

California Adult Education Program : CFAD : 2022-23 Produced: May 3, 2022, 11:17 PM UTC Matthew Wetstein

## 05 Greater Opportunity Through Adult Learning

### Fiscal Declaration - Consortium Approved

**Consortium Name:** 05 Greater Opportunity Through Adult Learning

**Funding Channel:** Direct Funded

**Narrative:** Our 22-23CFAD is aligned with GOAL's 3 Year Plan with considerations and additional programming and activities to support our students during the COVID-19 pandemic and digital literacy needs and access to support services. The overarching concept and vision of our Consortium work will be focused on the development of Adult Career Pathways – a coherent, articulated sequence of rigorous academic and career/technical courses from adult school to an industry recognized certificate, CTE certificate associate degree, and/or licensure. An Adult Career Pathway focuses more on the special needs and circumstances of adults, especially those who were not initially successful in public education. The target population of Adult Career Pathways include demographics such as high school dropouts, secondary graduates (high school diploma or equivalent) with no college, immigrant adults, previously incarcerated, re-entering workers, and employed persons looking to up-skill. Our consortium intends to accelerate learning and produce college and workforce-ready graduates. CTE courses utilizing accelerated IET curriculum such as and IBEST and IELCE models, will continue to be piloted and implemented in our consortium. To address the need to create bridge programs and develop pathways to college and workforce, we propose to pilot career pathways from the adult school to the college in the following sectors: • Allied Health/Community Health Worker • Early Childhood Education • Agriculture & Natural Resources • Hospitality, Tourism & Recreation • Information & Communication Technology • Manufacturing/Construction/Transportation To support Adult Career Pathways consortium members will develop career ladders within the adult school and that transition to community college or workforce. The GOAL consortium will continue its development of shorter courses and stackable certificates with workforce skill preparation, use of common assessment, and contextualized instruction and lesson planning with clear transition pathways. NonCredit and Credit programs that address adult education and literacy workforce preparation and workforce training for obtaining industry recognized and academic credentials will support our efforts. These industry sectors have been identified through LMI data and have demonstrable labor force needs/gaps. Our consortium hopes to leverage other services from the LWDB & CBOs supporting recruitment, wrap-around support services, and navigation to facilitate transition and track outcomes supporting these additional bridge programs. The key points that were considered for these career oriented pathways were the identification of current pathway alignment & integration of the two systems and how to expedite the transition of adult learners to postsecondary education or into the workforce. Faculty from both systems are learning about the existence of various programs in each of the respective programs, the unique challenges facing both and how to design and coordinate the planning process to better serve students.

**Changes:** No Changes

### Member Allocations

Member Name	(2022-23)	(2021-22)	(2020-21)
Cabrillo CCD	\$446,848	\$413,838	\$417,060
Pajaro Valley Unified	\$3,315,877	\$3,070,929	\$3,094,834
Santa Cruz Co. Office of Education	\$72,876	\$67,494	\$68,018
<b>Total Allocated to Members</b>	<b>\$3,835,601</b>	<b>\$3,552,261</b>	<b>\$3,579,912</b>
<b>Total CAEP Funds</b>	<b>\$3,835,601</b>	<b>\$3,641,509</b>	<b>\$3,499,768</b>
<b>Total Remaining</b>	<b>\$0</b>	<b>\$89,248</b>	<b>\$-80,144</b>

### Consortia Report on Governance Compliance of Rules and Procedures v.1

**1. Have all community college districts, school districts, county offices of education, or any joint powers authority, located within the boundaries of the adult education region been allowed to join the consortium as a member? \***

Yes

**2. Have all members committed to reporting any funds available to that member for the purposes of education and workforce services for adults and the uses of those funds? \***

Yes

**3. How will the available funds be reported and evaluated? \***

Funds are reported and evaluated on a quarterly basis these are reviewed during fiscal reporting submission

**4. How will you assure that each member of the consortium is represented only by an official designated by the governing board of the member? \***

Our bylaws reflect the voting member agencies and alternate selected by each agency. This is how we assure that each member of the consortium is represented only by an official designated by the governing board of the member agency.

**5. How will you assure that each member of the consortium participates in any decision made by the consortium? \***

We assure that each member of the consortium participates in any decision made by the consortium through our self-governance structure, monthly public board meetings, and adherence to the Brown Act.

**6. What will be the relative voting power of each member? \***

1 member = 1 vote

**7. How will decisions be approved? \***

50% +1 vote

**8. How did you arrive at that decision-making model? \***

Our decision making model was discussed by all member agencies, decided on and outlined in our Bylaws.

**9. How will proposed decisions be considered in open, properly noticed public meetings of the consortium at which members of the public may comment? \***

We ensure open, properly noticed public meetings of the consortium through the use of Boardocs, consortium website, Cabrillo College website, consortium website, adherence to Brown Act, and we distribute monthly notifications to all stakeholders in our region which include links to our consortium meeting agendas.

**10. Describe how will you provide the public with adequate notice of a proposed decision and consider any comments submitted by members of the public. \***

We ensure that public has adequate notice of a proposed decision and illicit participation through public meetings and a minimum of 72 hour notification of all public meetings along with consortia agendas.

**11. Describe how comments submitted by members of the public will be distributed publicly. \***

These are widely distributed to Consortia members, the public through email, website, board doc board packets. We organize our publicly held consortia meetings adhering to Brown Act with a Public Comment section. The public can submit public comment through email and these are read during Public Comment.

**12. Describe the process by which the consortium will solicit and consider comments and input regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults. \***

We ensure open, properly noticed public meetings of the consortium through the use of Boardocs, consortium website, Cabrillo College website, consortium website, adherence to Brown Act, and we distribute monthly notifications to all stakeholders in our region which include links to our consortium meeting agendas.

**13. How will you determine approval of a distribution schedule pursuant to Section 84913? \***

Our distribution schedule adheres to Section 84913

**14. Has the consortium A) designated a member to serve as the fund administrator to receive and distribute funds from the program or B) chosen to have a funds flow directly to the member districts based upon the approved distribution schedule? \***

B) chosen to have funds flow directly to the member districts based upon the approved distribution schedule

**15. How will members join, leave, or be dismissed from the consortium? \***

We follow the Consortium Effectiveness model. If a member no longer chooses to deliver a program or is deemed ineffective this member will no longer receive funds.

**16. How does the consortium monitor and administer carryover funds? \***

All carryover funds are required to be utilized in alignment with achieving the goals outlined in our 3 Year Plan

**17. What bylaws do you have that governs carryover? \***

Our Bylaws reflect that all carryover funds are required to be utilized in alignment with achieving the goals outlined in our 3 Year Plan

**18. How does your consortium define member effectiveness? \***

We follow CAEP's model of member effectiveness. If a member is no longer able to deliver a program or deemed ineffective.

**19. What bylaws does your consortium have addressing member effectiveness? \***

Our bylaws will be updated to address member effectiveness

**20. Does the consortium have a formal document detailing its work beyond the questionnaire? \***

No

**20.1 (No) If no, could you please address why not? \***

Our Bylaws will be updated to ensure alignment with this questionnaire

### Member Agencies

Member Agency	Member Type	Contact	Phone
<a href="#">Cabrillo CCD</a>	District	Dr. Matthew Wetstein	(831) 479-6302
<a href="#">Pajaro Valley Unified</a>	Unified School District	Michelle Rodriguez	(831) 786-2135
<a href="#">Santa Cruz City High</a>	High School District	Kris Munro	(831) 429-3410 ext: 3410
<a href="#">Santa Cruz Co. Office of Education</a>	County Office of Education (COE)	Dr. Faris Sabbah	(831) 750-7377
<a href="#">Santa Cruz Workforce Development Board</a>	Other	Andy Stone	

### Certification & Assurances



By clicking "Approve" on the approval cards below, you are certifying the CFAD as well as confirming that you and ALL consortium members agree to the Assurances listed below.

#### Assurances

##### Membership & Decision-Making

- I certify that any community college district, school district, or county office of education, or any joint powers authority consisting of community college districts, school districts, county offices of education, or a combination of these, located within the boundaries of the adult education region shall be permitted to join the consortium as a member (EC 84905 (a) (b)). (See Membership Box above).
- I certify that only members as described above (and in EC 84905) are allowed to join my consortium as members and participate in decision making and approvals whether in a public meeting, or via the NOVA planning, budgeting & expense reporting system.

- I certify that as a condition of joining a consortium, as a member, I shall commit to reporting any funds (as described in EC 84916) available to that member for the purposes of education and workforce services for adults and the uses of those funds through the annual Program Area exercise in NOVA for reporting leveraged funds, and instructional hours.
- I certify that as a member of the consortium my district shall be represented only by an official designated by the governing board of the member (EC 84905 (c)).
- I certify that as a member of the consortium, I shall participate in any decision made by the consortium (EC 84905 (d)(1)(A)).
- I certify that all decision made by the consortium and its members is final (EC 84905 (d)(1)(F)).
- I certify that I will adhere to the consortium rules and procedures and, as agreed upon by the consortium members, to any additional by-laws, charters, etc.

## Public Meetings

- I certify that a proposed decision is considered at an open, properly noticed public meeting of the consortium at which members of the public may comment (EC 84905 (d)(1)(B)).
- I certify that the consortium has provided the public with adequate notice of a proposed decision and considered any comments submitted by members of the public, and any comments submitted by members of the public have been distributed publicly (EC 84905 (d)(1)(C)).
- I certify that the consortium has requested comments regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults (EC 84905 (d)(1)(D)(i)).
- I certify that the consortium has requested comments regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults (EC 84905 (d)(1)(D)(i)).
- I certify that the consortium has considered input provided by pupils, teachers employed by local educational agencies, community college faculty, principals, administrators, classified staff, and the local bargaining units of the school districts and community college districts before it makes a decision (EC 84905 (d)(1)(E)).
- I certify that in addition to the meeting requirements listed in EC 84905, and as agreed upon by the consortium members, that I will follow the public meeting requirements listed in the Ralph M. Brown Act as the Brown Act applies to the governing body of any "local body created by state or federal statute." (Ed. Code, section 54952.)

## Reporting Requirements

- I certify that I will participate in completing and updating any consortium long range and/or short range planning efforts and/or budget work plans (EC 84906, 84914(a)).
- I certify that all CAEP expenses have been expended in the CAEP seven program areas, and services provided are consistent with the 3-year plan, the annual plan, and my district's work plan & budget as submitted in NOVA (EC 84913 (1-7), 84906, 8914(a)).
- I certify that my expenditures of CAEP funds match the objectives/activities included in the annual plan and the member work plan (EC 84906, 84914(a)).
- I certify that my expenditures of CAEP funds adhere to the allowable uses of funds as identified in the CAEP Fiscal Management Guide.
- I certify that I will report student level enrollment data and outcomes as prescribed by the State CAEP Office (EC 84920).
- I certify that I will share financial expenditure and progress reports with the members of my regional consortium.
- I certify that I understand that as a member if I do not meet any of these items I have certified, I will be deemed an ineffective member which may result in a loss or reduction of CAEP funding (EC 84914(b)).
- I certify that all CAEP expenses have been expended only for the education of persons 18 years of age or older (EC 84901(a)).

### Cabrillo CCD - Member Representative

**Matthew Wetstein**

President

[mawetste@cabrillo.edu](mailto:mawetste@cabrillo.edu)

(831) 479-6302

**Annabelle Rodriguez**

Consortia Director - GOAL

[annabelle.rodriguez@cabrillo.edu](mailto:annabelle.rodriguez@cabrillo.edu)

(831) 477-3388

Approved by Dr. Matthew Wetstein

05/03/2022 04:17 PM PDT

**Pajaro Valley Unified - Member Representative**

**Michelle Rodriguez**

[michelle\\_rodriguez@pvusd.net](mailto:michelle_rodriguez@pvusd.net)

(831) 786-2135

**Christina Koda**

Senior Accountant

[christina\\_koda@pvusd.net](mailto:christina_koda@pvusd.net)

(831) 786-2100 ext: 2630

**Todd Livingstone**

Assistant Director

[todd\\_livingstone@pvusd.net](mailto:todd_livingstone@pvusd.net)

(831) 786-2160

**Colleen Bugayong**

Director of Fiscal Services

[colleen\\_bugayong@pvusd.net](mailto:colleen_bugayong@pvusd.net)

(831) 786-2330

Approved by Michelle Rodriguez

04/29/2022 02:45 PM PDT

**Santa Cruz City High - Member Representative**

**Kris Munro**

Superintendent

[kmunro@sccs.net](mailto:kmunro@sccs.net)

(831) 429-3410 ext: 3410

Approved by Kris Munro

05/03/2022 11:31 AM PDT

**Santa Cruz Co. Office of Education - Member Representative**

**Faris Sabbah**

Deputy Superintendent of Schools

[fsabbah@santacruzcoe.org](mailto:fsabbah@santacruzcoe.org)

(831) 750-7377

**Michelle Coffman**

Financial Analyst

[mcoffman@santacruzcoe.org](mailto:mcoffman@santacruzcoe.org)

(831) 466-5628

**Denise Sanson**

Senior Director

[dsanson@santacruzcoe.org](mailto:dsanson@santacruzcoe.org)

**Taylor Threlkeld**

Project Specialist

[tthrelkeld@santacruzcoe.org](mailto:tthrelkeld@santacruzcoe.org)

(831) 466-5765

Approved by Dr. Faris Sabbah

04/30/2022 12:16 PM PDT

**Santa Cruz Workforce Development Board - Member Representative**

**Andy Stone**

Director

[andy.stone@santacruzcounty.us](mailto:andy.stone@santacruzcounty.us)

Approved by Andy Stone

04/29/2022 03:26 PM PDT



California  
Community  
Colleges



2022 © California Community Colleges

NOVA Site Version: [4.48.6](#)