

CAEP Allocation Amendment: 2022-23 Produced: Jan 30, 2023, 11:53 PM UTC Paul Mansingh

12 Contra Costa 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: 12 Contra Costa Adult Education Consortium

Funding Channel: Direct Funded

Narrative: In 2020-21, CCCAEC member agencies continued to make progress towards meeting the goals and objectives outlined in its annual adult education plan and three-year plan. As the CCCAEC completes the final year of the 2019-2022 three-year plan, it has continued efforts to enhance levels of adult education services and improve learner outcomes while navigating the transition back to in-person learning. The CCCAEC has focused on responding to the needs of its service communities by increasing the availability of hybrid/flexible learning opportunities and strengthening pathways to support services. The Consortium has continued to utilize a sub-regional planning approach to strengthen local partnerships and tailor education and support services to the specific needs of local communities. At County level, the CCCAEC has sought to increase consistency and use of shared data and reporting tools to support data-driven decision making. The 2022-2023 planned allocation, as outlined in this year's CFAD, will provide CCCAEC member agencies with the necessary funding levels to maintain and expand its programming and make progress toward meeting the newly established goals and objectives outlined in the new annual adult education plan and 2022-2025 three-year plan. Funding will support Consortium efforts to optimize and clarify learning/career pathways, increase equitable access to services, and enhance capacity to support seamless transitions. The CCCAEC will also engage in ongoing quality improvement efforts to maximize the impact of education services and CAEP funding. Through its established annual budget development process, facilitated by the CCCAEC Budget and Fiscal Workgroup, the CCCAEC reviewed and approved the funding needs of each member to ensure that allocations are appropriate to support member programming and implement annual and three-year strategies and activities. The budget development process also included thorough review and planning of Common Costs to ensure appropriate resources are available to support Consortium administrative and operational needs.

Changes: The CCCAEC's 2022-23 CFAD has changes in funding amounts to all members from their 2021-22 CFAD allocation. The CCCAEC's allocation for the FY 2022-23 is \$16,604,315 which includes a COLA of 5.33% and is an increase of \$840,225 from the previous year's allocation amount. The Governor's proposed COLA of 5.33% has been applied proportionally to all CCCAEC members budget requests. Please see the table below for a detailed accounting of the CCCAEC's fiscal year 2022-23 allocations. The CCCAEC members developed and approved the 2022-23 CAEP allocation budget through the annual budget development process as outlined in the CCCAEC's budget agreement document. The final allocation budget outlined in this CFAD was approved by board-designated, voting members at the CCCAEC Steering Committee, a public meeting on April 21, 2022.

Amended Member Allocations for 2022-23

Member Agency	Amended Allocation	Adjustment Made
Acalanes Union High	\$655,685	\$6,434
Antioch Unified	\$1,171,568	\$11,495
Contra Costa CCD	\$680,998	
Contra Costa Co. Office of Education	\$927,378	-\$119,249
Liberty Union High	\$1,266,419	\$12,426
Martinez Unified	\$1,843,511	\$18,089
Mt. Diablo Unified	\$4,203,428	\$41,244
Pittsburg Unified	\$3,036,487	
West Contra Costa Unified	\$3,012,750	\$29,561
Total Allocated to Members	\$16,798,224	
Total CAEP Funds	\$16,798,224	
Total Remaining (Must be \$0)	\$0	

Member Agencies

Member Agency	Member Type	Contact	Phone
Acalanes Union High	High School District	Steven France	(925) 280-3945
Antioch Unified	Unified School District	Cynthia Hunt	(925) 779-7500 ext: 42354
Contra Costa CCD	District	Kelly Schelin	(925) 229-6826
Contra Costa Co. Office of Education	County Office of Education (COE)	Hilary Dito	(925) 942-5357
Liberty Union High	High School District	Guy Rognlien	(925) 634-2589
Martinez Unified	Unified School District	Suzanne Murphy	(925) 335-5803
Mt. Diablo Unified	Unified School District	Vittoria Abbate	(925) 685-7340 ext: 6711
Pittsburg Unified	Unified School District	Lisa Williams	(925) 473-2403
West Contra Costa Unified	Unified School District	Connie Pekedis	

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)).

Contra Costa CCD - Member Representative

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01/26/2023 03:54 PM PST

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