

SANTA CLARITA VALLEY ADULT EDUCATION CONSORTIUM

MEETING MINUTES

Hart District Office – Annex, Room 101
21380 Centre Pointe Parkway
Santa Clarita, California 91350

**12:00 – 1:30 p.m. Friday
January 29, 2016**

Members Present:

Mariane Doyle, Audrey Green, Mike Kuhlman, Lisa Pavik, Ron Rudzinski, Diane Stewart

Guests Present:

John Makevich, Denee Pescarmona

1.1 Call to Order	The meeting was called to order at 12:07pm
1.2 Flag Salute	The flag salute was led by Mr. Kuhlman
1.3 Welcome to Guests/Recognition of Staff Representative(s)	Ms. Green welcomed the members and guests.
1.4 Approval of Agenda (ACTION)	Motion to approve agenda: M. Kuhlman Second: A. Green
1.5 Recognition/Information (ORAL)	Ms. Stewart thanked Ron Rudzinski for his service with AB86/AEBG (Mr. Rudzinski is retiring 2/29/16)
2 Consent Calendar (ACTION)	Motion to approve Consent Calendar (with the exception of 5.1): M. Kuhlman Second: A. Green
5.1 Branding/Gateway SCV (ACTION, pulled from Consent Calendar)	Mr. Kuhlman had suggested we list this under consent calendar Ms. Stewart addressed the board and provided samples of the new brand Mr. Kuhlman voiced approval of new logo and look of the brand Ms. Stewart described the structure of the new website and that Mellady Direct Marketing would assist in setup Motion to approve Branding/Gateway SCV: A. Green Second: M. Kuhlman
6.1 Student Services Report (ORAL)	Mr. Rudzinski reported on partnership with COC (ESL transition) continuing with ABE and ASE; other offerings through CCR (adult level CTE) are growing and fee based interest classes are continuing. Ms. Pavik provided a copy of the flyer that was distributed throughout the Castaic area. 1200 flyers remanded 35 student enrollments. Half of the students were returning (had registered and then dropped).

	<p>Students are happy with the new Castaic location.</p> <p>Ms. Pavik expanded on the new registration process for ESL classes, new testing programs are easing the steps students must take and are providing better assessments (for student enrollment levels). COC has, or will soon have, translators for Arabic and Korean.</p> <p>Ms. Pavik will be presenting an ELAC meeting for Saugus USD, Mr. Rudzinski will also attend and present for Golden Oak.</p>
<p>6.2 Facilities Report (ORAL)</p>	<p>Ms. Doyle provided an update on the portables in front of Sequoia Charter School. Available during the day; need some aesthetic work. Update on the CMA class, once portables are ready, prep work can begin.</p> <p>Mr. Kuhlman asked about a walkthrough and workability. Ms. Doyle indicated it was ongoing and would provide updates. A general discussion was held about restrooms; portable? Location?</p> <p>Ms. Stewart asked about payment? Who? Joint effort? Ms. Doyle indicated that there would be no capital expense, no major refurbishment. Just standard clean up. Ms. Green asked if the consortium would be able to use the building(s) Ms. Doyle indicated yes, and explained the difference between the district buildings / offsite.</p> <p>Ms. Stewart provided site maps. AMS fulfillment classes; available to any students. Castaic Library efforts went well; viable shift in community involvement and possible expansion. "Gateway SCV" facility? Still in the thought process – open to suggestions or other partnerships. Offices, classrooms, to be discussed.</p> <p>Ms. Green commented on Community center in Canyon Country, suggested to contact Jason Crawford.</p> <p>Ms. Doyle: Armando (new Program Specialist) can help with the City. What type of community classes are being offered by the City?</p> <p>Ms. Stewart: Suggested a Partnership with the City in marketing efforts</p>
<p>6.3 Human Resources Report (ORAL)</p>	<p>Ms. Doyle: update on Golden Oak Adult School new principal; over 20 applications. Will choose 8 to narrow the search; moving forward to the interview process.</p> <p>Ms. Stewart: Reported AEBG funds used for 20% of her salary 20% of Student Services Director and hourly and college assistant for data collection and student support.</p>
<p>7 Announcement of Next Business Meetings; Adjournment</p>	<p>As announced in the Agenda</p> <p>Meeting adjourned at 12:45 by Ms. Green</p>