

CAEP Allocation Amendment: 2020-21 Produced: Jun 23, 2020, 06:10 PM UTC Linda McNary

## 09 Citrus College Adult Education Consortium

### Allocation Amendment Summary

#### Fiscal Declaration

The Fiscal Declaration information in this section has been provided as a courtesy. It has not been changed since CFAD has been approved by the Member Representatives.

**Consortium Name:** 09 Citrus College Adult Education Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**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.

### Amended Member Allocations for 2020-21

Member Agency	Amended Allocation	Adjustment Made
Azusa Unified	\$1,303,420	-\$179,517
Citrus CCD	\$0	
Claremont Unified	\$1,093,632	-\$150,624
Duarte Unified	\$19,489	-\$2,684
Glendora Unified	\$184,755	-\$25,446
Monrovia Unified	\$1,366,564	-\$188,214
<b>Total Allocated to Members</b>	<b>\$3,967,860</b>	
<b>Total CAEP Funds</b>	<b>\$3,967,860</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

## Member Agencies

Member Agency	Member Type	Contact	Phone
<a href="#">Azusa Unified</a>	Unified School District	Linda McNary 2129268	(626) 852-8415
<a href="#">Claremont Unified</a>	Unified School District	Felipe Delvasto	(909) 398-0609
<a href="#">Duarte Unified</a>	Unified School District	Kevin Morris	(626) 599-5901
<a href="#">Glendora Unified</a>	Unified School District	Ron Letourneau	(626) 852-4550
<a href="#">Monrovia Unified</a>	Unified School District	Flint Fertig	(626) 471-3065
<a href="#">Citrus CCD</a>	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)(ii)).
- 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)).

Citrus CCD - Member Representative

**Michael Wangler**

Dean of Career, Technical & Continuing Education

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**John Russell**

Program Director

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Approved by John Russell

05/27/2020 11:31 AM PDT

**Azusa Unified - Member Representative**

**Linda McNary**

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Approved by Linda McNary 2129268

06/23/2020 11:10 AM PDT

**Claremont Unified - Member Representative**

**Felipe Delvasto**

Senior Coordinator of Alternative Education

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Approved by Felipe Delvasto

05/26/2020 10:47 AM PDT

**Duarte Unified - Member Representative**

**Kevin Morris**

Director/Principal

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Approved by Kevin Morris

05/26/2020 01:05 PM PDT

**Glendora Unified - Member Representative**

**Ron Letourneau**

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Approved by Ron Letourneau

05/26/2020 01:58 PM PDT

**Monrovia Unified - Member Representative**

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Approved by John Russell

05/26/2020 01:59 PM PDT



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