



Feather River Adult Education Consortium – BOARD RETREAT MINUTES

DATE: Wednesday July 21, 2021 (11:00 a.m. – 3:00 p.m.)

LOCATION: Sierra Pines Resort, 104 Main St, Sierra City, CA 96125

[⌘] 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 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 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 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: 11:10am

1. Approval of Agenda Motion by D. Lerch; 2nd by K. Warren
Unanimously Approved

2. Approval of Minutes: [⌘]June 17, 2021 Motion by D. Lerch; 2nd by W. Jackson
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 – Not Requested

5. Discussion Items

5.1 [⌘]Review of Fiscal Allocation Models, CAEP Fiscal Management Guide, Additional Funding Requests from PUSD and SPJUSD, NOVA Report of Available Funds, Q4 DIRs,

- [⌘]5.1a FRAEC NOVA Fiscal Report of Available Funds
- [⌘]5.1b CAEP Office Options for Unused Fund Re-Allocation
- [⌘]5.1c CAERC Fiscal Allocation Process 2015
- [⌘]5.1d SCAEC New Member Handbook
- [⌘]5.1e SAEC Member Handbook
- [⌘]5.1f CAEP Fiscal Management Guide
- [⌘]5.1g PUSD NRS Q4 DIR
- [⌘]5.1h PUSD DIR CAEP Summary
- [⌘]5.1i Sierra NRS Q4 DIR
- [⌘]5.1k PUSD Multiple Measures Spreadsheet
- [⌘]5.1l Feather River Adult School Budget Update and Request for Additional Allocation
- [⌘]5.1m Sierra Schools for Adults Budget Update and Request for Additional Allocation

The voting board reviewed all documents and discussed carry-over funds that resulted from COVID related program disruptions. K. Warren asked for a discussion around data and how MIS data is connected with DIR data. LaunchBoard was reviewed and technical issues discussed per the CAEP webinar on MIS from July 19, 2021. W. Jackson suggested sharing a currently employed academic advisor by both Plumas and Sierra adult school programs. K. Warren noted that B. Miller and K. Miller already provide these services so further discussion is needed as student populations increase. D. Lerch noted that this is a very poor year to make overall funding changes due to the COVID reductions to enrollment. K. Warren noted that everyone wants to grow programs, but we are limited by funding caps, and we need to have an adopted model. W. Jackson noted that the consortium doesn't need \$30K to run the consortium or \$54K for a director, so these funds should be redispersed to grow programs.

In leaning into a multiple-measures formula, the Board discussed the following elements:

Primary Considerations

Instructional Hours (CTE vs ABE/HSE/HSD) – NOVA Instructional Hours Report
 Total County Population – ACS/Census

Secondary Considerations

Poverty Rate (includes Free and Reduced Lunch) – ACS/Census
 ESL from K12 – District DataQuest
 Total Enrollment – NRS DIR

A new NRS DIR report was submitted from Plumas and is included with the minutes as an update to the Board packet.

<BREAK FOR LUNCH AND TO RESPOND TO EMAILS>

The following multiple measures formula was agreed upon by the voting board:

WORKING GROUP WORKING SPREADSHEET						
Member	INSTRUCTIONAL HOURS	POPULATION	POVERTY RATE%	ESL % OF K12	TOTAL ENROLLMENT	
FRC						
PUSD	14510	18699	11.70	3.00	194	
SPJUSD	21992	2930	8.30	2.00	76	
SUM	36502	21629	20.0000	5	270	
PUSD%	40%	86%	59%	60%	72%	
SPJUSD%	60%	13.55%	41.50%	40%	28%	
						Total percentages
	0.25	0.25	0.17	0.17	0.17	1.00
PUSD	0.10	0.22	0.10	0.10	0.12	0.63
SPJUSD	0.15	0.03	0.07	0.07	0.05	0.37

- 5.2 ¶Review of 2021-2022 Annual Plan
- 5.3 ¶Review of Revised CFAD Allocations with COLA
 - ¶5.3a Revised CFAD 2021-22
 - ¶5.3b 2021-22 Final CAEP Allocations
 - ¶5.3c CAEP Allocation Guidance Memo
- 5.4 ¶Review Updated Governance Plan (Amended to Reflect Direct Funding Model)
- 5.5 ¶Review 2021-2022 MOU (Amended per Discussion Item 5.1 and Direct Funding Model)
- 5.6 ¶Brown Act Suspension – Currently Ending September 30, 2021

6. Action Items

6.1 Vote on Fiscal Allocation Model for Unspent Funds (Consortium Budget and Director Salary)

WORKING GROUP WORKING SPREADSHEET						
Member	INSTRUCTIONAL HOURS	POPULATION	POVERTY RATE%	ESL % OF K12	TOTAL ENROLLMENT	
FRC						
PUSD	14510	18699	11.70	3.00	194	
SPJUSD	21992	2930	8.30	2.00	76	
SUM	36502	21629	20.0000	5	270	
PUSD%	40%	86%	59%	60%	72%	
SPJUSD%	60%	13.55%	41.50%	40%	28%	
						Total percentages
	0.25	0.25	0.17	0.17	0.17	1.00
PUSD	0.10	0.22	0.10	0.10	0.12	0.63
SPJUSD	0.15	0.03	0.07	0.07	0.05	0.37

