



Feather River Adult Education Consortium – Board Meeting **AGENDA**

PCOE District Office (Conference Room)

Friday, March 8, 2019 (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	Voting Member	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
SJUSD/SCOE	<input type="checkbox"/> Wendy Jackson	<input type="checkbox"/> Merrill Grant	<input type="checkbox"/>	<input type="checkbox"/>
Consortium Staff				
	<input type="checkbox"/> Michelle Abramson	<input type="checkbox"/> Wendi James		

Community Stakeholders:

Call to Order: p.m.

1. [□] Approval of Minutes: February 14, 2019 Motion by ; 2nd by
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
 - March 1, 2019 – 2018-19 Q2 Expenses due in NOVA – **COMPLETED**
 - Review of Member Expenses and Remaining Balance for 2017-18
 - March 31, 2019 – Q2 Consortium Certification due in NOVA
 - March 31, 2019 – NOVA to close out 2016-17 Funds
 - April 30, 2019 – Q3 DIR Due to aebg@casas.org & copy to M. Rosin
 - **May 2, 2019 – 2019-20 CFAD Due in NOVA**
 - June 1, 2019 – 2018-19 Q3 Expenses due in NOVA
 - **June 7, 2019 – 2019-2022 Three-Year Plan due in NOVA**
 - Jun 17: Data and Accountability Budget Revisions are due
 - June 30, 2019 – Q2 Consortium Certification due in NOVA
 - June 30, 2019 – Data & Accountability Close Out in MIS System (FRC)
 - June 30, 2019 – 2018-19 Q4 Ends
 - 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 – 2019-20 Annual Plan due in NOVA**
 - **August 26, 2019 – Practice with Promise Report Due**
 - September 1, 2019 – 2018-19 Q4 Expenses due in NOVA
 - **December 31, 2019 – End of 2017-18 FY Allocations**

- b. [□]CAEP State Guidance – Archived on <https://caladulthood.org/Administrators>
 - CAEP State Letter
 - CAEP Preliminary Allocation for 2019-20 = \$27,900 / \$834,250
- c. Three-Year Plan Progress
 - Draft in development to share with Member Districts for April review
 - Need input from Sierra Community Stakeholder Meetings (March 13 & 14, 2019)
- d. Report-out: CCAE Bay Section Conference (March 2, 2019 – Fremont, CA)
- e. Report-out: OTAN TDL Symposium (March 1-2, 2019 – La Puente, CA)
- f. Consultant Days

Apr 10, 11 & 12, 2019	May 22, 23, & 24, 2019	June 13, 14 & 17, 2019
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- g. Consultant Transition Planning or Contract Extension
- 4.2 Consortium Coordinator Report
 - a. Coordinator Hiring Update
 - b. [□]Data Specialist Position (Hiring & FERPA issues)
- 4.3 Member Program Update: PUSD
 - a. Adult Education Programs & New School Location
 - b. Jail ABE/HSE/ASE Programs
 - c. GED Test Center Update
- 4.4 Member Program Update: FRC
 - a. Go Teach Presentation
 - b. Jail CTE Program Presentation
- 4.5 Member Program Update: SJUSD/SCOE (Q2 = 0%; \$200,000 remaining)
 - a. New Program Development
- 4.6 Fiscal Agent Report: Feather River College (D&A and 2017-18) (Q2 = 86.18%; \$48,325 remaining)
 - a. D&A: Spent – To Be Reported June 30, 2019 in MIS System
- 4.7 Fiscal Agent Report: PCOE (2018-19) (Q2 = 37.59%; \$503,230 remaining)
- 4.8 Marketing Update: Phoenix Design
 - Postal mailers sent. Posters & Brochures being shipped to M. Abramson.

5. Discussion Items

- 5.1 [□]CFAD Allocations for FY 2019-20: Vote in April, Submit May 2 in NOVA

6. Action Items

- 6.1 [□]Approve NOVA Allocation Amendment from unspent funds in the amount of \$125,000.00 to Sierra County Office of Education for capital purchase of portable classroom and vehicle. State approval documents included in Board Packet.
 - Motion by ; 2nd by
- 6.2 [□]Approve Plumas Unified School District capital expense of approximately \$40,000/year to lease a new adult education site. State approval documents included in Board Packet.
 - Motion by ; 2nd by

7. Announcements

- 7.1 2018-19 FRAEC Board Meeting Schedule

Apr 12, 2019 – 12:00 @ PCOE Vote on CFAD	May 24, 2019 – 12:00 @ PCOE Vote on Three-Year Plan	June 10, 2019 – 1:00 @ PCOE Annual Plan Retreat
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8. Adjournment: p.m.