



Feather River Adult Education Consortium – Board Meeting MINUTES

Monday December 2, 2024 (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>

[⌘] 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 type="checkbox"/> Andrea Cerasola (v)	<input checked="" type="checkbox"/> Steve Dutton (v)	<input type="checkbox"/>	<input type="checkbox"/>
SJUSD/SCOE	<input checked="" 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: 1:02

1. [⌘]Approval of Agenda

Agenda Item Number: 1			
Motion: Approval of Agenda			
Motion by: W. Jackson			
Second by: D. Lerch			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Andrea Cerasola	X		
Sierra COE – Wendy Jackson	X		

2. [⌘]Approval of Minutes: September 9, 2024

Agenda Item Number: 2			
Motion: Approval of Minutes – September 9, 2024			
Motion by: D. Lerch			
Second by: W. Jackson			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Andrea Cerasola	X		
Sierra COE – Wendy Jackson	X		

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 [⌘]CAEP Three-Year Plan 2025-28 Guidance (Still no Template in NOVA)
 - No template available in NOVA; updates to be sent when available; W Jackson questioned why approvals are taking longer from the CO

- 5.2 [Ⓜ]CAEP Excessive Carryover Plan
- Sunshine of FRAEC plan; Vote in January; Virtual job fair discussions with CAEP TAP
- 5.3 ELL Healthcare Pathway Grant – Update (W. Jackson)
- In process of disbursement of funds; CO asked for confirmation of Fiscal Agent, which was confirmed; Address was corrected in NOVA; Contracts to be issued by CO and Grant Fiscal Agent; Three approval requests sent to CO (Mayra Diaz); CO was concerned that the Gov office would recall the funds, so apportionment was converted to grant.

6. Action Items – None

7. Consortium Director’s Report

7.1 CAEP Deadlines

December 2024

- Dec 1: July 1, 2023 to June 30, 2024 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium *
- Dec 1: 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1)
- Dec 31: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

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June 2025

- Jun 20: 2025-2028 Three Year Plan Due

7.2 Conference Report-Outs

- CAEP Directors – Sacramento, CA – September 26-27, 2024
- CAEP Summit – Oakland, CA – 28-30, 2024

7.3 Plumas USD Program Update (S. Dutton)

- 10 Graduates this year; Lost teacher for MOS courses; Waiting on Construction teacher, course TBD; 0.4 ESL teacher is now 1.0, but no applicants; W. Jackson has a contact for MOS, but needs to teach in Chester, CA, W. Jackson to share contact information

7.4 Sierra County Program Update (W. Jackson)

- Graduated EMT Basic class with 5 students, and EMT Basic Refresher with 3 students; 3 HSD enrollments (2 from Truckee); Culinary Arts classroom will be completed this week and CofO will be issued, will run 3 classes in partnership with EPIC/USDA program, est. enrollment of 8 in first cohort; Class 2 will focus on menu; Culinary Bootcamp will be offered in February 2025 (4 students) in partnership with Tahoe Community College

7.5 Feather River College Program Update (D. Lerch)

- Call with CC TAP regarding culinary program in jail to accurately report enrollments; CC TAP would like FRC to start noncredit course for this program (similar to GoTeach); Process for enrolling in FRC is a barrier for students in the county jail; 2 options: create a noncredit class or run class through K12 Adult School; Instructor is open to running course through PUSD which is already running program in the jail; PUSD is willing to facilitate this class

7.6 [Ⓜ]Marketing & Social Media Update: Phoenix Design

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 — NO MEETING	Tuesday, January 7, 2025 – IN PERSON @ Feather River Adult School – Three-Year Plan Planning
Monday, August 5, 2024 @ 4pm – VIRTUAL – Annual Plan Vote	Monday, February 3, 2025 – VIRTUAL – CFAD Discussion & Three-Year Plan Planning
Monday, September 9, 2024 – VIRTUAL	Monday, March 3, 2025 – CFAD Discussion & Three-Year Plan Planning
Monday, October 7, 2024 – VIRTUAL	Monday, April 7, 2025 – CFAD Vote & Three-Year Plan Vote
November 2024 – NO MEETING	Monday, May 5, 2025 – VIRTUAL
Monday, December 2, 2024 – VIRTUAL – Three-Year Plan Planning	Tuesday, June 11, 2025 – Annual Plan Retreat – TBD

- 8.2 Upcoming Conferences and Professional Development Opportunities
- ACTE International – San Antonio, TX – Dec 4-7, 2024

Adjournment – 1:28pm