learning Support</i>	Hartnell College		X
Clint Cowden <i>Dean, CTE/Workforce Development</i>	Hartnell College		X
Joe DeRuosi <i>Coordinator, College &amp; Career Readiness, Alt. Ed.</i>	Monterey County Office of Education (MCOE)	X	
Christopher Devers <i>Senior Director, Alternative Education</i>	Monterey County Office of Education (MCOE)		X
Margarita Palacios <i>Assistant Principal, Educational Options</i>	North Monterey County Unified School District (NMCUSD)		X
Emily Tsai Brownfield <i>Director, 21<sup>st</sup> Century Learning &amp; Innovation</i>	North Monterey County Adult Education (NMCUSD)	X	
Kari Yeater <i>Superintendent</i>	North Monterey County Unified School District (NMCUSD)		X
Ana Aguillon <i>CBO / Manager of Business Services</i>	Salinas Union High School District (SUHSD)		X
Graciela Hidalgo <i>Manager of Fiscal Services</i>	Salinas Union High School District (SUHSD)		X
Tatiana Roganova <i>Director</i>	Salinas Union High School District (SUHSD)	X	
Jeff Lopez <i>Principal, Community Education Center</i>	Soledad Adult School (SUSD)	X	
Francisco Pinedo <i>Lead Teacher, Adult Education</i>	Soledad Adult School (SUSD)		X
Paige Leebrick <i>Coordinator Alternative Education</i>	South Monterey County Adult School (SMCJUHS)	X (virtual)	
Jonathan Sison <i>Director of Educational Services</i>	South Monterey County Adult School (SMCJUHS)		X

<b>Other SVAEC &amp; Member District Representatives</b>	<b>District/School</b>	<b>Present</b>
Ana Mendoza, <i>ESL Instructor</i>	Gonzales Adult School	X
Greg Ludwa, <i>Teacher</i>	MCOE Adult Education	X
Jocelyn Rios, <i>Educational Liaison</i>	MCOE Adult Education	X

Kristen Arps, <i>Director</i>	SVAEC	X
Alicia Gregory, <i>Program Assistant</i>	SVAEC	X

<b>Community Members &amp; Other Guests</b>	<b>Organization</b>	<b>Present</b>
Bronwyn Moreno, <i>Director, Special Programs</i>	Hartnell College	X
Miriam Vazquez-Gonzalez, <i>PA, Dreamer Services</i>	Hartnell College	X
Cathy Andrews, <i>Senior Librarian</i>	Salinas Public Library	X

Meeting was called to order at 2:44 p.m. by Kristen Arps, SVAEC Director.

**Member Partner program updated an announcements**

Member Districts (Gonzales, Hartnell, MCOE, North Monterey County, Salinas, and Soledad) and Community Partners (Salinas Public Libraries) provided program updates and announcements.

**Quorum, Agenda, Minutes**

When the formal committee proceedings commenced quorum was not established; 4 out of 7 Member Districts were formally represented (Designees were present from Hartnell, MCOE, Salinas, and Soledad). At 3:05 p.m., quorum was established with 5 out of 7 Members represented (a Designee from North Monterey County arrived). Additional Designees arrived later (Gonzales Designee arrived at 3:28 p.m. and South Monterey County Designee began virtual participation at 4:10 p.m.).

No changes were made to the agenda or prior meeting minutes.

**Public Comments**

No public comments were made

**Partner presentation: Hartnell College MiCASA Program**

MiCASA, a Hartnell College program that provides support services for Dreamer students, gave a presentation on SB68 and other policies related to residency and in-state tuition requirements for CA community college students. Hartnell College would like to work more closely with the regional adult schools to establish additional instructional and non-instructional services for undocumented students who currently attend or plan to attend Hartnell.

**Action Item**

NMCUSD’s request for carryover extension of their 17-18 Funds was approved.

Vote: Joseph DeRuosi (MCOE) motioned to approve the extension of NMCUSD’s remaining 17-18 carryover funds; the motion was seconded; 6 out of 6 Designees present voted in favor (South Monterey County’s Designee was not present at the time of the vote); the motion carried.

**Discussion items**

1. 3-Year Planning

Members reviewed the planning timeline and discussed the upcoming planning meeting dates. They agreed to hold planning meetings on March 22, April 12, and May 17. The April 19 meeting is cancelled due to spring break schedules.

2. Student Survey

Members discussed survey questions for a current student satisfaction survey and set a goal of members collecting at minimum 30% of students from across all program areas (with the goal being closer to 75-90%). They also agreed that an online survey will be fine, as long as teachers and staff are able to help students take the survey on their mobile phones or computers. Some paper surveys will also be made available.

3. The remaining discussion items were tabled for the next Steering Meeting on March 27<sup>th</sup>.

**Information items**

1. Director's Report

SVAEC Director, Kristen Arps, shared upcoming professional development opportunities with members, reminded members of deliverables due to the state, and the open house hosted by the Consortium and the Hartnell Continuing Education office at Hartnell college on March 5<sup>th</sup>, from 3:00 – 4:30 p.m.

2. Update on RFP

MCOE successfully submitted the proposal for MCWDB RFP #10701 on February 8<sup>th</sup> on the behalf of the SVAEC Consortium, the Monterey Peninsula Adult Education Consortium, and their partners. An announcement is expected in March or April.

Meeting was adjourned at 5:00 p.m.

Minutes prepared by Alicia Gregory and Kristen Arps.