



Feather River Adult Education Consortium – Board Meeting MINUTES

Feather River College (Admin Conference Room)

Thursday, February 14, 2019 (12:00 p.m. – 1:00 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	Voting Member	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 type="checkbox"/> Karen Miller	<input type="checkbox"/> Brad Miller
SJUSD/SCOE	<input checked="" type="checkbox"/> Wendy Jackson	<input checked="" type="checkbox"/> Merrill Grant	<input type="checkbox"/>	<input type="checkbox"/>
	Consortium Staff			
	<input checked="" type="checkbox"/> Michelle Abramson	<input checked="" type="checkbox"/> Wendi James		

Community Stakeholders:

Call to Order: 12:15 p.m.

1. ☐ Approval of Minutes: December 17, 2018 Motion by DL; 2nd by K. Warren
 ☐ Approval of Minutes: January 25, 2019 Motion by DL; 2nd by M. Grant

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. CAEP Deadlines - Upcoming
 - **February 15, 2019 – 2017-18 Budget Bill Reporting Requirements due in NOVA**
 - March 1, 2019 – 2018-19 Q2 Expenses due in NOVA
 - March 31, 2019 – Q2 Consortium Certification due in NOVA
 - April 1, 2019 – NOVA to close out 2016-17 Funds
 - April 30, 2019 – Q3 DIR Due to aebg@casas.org & copy to M. Rosin
 - April 30, 2019 – 2018-19 Q3 Expenses due in NOVA
 - June 7, 2019 – 2019-2022 Three-Year Plan due in NOVA
 - June 2019 – State will close books on 2016-17 Funds
 - June 30, 2019 – Data & Accountability Close Out in MIS System (FRC)
 - July 31, 2019 – Full Year DIR due to aebg@casas.org & new Coordinator
 - July 31, 2019 – 2018-19 Full Year Expenses due in NOVA
 - August 15, 2019 – Practice with Promise Report Due
 - b. ☐ CAEP NOVA Webinar Updates – Archived on <https://caladulthood.org/Administrators>
 - Pre-Release COLA for 2019-20 = \$27,900 / \$834,249.69
 - c. ☐ Three-Year Plan Progress
 - Stakeholder Meetings for Sierra County
 - Dates & Locations: March 13th & 14th, 2019

- Set date for Working Group to start Drafting Plan

d. Consultant Days

Mar 7 & 8, 2019	May 22, 23 & 24, 2019
Apr 10, 11 & 12, 2019	June 13, 14 & 17, 2019

4.2 Consortium Coordinator Report

a. Coordinator Resignation

- M. Abramson will become Principal/Teacher for Plumas
- Will remain in position until June 30, 2019
- Community Resource position posted. M. Grant to designate member of interview panel.

b. GED Test Center Update

- Photos resubmitted. New location being sought.

c. Carry Over Budget Spend Down Plan

- 300K remaining from 2017-18
- D. Lerch to provide exact numbers.

d. CAEAA 2019 Annual Conference – Sacramento – February 7-8, 2019

- PPTs Available
 - **Legislation:** New Adult Education teacher credential pathway. This bill will authorize and direct the Commission on Teacher Credentialing to create a second option for teachers with a preliminary credential to clear their credential through an assessment based on Adult Education teaching standards.
 - **Data:** 2017-18 enrollment: 971,776
 - **Leg Day:** April 8 & 9 (Meet/Greet on April 8)
 - **2019-20 Focus:** Funding to close \$33M gap between CC FTES and CAEP

4.3 Member Program Update: PCOE/PUSD

a. Adult Education Programs & New School Location

- 34 Harbison Ave (\$350/month)
- Current District Office could be used after July 1, 2019.
- Options being explored.

b. Jail ABE/HSE/ASE Programs

- Still waiting on purchase of tablets.

c. Exploring lease of vehicle. Quote of \$438.00/month or \$24,000 per vehicle. Two vehicles being requested.

4.4 Member Program Update: FRC

a. Go Teach

- All going well. S. Miller is exploring marketing options to increase enrollment.
- K. Trunta looking for ways to expand Fire Program offerings.

b. Jail CTE Program – all going well.

4.5 Member Program Update: SJUSD/SCOE

a. Program Development

- New CTE course in EMT (up and running). Exploring EMT 2.
- Exploring Artificial Insemination articulation agreement with the Community College. FRC does embryo implant program; sheep, goats, cattle, horses, and hogs via www.SelectSires.com. Could do dual enrollment with FRC.
- New Pre-Apprentice Construction will be validated at community meeting.
- Stakeholder meetings scheduled for March 13 and 14

b. Capital Requests:

- See discussion Items 5.1 and 5.2

- 4.6 Fiscal Agent Report: Feather River College (D&A and 2017-18)
 - a. FRC Purchase Order Update
 - b. 2017-18 – Carry Over of \$300K
 - c. D&A: Spent – To Be Reported June 30, 2019 in MIS System
- 4.7 Fiscal Agent Report: PCOE/PUSD (2018-19)
- 4.8 Marketing Update: Phoenix Design
 - Postal mailers will now include post office boxes.
 - Posters and Brochures being printed by Direct Connections.
 - W. James processing POs.

5. Discussion Items

- 5.1 SJUSD/SCOE: New building
 - New building: Purchasing a used portable, pad and infrastructure already in place. Request of \$45,000 for building, \$6,800 for ramp ADA, \$13,000 for delivery and installation. Total request of \$75,000 inc. possible electrical. K. Trunta questioned whose money was being used. D. Lerch clarified that these are consortium funds, not college funds.
- 5.2 SJUSD/SCOE: Vehicle purchase
 - Vehicle purchase being explored. FRAEC Board recommends \$30K or under. K. Trunta questioned the stipulation for education entities to purchase U.S. made vehicles. W. Jackson to clarify.

6. Action Items

- 6.1 Approval of an additional 8 hours to be added to P2C Solutions monthly contract for SJCOE.
 - Motion by D. Lerch; 2nd by K. Warren. Unanimously approved.

7. Announcements

- 7.1 2018-19 FRAEC Board Meeting Schedule
 - Mar 8, 2019 – 12:00 pm @ PCOE
 - Apr 12, 2019 – 12:00 @ PCOE
 - May 24, 2019 – 12:00 @ PCOE
 - June 10, 2019 – 1:00 @ PCOE

8. Adjournment: 1:05 p.m.