



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

ZOOM: <https://us02web.zoom.us/j/87016536924>

Tuesday November 16, 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**

⌘ 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 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"/>
--------------------------	--------------------------	--------------------------

Call to Order: 1:00 pm

1. ⌘ Approval of Agenda Motion by W. Jackson; 2<sup>nd</sup> by K. Warren  
Motion Carried Unanimously
  
2. ⌘ Approval of AB361 for FRAEC Board Meetings. Motion by K. Warren; 2<sup>nd</sup> by D. Lerch  
Motion Carried Unanimously  
<https://www.nossaman.com/newsroom-insights-everything-local-public-agencies-need-to-know-about-california-virtual-meeting-laws>  
 - Due to California’s COVID state of emergency, the FRAEC Board has adopted AB361 for virtual meetings.
  
3. ⌘ Approval of Minutes: October 12, 2021 Motion by D. Lerch; 2<sup>nd</sup> by W. Jackson  
Motion Carried Unanimously
  
4. 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.
  
5. Closed Session – None Requested
  
6. Discussion Items
  - 5.1 ⌘ Three-Year Plan: Section 2 Review of Input
    - ⌘PUSD – In Board Packet
    - Sierra – Not Received
    - FRC – Not Received
  
  - 5.2 ⌘ AB486 – CTE / Labor Market Information Bill
  
  - 5.3 ⌘ Review of Q1 DIRs
    - W. Jackson asked about PUSD and encouraging enrollment which is down due to mandates. K. Warren noted that there is no decline, but ESL is still getting going. Continues to sign diplomas. Adult Ed and anything government related seems to have declining interest; people are asking about masks and vaccination requirements. Classes could take place outside, weather permitting.

## 6. Action Items

- 6.1 Reallocate Funds per July 2021 Board Funding Formula (SPJUSD = 37%; PUSD = 63%)
- \$118,875 from PCOE (\$25,000 remaining): \$43,984 reallocated to SCOE and \$74,891 to PUSD
  - \$50,000 from FRC: \$18,500 reallocated to SCOE and \$31,500 reallocated to PUSD
- Motion by D. Lerch; 2<sup>nd</sup> by W. Jackson Motion Carried Unanimously
- M. Rosin reminded Member districts that these minutes and the approval of these minutes should be submitted to Business Offices along with invoice for reallocated funds. NOVA to be processed today.

## 7. Consortium Director's Report

### 7.1 CAEP Deadlines - Upcoming

#### October 2021

- Oct 30: 21/22 Member Program Year Budget and Work Plan certified by Consortia in NOVA – **COMPLETED**
- Oct 31: Student data due in TOPSPro (Q1) – **COMPLETED**

#### December 2021

- Dec 1: July 1, 2020 to June 30, 2021 **Instructional Hours and Expenses by Program Area** due (actuals) in NOVA and certified by Consortium
- Dec 1: 19/20, 20/21 & 21/22 **Member Expense Report Due** in NOVA (Q1)
- Dec 31: 19/20, 20/21 & 21/22 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

#### January 2022

- Jan 31: Student Data due in TOPSPro (Q2)

#### February 2022

- Feb 28: Preliminary allocations for 2022-23 and 2023-24 released by this date.

### 7.2 Plumas USD Program Update (B. Miller)

- We have had 4 graduates in the past 10 days, one of them being our first NEDP graduate. We are in the process of working with the newspaper to do a story on him.
- We are having a lot of requests to meet with clients over Thanksgiving break. Everything is going great, and we are updated with all of our reporting.

### 7.3 Sierra County Program Update (W. Jackson)

- Finishing EMT Basic courses; all taking national exam. Rolling out EMT Basic Refresher course and Advanced EMT Refresher per request of fire districts (on both sides of county) to run Dec – Jan. EMT courses start Jan 18 (both sides of county) and both classes are full. Limited to 10 people per class by county health department. New website: [www.THESCSA.org](http://www.THESCSA.org)

### 7.4 Feather River College Program Update (D. Lerch)

- Higher Ed guidance for classroom spacing has varied over the past year; currently using 3.0-3.5 feet spacing of students in classrooms. Class size depends on physical space.

### 7.5 Marketing & Social Media Update: Phoenix Design

- New logo for PUSD – Completed
- PUSD advertisement for local theater – Completed
- Postings for SCSA – Completed
- Website Link for SCSA – Completed

## 8. Announcements

### 8.1 Conferences

- November 18, 2021: ACCE Event – Virtual
- K. Warren noted that the Leadership & Innovation presentation by M. Rosin at the CAEP State Summit was well done; W. Jackson requested that it be presented to the Consortium leadership and teachers at a future event.

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

<b>2021</b>	<b>2022</b>
Monday December 6, 2021 – Section 3	Monday January 10, 2022 – Section 4
	Monday February 7, 2022 – Section 5
	Monday March 7, 2022 – Section 6/ Self-Assessment
	Monday April 4, 2022 – Draft 3-Yr Plan / CFAD
	Monday May 9, 2022 – Final 3-Yr Plan Review
	Monday June 6, 2022 – Vote on 3-Yr Plan

9. Adjournment – 1:21 p.m.; Motion by W. Jackson; 2<sup>nd</sup> by D. Lerch