

California Adult Education Program : CFAD : 2021-22 Produced: Apr 30, 2021, 07:53 PM UTC Evelyn Yee

## 36 Napa Valley Adult Education Consortium

### Fiscal Declaration - Consortium Approved

**Consortium Name:** 36 Napa Valley Adult Education Consortium

**Funding Channel:** Direct Funded

**Narrative:** There are five funded members in the Napa Valley Adult Education Consortium (NVAEC) - Napa Valley Adult Education (NVAE), Napa Valley College (NVC), Napa County Office of Education (NCOE), Calistoga Joint Union School District (CJUSD), and St. Helena Unified School District (SHUSD). As in the past, the vast majority of funding will continue to go to NVAE, the largest provider of AEP-funded adult education services in the region. NVC will continue to receive the next largest amount, followed by NCOE, CJUSD and SHUSD respectively. The additional COLA will be shared among all partners proportionate to the percentage of funds currently allocated. NVAE will continue to develop additional pathways aligned with NVC (Three-Year Plan, Goal 1). COLA funds will be used to purchase a license and implement a software program to be used countywide connecting adults with needed services and traditions that can present barriers to education (Three-Year Plan, Goal 2). NCOE will serve all partners with services to support CTE, EL's and transitions (Three-Year Plan, Goal 4), and will apply its COLA to mileage/travel costs for the Transition Specialist. NVAE will provide services upvalley for SHUSD and CJUSD adults in GED, ESL, and CTE (Three-Year Plan, Goal 5). Funds will be used to begin exploring the use of badges, certifications and degree programs using New World of Work Skills. (Three-Year Plan, Goal 3). COLA funds at NVC will be used on equipment and resources for the new Viticulture/ Small Scale Farming Pathway to be held at the Upvalley Campus in partnership with NVAE.

**Changes:** Changes For 2021-22 NVAE will provide a one-year "allocation adjustment" from its COLA to support costs of Community Pro Suite for partners needing additional resources for this specific implementation.

### Member Allocations

| Member Name                        | (2021-22)          | (2020-21)          | (2019-20)          |
|------------------------------------|--------------------|--------------------|--------------------|
| Calistoga Joint Unified            | \$35,426           | \$35,799           | \$35,000           |
| Napa Co. Office of Education       | \$98,897           | \$99,689           | \$97,458           |
| Napa Valley CCD                    | \$228,791          | \$230,474          | \$225,642          |
| Napa Valley Unified                | \$2,563,640        | \$2,583,587        | \$2,531,050        |
| St. Helena Unified School District | \$25,389           | \$25,573           | \$25,000           |
| <b>Total Allocated to Members</b>  | <b>\$2,952,143</b> | <b>\$2,975,122</b> | <b>\$2,914,150</b> |
| <b>Total CAEP Funds</b>            | <b>\$2,952,143</b> | <b>\$2,908,518</b> | <b>\$2,908,518</b> |
| <b>Total Remaining</b>             | <b>\$0</b>         | <b>\$-66,604</b>   | <b>\$-5,632</b>    |

### Member Agencies

| Member Agency                                      | Member Type                      | Contact                                    | Phone                       |
|--|----------------------------------|--|-----------------------------|
| <a href="#">Napa Valley CCD</a>                    | District                         | Robert Parker                              | (707) 256-7175              |
| <a href="#">Napa Valley Unified</a>                | Unified School District          | Evelyn Yee                                 | (707) 303-4018              |
| <a href="#">Calistoga Joint Unified</a>            | Unified School District          | Maureen Hester                             | (707) 942-4703 ext:<br>6890 |
| <a href="#">Napa Co. Office of Education</a>       | County Office of Education (COE) | Kelly Bucy Napa County Office of Education | (707) 253-6833              |
| <a href="#">St. Helena Unified School District</a> | Unified School District          | Andrea Stubbs                              | (707) 326-8770              |

## 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)).

### Calistoga Joint Unified - Member Representative

#### Maureen Hester

Director of Business Services

[mhester@calistogaschools.org](mailto:mhester@calistogaschools.org)

(707) 942-4703 ext: 6890

Approved by Maureen Hester

04/12/2021 08:53 AM PDT

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

#### Kelly Bucy

Director of Fiscal Services

[kbucy@napacoe.org](mailto:kbucy@napacoe.org)

(707) 253-6833

Approved by Kelly Bucy Napa County Office of Education

04/12/2021 08:53 AM PDT

**Napa Valley CCD - Member Representative**

**Robert Parker**  
Vice President of Administration  
[rparker@napavalley.edu](mailto:rparker@napavalley.edu)  
(707) 256-7175

Approved by Robert Parker

04/12/2021 11:24 AM PDT

**Napa Valley Unified - Member Representative**

**Evelyn Yee**  
Budget Assistant  
[eyee@nvusd.org](mailto:eyee@nvusd.org)  
(707) 303-4018

Approved by Evelyn Yee

04/30/2021 12:53 PM PDT

**St. Helena Unified School District - Member Representative**

**Andrea Stubbs**  
CBO  
[astubbs@sthelenaunified.org](mailto:astubbs@sthelenaunified.org)  
(707) 326-8770

Approved by Andrea Stubbs

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