



Feather River Adult Education Consortium – Board Meeting AGENDA

Tuesday July 1, 2025 (11:00 p.m. – 1:00 p.m.)

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

In Person Meeting Address: 605 School Street, Loyalton, CA 96118

<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 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 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. [‡]Approval of Agenda

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

2. [‡]Approval of Minutes: March 3, 2024

Agenda Item Number: 2			
Motion: Approval of Minutes – May 5, 2024			
Motion by:			
Second by:			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch			
Plumas USD – Steve Dutton			
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)
- 5.2 Reconciliation of \$40,387.00 in funding from prior years between PUSD and FRC (D. Lerch/S. Dutton)
- 5.3 Governor’s May Revise (if available)

6. Action Items - NONE

7. Consortium Director’s Report

7.1 CAEP Deadlines

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

July 2025

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

August 2025

- Aug 15: Annual Plan for 2025-26 due in NOVA

September 2025

- Sep 1: 23/24 and 24/25 Member Expense Report due in NOVA (Q4)
- Sep 1: 25/26 Certification of Allocation Amendment due in NOVA
- Sep 30: 23/24 and 24/25 Member Expense Report certified by Consortia in NOVA (Q4)
- Sep 30: 25/26 Member Program Year Budget and Work Plan due in NOVA
- Sep 30: End of Q1

October 2025

- Oct 30: 25/26 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

November 2025

- Nov 14: Written Expenditure Plan (WEP)* Only for consortia who have exceeded 20% carryover.

December 2025

- Dec 1: 25/26 Member Expense Report Due in NOVA (Q1)
- Dec 1: July 1, 2024 to June 30, 2025 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec 31: 25/26 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

7.2 Conference Report-Outs

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 to be sent in August/September

8. Announcements

8.1 2025-2026 FRAEC Board Meetings (All meetings at 1:00 pm unless noted)

2024-2025 FRAEC Board Meeting Dates	
July 1, 2025 – 11:00am @ Sierra County Schools for Adults	Monday, January 5, 2026 – VIRTUAL
Monday, August 4, 2025 @ 11:00am – VIRTUAL – Annual Plan Vote	Monday, February 2, 2026 – VIRTUAL
Monday, September 8, 2025 – VIRTUAL	Monday, March 2, 2026 – CFAD Discussion
Monday, October 6, 2025 – VIRTUAL	Monday, April 6, 2026 – VIRTUAL – CFAD Vote
November 2024 – NO MEETING	Monday, May 4, 2026 – VIRTUAL
Monday, December 1, 2025 – VIRTUAL	Tuesday, July 1, 2026 – Annual Plan Retreat – TBD

8.2 Upcoming Conferences and Professional Development Opportunities

- CAEP State Summit – Anaheim, CA – September 24-26, 2025

Adjournment for Annual Plan Retreat (2025-2026):