

CAEP Allocation Amendment: 2023-24 Produced: May 24, 2023, 12:41 AM UTC Kevin Morris

## 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:** Claremont USD has been a very effective, very competent Fiscal Agent. Efficient CUSD processes have allowed the consortium to better benefit from economies of scale with consortium wide services (e.g. consortium-wide Nurse Director for Pre-certification CNA programs, marketing to increase WIOA Title I funding, etc ). CCAEC members also want to continue with a fiscal agent in case members agree that one member is being ineffective and funds need to move accordingly.

**Changes:** No Changes

### Amended Member Allocations for 2023-24

Member Agency	Amended Allocation	Adjustment Made
Azusa Unified	\$1,470,635	-\$14,968
Citrus CCD	\$0	
Claremont Unified	\$1,768,862	\$33,065
Duarte Unified	\$35,515	-\$136
Glendora Unified	\$149,379	-\$787
Monrovia Unified	\$1,866,690	-\$17,174
<b>Total Allocated to Members</b>	<b>\$5,291,081</b>	
<b>Total CAEP Funds</b>	<b>\$5,291,081</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

### Member Agencies

Member Agency	Member Type	Contact	Phone
Azusa Unified	Unified School District	Mari Bordona	(626) 852-8400 ext: 8420
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	John Russell	(626) 840-9865

## 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)).

**Citrus CCD - Member Representative**

**John Russell**  
 Program Director  
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 (626) 840-9865

**Kimberly Mathews**  
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Approved by John Russell

05/23/2023 02:16 PM PDT

**Azusa Unified - Member Representative**

**Mari Bordona**  
 Interim Director  
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Approved by Mari Bordona

05/23/2023 02:40 PM PDT

**Claremont Unified - Member Representative**

**Felipe Delvasto**

Senior Coordinator of Alternative Education

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Approved by Felipe Delvasto

05/23/2023 03:08 PM PDT

**Duarte Unified - Member Representative**

**Kevin Morris**

Director/Principal

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Approved by Kevin Morris

05/23/2023 05:41 PM PDT

**Glendora Unified - Member Representative**

**Ron Letourneau**

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Approved by Ron Letourneau

05/23/2023 02:22 PM PDT

**Monrovia Unified - Member Representative**

**Flint Fertig**

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**John Russell**

Program Director

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Approved by Flint Fertig

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