



Feather River Adult Education Consortium – Board Meeting MINUTES

Monday April 20, 2026 (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/87887229941>

⌘ 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 Consortium Lead at Mitch.Rosin2@gmail.com at least three days before the meeting date.

In compliance with Brown Act teleconferencing requirements, the following locations are available for the public to attend in-person or via Zoom:

District	Meeting Address
Feather River College	570 Golden Eagle Ave, Quincy, CA 95971 – President’s Conference Room
PUSD/PCOE	501 Main Street, Quincy, CA 95971– Principals Conference Room
SJUSD/SCOE	605 School St, Loyalton, CA 96118 – Principal’s Conference Room

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"/> Sean Snider	<input type="checkbox"/>	<input type="checkbox"/>

Community Stakeholders

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------

Call to Order: 1:00pm

1. ⌘ Approval of Agenda

Agenda Item Number: 1			
Motion: Approval of Agenda			
Motion by: W. Jackson			
Second by: S. 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: February 6, 2026

Agenda Item Number: 2 Motion: Approval of Minutes – March 2, 2026 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)
W. Jackson reported that grant was submitted. May 19 is notification date.
- 5.2 Review FRAEC Manager Summary Report
End of Q2 Summary
- 5.3 Renewal of P2C Solutions contract for \$58,800
Good to move forward.
- 5.4 Renewal of Phoenix Design contract for \$12,600
Good to move forward.

6. Action Items – None

- 6.1 Approve NOVA Allocation Amendments of \$40,387.00 and \$29,266 in funding from prior years from FRC to PUSD.

Agenda Item Number: 6.1 Motion: Approve NOVA Allocation Amendments of \$40,387.00 and \$29,266 in funding from prior years from FRC to PUSD. Motion by: W. Jackson Second by: D Lerch Discussion: This is an allocation amendment to correct a lack of payment from prior years. Sierra is requesting some of these funds.			
Member Name	YEA	NAY	Abstain
Feather River College – Derek Lerch	X		
Plumas USD – Steve Dutton	X		
Sierra COE – Wendy Jackson	X		

6.2 Approve Direct Funding model for the 2026-2027 Fiscal Year.

Agenda Item Number: 6.2			
Motion: Approve Direct Funding model for the 2026-2027 Fiscal Year.			
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		

6.3 Approve Preliminary 2026-2027 CFAD Allocations.

Agency	2025-2026 Allocation	Preliminary Cola %	Preliminary 2026-2027 COLA	Preliminary 2026-2027 Allocation
Feather River CCD	\$269,314	2.41%	\$6,490	\$275,804
Plumas Co. Office of Education	\$23,576	2.41%	\$568	\$24,144
Plumas Unified	\$431,843	2.41%	\$10,407	\$442,250
Sierra Co. Office of Education	\$308,262	2.41%	\$7,429	\$315,692
TOTALS	\$1,032,995		\$24,895	\$1,057,891
2026-2027 Preliminary COLA	\$24,869			
Preliminary 2026-2027 CFAD	\$1,057,891			

Agenda Item Number: 6.3			
Motion: Approve Preliminary 2026-2027 CFAD Allocations.			
Motion by: S. Dutton			
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		

6.4 Approve 2026-2027 FRAEC MOU.

Agenda Item Number: 6.4			
Motion: Approve 2026-2027 FRAEC MOU.			
Motion by: W. Jackson			
Second by: S. Dutton			
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

February 2026

- Feb 28: Preliminary allocations for 2026-27 and 2027-28 released by this date.

March 2026

- Mar 1: 25/26 Member expense report is due in NOVA. (Q2)
- Mar 31: End of Q3
- Mar 31: 25/26 Member Expense Report certified by Consortia in NOVA (Q2)

April 2026

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

May 2026

- May 2: CFAD for 2026-27 due in NOVA

June 2026

- Jun 1: 25/26 Member Expense Report due in NOVA (Q3)
- Jun 30: 25/26 Member Expense Report certified by Consortia in NOVA (Q3)
- Jun 30: End of Q4

7.2 Conference Report-Outs

- OTAN TDLS – Monterey, CA – March 6-7, 2026
- ACCE – San Diego, CA – March 11-13, 2026
- COABE – Indianapolis, IN – April 12-15, 2026

S. Dutton attended. Participated in workshops on rural schools. Looking at CDL with Plumas and FRC. Met with NCCER re: builders association in Reno to build a pipeline, as well as a welding union.

7.3 Plumas USD Program Update (S. Dutton)

- Finishing residential wiring, culinary, construction, welding ongoing.

7.4 Sierra County Program Update (W. Jackson)

- Culinary program ongoing, well received by both resort industry and community. MOU partnerships with USD to enroll seniors for employment training, focused on staying local with full-time employment. Completed a butchery/harvesting class resulting in 4 certifications; all hired.

- ELL enrollment in EMS ongoing. One student hired by San Diego Fire upon course completion.

- Requested a discussion with PUSD regarding an allocation amendment in the amount of \$30,000.00.

- Sean Snider being added as Supt and voting member.

7.5 Feather River College Program Update (D. Lerch)

- Glad fiscal issues are resolved.

7.6 Marketing & Social Media Update: Phoenix Design

8. Announcements

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

2025-2026 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 – CANCELLED	Monday, March 2, 2026 – CFAD Discussion
Monday, October 6, 2025 – VIRTUAL	Monday, April 20, 2026 – VIRTUAL – CFAD Vote
November 2025 – NO MEETING	Monday, May 4, 2026 – CANCELLED
Monday, December 1, 2025 – NO MEETING	Tuesday, May 19, 2026 – Annual Plan Retreat @ Feather River Adult School, Quincy, CA

8.2 Upcoming Conferences and Professional Development Opportunities

- CCAE – San Diego, CA – April 30-May 2, 2026
- CASAS Summer Institute – Anaheim, CA – June 15-17, 2026

Adjourn: 1:20pm



April 20, 2026

Dear Dr. Lerch,

P2C Solutions, LLC, is please to submit the following proposal to extend the current contract for services provided to the Feather River Adult Education Consortium to cover the dates of July 1, 2026 thru June 30, 2027. This contract extension based on the discussion by the FRAEC Board to continue with consulting services for the role of Consortium Lead. This proposal reflects the discussion by the FRAEC Board at the April 20, 2026, meeting and is paid for through Feather River College's CFAD allocation and allocation amendments from SCOE and PUSD for the 2026-2027 fiscal year.

Mitch Rosin has worked in the workforce/education/career tech field for more than 39 years. After careers as a social worker and teacher, he joined McGraw-Hill Education where he directed the Adult Education and Workforce divisions globally for 13 years. Consulting since 2013, he is currently contracted for consultant services by Aztec Software, CASAS, Inland Adult Education Consortium, and the Barstow Area Consortium for Adult Education. He recently completed work for three additional AEBG Consortia (Sequoias, Victor Valley, State Center), and wrote the Fall 2015 AEBG Legislative Update. Mr. Rosin holds a Master of Arts in Education, a Master of Science in Curriculum Design and Development, and a Master of Science in Public Policy. He is currently working on his Ed. D.

The following page outlines the scope of work/cost proposal for services provided both virtually and on-site.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "M. Rosin", with a horizontal line extending to the right.

Mitch Rosin, MA, MS, MS
President, P2C Solutions, LLC
Mitch.Rosin2@Gmail.com
708-309-8556



Feather River Adult Education Consortium

Scope of Work / Cost Proposal: July 1, 2026 - June 30, 2027

Dates	Scope of Work	Monthly Remittance
July 2026	Assist with 2025-2026 Q4 TOPSpro Submission (Due August 1, 2026) Annual Plan Development for 2026-2027 (Due August 15, 2026) Ongoing Strategy Building with Consortium Members Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
August 2026	FRAEC Board Meeting to Approve 2026-2027 Annual Plan Finalize and Submit 2026-2027 Annual Plan (Due August 15, 2026) Assist with Program Area Reporting Estimates in NOVA (Due Sept 1, 2026) Assist with 2024-2025 Q4 Expense Submission (Due September 1, 2026) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
September 2026	Facilitate FRAEC Board Meeting Attend CAEP Summit/Mandatory Director’s Meeting (September 2026) Assist with 2026-2027 Budget & Workplans (Due September 31, 2026) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
October 2026	Facilitate FRAEC Board Meeting Certify 2026-2027 Budget and Workplans (Due October 30, 2026) Assist with Q1 DIR Submission (Due October 31, 2026) Attend CAEP Summit (October 2026) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
November 2026	FRAEC Board Meeting Assist with Program Area Reporting Final in NOVA (Due December 1, 2026) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
December 2026	FRAEC Board Meeting Assist/Certify 2024-2025 Close-out (Due December 31, 2026) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
January 2027	FRAEC Board Meeting Assist/Certify Quarterly Budget / DIR Submission Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
February 2027	FRAEC Board Meeting Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
March 2027	FRAEC Board Meeting 2026-2027 CFAD Development (Due May 2, 2027) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900

April 2027	FRAEC Board Meeting 2027-2028 CFAD Development (Due May 2, 2027) Assist/Certify Quarterly Budget / DIR Submission Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
May 2027	FRAEC Board Meeting Submit 2027-2028 CFAD (Due May 3, 2027) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
June 2027	2027-2028 Annual Plan Retreat & FRAEC Board Meeting Draft Annual Plan (Due August 15, 2027) Attend weekly CAEP webinars and disseminate information to Board Ongoing Strategy Building with Consortium Members	\$4,900
Total		\$58,800

*Contract can be terminated at any time with 60-day written notice.

Cost

Professional Services

TOTAL COST: \$58,800.00

Accepted by: _____ Date: _____



May 20, 2026

Dear Mr. Rosin,

Phoenix Design, LLC, is pleased to submit the following response to your request for a 12-month extension for website maintenance and social media management for the Feather River Adult Education Consortium. Based on your criteria, the below scope of work/cost proposal covers the materials you requested:

Scope of Work:

Marketing Collateral	Unit Price	Quantity	Sub Total
Posting to and Monitoring of Facebook Page	\$300.00	12	\$3,600.00
Posting to and Monitoring of Instagram Page	\$300.00	12	\$3,600.00
Design & Deploy Monthly Pop-Up Ads	\$275.00	12	\$3,300.00
Post Monthly Board Agendas, Minutes, Packets	\$50.00	12	\$ 600.00
Monthly Social Media Board Report	\$75.00	12	\$ 900.00
Workpress Business Plan, Domain Registration, FRAEC Gmail.	\$600.00	1	\$ 600.00
TOTAL*			\$12,600.00

*To be billed at \$1,000 per month for 12 months. Plus 1 time WordPress website expense of \$600 in the first invoice.

Respectfully Submitted,

A handwritten signature in black ink that reads "Sander Phoenix".

Sander Phoenix
Creative Director, Phoenix Design, LLC



Social Media Report

05 2026

Facebook activity



Reach



3,924

[View details](#)



Post engagements



58

[View details](#)



Link clicks



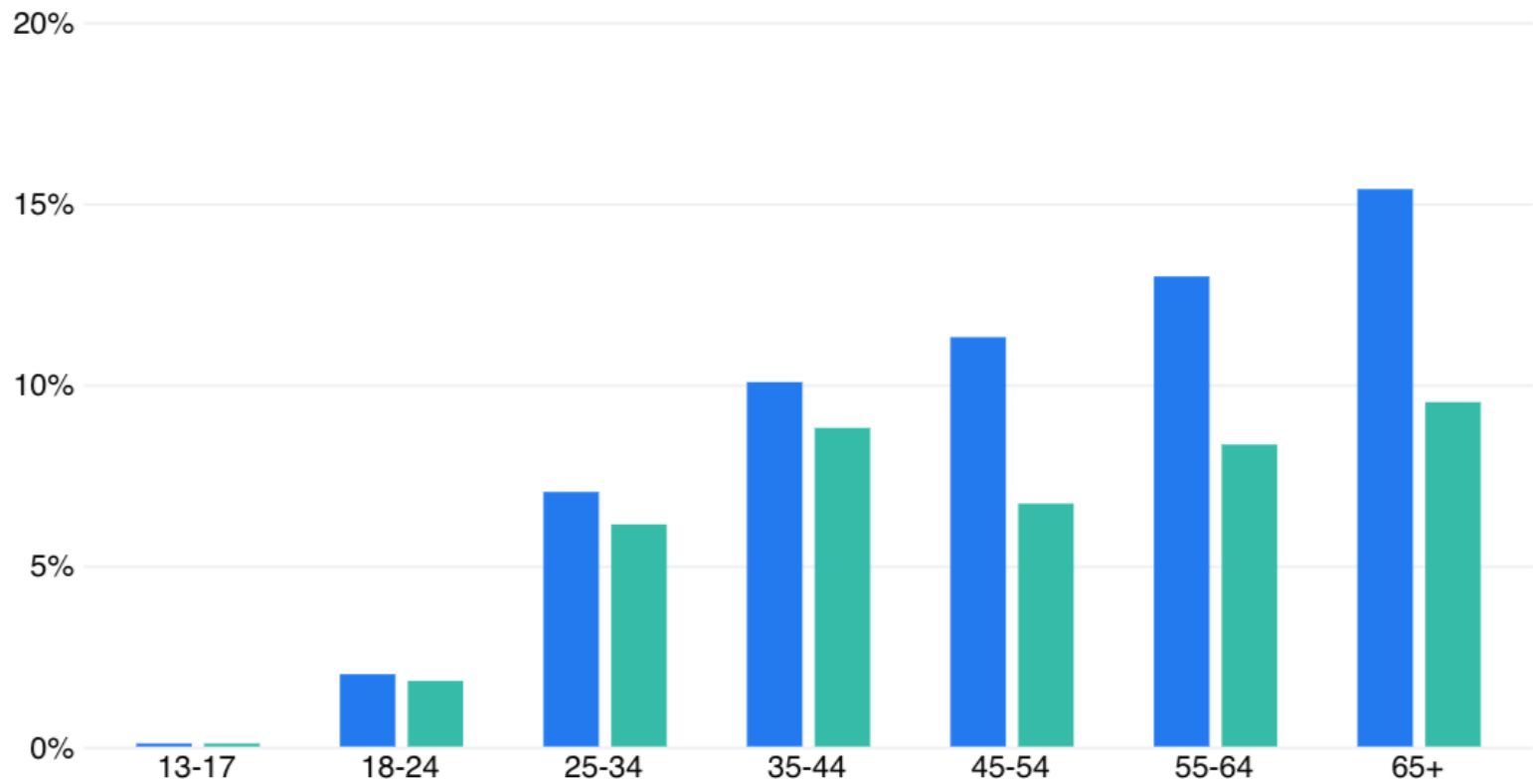
55

[View details](#)

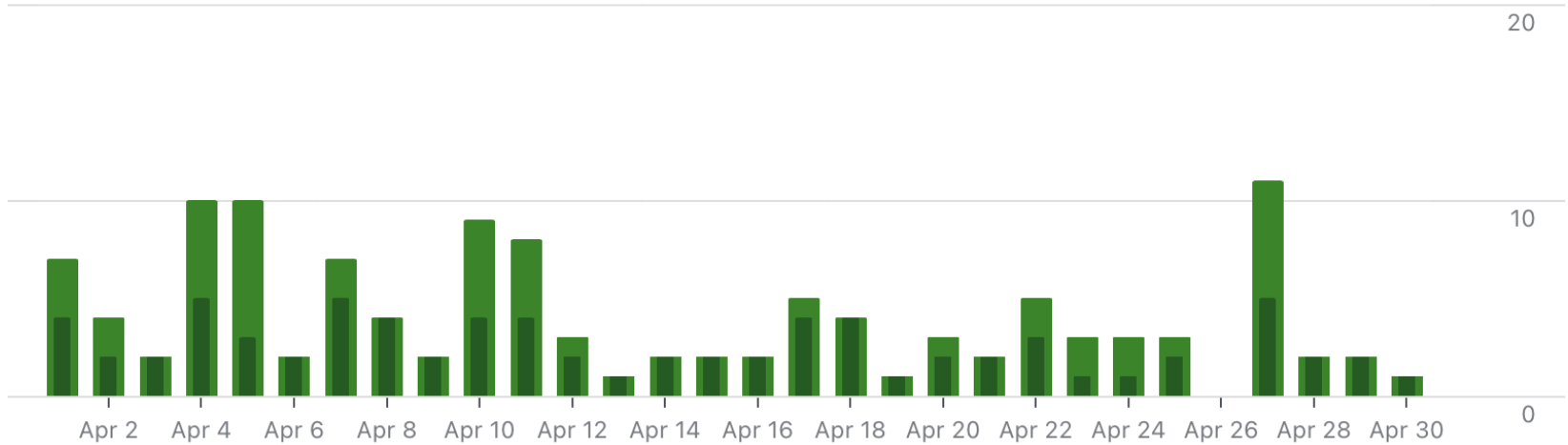
Social Media Audience

– Gender and Age –

58.7% Women 41.3% Men



website traffic



👁 Views

120 ↓ 29%

👤 Visitors

76 ↓ 11%

★ Likes

0

💬 Comments

0

April 27, 2026

👁 Views 11

👤 Visitors 5

> Views Per Visitor 2.20

Website PAGE VIEWS


Posts & pages	Views
Home	74
Programs & Classes	27
Consortium Documents	8
Consortium Meetings	3
Contact Us	2

Referrers to Website

Referrers ⓘ

All referrers

Views



A horizontal bar chart with five bars of varying lengths, colored in a light green shade. The bars represent the number of views from different referrers. The longest bar is for Facebook (25 views), followed by frc.edu (13 views), and then three shorter bars for plumasfiresafe.org (2 views), fras.pcoe.k12.ca.us (2 views), and caladulted.org (1 view). The view counts are listed to the right of each bar.

Facebook	25
frc.edu	13
plumasfiresafe.org	2
fras.pcoe.k12.ca.us	2
caladulted.org	1

16 Feather River Adult Education Consortium

CONSORTIUM APPROVED

2025-26

Plans & Goals**Executive Summary****Executive Summary ***

FRAEC continues to align its programming and strategic planning with regional workforce priorities, recognizing the importance of tailoring adult education services to the distinct economic, geographic, and demographic characteristics of Plumas and Sierra Counties. These counties—rural, mountainous, and sparsely populated—face challenges that are markedly different from those of urban or suburban regions. Infrastructure limitations, a dispersed population, lack of broadband internet access, and long distances to educational centers significantly impact how and where adult learners can access services.

To address these realities, FRAEC has centered its planning on high-need, high-impact programs that directly support local economic development and public safety. These include career pathways in healthcare, early childhood education, construction, hospitality, and emergency response. Many of these programs are tied to the fastest-growing employment sectors identified in the NorTEC 2025–2028 Regional Plan and are reinforced by local labor market data shared by the Alliance for Workforce Development (AFWD), the regional AJCC provider. For example, workforce projections show increasing demand for EMTs, preschool teachers, and skilled trades workers—roles that FRAEC Member Districts are actively preparing students to enter.

In alignment with the California Adult Education Program (CAEP) state priorities, FRAEC has embraced a multi-pronged approach that integrates digital innovation, student transitions, and community engagement. One major strategy has been the Consortium-wide implementation of distance learning best practices, guided by the California Digital Learning Integration Guide. This initiative is particularly important in FRAEC's rural service area, where internet connectivity and transportation remain significant barriers to in-person attendance. By expanding access through hybrid and remote modalities, FRAEC aims to close gaps in equity and reach adult learners who might otherwise be unable to participate in education and training.

FRAEC also continues to build internal capacity through intentional governance, planning, and professional development. Member Districts regularly engage in self-assessment and program evaluation to identify service gaps and ensure continuous improvement. Consortium-wide retreats, cross-agency conferences, and shared PD sessions have strengthened collaboration among administrators, faculty, and staff. These efforts promote a culture of collective impact, where decision-making is driven by shared data, mutual accountability, and a deep commitment to regional service.

Despite these strengths, FRAEC continues to face systemic challenges that limit its ability to scale certain services—particularly CTE programming, which is constrained by a lack of Perkins eligibility due to small student enrollment. This creates a significant funding gap for rural programs that are otherwise well-aligned with labor market needs. Moreover, the Consortium continues to seek stronger engagement from workforce partners, particularly the Alliance for Workforce Development (AFWD). While AFWD has jurisdiction over workforce development services in the FRAEC region, their participation in FRAEC planning efforts remains limited.

Plans & Goals**How (if at all) do the consortium's previous program year goals differ from the current year's goals?**

Goals remain the same

How much progress did the consortium make towards its previous program year goals?

Excellent progress - all goals were met

Please provide further context on the progress made towards previous program year goals including goals that were accomplished and any success stories you would like to highlight. (Optional)

Not Entered

What barriers did the consortium face in making progress towards its previous program year goals?

- ✓ Lack of human resources

Please provide further context on the barriers faced towards achieving the consortium's previous program year goals. (Optional)

Not Entered

What are the goals for the consortium for the current program year?

- ✓ Add new program offerings
- ✓ Address gaps in services
- ✓ Align offering with regional needs
- ✓ Collect and review data
- ✓ Develop career pathways
- ✓ Develop industry-based programs
- ✓ Diversify program delivery modalities
- ✓ Expand current program offerings
- ✓ Identify community needs
- ✓ Implementing best practices
- ✓ Improve support services
- ✓ Improve the integration of services and transitions
- ✓ Increase awareness of services through marketing and outreach
- ✓ Increase course offerings (new and existing)
- ✓ Increase employer collaboration
- ✓ Increase enrollment
- ✓ Increase professional development for staff
- ✓ Increase transitions to postsecondary
- ✓ Increase transitions to workforce
- ✓ Provide credentialing opportunities for staff

Please provide further context on the consortium's goals for the current program year. (Optional)

Not Entered

How will the consortium measure progress towards the goals set for the current program year?

- ✓ Conducting progress review meetings
- ✓ Course completion/graduation
- ✓ Number of courses offered
- ✓ Participant surveys or interviews
- ✓ Self-studies
- ✓ Student assessment scores
- ✓ Student enrollment numbers
- ✓ Student retention
- ✓ Students using support services

Please provide further context on how the consortium will measure progress towards goals in the current program year. (Optional)

Not Entered

Assessment**Regional Needs Assessment**

Please identify the categories of needs in your region.

- ✓ Access to technology
- ✓ Alignment of education and workforce needs (incl. addressing labor shortages)
- ✓ Digital literacy
- ✓ English language learner supports (e.g., incl. programming availability)
- ✓ High school/equivalency education needs
- ✓ Increased access to, and development of, accelerated learning model programs (e.g., bridge, co-enrollment, dual enrollment, pre-apprenticeship, IET, etc.)
- ✓ Increased awareness of services available to employers
- ✓ Increased awareness of services available to students (incl. educational services, social services, career services, etc.)
- ✓ Living wage job attainment/career development
- ✓ Rural geographic needs
- ✓ Short-term Career Technical Education (CTE) training
- ✓ Strengthening partnerships
- ✓ Student access supports: transportation, childcare, etc.

Please identify resources used to identify these gaps.

- ✓ CAEP consortium Fact Sheet
- ✓ Community stakeholder input
- ✓ Data gathering/student needs assessment

- ✓ DataVista
- ✓ Employer input
- ✓ External consultant/research firm
- ✓ Labor market data (U.S. Bureau of Labor Statistics, Labor Market Index (LMI), California Employment Development Department (EDD))
- ✓ Partner meetings
- ✓ Population demographic data (U.S. Census, etc.)
- ✓ Regional plans
- ✓ Student data (TOPSPro, MIS)
- ✓ Survey, interview, and/or focus group data

How will you measure effectiveness/progress toward meeting this need? *

Effectiveness is evaluated quarterly by the FRAEC Consortium Board. Included in this review are TOPSPro DIR submissions, Quarterly Fiscal Expense Reporting, and student persistence rates.

Provide any further context on the need gap(s), your process for collecting data, how needs are being met, how they plan to be met, or how the needs of adults served by your region may be unique. *

To prepare for drafting the Annual Plan, FRAEC engaged in a series of activities:

- Member District Meetings with Staff and Faculty
- The NoRTEC Labor Market Intelligence Report was used to identify industry trends and inform educational program offerings
- Updated NoRTEC Industry Profiles for the region
- DataVista Review
- TOPSPro Data Review
- Member District Quarterly Expense Review

To assess the needs of the region, the FRAEC Board undertook a series of activities to better understand the needs, customers, and demographics of the communities served by the Consortium. Monthly Board Meetings Focused on Annual Plan Sections Facilitated Steering Committee. Between August 2024 and June 2025, the FRAEC Board spent time at each monthly Board meeting to discuss the status of Member Districts. The meetings yielded information about the goals of each Member District, shifts in regional needs, and the areas of focus for the coming 12-month period and beyond.

Activities & Outcomes

Objective #1: Address Educational Needs

Improved Data Collection THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Improve data collection and review to increase pre- and posttest scores.

This activity aligns with AB104 Objective of Student Acceleration and the CAEP State Priority of Program Evaluation.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)

- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Employment & Earnings: Median Change in Earnings (801AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Consortium Director	Feather River CCD	06/30/2028
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Increase Program Completion Rates THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Increase completion rates in all program areas resulting in a greater number of students transitioning to postsecondary programs and the workforce.

This activity aligns with AB104 Objective of Seamless Transitions and the CAEP State Priority of Learner Transition.

Adult Education Metrics and Student Barriers

- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Marketing and Outreach THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Expand and improve outreach and marketing to target identified populations which will result in increased enrollment for all Member Districts.

This activity aligns with AB104 Objective of Gaps in Service and the CAEP State Priority of Marketing.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Consortium Director	Feather River CCD	06/30/2028
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028

Increased Course Offerings THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Increase number of ABE/ASE/ESL/CTE courses based on community need and enrollment demand resulting in an increase in class scheduling and greater student persistence.

This activity aligns with AB104 Objective of Seamless Transitions and the CAEP State Priority of Learner Transition.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Adults with Disabilities Plan THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Implement a transition plan for students identified with disabilities from the K-12 programs into Adult Education

This activity aligns with AB104 Objective of Gaps in Service and the CAEP State Priority of Program Development/Curriculum/Classroom

Adult Education Metrics and Student Barriers

- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Feather River Adult School	Plumas Unified	06/30/2028

Entrepreneurship Program of Study THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Develop a career pathway for entrepreneurship to provide entrepreneurship programs of study to a greater number of people opening and operating small business in the region.

This activity aligns with AB104 Objective of Gaps in Service and the CAEP State Priorities of Program Evaluation and Equity.

Adult Education Metrics and Student Barriers

- Students and Programs: Short-Term CTE Training Programs (126AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028

Objective #2: Improve Integration of Services & Transitions

Articulation Agreements THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Continue to implement processes and procedures that lead to the development of articulation agreements between Adult Schools and the College resulting in greater transition of students to postsecondary, for credit programs.

This activity aligns with AB104 Objective of Seamless Transitions and the CAEP State Priority of Learner Transition.

Adult Education Metrics and Student Barriers

- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Consortium Director	Feather River CCD	06/30/2028
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Transition Counselor THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Explore the hiring of a transition counselor to facilitate a greater level of transition from Adult Schools into Feather River College, or partner with the Alliance for Workforce Development (AJCC) to provide transition services under an MOU. This is fully dependent on increased funding from CAEP.

This activity aligns with AB104Objective of Seamless Transitions and the CAEP State Priority of Learner Transition.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028

Internet Access THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Provide access to online curriculum in rural areas of the Consortium resulting in greater student access to learning through the established distance learning plan. Sierra will place StarLink across the county.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Consortium Director	Feather River CCD	06/30/2028
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Objective #3: Improve Effectiveness of Services

Short-Term CTE Certificate Programs THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Increase number of short-term certification programs that align with regional hiring needs as demonstrated via LMI data. This activity aligns with AB104 Objective of Gaps in Service and the CAEP State Priority of Program Evaluation.

Adult Education Metrics and Student Barriers

- Students and Programs: Career Technical Education (1003)
- Students and Programs: Short-Term CTE Training Programs (126AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Work-based Learning THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Increase student participation in work-based learning activities leading to a greater transition to the workforce and job promotion.

This activity aligns with AB104 Objective of Gaps in Service and the CAEP State Priority of Learner Transition.

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Employment & Earnings: Median Change in Earnings (801AE)
- Students and Programs: Short-Term CTE Training Programs (126AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Professional Development THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Develop an ongoing professional development plan for all Member District to meet their individual needs and to develop a deeper and broader understanding of how Adult Education services are funded, structured, delivered, and evaluated in California and across the US to better align service delivery with community needs. Member District Faculty/Staff will attend regional, state and national conferences and convenings; Information gathered will be used to provide ongoing internal professional development by attendees. Program Area-specific professional development will result in a greater depth of knowledge for adopted assessments, programs, and curricula; Andragogical Instructional Best Practices (differentiated

instruction to meet varied learning styles); working with adults with disabilities. AllFRAEC Board Members, Member District administrators, faculty and staff will participate in ongoing professional development.

This activity aligns with AB104 Objectives of Professional Development and the CAEP State Priorities of Program Evaluation, Leadership, Equity, and Program Development/Curriculum/Classroom

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Consortium Director	Feather River CCD	06/30/2028
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Site-Specific Professional Development THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

On-site, program-specific professional development which will result in greater depth of knowledge for NEDP, GED, Aztec, Burlington, CASAS, and other program implementations.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Consortium Director	Feather River CCD	06/30/2028
Principal, Sierra County Schools for Adults	Sierra Co. Office of Education	06/30/2028
Principal, Feather River Adult School	Plumas Unified	06/30/2028
Dean of Instruction, Feather River College	Feather River CCD	06/30/2028

Explore Alternative Funding Sources ANNUAL PLAN 2025-26

Activity Name *

Explore Alternative Funding Sources

Brief Description of Activity and Significance of Activity to Outcome *

Consortium Member Districts will explore alternative funding sources, including but not limited to grants, to create a more sustainable adult education service network.

Outcomes

Use the space provided to identify the Outcomes that the activity will accomplish in the next year (Short-Term), in one to three years (Intermediate), and in three to five years (Long-Term). The brief description of each of these three types of outcomes should include one or more outcomes that are specific, measurable, achievable, relevant, and time-bound (SMART).

Short-Term Outcomes (12 Months) *

At least 1 additional source of funds.

Intermediate Outcomes (1-3 Years) *

NA

Long-Term Outcomes (3-5 Years) *

NA

Adult Education Metrics and Student Barriers

- All: Participants (202AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Superintendent/Director/Dean	Plumas Unified	06/30/2026
Superintendent/Director/Dean	Sierra Co. Office of Education	06/30/2026
Superintendent/Director/Dean	Feather River CCD	06/30/2026

Fiscal Management

Alignment & Carryover

Alignment with Three-Year Plan *

The FRAEC Board has allocated funds to each Member District, via the direct funding model, to support the implementation of the 2025-2028 Three-Year Plan. The FRAEC Board adopted a direct-funding model starting with the 2020-2021 fiscal year and a Multiple Measures Funding Formula during the 2021 Summer Board Retreat. These models have proven successful and the Consortium will continue under these funding models.

Describe the consortium’s approach to incorporate carryover funds from prior year(s) into planned activities. *

The FRAEC Board and Leadership Committee meet regularly to discuss the allocation of funds, taking into account the multiple funding streams available to each Member District. These include, but are not limited to WIOA and other grants awarded to each Member District. Further, the FRAEC Board look forward to implementing the 2nd round of Healthcare CareerPathway funding for ESL students and expanding career pathways in this quickly growing industry sector. Carry-over funds are regularly evaluated and, when needed, reallocated among Member Districts to ensure continuity of program, address shifting enrollments, and program needs. To determine reallocation, a multiple-measure formula was discussed in a public forum and agreed to by all Member Districts at a July 21, 2021, Board Retreat.

Usage

How does the consortium plan to use allocated funds in the upcoming year?

- ✓ Fund new adult education programs
- ✓ Fund staff salaries
- ✓ Fund teaching salaries
- ✓ Improve student learning
- ✓ Improve technology
- ✓ Increase marketing and outreach
- ✓ Maintain/improve facilities
- ✓ Provide staff professional development and resources
- ✓ Purchase equipment
- ✓ Purchase program materials
- ✓ Purchase software
- ✓ Strengthen existing activities
- ✓ Support existing adult education programs

Please provide further context on how funds will be used in the upcoming year. (Optional)

Not Entered

Consortium Objectives & Activities Overview

Objectives & Activities

- ✓ = consortium has included this activity in an Annual Plan from the 2025-28 Three-Year Plan
- ✗ = consortium has NOT selected this activity in an Annual Plan from the 2025-28 Three-Year Plan

Activity	Origin	Included in Annual Plan
Objective #1: Address Educational Needs		
Adults with Disabilities Plan	THREE-YEAR PLAN 2025-28	✓
Entrepreneurship Program of Study	THREE-YEAR PLAN 2025-28	✓
Improved Data Collection	THREE-YEAR PLAN 2025-28	✓
Increase Program Completion Rates	THREE-YEAR PLAN 2025-28	✓
Increased Course Offerings	THREE-YEAR PLAN 2025-28	✓
Marketing and Outreach	THREE-YEAR PLAN 2025-28	✓
Objective #2: Improve Integration of Services & Transitions		
Articulation Agreements	THREE-YEAR PLAN 2025-28	✓
Internet Access	THREE-YEAR PLAN 2025-28	✓
Transition Counselor	THREE-YEAR PLAN 2025-28	✓
Objective #3: Improve Effectiveness of Services		
Explore Alternative Funding Sources	ANNUAL PLAN 2025-26	✓
Professional Development	THREE-YEAR PLAN 2025-28	✓
Short-Term CTE Certificate Programs	THREE-YEAR PLAN 2025-28	✓
Site-Specific Professional Development	THREE-YEAR PLAN 2025-28	✓
Work-based Learning	THREE-YEAR PLAN 2025-28	✓

Certification

Feather River CCD - Member Representative

Derek Lerch
 VPI/CIO
 dlerch@frc.edu
 (530) 283-0202 ext: 321

Approved by Derek Lerch FRC

08/04/2025 11:21 AM PDT

Plumas Co. Office of Education - Member Representative

Steven Dutton
 sdutton@pcoe.k12.ca.us

(530) 283-1003

Andrea Cerasola
Director of Student Services
awhite@pcoe.k12.ca.us
(530) 283-6500 ext: 5276

Approved by Steven Dutton

08/06/2025 08:58 AM PDT

Plumas Unified - Member Representative

Steven Dutton
sdutton@pcoe.k12.ca.us
(530) 283-1003

Andrea Cerasola
Director of Student Services
awhite@pcoe.k12.ca.us
(530) 283-6500 ext: 5276

Approved by Steven Dutton

08/06/2025 08:58 AM PDT

Sierra Co. Office of Education - Member Representative

Wendy Jackson
wjackson@spjUSD.org

James Berardi
jberardi@spjUSD.org

Approved by Wendy Jackson

08/12/2025 06:51 PM PDT

Sierra-Plumas Joint Unified - Member Representative

Wendy Jackson
wjackson@spjUSD.org

James Berardi
jberardi@spjUSD.org

Approved by Wendy Jackson

08/12/2025 06:51 PM PDT



California
Community
Colleges



2025 © California Community Colleges

NOVA Site Version: 9.0.12