



Feather River Adult Education Consortium – Board Meeting AGENDA

Tuesday May 19, 2026 (11:00 a.m. – 2:00 p.m.)

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

<https://us02web.zoom.us/j/81881894584>

⌘ 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 (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: 11:23

1. ⌘ Approval of Agenda

Agenda Item Number: 1			
Motion: Approval of Agenda			
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		

2. Approval of Minutes: April 20, 2026

Agenda Item Number: 2 Motion: Approval of Minutes – April 20, 2026 Motion by: W. Jackson Second by: D. Lerch			
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)
- New point person at Shasta College. Announcement should be May 19, 2026. Will coordinate once notice is released.

6. Action Items

- 6.1 Approve Renewal of P2C Solutions contract for \$58,800.

Agenda Item Number: 6.1 Motion: Approve Renewal of P2C Solutions contract for \$58,800. 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		

- 6.2 Approve Renewal of Phoenix Design contract for \$12,600.

Agenda Item Number: 6.2 Motion: Approve Renewal of Phoenix Design contract for \$12,600. 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		

7. Consortium Director's Report

7.1 CAEP Deadlines

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

July 2026

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

August 2026

- Aug 15: Annual Plan for 2026-27 due in NOVA

September 2026

- Sep 1: 25/26 Member Expense Report due in NOVA (Q4)
- Sep 30: 25/26 Member Expense Report certified by Consortia in NOVA (Q4)
- Sep 30: 26/27 Member Program Year Budget and Workplan due in NOVA
- **Sep 30: End of Q1; NOVA carryover compliance snapshot taken at 11:59 pm**

October 2026

- Oct 30: 26/27 Member Program Year Budget and Workplan certified by Consortia in NOVA
- Oct 31: Student data due in TOPSPRO (Q1)
- Oct 31: Employment and Earnings Follow-up Survey

November 2026

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

December 2026

- Dec 1: 26/27 Member Expense Report Due in NOVA (Q1)
- Dec 1: July 1, 2025 to June 30, 2026 Instructional Hours and Expenses by Program Area due (actuals) in NOVA and certified by Consortium
- Dec 31: 26/27 Member Expense Report certified by Consortia in NOVA (Q1)
- Dec 31: End of Q2

7.2 Conference Report-Outs

- CCAE – San Diego, CA – April 30-May 2, 2026

7.3 Plumas USD Program Update (S. Dutton)

- Mid WASC review complete. In FPM review with CDE. CTE classes going well. Exploring a math-focused K12 success class next year. Pilot ongoing.
- \$30,000 to shift from PUSD to SCOE.

7.4 Sierra County Program Update (W. Jackson)

- Entered into 3 new partnerships. Certified Butchery and Meat Processing classes are filled. MEHKO certification. Medical Assisting, Phlebotomy, Emergency Room Technician courses starting. Will tie into ELL if Round 3 is awarded. Culinary program going well; micro-credentials. Hospitality being added as a culinary pathway through Strong Workforce. One HS graduate.

7.5 Feather River College Program Update (D. Lerch)
 - Stable and good. Both programs going well.

7.6 Marketing & Social Media Update: Phoenix Design
 - No summer mailer.

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

- CASAS Summer Institute – Anaheim, CA – June 15-17, 2026

Adjourn to Annual Plan Retreat: 11:41