



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

**In-Person Meeting: 501 Main Street, Quincy, CA**

Monday August 7, 2023 (1:00 p.m. – 2:00 p.m.)

**THIS MEETING WILL BE HELD VIA ZOOM; THE PUBLIC IS INVITED TO PARTICIPATE**

<https://us02web.zoom.us/j/85432823957>

⌘ 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 type="checkbox"/>	Melissa Leal (v)	<input type="checkbox"/>	Steve Dutton	<input type="checkbox"/>	Mallory Marin
SJUSD/SCOE	<input type="checkbox"/>	Wendy Jackson (v)	<input type="checkbox"/>	James Berardi (v)	<input type="checkbox"/>	Nona Griesert

**Community Stakeholders**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Call to Order: p.m.

1. ⌘ Approval of Agenda

Motion by:

<b>Agenda Item Number: 1</b>			
<b>Motion:</b> Approval of Agenda			
<b>Motion by:</b>			
<b>Second by:</b>			
<b>Member Name</b>	<b>YEA</b>	<b>NAY</b>	<b>Abstain</b>
Feather River College – Derek Lerch			
Plumas USD – Melissa Leal			
Sierra COE – Wendy Jackson			

2. ⌘ Approval of Minutes: June 5, 2022

Motion by:

<b>Agenda Item Number: 2</b>			
<b>Motion:</b> Approval of Minutes – JUNE 5, 2023			
<b>Motion by:</b>			
<b>Second by:</b>			
<b>Member Name</b>	<b>YEA</b>	<b>NAY</b>	<b>Abstain</b>
Feather River College – Derek Lerch			
Plumas USD – Melissa Leal			
Sierra COE – Wendy Jackson			

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 ✕ 2023-2024 FRAEC Annual Plan
- 5.2 Allocation Amendment: \$10,377 from PUSD to PCOE to meet MOU set-aside requirement
- 5.3 ✕ CAEP Final Consortium Allocations Letter for 2023-24
- 5.4 ✕ CAEP FY 2023-2024 COLA Allocation Update
- 5.5 ✕ Review of Q4 Student Data

Agency	2022-2023 Enrollments
Feather River College – Mise en Place (72) – Go Teach (39)	111
Plumas Adult School	114
Sierra County Schools for Adults	128
<b>TOTAL</b>	<b>353</b>

- 5.6 Application for ELL Healthcare Pathways Funding

6. Action Items

- 6.1 Approve FRAEC 2023-2024 Annual Plan Motion by:

<b>Agenda Item Number:</b> 6.1			
<b>Motion:</b> Approval of FRAEC 2023-2024 Annual Plan			
<b>Motion by:</b>			
<b>Second by:</b>			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Melissa Leal			
Sierra COE – Wendy Jackson			

- 6.2 Approve Allocation Amendment: \$10,377 from PUSD to PCOE to meet MOU set-aside requirement

<b>Agenda Item Number:</b> 6.2			
<b>Motion:</b> Approval of Allocation Amendment of \$10,377 from PUD to PCOE to meet MOU set-aside requirement			
<b>Motion by:</b>			
<b>Second by:</b>			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Melissa Leal			
Sierra COE – Wendy Jackson			

6.3 Approve Allocation Amendments to Reflect May Revised COLA:

Agency	2022-2023 Allocation	2023-2024 COLA	2023-2024 COLA	May Revise	2023-2024 Allocation
Feather River CCD	\$240,717	8.13%	\$19,570	\$217	\$260,504
Plumas Co. Office of Education	\$13,668	8.13%	\$1,110	\$12	\$14,790
Plumas Unified	\$393,284	8.13%	\$31,974	\$354	\$425,612
Sierra Co. Office of Education	\$275,524	8.13%	\$22,400	\$248	\$298,173
<b>TOTALS</b>	<b>\$923,193</b>		<b>\$75,054</b>	<b>\$831</b>	<b>\$999,079</b>

<b>Agenda Item Number: 6.3</b>			
<b>Motion:</b> Approve Allocation Amendments to Reflect May Revised COLA			
<b>Motion by:</b>			
<b>Second by:</b>			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Melissa Leal			
Sierra COE – Wendy Jackson			

6.4 Approve Applying for ELL Healthcare Funding

<b>Agenda Item Number: 6.4</b>			
<b>Motion:</b> Approval to Apply for ELL Healthcare Funding			
<b>Motion by:</b>			
<b>Second by:</b>			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Melissa Leal			
Sierra COE – Wendy Jackson			

7. Consortium Director’s Report

7.1 CAEP Deadlines

**August 2023**

- Aug 15: Annual Plan for 2023-24 due in NOVA

**September 2023**

- Sep 1: 21/22 and 22/23 Member Expense Report due in NOVA (Q4)
- Sep 1: July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (estimates only) in NOVA
- Sep 1: 22/23 Certification of Allocation Amendment due in NOVA
- Sep 30: 21/22 and 22/23 Member Expense Report certified by Consortia in NOVA (Q4)
- Sep 30: 23/24 Member Program Year Budget and Work Plan due in NOVA
- Sep 30: End of Q1

**October 2023**

- Oct 30: 23/24 Member Program Year Budget and Work Plan certified by Consortia in NOVA
- Oct 31: Student data due in TOPSPro (Q1)
- Oct 31: Employment and Earnings Follow-up Survey

**December 2023**

- Dec 1: July 1, 2022 to June 30, 2023 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec 1: 20/21, 21/22 & 22/23 Member Expense Report Due in NOVA (Q1)
- Dec 31: 21/22, 22/23 & 23/24 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

- 7.2 Conference Report-Outs
  - June 13 – 15, 2023: CASAS Summer Institute – Anaheim, CA  
<https://www.casas.org/>
  - July 18 – 20, 2023: GED Annual Conference – New York, NY  
[www.ged.com/gedts23](http://www.ged.com/gedts23)
- 7.3 Plumas USD Program Update (S. Dutton)
- 7.4 Sierra County Program Update (W. Jackson)
- 7.5 Feather River College Program Update (D. Lerch)
- 7.6 Marketing & Social Media Update: Phoenix Design  
- Summer Mailer 2023

## 8. Announcements

- 8.1 2023-2024 FRAEC Board Meetings (All meetings at 1:00 pm)

2023-2024 FRAEC Board Meeting Dates – In Person / Virtual	
Monday, July 3, 2023 – <b>NO MEETING</b>	Monday, January 8, 2024 – VIRTUAL
Monday, August 7, 2023 – VIRTUAL – ANNUAL PLAN VOTE	Monday, February 5, 2024 – VIRTUAL
Monday, September 11, 2023 – VIRTUAL	Monday, March 4, 2024 – CFAD Discussion – VIRTUAL
Monday, October 2, 2023 – VIRTUAL	Monday, April 1, 2024 – CFAD Vote – In person
Monday, November 6, 2023 – VIRTUAL	Monday, May 6, 2024 – VIRTUAL
Monday, December 4, 2023 – VIRTUAL	Monday, June 3, 2024 – Annual Plan Retreat – In Person

- 8.2 Upcoming Conferences and Professional Development Opportunities
  - September 5 – 7, 2023: CWA – Monterey, CA  
<https://web.cvent.com/event/5e0251c1-a26f-4a2f-91ee-1f24bbcd0a6d/summary>
  - September 14 – 15, 2023: CAEP Director’s Event – Sacramento, CA  
<https://register.caladulthood.org/Home/EventDetail/640>
  - October 24 – 26, 2023: CAEP State Summit – Hilton, Universal, CA  
<https://register.caladulthood.org/Home/EventDetail/635>

Adjournment – pm