

CAEP
CFAD

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29 Marin Adult Education Program 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: 29 Marin Adult Education Program Consortium

Funding Channel: Fiscal Agent

Fiscal Agent: Not Selected

Narrative: 2023-24 planned allocations are consistent with the anticipated MAEP annual adult education plan for 23-24 and the 3-year plan that is currently in place. 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 during the April 21, 2023 MAEP Governance Committee meeting.

Changes: No Changes

Amended Member Allocations for 2023-24

Type of allocation amendment *

May revise

Explanation for amendment *


The following allocation amendment was proposed to the MAEP consortium by one of the members: to direct the remaining \$1,503 entirely to the MAEP Outreach Coordinator position held by Tamalpais Adult School, due to the cost associated with funding this valuable position and the reality that Tamalpais Adult School is presently under budget for the position. The consortium voted unanimously in favor of this allocation amendment proposals of August 16, 2023.

Member Agency	Amended Allocation	Adjustment Made
Marin CCD	\$261,190	
Marin Co. Office of Education	\$129,656	
Novato Unified	\$263,520	
San Rafael City High	\$273,520	
Shoreline Unified	\$40,000	
Tamalpais Union High	\$838,073	\$1,503
Total Allocated to Members	\$1,805,959	
Total CAEP Funds	\$1,805,959	
Total Remaining (Must be \$0)	\$0	

Member Agencies

Member Agency	Member Type	Contact	Phone
Marin CCD	District	Kathleen Antokhin	(415) 457-8811 ext: 8183
Marin Co. Office of Education	County Office of Education (COE)	Ken Lippi	(415) 499-5803
Novato Unified	Unified School District	Jennifer Marsh Russell	(415) 493-4314
San Rafael City High	High School District	Tyler Graff San Rafael City Schools	(831) 426-6625
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)).

Certification

Marin CCD - Member Representative

Kathleen Antokhin

Program Coordinator- Workforce Projects

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Alina Varona

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Approved by Kathleen Antokhin

08/23/2023 04:16 PM PDT

Marin Co. Office of Education - Member Representative

Ken Lippi

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Approved by Ken Lippi

08/16/2023 01:51 PM PDT

Novato Unified - Member Representative

Jennifer Marsh Russell

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Approved by Jennifer Marsh Russell

08/16/2023 01:14 PM PDT

San Rafael City High - Member Representative

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Victoria Martin

Principal

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Approved by Tyler Graff San Rafael City Schools

08/16/2023 01:33 PM PDT

Tamalpais Union High - Member Representative

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Approved by Jaemi Naish

08/16/2023 01:42 PM PDT

Shoreline Unified - Member Representative

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Approved by Alice Enochs

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