

CAEP  
CFAD

Produced: Sep 19, 2023, 09:30 PM UTC - By Dianne Parady

## 25 Lassen-Modoc Adult Education Consortium

CERTIFIED

Allocation Amendment: 2023-24

### 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 LMAEC Board revised its Consortium documents in 2020 and 2021 to align more closely with the mandates of AB104 and the CAEP state guidance. All discussions of the Board are publicly noticed and discussed in an open meeting. The 2023-24 CFAD allocations align with both the current 2022-2023 Annual Plan as well as the approved 2022-2025 Three-Year Plan.

**Changes:** No Changes

### Amended Member Allocations for 2023-24

#### Type of allocation amendment \*

Standard member transfer

#### Explanation for amendment \*

MJUSD will be a non-funded voting member of the consortium for the 2023-24 fiscal year, with funds shifted to MCOE to continue program offerings. MJUSD will become a fully funded, voting member again during the 2023-25 fiscal year. Staffing challenges resulted in this LMAEC Board vote on August 8, 2023.

Member Agency	Amended Allocation	Adjustment Made
Big Valley Joint Unified	\$28,826	
Fort Sage Unified	\$50,082	
Johnstonville Elementary	\$0	
Lassen CCD	\$523,638	
Lassen Co. Office of Education	\$255,149	
Lassen Union High	\$82,906	
Modoc Co. Office of Education	\$124,464	\$35,561
Modoc Joint Unified	\$0	-\$35,561
Ravendale-Termo Elementary	\$0	
Richmond Elementary	\$0	
Shaffer Union Elementary	\$0	
Surprise Valley Joint Unified	\$23,708	
Susanville Elementary	\$0	
Westwood Unified	\$65,196	
<b>Total Allocated to Members</b>	<b>\$1,153,969</b>	
<b>Total CAEP Funds</b>	<b>\$1,153,969</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

**Member Agencies**

Member Agency	Member Type	Contact	Phone
Big Valley Joint Unified	Unified School District	Dianne Parady	(530) 254-6577
Fort Sage Unified	Unified School District	Heather Von Ins	(707) 895-2953 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	Dianne Parady	(530) 254-6577
Surprise Valley Joint Unified	Unified School District	BillieJo Young	
Westwood Unified	Unified School District	Krissy House	(530) 256-2311 ext: 4715
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
Johnstonville Elementary	Elementary School District	Dr. Scott Smith	(530) 257-2471
Richmond Elementary	Elementary School District	Brian Boyer	(530) 257-2338 ext: 1311

## 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)).

### Certification

#### Lassen Co. Office of Education - Member Representative

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

**Courtney Russell**  
 Director of Business Services  
 crussell@lcoe.org  
 (530) 257-2544

Approved by Patricia Gunderson

09/01/2023 07:54 AM PDT

#### Big Valley Joint Unified - Member Representative

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

**Bob Cazet**  
 superintendent  
 rcazet@bigvalleyschool.org  
 (707) 322-7650

Approved by Dianne Parady

09/19/2023 02:30 PM PDT

#### Johnstonville Elementary - Member Representative

**Scott Smith**  
 Superintendent/Principal  
 ssmith@johnstonville.org  
 (530) 257-2471

Approved by Dr. Scott Smith

09/01/2023 07:52 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 Mrs. Cori Shields

09/12/2023 12:08 PM PDT

**Ravendale-Termo Elementary - Member Representative**

**Jason Waddell**

Superintendent

jwaddell@juniperridge.org

(530) 257-8200

Approved by Jason Waddell

09/01/2023 12:40 PM PDT

**Richmond Elementary - Member Representative**

**Brian Boyer**

Principal/ Superintendent

bboyer@richmondelementary.com

(530) 257-2338 ext: 1311

Approved by Brian Boyer

09/13/2023 09:22 AM PDT

**Shaffer Union Elementary - Member Representative**

**Dianne Parady**

Chief Business Official

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(530) 254-6577

**Joshua Blackburn**  
Superintendent/Principal  
jblackburn@shafferschool.com  
(530) 254-6577

Approved by Joshua Blackburn Shaffer

09/01/2023 08:35 AM PDT

**Susanville Elementary - Member Representative**

**Jason Waddell**  
Superintendent  
jwaddell@susanvillesd.org  
(530) 257-8200

Approved by Jason Waddell Susanville School District

09/01/2023 12:38 PM PDT

**Westwood Unified - Member Representative**

**Krissy House**  
Chief Business Official  
khouse@westwoodusd.org  
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**Paula Silva**  
Superintendent/Principal  
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Approved by Paula Silva

09/01/2023 07:43 AM PDT

**Fort Sage Unified - Member Representative**

**Heather Von Ins**  
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**Bryan Young**

Superintendent  
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Approved by Heather Von Ins

09/01/2023 09:15 AM PDT

**Lassen CCD - Member Representative**

**Susan Rentfrow**  
Accountant III  
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(530) 257-6181 ext: 8708

**Carol Growdon**  
Director of Continuing Education  
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**Michell Williams**  
Dean of Instruction  
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(530) 257-6181 ext: 8960

Approved by Michell Williams

09/01/2023 11:49 AM 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

09/01/2023 06:35 AM PDT

**Surprise Valley Joint Unified - Member Representative**

**BillieJo Young**



Business  
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**Audra Evans**  
aevans@svjUSD.org  
(530) 279-6141 ext: 123

Approved by Audra Evans

09/01/2023 09:44 AM PDT

**Modoc Joint Unified - Member Representative**

**Tom O'Malley**  
Superintendent  
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**Elizabeth Guzman**  
Business Manager  
eguzman@modoc.k12.ca.us  
(530) 233-7201

Approved by Tom O'Malley

09/06/2023 10:42 AM PDT



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Community  
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