

Feather River Adult Education Consortium – Board Meeting MINUTES

Monday August 5, 2024 (4:00 p.m. – 5:00 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 checked="" type="checkbox"/> Andrea Cerasola (v)	<input checked="" 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"/>	

Call to Order: 4:04 pm

1. [⌘]Approval of Agenda

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

2. [⌘]Approval of Minutes: April 18, 2022

Agenda Item Number: 2			
Motion: Approval of Minutes – April 18, 2023			
Motion by: D. Lerch			
Second by: A. Cerasola			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Andrea Cerasola	X		
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.

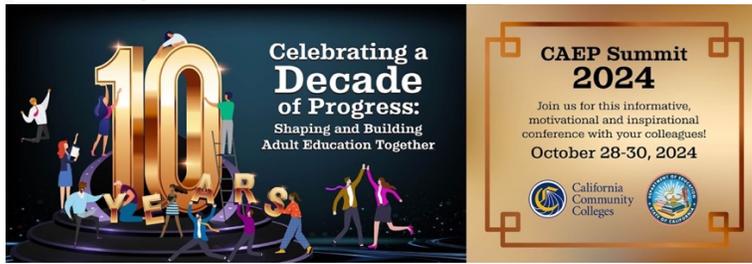
4. Closed Session – None Requested

5. Discussion Items

5.1 [⌘]CAEP FY24-25 Final Allocation MEMO

5.2 2025-2028 Three-Year Planning Process

5.3 [Ⓜ]Model Program Notification



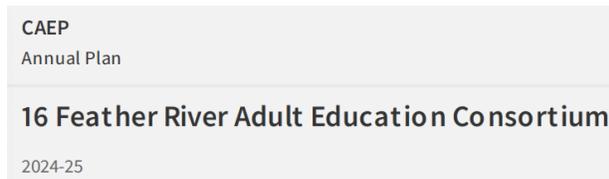
6. Action Items

6.1 Accept revised Direct-Funding CFAD Allocations – **MUST BE APPROVED IN NOVA**

Feather River CCD	2024-25	Direct Funding	CCD	\$262,451	\$808	\$263,259
Plumas Co. Office of Education	2024-25	Direct Funding	County Office of Education (COE)	\$15,000	\$46	\$15,046
Plumas Unified	2024-25	Direct Funding	K-12	\$428,814	\$1,320	\$430,134
Sierra Co. Office of Education	2024-25	Direct Funding	County Office of Education (COE)	\$300,407	\$925	\$301,332
				\$1,006,672	\$3,098	\$1,009,770

Agenda Item Number: 6.1			
Motion: Accept revised direct-funded CFAD allocations.			
Motion by: D. Lerch			
Second by: S. Dutton			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Andrea Cerasola	X		
Sierra COE – Wendy Jackson			

6.3 [Ⓜ]Approve 2024-2025 Annual Plan – **MUST BE APPROVED IN NOVA**



Agenda Item Number: 6.2			
Motion: Approve 2024-2025 Annual Plan.			
Motion by: D. Lerch			
Second by: S. Dutton			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Andrea Cerasola	X		
Sierra COE – Wendy Jackson			

7. Consortium Director’s Report

7.1 CAEP Deadlines

April 2024

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

May 2024

- May 2: CFAD for 2024-25 due in NOVA - **COMPLETED**

June 2024

- Jun 1: 21/23 and 23/24 Member Expense Report due in NOVA (Q3) - **COMPLETED**

- Jun 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q3) - **COMPLETED**
- Jun 30: End of Q4

July 2024

- Jul 15: Student Data due in TOPSPro (Q4) FINAL - **COMPLETED**

August 2024

- Aug 15: Annual Plan for 2024-25 due in NOVA *

September 2024

- Sep 1: 22/23 and 23/24 Member Expense Report due in NOVA (Q4)
- Sep 1: 24/25 Certification of Allocation Amendment due in NOVA
- Sep 30: 22/23 and 23/24 Member Expense Report certified by Consortia in NOVA (Q4) *
- Sep 30: 24/25 Member Program Year Budget and Work Plan due in NOVA
- Sep 30: End of Q1

October 2024

- Oct 30: 24/25 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 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

.....
June 2025

- Jun 20: 2025-2028 Three Year Plan Due

7.2 Conference Report-Outs

- CCAE – Anaheim, CA – May 9-11, 2024
- CASAS Summer Institute – Anaheim, CA – June 17-20, 2024

7.3 Plumas USD Program Update (S. Dutton)

- Graduated 5 students; Steve is the only teacher so far for this school year; Looking for a .4 ESL instructor; End of Sept will start academic instruction at the jail

7.4 Sierra County Program Update (W. Jackson)

7.5 Feather River College Program Update (D. Lerch)

- Programs in the new jail location (culinary and academics via PUSD)

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	Monday, January 13, 2025 – VIRTUAL – 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 3, 2024 – VIRTUAL – Three-Year Plan Planning	Tuesday, June 11, 2025 – Annual Plan Retreat – TBD

8.2 Upcoming Conferences and Professional Development Opportunities

- CWA Meeting of the Minds – Monterey, CA – Sept 3-5, 2024
- ACTE Post Secondary – Chicago, IL – September 18-21, 2024
- CAEP Directors – Sacramento, CA – September 26-27, 2024
- NEDP National – Niagara Falls, NY – Sept 30-Oct 1, 2024
- CA Noncredit Summit – Anaheim, CA – Oct 3-4, 2024
- CAEP Summit – Oakland, CA – 28-30, 2024
- CA CTE – Rancho Mirage, CA – November 20-22, 2024
- CCAE South/South Coast – Palm Springs, CA – November 22-24, 2024
- ACTE International – San Antonio, TX – Dec 4-7, 2024

8.3 CAEP: Closing the Equity Gap for Adult Learners in California – Report issued:

<https://www.cccco.edu/-/media/CCCCO-Website/docs/report/caep-promising-practices-report-a11y.pdf?la=en&hash=B17B30B5814D93CCC59AECB555B930B3B3686470>

8.4 North/Far North CCAE Event @ Yolo County Office of Education – August 29-30, 2024

Adjournment – 4:16pm