

California Adult Education Program : CFAD : 2022-23 Produced: May 2, 2022, 12:31 AM UTC Thatcher Weldon

23 Kern Adult Education Consortium

Fiscal Declaration - Consortium Approved

Consortium Name: 23 Kern Adult Education Consortium

Funding Channel: Direct Funded

Narrative: The allocations are following the plans of each member and are based on the COLA being distributed based on the % of total allocation of CAEP funds in the Kern Adult Education Consortium.

Changes: No Changes

Member Allocations

Member Name	(2022-23)	(2021-22)	(2020-21)
Delano Joint Union High	\$1,596,024	\$1,478,124	\$1,489,629
Inyo Co. Office of Education	\$217,173	\$201,130	\$51,528
Kern CCD	\$1,464,993	\$1,356,772	\$1,518,501
Kern High	\$12,126,256	\$11,230,476	\$11,317,893
McFarland Unified	\$343,270	\$317,913	\$320,388
Mojave Unified	\$339,902	\$314,793	\$317,243
Mono Co. Office of Education	\$236,807	\$219,314	\$221,021
Muroc Joint Unified	\$172,177	\$159,458	\$160,700
Porterville Unified	\$1,704,668	\$1,578,742	\$1,591,031
Sierra Sands Unified	\$257,143	\$238,148	\$240,001
Tehachapi Unified	\$275,096	\$254,774	\$256,757
Trona Joint Unified	n/a	\$0	\$0
Wasco Union High	\$303,118	\$280,726	\$282,911
Total Allocated to Members	\$19,036,627	\$17,630,370	\$17,767,603
Total CAEP Funds	\$19,036,627	\$18,073,321	\$17,369,837
Total Remaining	\$0	\$442,951	\$-397,766

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? *

We will report on our funds during our monthly CAEP consortium meetings and will also have each member sign off on their quarterly reports before certification. Any questions or comments will be brought up during our public meetings.

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 consortium has delegated voting members and alternate members for each site in our consortium. These are the only members who have a vote during our board meetings and executive committee meetings.

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

Each site is expected to have a member at each of our monthly board meetings and executive committee meetings in order to vote on any decisions being made by the consortium. Each decision being made in regards to the Kern Adult Education Consortium will be voted on at our public meetings.

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

Other

6.1 (Other) If selected "Other" in Question 6, use the space below to describe the relative voting power of each member. If not applicable, leave question blank. *

For our board meetings, each member has one vote, with the exception of Kern High, who has 3 total votes due to their size in students served and in allocation %. Kern High also has 3 votes in the executive committee while each of the other 3 regions (East-Sierra, North-Kern, Porterville) have 1 vote. Kern Community College District has one vote as well on the board and executive committee. Kern County Superintendent of Schools also has a vote for the board and executive committee, even though they do not receive CAEP funds,

7. How will decisions be approved? *

by majority vote of 51%

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

This was decided during the AB86 planning periods to ensure that we had majority approval in all decisions. We also felt that the executive committee could serve as a committee to discuss items further that only are approved by a small majority.

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

Members of the board and executive committee will be made aware of any items to be voted on at upcoming meetings, and our agendas will be posted publicly at least 72 hours before our meetings take place. We also provide call-in and zoom opportunities to attend for our members who are long distances from the Bakersfield area.

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 will follow the Brown act and provide public notice to all board meetings. We will also allow public comments at the beginning of all of our board and executive committee meetings.

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

If members decide to write in a comment, we will make sure to print out the comment and to include the comment in our electronic folder for the meeting as well.

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 partner with our local Workforce Investment Boards and local public agencies, including the county library, Kern Literacy Council, and many faith-based and other community organizations. We often have members from these entities in attendance at our meetings.

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

All budgets for our members come before the board and executive committee to be approved. Each site must show that all their CAEP funds will be used only for CAEP programs pursuant to Section 84913 of the education code.

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? *

Members can come to the consortium and present their plans for adult education in their areas to join. They will propose to the board and executive committee their plans and what they need to pursue those plans. It will be up to the board and executive committee to decide how and if this agency will be distributed any funding. If a member wishes to leave the consortium, they may propose their intention to the board and executive committee, and the board and executive committee will vote on how to disperse any CAEP funding from the site that has left. Members may be determined to be ineffective based on decisions of the board and executive committee in our three-year and annual plans. If a member is deemed ineffective based on the decisions of the board and executive committee, they may be dismissed from the consortium.

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

The consortium has monitored carryover funds as individual members in the past. Each member that had large carryover funding was asked to propose a plan to spend down those funds in the past, and if they felt that they could not spend the funds down effectively for our adult education population, other members would propose plans for any funding to help spend those funds. In the future, we will follow the state's 15% annual carryover allowance, and any carryover funding re-distribution rules will be discussed in our three-year plan and annual plan.

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

Currently, we are following the state's guidance, and we are planning on allowing 15% maximum carryover for members each year. We will be working on these and developing the by-laws to address carry-over with the three-year plan and annual plans.

18. How does your consortium define member effectiveness? *

Member effectiveness has been defined as following all the rules and regulations of CAEP funding in the past. We are also working on goals and targets for the consortium and each member to determine effectiveness in our three-year and annual plans.

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

As stated above, member effectiveness has been monitored as following all state guidance. We will be drafting more concrete bylaws to address member effectiveness with our three-year and annual plans.

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? *

This will be developed with our three-year and annual plan.

Member Agencies

Member Agency	Member Type	Contact	Phone
Delano Joint Union High	High School District	Julio C. Segura	(661) 720-4170
Kern CCD	District	Cathi Jacob	(661) 336-5105
Kern High	High School District	Mark Wyatt Mr	(661) 835-1855
McFarland Unified	Unified School District	Lori Schultz	(661) 792-3178
Mojave Unified	Unified School District	Susan Clipperton Mojave Unified School District	(661) 824-4088 ext: 107
Mono Co. Office of Education	County Office of Education (COE)	Stacey Adler	(760) 934-0031
Muroc Joint Unified	Unified School District	Kevin Cordes	(760) 769-4821
Porterville Unified	Unified School District	Brad Rohrbach 7932458	(559) 793-2458
Sierra Sands Unified	Unified School District	JoAnne McClelland	(760) 449-1810
Tehachapi Unified	Unified School District	Hojat Entezari	
Wasco Union High	High School District	Marleni Maston	(661) 758-7414
Kern Co. Office of Education	County Office of Education (COE)	Dr. Chris Persons	(661) 619-5942
Inyo Co. Office of Education	County Office of Education (COE)	Barry Simpson	(760) 873-3262 ext: 2101
Trona Joint Unified	Unified School District	Joseph Wolfe	

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)).

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Approved by Julio C. Segura

04/28/2022 07:58 AM PDT

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05/01/2022 05:31 PM PDT

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04/28/2022 09:46 AM PDT

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04/27/2022 08:43 PM PDT



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