



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

ZOOM: Location: Location: <https://us02web.zoom.us/j/81413881421>

Thursday May 20, 2021 (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 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 type="checkbox"/> Brad Miller	<input type="checkbox"/> Bob Buchanan
	<input checked="" type="checkbox"/> Lisa Cavin	<input type="checkbox"/> Mallory Marin	<input 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: 1:01 pm

1. Approval of Agenda Motion by D. Lerch; 2<sup>nd</sup> by W. Jackson  
Unanimously Approved
  
2. Approval of Minutes: <sup>⌘</sup>April 16, 2021 Motion by W. Jackson; 2<sup>nd</sup> by K. Warren  
Unanimously Approved
  
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 Location of July 21, 2021, Board Retreat
    - Sierra recommends Sierra Pines Resort in Sierra City; conference room, wifi and cell reception; no charge for space; consortium to pay for meals
    - Attendees: J. Berardi, W. Jackson, N. Griesert, K. Warren, L. Cavin, D. Lerch, M. Rosin
    - Time: 10:00 am – 2:00 pm
    - Bob Buchannon to assist in VR for mileage, lunch, etc.
  
  - 5.2 To be compiled for the July Retreat:
    - 1. 2020-2021 full year data from all member districts (DIR & MIS)
    - 2. Budget requirement from all member districts.
    - 3. Historic spend from NOVA via fiscal expense reporting
    - 4. Sample models used by other consortia for allocations
    - 5. List of additional funding streams (ex: Basic 32, WIOA, Perkins, etc.)
  
6. Action Items – None
  
7. Consortium Director’s Report

## 7.1 CAEP Deadlines - Upcoming

### 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

### August 2021

- Aug 1: Student Data due in TOPSPro (Q4) FINAL
- Aug 15: Annual Plan for 2021-22 due in NOVA

### September 2021

- Sep 1: 19/20 and 20/21 Member Expense Report due in NOVA (Q4)
- Sep 1: July 1, 2020 to June 30, 2021 expenses by program area due (estimates only) in NOVA
- Sep 30: 19/20 and 20/21 Member Expense Report certified by Consortia in NOVA (Q4)
- Sep 30: 21/20 Member Program Year Budget and Work Plan due in NOVA
- Sep 30: End of Q1

## 7.2 CAEP Updates

- AB1491: Proposed State Legislation on Unspent Carryover Funds
- April 7, 2021: CAEP State Priorities PPT and Handout
- April 23, 2021: Get Ready for AEP 2021
- April 30, 2021: Understanding and Using the Adult Education Pipeline
  - <https://www.calpassplus.org/LaunchBoard/Adult-Education-Pipeline.aspx>
- May 7, 2021: SB554
- May 12, 2021: Why Does My Data Look Different
- May 14, 2021: Effective Student Recruitment During COVID-19

## 7.3 Review of Q3 DIRs

## 7.4 Plumas USD Program Update:

- B. Miller: Super busy; CIP = ESL program growth; DIR = 171

## 7.5 Sierra County Program Update:

- W. Jackson: 1 more HS graduate; finalizing CIP with Kay Hartley; SMART goal = find more ABE clients. Question about online curriculum due to Edgenuity acquisitions of credit recovery programs; might need to jointly purchase due to triple in rate; to explore options for credit recovery; FuelEd merged into K-12 Inc. D. Lerch asked about state leveraged purchasing agreements. M. Rosin to inquire. iCEV used by Plumas.

## 7.6 Feather River College Program Update:

- D. Lerch: Programs moving ahead. Contract extension for M. Rosin to be voted at June board meeting.

## 7.7 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)
- June 17, 2021 (Annual Plan Retreat: 12:00 – 2:00 pm)
  - July 21, 2021 (Board Retreat: 9:00 am – 4:00 pm)

- 8.2 Conferences
- June 17, 18, 22, 23, 2021: CASAS – Virtual

9. Adjournment – 1:35 p.m.; Motion by W. Jackson; 2<sup>nd</sup> by D. Lerch