



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

ZOOM: <https://us02web.zoom.us/j/81944169576>

Wednesday October 14, 2020 (1:00 p.m. – 2:00 p.m.)

**DUE TO THE CORONAVIRUS, THIS MEETING WILL BE HELD ON ZOOM;  
THE PUBLIC IS INVITED TO PARTICIPATE VIA LOCAL DISTRICT PROTOCOL**

<sup>‡</sup> 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 Acting Consortium Lead at [Mitch.Rosin2@gmail.com](mailto:Mitch.Rosin2@gmail.com) at least three days before the meeting date.

**Attendance (v = voting member)**

Feather River College	<input type="checkbox"/> Derek Lerch (v)	<input type="checkbox"/> Kevin Trutna (v)	<input type="checkbox"/>	<input type="checkbox"/>
PUSD/PCOE	<input type="checkbox"/> Kristy Warren (v)	<input type="checkbox"/> Terry Oestreich (v)	<input type="checkbox"/> Brad Miller	<input type="checkbox"/>
	<input type="checkbox"/> Lisa Cavin	<input type="checkbox"/> Mallory Marin	<input type="checkbox"/> Karen Miller	<input type="checkbox"/>
SJUSD/SCOE	<input type="checkbox"/> Wendy Jackson (v)	<input type="checkbox"/> James Berardi (v)	<input type="checkbox"/> Nona Griesert	<input type="checkbox"/>

**Community Stakeholders**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Call to Order

1. Approval of Agenda Motion by ; 2<sup>nd</sup> by
2. Approval of Minutes: <sup>‡</sup>August 13, 2020 Motion by ; 2<sup>nd</sup> by
3. 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.
4. Closed Session – None Requested
5. Discussion Items
  - 5.1 Review remaining balance of carry-over funds held by PCOE (\$184,826 inc. \$30K set aside)
  - 5.2 Disbursement of the \$55K that is being held by PCOE for a director position for 2020/2021
  - 5.3 Disbursement of remaining Consortium set-aside of ~\$32K from prior years
  - 5.4 Approve equally shared disbursement of remaining balance of \$18,845.00 from 2019-2020 Consortium Director’s salary. Each Member District to receive \$6,281.66 from PCOE.
  - 5.5 Renewal of vendor contracts to be paid from carry-over funds held by PCOE for:
    - Burlington English
    - CASAS Annual Licensing & eTests
    - NEDP
    - Fuel Ed
    - Edgenuity
    - Apex
    - Aztec Software
  - 5.6 Status of Final 2019-2020 Monthly Allocation from PCOE

## 6. Action Items – NONE

## 7. Consortium Director's Report

- 7.1 Review CAEP State Guidance – Director's Summit (October 5, 2020)
- 7.2 ☒ Review of 2020-2021 Beginning of Year Letter
- 7.3 ☒ Review TOPSpro Data Submission via Wizard Guidance
- 7.4 CAEP Deadlines - Upcoming
  - October 2020
    - Oct 30: 20/21 Member Program Year Budget and Work Plan certified by Consortia in NOVA
    - Oct 31: Student data due in TOPSPro (Q1)
  - December 2020
    - Dec 1: July 1, 2019 to June 30, 2020 **Instructional Hours and Expenses by Program Area** due (actuals) in NOVA and certified by Consortium
    - Dec 1: 18/19, 19/20, & 20/21 Member expense report due in NOVA (Q1)
    - Dec 31: 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1) / Dec 31: End of Q2
- 7.5 ☒ NEDP named Winner of US DOE OCTAE Advancing Innovation in Adult Education Round 1
- 7.6 Plumas USD Program Update:
  - B. Miller:
- 7.7 Sierra County Program Update:
  - W. Jackson:
- 7.8 Feather River College Program Update:
  - D. Lerch:
- 7.9 ☒ Marketing & Social Media Update: Phoenix Design
  - Postal Mailer

## 8. Announcements

- 8.1 2020-21 FRAEC Board Meeting Dates
  - November 19, 2020 (1:00 – 2:00) Review Final Program Area Reports
  - December 17, 2020 (1:00 – 2:00)
  - January 22, 2021
  - February 21, 2021
  - March 20, 2021 (CFAD Discussion)
  - April 16, 2021 (CFAD Vote)
  - May 15, 2021
  - June 19, 2021 (Annual Plan Retreat)
- 8.2 CAEP Summit – October 26-29, 2020

## 9. Adjournment – p.m.; Motion by ; 2<sup>nd</sup> by