Motion to approve funding model as outlined in 5.1

Motion by W. Jackson; 2nd by D. Lerch

Unanimously Approved


6.2 Vote on 2021-2022 Annual Plan

Motion to approve 2021-2022 Annual Plan

Motion by J. Berardi; 2nd by D. Lerch

Unanimously Approved

6.3 Vote on Revised 2021-2022 CAEP Allocations with COLA

						
2021-22 Preliminary FRAEC Allocation		\$845,126				
2021-2022 Additional COLA		\$21,233				
2021-22 FINAL FRAEC ALLOCATION		\$866,359				
Agency		Current Program / Service	Initial 2021-2022 CFAD Allocation	% of Allocation	Additional COLA	REVISED 2021-22 ALLOCATION
FRC		Go Teach / Jail Culinary Consortium Lead State Meetings	\$280,881			
	TOTAL		\$280,881	33%	\$7,057	\$287,938
PCOE - CONSORTIUM BUDGET/DIRECTOR		Consortium Lead Consortium Operations Set-Aside	\$55,260 \$30,000			
	TOTAL		\$85,260	10%	\$2,142	\$87,402
PUSD		Feather River Adult School COLA	\$246,550			
	TOTAL		\$246,550	29%	\$6,194	\$252,744
SCOE		Sierra County Schools for Adults COLA	\$232,435			
	TOTAL		\$232,435	28%	\$5,840	\$238,275
TOTAL			\$845,126	100%	\$21,233	\$866,359

Motion to approve COLA based on revised state budget.

Motion by W. Jackson; 2nd by D. Lerch Unanimously Approved

Note: FRAEC Board will distribute unspent PCOE carry-over funds and 2021-2022 funds at the September 2021 Board meeting and reevaluate Consortium set-aside funds.

6.4 Vote on Updated Governance Plan – July 21, 2021

Motion to approve revised Governance Plan dated July 21, 2021.

Motion by D. Lerch; 2nd by J. Berardi Unanimously Approved

6.5 Vote on 2021-2022 MOU

Motion to approve the 2021-2022 MOU.

Motion by W. Jackson; 2nd by D. Lerch Unanimously Approved

7. Announcements

8.2 2021-2022 FRAEC Board Meetings (All meetings at 1:00 pm)

2021	2022
Wednesday July 17, 2021 - RETREAT	Thursday January 20, 2022
Thursday August 19, 2021	Thursday February 17, 2022
Friday September 17, 2021	Thursday March 17, 2022
Thursday October 21, 2021	Thursday April 21, 2022
Thursday November 18, 2021	Thursday May 19, 2022
Thursday December 16, 2021	Thursday June 16, 2022

8. Adjournment – 1:48 p.m.; Motion by J. Berardi; 2nd by D. Lerch



NRS Data Integrity

07/21/2021
09:37:03

by Agency

Page 1 of 2
NRSDIR2

Agency: 7056 - Plumas Unified School District

Program Year: 2020-2021

Summary Information	Without PoP	2020-2021	PoP 1	PoP 2	PoP 3	PoP 4
Total WIOA Title II Learners	0	196	196	20	2	0
Learners Concurrently Enrolled in High School/K12	0	1	1	0	0	0
Total Learners eligible for WIOA Title II	0	195	195	20	2	0

