



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

ZOOM: Location: Location: <https://us02web.zoom.us/j/88321593811>

Thursday Friday March 18, 2021 (2:00 p.m. – 3:00 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 checked="" 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"/> Bob Buchanan
	<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 checked="" 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: 1:01 pm

1. Approval of Agenda Motion by J. Berardi; 2<sup>nd</sup> by K. Warren
2. Approval of Minutes: <sup>Ⓜ</sup>February 18, 2020 Motion by D. Lerch; 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 Preliminary 2021-22 CFAD Allocation

Agency	2017-18 CFAD	2018-19 CFAD	Current Program / Service	2019-20 CFAD	2020-21 CFAD	% of Allocatio	Proportional 2021-22	Preliminary 2020-21 CFAD
								
2020-21 FRAEC Allocation	\$832,637							
2021-22 Preliminary FRAEC COLA	\$12,489							
2021-22 Preliminary FRAEC Allocation	\$845,126							
Remaining Annual Allocation	\$845,126							
FRC	\$488,016	\$0	Go Teach / Jail Culinary Consortium Lead State Meetings COLA	\$276,730	\$276,730	33%	\$4,151	\$280,881
PCOE - FISCAL AGENT	\$0	\$743,350	Consortium Lead 5% Indirect (waived in 2019-20) Consortium Operations Set-Aside COLA	\$84,000	\$54,000 \$0 \$30,000	10%	\$1,260	\$85,260
PUSD			Feather River Adult School COLA	\$242,907	\$242,907	29%	\$3,643	\$246,550
SCOE	\$285,000	\$63,000	Sierra County Schools for Adults COLA	\$229,000	\$229,000	28%	\$3,435	\$232,435
<b>TOTAL</b>	<b>\$773,016</b>	<b>\$806,350</b>		<b>\$832,637</b>	<b>\$832,637</b>	<b>100%</b>	<b>\$12,489</b>	<b>\$845,126</b>

Discussion regarding funding formulas and future CFAD distribution schedules. COLA needs to be disbursed to all member districts who are in good standing. Current discussion is focusing on additional funds. Noted that AB86 set the original dollar amount for consortia without MOE and base funding. The 2015 funding was \$750K for consortia without an MOE value. Programs are still in a start-up mode mind-set. This issue has been raised repeatedly and needs to be considered to ensure that monies are divided up in a manner that meets the needs fairly across all member districts. D. Lerch suggests having a deeper discussion about the funding formula used for CFAD distribution of funds to arrive at a collective decision about investment in programs. K. Warren noted that every program can grow, but data should drive the decision making process. Multiple measures is a means of evaluating the funding allocations and updated data recordings should be considered. D. Lerch noted that Quant and Qual data should be part of the discussion including trainings that are provided to people working in other counties. This could be a beneficial conversation. K. Warren requested a plan be developed for this evaluation process. D. Lerch suggested a board retreat, in the same room, to focus and work through the various metrics.

## 5.2 Disbursement of the \$54K held by PCOE for a director position for 2020/2021

- Presentation of updated instructional hours:
  - PUSD
  - SCSA
  
- Decision on disbursal formula:
  - Multiple Measures (PUSD Proposal)
  - Need Based (SCSA Proposal)

D. Lerch noted the CAERC consortium model of fund distribution (provided to all attendees). Members are actively updating their program hours and new numbers will be shared prior to April meeting. Tabled discussion.

## 6. Action Items – None

## 7. Consortium Director's Report

### 7.1 CAEP Deadlines - Upcoming

#### - **March 2021**

- Mar 1: 18/19 and 19/20 and 20/21 Member Expense Report due in NOVA (Q2) – **COMPLETED**
- Mar 1: Close out of 18/19 Member Funds due in NOVA – **COMPLETED**
- Mar 31: 18/19 and 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q2) – **COMPLETED**
- Mar 31: Close out of 18/19 funds in NOVA certified by Consortia in NOVA – **COMPLETED**
- Mar 31: End of Q3

#### - **April 2021**

- Apr 30: Student Data due in TOPSPro (Q3)

#### - **May 2021**

- May 2: CFADS for 2021-22 due in NOVA

#### - **June 2021**

- Jun 1: 19/20 and 20/21 Member Expense Report due in NOVA (Q3)
- Jun 30: 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q3)
- Jun 30: End of Q4

- 7.2    <sup>2</sup>CAEP Guidance: Notice of Targeted Technical Assistance (TTA) for Consortia Effectiveness
- 7.3    <sup>2</sup>CAEP Webinar: Effective Practices – Transitions (Briefing and PowerPoint)
- 7.4    <sup>2</sup>Education Summary – American Rescue Plan
- 7.5    Plumas USD Program Update:
  - B. Miller: Enrollments up to 160+, lots of posttesting, graduated 16 students this year, more people enrolling weekly. Phoenix Design working to reduce spam from web site. Can a captcha box be added?
- 7.6    Sierra County Program Update:
  - W. Jackson: Testing completed for IET ESL program in Hospitality program, guest services bootcamp starting with 2 cohorts (cap of 12 participants) west and east side of county.
- 7.7    Feather River College Program Update:
  - D. Lerch: No update.
- 7.8    <sup>2</sup>Marketing & Social Media Update: Phoenix Design

## 8. Announcements

- 8.1    2020-21 FRAEC Board Meeting Dates – All meetings 1:00 – 2:00 unless otherwise noted)
  - April 16, 2021 – 2:00 - 3:00 (CFAD Vote)
  - May 20, 2021
  - June 17, 2021 (Annual Plan Retreat)
- 8.2    Conferences
  - March 21 – 24, 2021: COABE – Virtual
  - April 21 – 23, 2021: CCAE – Virtual
  - April 30 – May 1, 2021: Career Non-Credit Education Institute – Virtual
  - June 14 – 16, 2021: CASAS – Virtual

9. Adjournment – 1:43 p.m.; Motion by J. Berardi; 2<sup>nd</sup> by K. Warren