



Feather River Adult Education Consortium – Board Meeting MINUTES

Tuesday January 7, 2025 (1:00 p.m. – 4:00 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 Ceresola (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: 1:12 pm

1. [⌘]Approval of Agenda

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

2. [⌘]Approval of Minutes: December 2, 2024

Agenda Item Number: 2			
Motion: Approval of Minutes – December 2, 2024			
Motion by: D. Lerch			
Second by: W. Jackson			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Steve Dutton	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 ELL Healthcare Pathway Grant – Update (W. Jackson)
 - No update. Submitted requested address error in November 2024; approved in NOVA 1.7.2025. No approvals from the Chancellor’s Office on 2nd round funding.

5.2 ^x2025-2028 Three-Year Plan (Documents in Board Packet; Discussion after Board Meeting adjourns)

6. Action Items

6.1 ^xCAEP Excessive Carryover Plan for FRAEC

Agenda Item Number: 6.1			
Motion: CAEP Excessive Carryover Plan for FRAEC			
Motion by: Wendy Jackson			
Second by: Derek Lerch			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Steve Dutton	X		
Sierra COE – Wendy Jackson	X		

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 **COMPLETED**
- Dec 1: 22/23, 23/24 & 24/25 Member Expense Report Due in NOVA (Q1) **COMPLETED**
- Dec 31: 22/23, 23/24 & 24/25 Member Expense Report certified by Consortia in NOVA (Q1) **COMPLETED**
- Dec 31: End of Q2

January 2025

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

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)
- Mar 31: End of Q3
- Mar 31: 22/23 and 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q2)

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 – NONE

- 7.3 Plumas USD Program Update (S. Dutton)
 - Graduated 2 students; Interviewing for new faculty; Attending COABE; Serving Jail programs 2x weekly plus probation requirement for HSE/HSD; Increase in number of students looking to transition to FRC with high interest in nursing. D. Lerch asked if FRC contact is solid for hand-offs; S. Dutton addressed a common application at FRC and website introduction. Construction starting in Portola and possibly in Quincy; Portola HS welding on hold; Working with Quincy HS on a welding instructor. Looking to establish eWorks (free for WIOA funded agencies).
- 7.4 Sierra County Program Update (W. Jackson)
 - W. Jackson reported final inspection from fire marshal this week for culinary program building; Once COA is issued, classes will begin once approved; Assessments administered for 3 additional HS students, Truckee is no longer offering GED or HSE (only HSD) but are referring to Sierra County Schools for Adults.
- 7.5 Feather River College Program Update (D. Lerch)
 - GoTeach up and running (SCSA referring GoTeach graduates to FRC for AA program and for teacher's program); Culinary Jail program being switched to PUSD due to issues in reporting student data (rather than starting noncredit), credentialing requirement is a barrier running the program through PUSD, W. Jackson suggested running as a dual enrollment program using currently approved 40 hour curriculum via SB554, or offer IET with dual instruction, where one teacher of record with a credentialed. D. Lerch and S. Dutton to explore options.
- 7.6 [†]Marketing & Social Media Update: Phoenix Design
 - No updates.

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

- CAEAA – Sacramento, CA – Feb 5-7, 2025
- Educating for Careers – Sacramento, CA – March 2-5, 2025
- OTAN TDLS – Long Beach, CA – March 7-8, 2025
- COABE – Dallas, TX – March 29-April 2, 2025
- ACTE WBL – Seattle, WA – April 2-6, 2025
- CCAE – Fresno, CA – May 1-4, 2025
- CASAS Summer Institute – Anaheim, CA – June 18-21, 2025

Adjournment to Three-Year Plan Meeting: 1:56 pm