Item	Description	Last PoP or Current Enrollment		PoP 1		PoP 2		PoP 3		PoP 4	
		#	%	#	%	#	%	#	%	#	%
01	Missing Birthdate or outside 16-110	1	1%								
02	Less than 12 Hours of Instruction	5	3%	24	12%	2	10%	0	0%	0	0%
02a	Zero or Empty Hours of Instruction	0	0%	19	10%	2	10%	0	0%	0	0%
02b	Total hours between 1-11 hours	5	3%	5	3%	0	0%	0	0%	0	0%
03	No Highest Year of School/Degree Earned	15	8%								
03a	No Highest Year of School	12	6%								
03b	No Highest Degree Earned	5	3%								
04	No Gender	0	0%								
05	No Race/Ethnicity	1	1%								
06	Total Reported Labor Force Status	119	61%								
06a	Total 'Employed'	65	33%								
06b	Total 'Employed with notice'	2	1%								
06c	Total 'Unemployed'	39	20%								
06d	Total 'Not in Labor Force'	13	7%								
06e	Total missing Labor Force Status	76	39%								
08	No valid pretest	120	62%	120	62%	1	5%	0	0%	0	0%
09	Valid pretest with no post-test	43	22%	52	27%	8	40%	0	0%	0	0%
09x	Valid pretest with no post-test in any area	72	37%	72	37%	18	90%	2	100%	0	0%
09a	Valid pretest with no post-test, excluding those who earned HSE/HSD	39	20%	45	23%	5	25%	0	0%	0	0%
09ax	Valid pretest with no post-test in any area, excluding those who earned HSE/HSD	51	26%	49	25%	13	65%	2	100%	0	0%
09b	No post-test and pretest below ASE High	32	16%	38	19%	4	20%	0	0%	0	0%
09bx	Post-test and pretest below ASE High in any area	52	27%	53	27%	10	50%	1	50%	0	0%
09c	Valid pretest with no post-test, excluding those with MSG	39	20%	45	23%	5	25%	0	0%	0	0%
09cx	Valid pretest with no post-test in any area, excluding those with MSG	49	25%	49	25%	10	50%	2	100%	0	0%
10a	Pre-/post-test pair in any area	15	8%	9	5%	8	40%	2	100%	0	0%
10b	Pre-/post-test pair in any area, and have not completed a level	9	5%	6	3%	4	20%	2	100%	0	0%
11a	Achieved Educational Functional Level Gain with pre- and post-testing	4	2%	1	1%	4	20%	0	0%	0	0%
11b	Achieved Educational Functional Level Gain with High School credits earned	16	8%	15	8%	1	5%	0	0%	0	0%
11c	Achieved Educational Functional Level Gain with Post-Secondary Outcome	0	0%	0	0%	0	0%	0	0%	0	0%
12a	Passed HSE	0	0%								
12b	Passed HSE but instructional program not HSE	0	0%								
12c	Passed HSE but Highest Degree Earned is HSE or higher	0	0%								
13a	Earned HS diploma	24	12%								
13b	Earned HS diploma but instructional program not HS diploma	0	0%								
14a	Only One Period of Participation	175	90%								
14b	More than One Period of Participation	20	10%								
14c	Continuous Period of Participation due to Retained in Program	8	4%	8	4%	0	0%	0	0%	0	0%
15a	With 90-97 days between Dates of Service	15	8%	9	5%	6	30%	0	0%	0	0%
15b	With 83-89 days between Dates of Service	0	0%	1	1%	1	5%	0	0%	0	0%
16	Enrolled in Integrated Education and Training (IET)	0	0%								
16a	Enrolled in IET or workplace literacy (VABE/VESL)	0	0%								
16b	Earned IET or workplace literacy MSG	0	0%	0	0%	0	0%	0	0%	0	0%



NRS Data Integrity

07/21/2021
09:37:03


by Agency

Page 2 of 2
NRSDIR2

Agency: 7056 - Plumas Unified School District

Program Year: 2020-2021

Item	Description	Last PoP or Current Enrollment		PoP 1		PoP 2		PoP 3		PoP 4	
		#	%	#	%	#	%	#	%	#	%
17	No Primary Goal	126	65%								
18	No Secondary Goal	145	74%								
19	At least one Barrier to Employment	77	39%								
19a	Multiple Barriers to Employment	35	18%								
19b	No Barriers to Employment	118	61%								
20	Co-enrolled in WIOA Titles I, III, or IV	2	1%								
21	Pretest in any area in the conservative estimate range	2	1%	4	2%	2	10%	0	0%	0	0%
22a	Pre-/post-test pair in any area but less than 40 hours of instruction	0	0%	1	1%	2	10%	0	0%	0	0%
22b	No pre-/post-test pair but 40+ hours of instruction	9	5%	4	2%	5	25%	0	0%	0	0%
22bx	Pre-/post-test pair in any area, with 40+ hours of instruction	20	10%	7	4%	11	55%	2	100%	0	0%
22c	No pre-/post-test pair but 70+ hours of instruction	5	3%	2	1%	3	15%	0	0%	0	0%
22cx	Pre-/post-test pair in any area with 70+ hours of instruction	15	8%	5	3%	8	40%	2	100%	0	0%

 Not Applicable

Criteria

Report data generated at 7/21/2021 9:37:03 AM
 Base container is: Agency 7056 - Plumas Unified School District
 Interrogation mode is: 'Data from sub-sites'
 Instructional Program: Basic Skills (ABE), ESL/ELL, High School Diploma, HSE, Career and Technical Education (CTE)
 Program year: 07/01/2020 - 06/30/2021
 Exclude learners with less than 12 hours: No
 Aggregate Multiple Agencies: No
 Include Prepared By: Yes
 Include Print Time: Yes
 Include Criteria Info: Yes
 Report Sort Order: Agency, Site
 Page Sort Order: Student, Drop Reason
 Include Address: No
 Report Style Option: Blue
 Reporting Level: Agency
 Agency Print Option: ID Name
 Site Print Option: ID Name
 Student Print Option: NameID
 Student Name Format: Last, First Middle
 Warn if too many pages: Yes
 Show only last PoP: No
 Show only multiple PoPs: No
 Show only PoPs with MSG: No
 Show only PoPs with drop reasons: No
 Show only absent for: N/A
 Show Percent Decimals: 0
 Show Test Pairs: Completed Level