



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

ZOOM: <https://us02web.zoom.us/j/83158410353>

Thursday December 17, 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 checked="" type="checkbox"/> Kristy Warren (v)	<input type="checkbox"/> Terry Oestreich (v)	<input checked="" type="checkbox"/> Brad Miller	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Lisa Cavin	<input type="checkbox"/> Mallory Marin	<input checked="" type="checkbox"/> Karen Miller	<input type="checkbox"/>
SJUSD/SCOE	<input checked="" 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: 1:02 pm

1. Approval of Agenda Motion by W. Jackson; 2<sup>nd</sup> by K. Warren
2. Approval of Minutes: <sup>Ⓜ</sup>November 19, 2020 Motion by W. Jackson; 2<sup>nd</sup> by K. Warren
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 Disbursement of the \$54K that is being held by PCOE for a director position for 2020/2021
    - Tabled at November 19, 2020 meeting for future discussion.
    - Tabled
6. Action Items – None
7. Consortium Director’s Report
  - 7.1 CAEP Deadlines - Upcoming
    - 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 - **COMPLETED**
      - Dec 1: 18/19, 19/20, & 20/21 Member expense report due in NOVA (Q1) - **COMPLETED**
      - Dec 31: 18/19, 19/20 & 20/21 Member Expense Report certified by Consortia in NOVA (Q1) / Dec 31: End of Q2

- 7.2 Plumas USD Program Update:
  - B. Miller: Record month; 5 graduates last month; ongoing pre/post testing w/ all students showing multiple gains; adding more students from Chester; 9 total graduates this school year
  
- 7.3 Sierra County Program Update:
  - W. Jackson: Moving forward with culinary, but waiting on lockdown to be over, possibly in mid-February; working group is convening to discuss offerings; likely guest services will be offered virtually; slow on HSD; asked for best referral phone number to Plumas, to be updated today on the Consortium website; referring ESL students
  
- 7.4 Feather River College Program Update:
  - D. Lerch: Both programs operating as best as possible under COVID restrictions; utilizing virtual instruction for GoTeach and doing best possible in the jail culinary program
  
- 7.5 Marketing & Social Media Update: Phoenix Design
  - W. Jackson asked for clarity on post reach

## 8. Announcements

- 8.1 2020-21 FRAEC Board Meeting Dates – All meetings 1:00 – 2:00)
  - January 21, 2021
  - February 21, 2021
  - March 20, 2021 (CFAD Discussion)
  - April 16, 2021 (CFAD Vote)
  - May 15, 2021
  - June 19, 2021 (Annual Plan Retreat)

9. Adjournment – 1:12 p.m.; Motion by K. Warren; 2<sup>nd</sup> by D. Lerch