



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

Monday April 7, 2025 (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/89416234081>

<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 type="checkbox"/> Derek Lerch (v)	<input type="checkbox"/> Kevin Trutna (v)	<input type="checkbox"/>	<input type="checkbox"/>
PUSD/PCOE	<input type="checkbox"/> Andrea Cerasola (v)	<input type="checkbox"/> Steve Dutton (v)	<input type="checkbox"/>	<input type="checkbox"/>
SJUSD/SCOE	<input type="checkbox"/> Wendy Jackson (v)	<input type="checkbox"/> James Berardi (v)	<input type="checkbox"/>	<input type="checkbox"/>

**Community Stakeholders**

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

1. <sup>⌘</sup>Approval of Agenda

<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 – Andrea Cerasola			
Sierra COE – Wendy Jackson			

2. <sup>⌘</sup>Approval of Minutes: March 3, 2024

<b>Agenda Item Number: 2</b>			
<b>Motion:</b> Approval of Minutes – March 3, 2024			
<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 – Andrea Cerasola			
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 ELL Healthcare Pathway Grant – Update (W. Jackson)

6. Action Items - NONE

6.1 2025-2026 Preliminary CFAD Allocations

Agency	2024-2025 Allocation	Preliminary Cola %	Preliminary 2025-2026 COLA	Preliminary 2025-2026 Allocation
Feather River CCD	\$263,259	2.43%	\$6,397	\$269,656
Plumas Co. Office of Education	\$23,046	2.43%	\$560	\$23,606
Plumas Unified	\$422,134	2.43%	\$10,258	\$432,392
Sierra Co. Office of Education	\$301,332	2.43%	\$7,322	\$308,654
<b>TOTALS</b>	<b>\$1,009,771</b>		<b>\$24,537</b>	<b>\$1,034,308</b>
2025-2026 Preliminary COLA	\$24,537			
Preliminary 2025-2026 CFAD	\$1,034,308			

<b>Agenda Item Number: 6.1</b>			
<b>Motion:</b> Approval of Preliminary CFAD Allocations for 2025-2026			
<b>Motion by:</b>			
<b>Second by:</b>			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Andrea Cerasola			
Sierra COE – Wendy Jackson			

6.2 FRAEC MOU for 2025-2026

<b>Agenda Item Number: 6.2</b>			
<b>Motion:</b> Approval of FRAEC MOU for 2025-2026			
<b>Motion by:</b>			
<b>Second by:</b>			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Andrea Cerasola			
Sierra COE – Wendy Jackson			

6.3 Proposal from Phoenix Design for 2025-2026: \$12,600.00

<b>Agenda Item Number: 6.3</b>			
<b>Motion:</b> Approval of Phoenix Design contract for 2025-2026			
<b>Motion by:</b>			
<b>Second by:</b>			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Andrea Cerasola			
Sierra COE – Wendy Jackson			

6.4 Proposal from P2C Solutions, LLC for 2025-2026: \$57,600.00

<b>Agenda Item Number:</b> 6.4			
<b>Motion:</b> Approval of P2C Solutions, LLC, contract for 2025-2026			
<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 – Andrea Cerasola			
Sierra COE – Wendy Jackson			

7. Consortium Director’s Report

7.1 CAEP Deadlines

**January 2025**

- Jan 31: Student Data due in TOPSPro (Q2) – **COMPLETED**
- Jan 31: Employment and Earnings Follow-up Survey – **COMPLETED**

**February 2025**

- Feb 28: Preliminary allocations for 2025-26 and 2026-27 released by this date.

**March 2025**

- Mar 1: 22/23 and 23/24 and 24/25 Member expense report is due in NOVA. (Q2) – **COMPLETED**
- Mar 31: End of Q3
- Mar 31: 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q2) – **COMPLETED**

**April 2025**

- Apr 30: Student Data due in TOPSPro (Q3)
- Apr 30: Employment and Earnings Follow-up Survey

**May 2025**

- May 2: CFAD for 2025-26 due in NOVA

**June 2025**

- Jun 1: 24/25 Member Expense Report due in NOVA (Q3)
- Jun 20: CAEP Three-Year Plan Due
- Jun 30: 24/25 Member Expense Report certified by Consortia in NOVA (Q3)
- Jun 30: End of Q4

7.2 Conference Report-Outs

- COABE – Dallas, TX – March 29-April 2, 2025
- ACTE WBL – Seattle, WA – April 2-6, 2025

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 2025 Postal Mailer

8. Announcements

8.1 2024-2025 FRAEC Board Meetings (All meetings at 1:00 pm unless noted)

2024-2025 FRAEC Board Meeting Dates	
July 2024 — <del>NO MEETING</del>	<del>Tuesday, January 7, 2025 — IN PERSON @ Feather River Adult School — Three Year Plan Planning</del>
<del>Monday, August 5, 2024 @ 4pm — VIRTUAL — Annual Plan Vote</del>	<del>Monday, February 3, 2025 — VIRTUAL — CFAD Discussion &amp; Three Year Plan Planning — CANCELLED</del>
<del>Monday, September 9, 2024 — VIRTUAL</del>	<del>Monday, March 3, 2025 — CFAD Discussion &amp; Three Year Plan Planning</del>
<del>Monday, October 7, 2024 — VIRTUAL</del>	<del>Monday, April 7, 2025 — CFAD Vote &amp; Three-Year Plan Vote</del>
<del>November 2024 — NO MEETING</del>	<del>Monday, May 5, 2025 — VIRTUAL</del>
<del>Monday, December 2, 2024 — VIRTUAL — Three Year Plan Planning</del>	<del>Tuesday, June 11, 2025 — Annual Plan Retreat — TBD</del>

8.2 Upcoming Conferences and Professional Development Opportunities

- CCAE – Fresno, CA – May 1-4, 2025
- CASAS Summer Institute – Anaheim, CA – June 18-21, 2025

Adjournment: