

Feather River Adult Education Consortium – Board Meeting MINUTES

Plumas County Office of Education

Monday September 10, 2018 (10:00 a.m. – 11:00 a.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.

<u>Attendance</u>	<u>Voting Member</u>	<u>Attendee</u>	<u>Attendee</u>	<u>Attendee</u>
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"/> Wendy Jackson	<input type="checkbox"/> Karen Miller	<input type="checkbox"/> Brad Miller
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: August 13, 2018

2. Public Comment – Public comment will be allowed on any topic relevant to the FRAEC Board. Pursuant to Consortium Policy, comments are limited to 3 minutes per person. Please begin your comment 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. Aug: AEBG 18/19 funding is disbursed from the State to Fiscal Agent
 - c. Sep 1: 2016/17 & 2017/18 member expense report due in NOVA (Q4). Will include end-of-year reporting on leveraged funds, fees, and other financial breakdowns.
 - d. Sep 30: 2016/17 & 2017/18 member expense report certified by Consortium in NOVA (Q4); Will include Year-End Financial Narrative Report.
 - e. 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 2018 – Virtual	June 13, 2019 – On-Site

- 4.2 FRC Purchase Order Update – ALL PENDING
 - a. Burlington English
 - b. New Readers Press
 - c. CASAS (TOPSpro/eTests/Data Management)
 - d. Aztec Software – Complimentary Activation
 - e. P2C Solutions, LLC

- f. Phoenix Design (Logo/Web Site/Print Marketing)
- 4.3 Member Program Update: PCOE/PUSD
- 4.4 Member Program Update: FRC
 - Go Teach
 - Jail Programs
- 4.5 Member Program Update: SJUSD/SCOE
 - Survey in Development to Determine Needs
- 4.6 Fiscal Agent Report: FRC (2016-17; 2017-18; D&A)
 - 2016-17
 - 2017-18
 - D&A
- 4.7 Fiscal Agent Report: PCOE/PUSD (2018-19)
 - 20119
- 4.8 Marketing Update
 - ^aPhoenix Design – Mood Board Review

5. Discussion Items

- 5.1 MOU between PCOE and PUSD for Program Implementation – K. Warren MOU Update
- 5.2 MOU between PCOE and PUSD for Program Administration – K. Warren MOU Update
- 5.3 GED Test Center – B. Miller Status Update
- 5.4 Professional Development – Dates and Topics (CCRS, GED, etc.)
- 5.5 National External Diploma Program – K. Warren and M. Grant Status on Board Presentation

6. Action Items

- 6.1 Conference Attendees – STATE APPROVAL IS NO LONGER NEEDED
 - 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. Announcements

- 7.1 Upcoming Conferences & Events
 - a. Sept 27-28, 2018 – AEBG Summit, Sacramento, CA
 - M. Abramson Attending
 - M. Rosin Attending (for another consortium)
- 7.2 2018-19 FRAEC Board Meeting Schedule – LOCATIONS TBD

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: