

CAEP Allocation Amendment: 2022-23 Produced: Aug 19, 2022, 04:06 PM UTC Ken Lippi

## 29 Marin Adult Education Program 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 Adult Education Program Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**Narrative:** 2022-23 planned allocations are consistent with the prospective annual adult education plan and 3-year plan that is currently in review. The allocations identified support the primary programs and services each member is providing to meet the demonstrated need of Marin County adult students. The allocations provided here were reviewed and approved by all members in the April 27, 2022 MAEP Governance Committee meeting.

**Changes:** No Changes

### Amended Member Allocations for 2022-23

Member Agency	Amended Allocation	Adjustment Made
Marin CCD	\$236,621	
Marin Co. Office of Education	\$110,000	
Novato Unified	\$238,950	
San Rafael City High	\$248,950	-\$50,000
Shoreline Unified	\$40,000	
Tamalpais Union High	\$794,263	\$69,263
<b>Total Allocated to Members</b>	<b>\$1,668,784</b>	
<b>Total CAEP Funds</b>	<b>\$1,668,784</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

### Member Agencies

Member Agency	Member Type	Contact	Phone
Marin CCD	District	Katheryn Horton	(415) 457-8811 ext: 8108
Marin Co. Office of Education	County Office of Education (COE)	Ken Lippi	(415) 499-5803
Novato Unified	Unified School District	Kessa Early	
San Rafael City High	High School District	Kathy Takemoto	(847) 274-8276
Shoreline Unified	Unified School District	Adam Jennings	
Tamalpais Union High	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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#### Kathleen Antokhin

Program Coordinator- Workforce Projects

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Approved by Kathleen Antokhin

08/18/2022 09:24 AM PDT

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

#### Ken Lippi

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Approved by Ken Lippi

08/19/2022 09:05 AM PDT

**Novato Unified - Member Representative**

**Kessa Early**  
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**Jennifer Marsh Russell**  
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Approved by Jennifer Marsh Russell

08/10/2022 08:09 PM PDT

**San Rafael City High - Member Representative**

**Kathy Takemoto**  
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**Tyler Graff**  
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**Victoria Martin**  
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Approved by Victoria Martin

08/11/2022 02:17 PM PDT

**Tamalpais Union High - Member Representative**

**Jaemi Naish**  
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Approved by Jaemi Naish

08/10/2022 05:45 PM PDT

**Shoreline Unified - Member Representative**

**Adam Jennings**

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Approved by Alice Enochs

08/10/2022 06:09 PM PDT



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