



Feather River Adult Education Consortium – Board Meeting MINUTES

Plumas County Office of Education

Friday October 5, 2018 (12:00 p.m. – 2:00 p.m.)

☐ Included in Board Packet

PLEASE NOTE: Agenda related documents distributed to the Feather River Adult Education Consortium (FRAEC) Board for the Board Meeting may be viewed in the Superintendent’s Office at the Plumas County Office of Education. Individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating, or documentation in accessible formats, should contact the Consortium Coordinator at mabramson@pcoe.k12.ca.us at least three days before the meeting date.

Attendance	Voting Member	Attendee	Attendee	Attendee
Feather River College	<input type="checkbox"/> Derek Lerch	<input type="checkbox"/> Kevin Trutna	<input type="checkbox"/>	<input type="checkbox"/>
PUSD/PCOE	<input type="checkbox"/> Kristy Warren	<input type="checkbox"/> Terry Oestreich	<input type="checkbox"/> Karen Miller	<input type="checkbox"/> Brad Miller
		<input type="checkbox"/> Wendy Jackson	<input type="checkbox"/>	<input type="checkbox"/>
SJUSD/SCOE	<input type="checkbox"/> Merrill Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Consortium Staff		<input type="checkbox"/> Michelle Abramson	<input type="checkbox"/>	<input type="checkbox"/>
Community Stakeholders:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Call to Order:

1. [☐] Approval of Minutes: September 10, 2018
2. Public Comment – Public comment is allowed on any topic relevant to the FRAEC Board. Pursuant to Consortium Policy, comments are limited to 3 minutes per person. Please begin by stating your name.
3. Closed Session – None Requested
4. Reports/Information Items

4.1 Consortium Consultant’s Report

- a. [☐] NOVA Update – State AEP PowerPoint Review
- b. September: AEBG 18/19 funding is disbursed from the State to Fiscal Agent
- c. Sep 1: 2017/18 (Q4) member expense report due in NOVA.
Extended to October 1, 2018.
- d. Sep 30: 2017/18 (Q4) member expense report certified by Consortium.
Extended to October 30, 2018.
- e. 2018-19 Budget and Workplan: Opens in NOVA October 15, 2018
Due November 1, 2018
- f. 2018-19 Q1 DIR: Due October 30, 2018
- g. Consultant Days

Oct 4&5, 2018 – On-Site	Jan 2019 – Virtual	Apr 11, 2019 – On-Site
Nov 2018 – Virtual	Feb 14, 2019 – On-Site	May 23, 2019 – On-Site
Dec 17, 2018 – On-Site	Mar 2019 – Virtual	June 13, 2019 – On-Site

- h. [☐] Legislation: Trailer Bill & AB2098
- i. [☐] Developing 2019-2022 Three-Year Plan
- j. Brown Act and AB2257
- k. Ongoing AEP Regional and Webinar Trainings – Mandatory

- 4.2 Consortium Coordinator Report
 - a. State AEP Summit Readout – Review of Three Year Planning Process
 - Program Guidance
 - AEP Updates
 - TAP Services
 - OTAN Services
 - CAL Pro Services
 - CASAS Services
 - NOVA
 - Leadership Workshop
 - How to Run a Consortium
 - AEP Three-Year Planning Toolbox
 - b. FRC Purchase Order Update – ALL PENDING – BECOMING AN INSTRUCTIONAL ISSUE
 - Burlington English
 - New Readers Press
 - Aztec Software – Complimentary Activation
 - P2C Solutions, LLC
 - Phoenix Design (Logo/Web Site/Print Marketing)
 - c. GED Test Center Update
 - d. Review of Consultant Hours
 - e. Inclusion in Regional Activities: Strong Workforce, WDB Meetings, etc.
- 4.3 Member Program Update: PCOE/PUSD
 - a. Adult Education Programs & Locations
 - b. Jail ABE/HSE/ASE Programs
- 4.4 Member Program Update: FRC
 - a. Go Teach
 - b. Jail CTE Program
- 4.5 Member Program Update: SJUSD/SCOE
 - a. New Program Development
 - b. NOVA Allocation Adjustment
- 4.6 Fiscal Agent Report: FRC (2016-17; 2017-18; D&A)
 - a. 2016-17
 - b. 2017-18
 - c. D&A
- 4.7 Fiscal Agent Report: PCOE/PUSD (2018-19)
 - a. 2018-19 – Update on Funds Received
- 4.8 Marketing Update: Phoenix Design
 - a. Web Site Mood Board Review
 - b. Marketing and Outreach Plan, Dates & Goals

5. Discussion Items

- 5.1 HSE Approval by local BOE (GED, HiSET, NEDP)
- 5.2 ^² Adult Education Teacher Competencies: <https://lincs.ed.gov/publications/te/competencies.pdf>
- 5.3 CCRS: <https://lincs.ed.gov/publications/pdf/CCRStandardsAdultEd.pdf>
- 5.4 IDEAL Distance Education and Blended Learning Handbook: <https://edtech.worlded.org/wp-content/uploads/2018/08/IDEAL-Handbook-6th-Edition-8-16-18.pdf>

6. Action Items - None

7. Announcements

7.1 Upcoming Conferences & Events

- a. Oct 10-12, 2018 – National Career Pathways Network, Louisville, KY
- b. Nov 12-14, 2018 – National College Transition Network, Cambridge, MA
- c. Feb 7-8, 2019 – CAEAA, Sacramento, CA
- d. Mar 31-Apr 3, 2019 – COABE, New Orleans, LA
- e. Apr 24-18, 2019 – CCAE, San Diego, CA

7.2 2018-19 FRAEC Board Meeting Schedule – PCOE Office

Oct 4, 2018	Jan 24, 2019	Apr 11, 2019
Nov 15, 2018	Feb 14, 2019	May 23, 2019
Dec 17, 2018	Mar 7, 2018	June 13, 2019

8. Adjournment: