

California Adult Education Program : CFAD : 2020-21 Produced: Apr 29, 2020, 05:36 PM UTC Ron Letourneau

09 Citrus College Adult Education Consortium

Fiscal Declaration - Consortium Approved

Consortium Name: 09 Citrus College Adult Education Consortium

Funding Channel: Fiscal Agent

Fiscal Agent: Claremont Unified

Narrative: CCAEC member representatives agreed that continuing with a fiscal agent is most prudent. Over the years of providing CAEP educational services, institutional member representatives have agreed to subcontract or re-allocate CAEP funds a number of times based on a variety of reasons. Having a fiscal agent has allowed member representatives the mechanism to most efficiently achieve subcontracting or re-allocation wishes. Also, having a fiscal agent allows the consortium member representatives to have the mechanism to take funding away from members who are not properly using CAEP funds, not serving adult in CAEP Programs, or not meeting CAEP Goals. The funding allocations are consistent with the CCAEC Three Year Plan. The Three Year Plan calls for Logic Models to increase student Persistence and Performance rates, create and implement a Regional Employment Plan to increase leveraged funds for CTE programs, and to improve Industry Advisory Board input in CCAEC CTE programs. 2020-21 allocation of funds has been calibrated based on enrollment changes over the last two years and cumulative carryover. Member representatives believe each member has adequate funding to provide CAEP Program services and meet CAEP Goals.

Changes: This CCAEC CFAD does slightly change funding amounts to each member. The allocation of 2020-21 funds has been calibrated based on enrollment for each member over the last two years (2018-19 and 2019-20) and cumulative carryover. When analyzing CAEP program enrollment over the two year period, consortium members had the following percentages of total consortium enrollment: Monrovia 35.7% Azusa 34.0% Claremont 25.0% Glendora 4.8% Duarte 0.5% In considering enrollment, this meant a slight decrease in funds for Azusa, Duarte, and Glendora; a slight increase in funds.

Member Allocations

Member Name	(2020-21)	(2019-20)	(2018-19)
Azusa Unified	\$1,482,937	\$1,717,822	\$1,689,472
Claremont Unified	\$1,244,256	\$1,005,325	\$873,472
Duarte Unified	\$22,173	\$27,960	\$15,569
Glendora Unified	\$210,201	\$255,626	\$251,418
Monrovia Unified	\$1,554,778	\$1,415,096	\$1,444,019
Total Allocated to Members	\$4,514,345	\$4,421,829	\$4,273,950
Total CAEP Funds	\$4,514,345	\$4,413,282	\$4,273,950
Total Remaining	\$0	\$-8,547	\$0



Member Agencies

Member Agency	Member Type	Contact	Phone
Azusa Unified	Unified School District	Linda McNary 2129268	(626) 852-8415
Claremont Unified	Unified School District	Felipe Delvasto	(909) 398-0609
Duarte Unified	Unified School District	Kevin Morris	(626) 599-5901
Glendora Unified	Unified School District	Ron Letourneau	(626) 852-4550
Monrovia Unified	Unified School District	Flint Fertig	(626) 471-3065
Citrus CCD	District	Michael Wangler	(626) 852-6402

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)).

Azusa Unified - Member Representative

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Approved by Linda McNary 2129268

04/24/2020 10:52 AM PDT

Citrus CCD - Member Representative

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Approved by Michael Wangler

04/22/2020 06:12 PM PDT

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04/22/2020 04:13 PM PDT

Duarte Unified - Member Representative

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Approved by Kevin Morris

04/23/2020 05:00 PM PDT

Glendora Unified - Member Representative

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Approved by Ron Letourneau

04/29/2020 10:36 AM PDT

Monrovia Unified - Member Representative

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04/22/2020 09:32 PM PDT



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