

CAEP Allocation Amendment: 2019-20 Produced: Mar 21, 2022, 07:10 PM UTC Kathy Takemoto

## 29 Marin County Adult Education Block Grant 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:** 29 Marin County Adult Education Block Grant Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**Narrative:** The 19-20 CFAD allocations are consistent with the plan of the Marin Adult Education Consortium to fund and advance the following 19-20: High School Diploma/High School Equivalency (HSD/HSE) attainment at MCOE, NUSD, SRCS, and TAS. Additional funding at SRCS will support the delivery of HSD/HSE instruction to the concentrated newcomer adult population in San Rafael who have aged out of traditional HS education. NUSD will concentrate on increasing student persistence, learning gains, and the number of HSD/HSE earned. SUSD will expand adult education offerings to include HSE classes. Delivery of English as a Second Language (ESL) instruction and student support at College of Marin, NUSD, SRCS, SUSD, TAS. The HSD/HSE, and ESL programs, now offered throughout Marin County, include newer programs in Central and West Marin. These are areas which were not easily served by existing programs in 2015-16. Programs to teach adults how to support their child(ren)'s academic success at MCOE and TAS. Programs will be concentrated in Central Marin which has the largest number of non-native English speakers and lowest high school graduation rates in the county. Non-Credit CTE at COM and TAS. College of Marin will continue to develop non-credit CTE programming and evaluate the success of the pilot construction program that was launched in 2018 in partnership with a local CBO. An in-Home Caregiver course will continue at Tamalpais Adult School. Plans are underway to conduct this non-credit course at other sites within the consortium. SUSD will evaluate and may implement certification coursework for home health care assistants. Pre-apprenticeship. The consortium is benefiting from a leveraged program (funded by Prop 98), North Bay Trades Introduction Program, to offer a pre-apprenticeship course within the county. Member and Program Data and Accountability: In 19-20, the Consortium will prioritize the collection and evaluation of program outcomes and metrics to support the assessment of member effectiveness and financial need. Additionally, the consortium will review and further develop the services provided by the Adult Education Transition Outreach Counselor as well as the Marin Consortium Outreach & Support Coordinator, to bolster the community awareness of and access to existing adult ed programs.

**Changes:** The change in funding amounts reflect the needs of members and existing programs, as unanimously determined by the Marin Adult Education Program Governance Committee.

### Amended Member Allocations for 2019-20

Member Agency	Amended Allocation	Adjustment Made
Marin CCD	\$5,624	
Marin Co. Office of Education	\$139,930	-\$10,280
Novato Unified	\$293,652	
San Rafael City High	\$309,148	\$10,280
Shoreline Unified	\$45,257	
Tamalpais Union High	\$711,482	
<b>Total Allocated to Members</b>	<b>\$1,505,093</b>	
<b>Total CAEP Funds</b>	<b>\$1,505,093</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

## Member Agencies

Member Agency	Member Type	Contact	Phone
<a href="#">Marin CCD</a>	District	Katheryn Horton	(415) 457-8811 ext: 8108
<a href="#">Marin Co. Office of Education</a>	County Office of Education (COE)	Ken Lippi	(415) 499-5803
<a href="#">Novato Unified</a>	Unified School District	Kessa Early	
<a href="#">San Rafael City High</a>	High School District	Kathy Takemoto	(847) 274-8276
<a href="#">Shoreline Unified</a>	Unified School District	Adam Jennings	
<a href="#">Tamalpais Union High</a>	High School District	Jaemi Naish	(415) 945-1070

## 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)).

**Marin CCD - Member Representative**

**Katheryn Horton**

Director of Workforce Programs

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(415) 457-8811 ext: 8108

**Kathleen Antokhin**

Program Coordinator- Workforce Projects

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Approved by Katheryn Horton

03/18/2022 03:14 PM PDT

**Marin Co. Office of Education - Member Representative**

**Ken Lippi**

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(415) 499-5803

Approved by Ken Lippi

03/18/2022 03:21 PM PDT

**Novato Unified - Member Representative**

**Kessa Early**

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**Jennifer Marsh Russell**

Assistant Principal

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Approved by Jennifer Marsh Russell

03/21/2022 09:24 AM PDT

**San Rafael City High - Member Representative**

**Kathy Takemoto**

Program Outreach & Support Coordinator

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**Tyler Graff**

Director of Secondary Education

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Principal

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Approved by Kathy Takemoto

03/21/2022 07:26 AM PDT

**Tamalpais Union High - Member Representative**

**Jaemi Naish**

Director

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Approved by Jaemi Naish

03/18/2022 03:40 PM PDT

**Shoreline Unified - Member Representative**

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Superintendent

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Program Outreach & Support Coordinator

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**Susana Tolchard**

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Approved by Kathy Takemoto

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