

CAEP Allocation Amendment: 2019-20 Produced: May 24, 2021, 05:14 PM UTC Morgan Nugent

25 Lassen-Modoc 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: 25 Lassen-Modoc Adult Education Consortium

Funding Channel: Fiscal Agent

Fiscal Agent: Not Selected

Narrative: The Lassen-Modoc Adult Education (LMAE) Consortium approves the allocations to their 11 school district members each year. Using a consortium approved mini grant process since 2015, the school district members apply for LMAE funding annually and present at the spring consortium Mini Grant Presentation meeting. The annual mini grant applications include updated project descriptions, objectives, activities, timelines, budgets, performance outcomes and responsible persons as stated in our previous AEBG 3-Year Consortium Plan. After the presentations the consortium appointed Review Committee meets several times to review all mini grant applications and budgets, to forward their recommendations for funding to the consortium. The consortium then meets to discuss and approve the allocations for the new school year. All funding allocations align with the consortium annual plan and the objectives of CAEP. Final Allocation Agreements are drafted between the consortium and each school district member with specified payments and signed by the consortium officers and school district superintendents. Agreements are also approved at the next consortium meeting to be entered into as a funding agreements between the consortium and its school district members. If a school district member requests a different allocation amount they must justify the need and the consortia membership must consent by agreement to the allocation change. Allocations are usually only done once annually by consortium agreement after the mini grants are presented and approved. When any district requests an allocation category budget change, it is approved by the consortium and documented in the consortium meeting minutes. The Goal agreed upon by the consortium in February 2014 continues to align with the mini grants programs funded "To have a seamless way adults can complete their education and skills to enter the workforce." Lassen Community College will remain the Fiscal Agent for the Lassen Modoc Adult Education Consortium.

Changes: No Changes

Amended Member Allocations for 2019-20

Member Agency	Amended Allocation	Adjustment Made
Big Valley Joint Unified	\$27,262	
Fort Sage Unified	\$47,365	
Lassen CCD	\$421,160	
Lassen Co. Office of Education	\$107,788	\$23,709
Lassen Union High	\$78,408	
Long Valley Charter	\$40,000	
Modoc Co. Office of Education	\$84,079	
Modoc Joint Unified	\$33,632	
Shaffer Union Elementary	\$37,949	-\$23,709
Surprise Valley Joint Unified	\$22,421	
Westwood Unified	\$61,658	
Total Allocated to Members	\$961,722	
Total CAEP Funds	\$961,722	
Total Remaining (Must be \$0)	\$0	

Member Agencies

Member Agency	Member Type	Contact	Phone
Big Valley Joint Unified	Unified School District	Paula Silva	(530) 294-5231
Fort Sage Unified	Unified School District	Heather Von Ins	(530) 827-2129 ext: 6502
Lassen CCD	District	Susan Rentfrow	(530) 257-6181 ext: 8708
Lassen Co. Office of Education	County Office of Education (COE)	Patricia Gunderson	(530) 257-2196
Lassen Union High	High School District	Mrs. Cori Shields	(530) 251-1194
Long Valley Charter	Charter	Carol Growdon	(530) 257-6181 ext: 8997
Modoc Co. Office of Education	County Office of Education (COE)	Mike Martin	(530) 233-7101
Shaffer Union Elementary	Elementary School District	Jeff Baker	(530) 254-6577
Surprise Valley Joint Unified	Unified School District	BillieJo Young	
Westwood Unified	Unified School District	Michael Altenburg	
Modoc Joint Unified	Unified School District	Tom O'Malley	(530) 233-7201
Ravendale-Termo Elementary	Elementary School District	Jason Waddell	(530) 257-8200
Susanville Elementary	Elementary School District	Jason Waddell Susanville School District	(530) 257-8200

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)).

Lassen Co. Office of Education - Member Representative

Patricia Gunderson
pgunderson@lcoe.org
 (530) 257-2196

Approved by Patricia Gunderson

05/17/2021 03:14 PM PDT

Big Valley Joint Unified - Member Representative

Paula Silva
Superintendent/Principal
psilva@bigvalleyschool.org
(530) 294-5231

Dianne Parady
Chief Business Official
dparady@bigvalleyschool.org
(530) 254-6577

Approved by Paula Silva

05/17/2021 10:20 AM PDT

Lassen Union High - Member Representative

Cori Shields
CBO
cori.shields@lassenhigh.org
(530) 251-1194

Morgan Nugent
Superintendent/Principal
morgan.nugent@lassenhigh.org
(530) 250-5324 ext: 2142

Approved by Morgan Nugent

05/24/2021 10:13 AM PDT

Long Valley Charter - Member Representative

Carol Growdon
cgrowdon@lassencollege.edu
(530) 257-6181 ext: 8997

Approved by Carol Growdon

05/14/2021 01:27 PM PDT

Shaffer Union Elementary - Member Representative**Jeff Baker**

Superintendent/Principal
jbaker@shafferschool.com
(530) 254-6577

Dianne Parady

Chief Business Official
dparady@shafferschool.com
(530) 254-6577

Approved by Jeff Baker

05/14/2021 12:50 PM PDT

Westwood Unified - Member Representative**Michael Altenburg**

maltenburg@westwoodusd.org

Krissy House

Chief Business Official
khouse@westwoodusd.org
(530) 256-2311 ext: 4715

Approved by Krissy House

05/19/2021 11:52 AM PDT

Fort Sage Unified - Member Representative**Heather Von Ins**

Chief Business Officer
hvonins@fortsage.org
(530) 827-2129 ext: 6502

Keith Tomes

Superintendent
ktomes@fortsage.org
(530) 827-2129 ext: 6500

Approved by Heather Von Ins

05/20/2021 09:09 AM PDT

05/20/2021 09:05 AM PDT

Lassen CCD - Member Representative**Susan Rentfrow**

Accountant III

srentfrow@lassencollege.edu

(530) 257-6181 ext: 8708

Carol Growdoncgrowdon@lassencollege.edu

(530) 257-6181 ext: 8997

Roxanna Haynes

Dean of Instruction

rhaynes@lassencollege.edu

(530) 257-6181

Approved by Roxanna Haynes

05/14/2021 02:50 PM PDT

Modoc Co. Office of Education - Member Representative**Mike Martin**mmartin@modoccoe.org

(530) 233-7101

Leslie Corder

Director of Fiscal Services

lcorder@modoccoe.k12.ca.us

(530) 233-7104

Approved by Mike Martin

05/14/2021 12:50 PM PDT

Surprise Valley Joint Unified - Member Representative**BillieJo Young**

Business

byoung@modoccoe.org**Audra Evans**aevans@svjUSD.org

(530) 279-6141 ext: 123

Approved by Audra Evans

05/17/2021 08:31 AM PDT

Modoc Joint Unified - Member Representative

Tom O'Malley
Superintendent
tomalley@modoc.k12.ca.us
(530) 233-7201

Elizabeth Guzman
Business Manager
eguzman@modoc.k12.ca.us
(530) 233-7201

Approved by Tom O'Malley

05/19/2021 11:07 AM PDT



California
Community
Colleges



2021 © California Community Colleges

NOVA Site Version: [4.31.2](#)