

CAEP Allocation Amendment: 2022-23 Produced: Sep 16, 2022, 09:54 PM UTC Vicki Gravlin

## 32 Coastal North County 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:** 32 Coastal North County Adult Education Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**Narrative:** On April 4, 2022, during a Coastal North County Adult Education Consortium (CNCAEC) public meeting, CNCAEC Board members approved the 2022-23 Consortium Fiscal Declaration (CFAD). It was agreed to continue designating MiraCosta College District (MCCD) as the fiscal agent for the consortium. MCCD is providing all adult education for the consortium's region, the Board agreed to allocate the full amount of 2022-23 funds to MCCD. The Director, Noncredit & Adult Education Programs and the Dean, Community Learning Center, Continuing and Community Education manage the budgets approved by the consortium's Board. As the Consortium's fiscal agent, MCCD's fiscal services department assists in the administration of the entire funding. The California Adult Education Program (CAEP) is assigned distinct fund accounting numbers which allow payments from the California Community College Chancellor's Office (CCCCO) and activity expenditures to be tracked through MCCD's fiscal system. The Director, Noncredit & Adult Education Programs and the Dean, Community Learning Center, Continuing and Community Education work with MCCD fiscal services personnel to balance and report the budget and expenditures to the CCCCCO, in accordance with statewide deadlines.

**Changes:** No Changes

### Amended Member Allocations for 2022-23

Member Agency	Amended Allocation	Adjustment Made
Alliance For Regional Solutions, North County Works	\$0	
MiraCosta CCD	\$1,352,515	\$15,612
Oceanside Unified	\$0	
San Diego Workforce Partnership	\$0	
San Dieguito Union High	\$0	
<b>Total Allocated to Members</b>	<b>\$1,352,515</b>	
<b>Total CAEP Funds</b>	<b>\$1,352,515</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

## Member Agencies

Member Agency	Member Type	Contact	Phone
MiraCosta CCD	District	John Makevich	
San Dieguito Union High	High School District	Manuel Zapata	(760) 753-6491
Alliance For Regional Solutions, North County Works	Other	Marylynn McCorkle	(760) 529-9979 ext: 216
Oceanside Unified	Unified School District	Vicki Gravlin	(760) 525-3179
San Diego Workforce Partnership	Other	Frank Pancucci	(619) 300-6140

## 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)).

### MiraCosta CCD - Member Representative

#### John Makevich

Dean, Community Learning Center, Continuing and Community Education  
[jmakevich@miracosta.edu](mailto:jmakevich@miracosta.edu)

Approved by John Makevich

09/10/2022 05:07 PM PDT

### San Dieguito Union High - Member Representative

#### Manuel Zapata

Director of Accountability and Special Programs  
[manuel.zapata@sduhsd.net](mailto:manuel.zapata@sduhsd.net)  
 (760) 753-6491

Approved by Manuel Zapata

09/09/2022 08:27 AM PDT

**Oceanside Unified - Member Representative**

**Vicki Gravlin**

Senior Director - Curriculum and Instruction

vicki.gravlin@oside.us

(760) 525-3179

Approved by Vicki Gravlin

09/16/2022 02:54 PM PDT

**San Diego Workforce Partnership - Member Representative**

**Frank Pancucci**

Director of Workforce Development

frankpancucci@workforce.org

(619) 300-6140

Approved by Frank Pancucci

09/09/2022 11:34 AM PDT

**Alliance For Regional Solutions, North County Works - Member Representative**

**Marylynn McCorkle**

Collaboration Manager

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(760) 529-9979 ext: 216

Approved by Marylynn McCorkle

09/14/2022 08:36 AM PDT



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