



Feather River Adult Education Consortium – Board Meeting Agenda

Plumas County Office of Education

Wednesday November 14, 2018 (1:00 p.m. – 3:00 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 checked="" type="checkbox"/> Derek Lerch	<input type="checkbox"/> Kevin Trutna	<input type="checkbox"/>	<input type="checkbox"/>
PUSD/PCOE	<input checked="" type="checkbox"/> Kristy Warren	<input type="checkbox"/> Terry Oestreich	<input checked="" type="checkbox"/> Karen Miller	<input checked="" type="checkbox"/> Brad Miller
SJUSD/SCOE	<input checked="" type="checkbox"/> Merrill Grant	<input checked="" type="checkbox"/> Wendy Jackson	<input type="checkbox"/>	<input type="checkbox"/>
Consortium Staff		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/> Michelle Abramson	<input type="checkbox"/>	<input type="checkbox"/>

Community Stakeholders:

Call to Order: 1:08 pm

1. ☐ Approval of Minutes: October 5, 2018 Motion by D. Lerch; 2nd by M. Grant – Passed Unanimously
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
 - M. Rosin reviewed the MIS Data Training and the Program Area Reporting Training Webinars
 - b. 2017/18 (Q4) Submitted and Certified in NOVA
 - c. 2018-19 Budget and Workplan: Certified in NOVA
 - d. 2018-19 Q1 Budget: Due December 1, 2018
 - e. ☐ Fiscal Year 2018–19 Program and Accountability Requirements for Student Outcome Data Collection and Submission
 - D. Lerch discussed the need for ongoing support and training for data entry. W. Jackson is taking the lead currently for the consortium. M. Rosin is working with CASAS to get additional training. Will focus on data during December.
 - f. ☐ 2019-2022 Three-Year Plan Guidance
 - g. Consultant Days

Nov 2018 – Virtual	Jan 25, 2019 – On-Site	Apr 11, 2019 – On-Site
Dec 17, 2018 – On-Site	Feb 14, 2019 – On-Site	May 23, 2019 – On-Site
	Mar 8, 2019 – On-Site	June 13, 2019 – On-Site
 - 4.2 Consortium Coordinator Report

- a. GED Test Center Update
 - M. Abramson: Working through images on walls, and locks for lockers. M. Rosin to contact D. Faucette. Do they need new pictures?
- 4.3 Member Program Update: PCOE/PUSD
 - a. Adult Education Programs & Locations – Status quo.
 - b. Jail ABE/HSE/ASE Programs – Status quo.
- 4.4 Member Program Update: FRC
 - a. Go Teach – Status quo.
 - b. Jail CTE Program – Status quo.
- 4.5 Member Program Update: SJUSD/SCOE
 - a. New Program Development – Draft Adult Education Plan reviewed. M. Grant to implement AEP Program activities, and bring back the vibrant adult education program that ended in the 2008 LCFF shift of funds. Would like local control around local program implementation. Program draft shared, with dollar values assigned. BOE is interested in re-starting programs that were lost. M. Grant walked through the draft plan and the funding requests. Single person would teach in both Loyaltan and Downieville. D. Lerch pointed out that everyone wants programs in Sierra County, and that funds are available that expire in December 2019. Data would be tracked by Sierra County. D. Lerch requested input on spending-down the carry-over funds. Collaboration between the counties is critical.
 - b. NOVA Allocation Adjustment – Funding would be allocated in NOVA via an Allocation Adjustment.
- 4.6 Fiscal Agent Report: FRC
 - a. FRC Purchase Order Update: Purchase orders are being issued.
 - b. 2016-17: Spend down plan in development.
 - c. 2017-18: Spend down plan in development.
 - d. D&A: Spent.
- 4.7 Fiscal Agent Report: PCOE/PUSD
 - a. 2018-19: No checks yet. M. Rosin to check again.
- 4.8 Marketing Update: Phoenix Design
 - a. Marketing and Outreach Plan, Dates & Goals – M. Rosin to request hi-res logo from Phoenix Design for creation of banner.

5. Discussion Items

- 5.1 2018-19 Three-Year Plan Process – M. Abramson & M. Rosin to develop specific list of community stakeholders, meeting plan, and location list.
- 5.2 FRC MOU with PCOE for GoTeach – M. Abramson to work with D. Lerch.

6. Action Items

- 6.1 Amended P2C Solutions, LLC Contract (Increased by \$10K to reflect additional work)
 - Motion by D. Lerch; 2nd by K. Warren – Unanimously Passed
- 6.2 SCOE/SPJUSD Allocation Amendment for \$200K
 - Motion by M. Grant; 2nd by D. Lerch – Unanimously Passed

7. Announcements

- 7.1 Conferences & Events
 - a. Readout: Oct 10-12, 2018 – National Career Pathways Network, Louisville, KY

- B. Miller reported out on career pathways programs. M. Rosin shared AEP webinar information on building adult career pathways.

b. Nov 12-14, 2018 – National College Transition Network, Cambridge, MA

- W. Jackson reported on transition models.

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

Nov 14, 2018 – 1:00 pm @ PCOE	Jan 25, 2019 – 12:00pm @ FRC	Apr 11, 2019 - TBD
Dec 17, 2018 – 12:00pm @ FRC	Feb 14, 2019 – 12:00 pm @ FRC	May 23, 2019 - TBD
	Mar 8, 2018 – 12:00 pm@ PCOE	June 14, 2019 - TBD

7.3 M. Grant reported on delivery of books from Barr & Associates. D. Lerch is processing the invoice.

8. Adjournment: Motion by D. Lerch; 2nd by M. Grant – Unanimously Passed