



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

Monday August 4, 2025 (11:00 p.m. – 12:00 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 checked="" 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: 11:00 am

1. <sup>⌘</sup>Approval of Agenda

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

2. <sup>⌘</sup>Approval of Minutes: July 1, 2024

<b>Agenda Item Number: 2</b>			
<b>Motion:</b> Approval of Minutes – July 1, 2024			
<b>Motion by:</b> D. Lerch			
<b>Second by:</b> A. White			
<b>Member Name</b>	<b>YEA</b>	<b>NAY</b>	<b>Abstain</b>
Feather River College – Derek Lerch	X		
Plumas USD – Andrea White	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 ELL Healthcare Pathway Grant – Update (W. Jackson)  
- First payment received; no second payment. No information for year 3.
- 5.2 Reconciliation of \$40,387.00 in funding from prior years between PUSD and FRC (D. Lerch/S. Dutton)

6. Action Items

- 6.1 Approve Allocation Amendment based on May Revised Budget

District	Preliminary Allocation	May Revise Allocation
FRC	\$269,656	\$269,314
PCOE	\$23, 606	\$23,576
PUSD	\$432,392	\$431,843
SCOE	\$308,654	\$308,262

<b>Agenda Item Number:</b> 6.1			
<b>Motion:</b> Approval of Allocation Amendment			
<b>Motion by:</b> A. White			
<b>Second by:</b> D. Lerch			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Andrea White	X		
Sierra COE – Wendy Jackson			X

- 6.2 \*Approve 2025-2026 Annual Plan

<b>Agenda Item Number:</b> 6.1			
<b>Motion:</b> Approve 2025-2026 Annual Plan			
<b>Motion by:</b> A. White			
<b>Second by:</b> D. Lerch			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Andrea White	X		
Sierra COE – Wendy Jackson			X

7. Consortium Director’s Report

- 7.1 CAEP Deadlines

**August 2025**

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

**September 2025**

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

**October 2025**

- o 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 – NONE

7.3 Plumas USD Program Update (S. Dutton)  
- S. Dutton reported that the 20% threshold was met in NOVA. WIOA has been released, but not disbursed yet.

7.4 Sierra County Program Update (W. Jackson)  
- W. Jackson is under 20% threshold. Enrollments started for fall courses. 10 enrolled in Advanced EMT.

7.5 Feather River College Program Update (D. Lerch)  
- New GoTeach leader (Liz Welch) to take over the program. Meeting to be scheduled with Sierra.

7.6 Marketing & Social Media Update: Phoenix Design  
- Summer 2025 Postal Mailer to be sent in August/September  
- Postal Mailer going out week of August 18.

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: 11:07am