

CAEP  
CFAD

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## 40 Education to Career Network of North San Diego County (Palomar/Vista) 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:** 40 Education to Career Network of North San Diego County (Palomar/Vista)

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**Narrative:** Each year, our member district representatives determine the goals and objectives of our annual and/or three-year plans. When determining member district allocations for the CFAD, we also prepare a line item budget that aligns to consortium goals and calls out specific elements identified in our plan. For example, several of our member districts employ staff members who support the entire consortium. (Escondido UHSD employs our data coordinator, Vista USD employs our Support Counselor for Students with Disabilities, and Poway USD employs both our Technology Integration Specialist and our Partnerships Coordinator.) As our fiscal agent, Vista USD employs an Accountant who supports the consortium on a part-time basis and contracts with two entities to provide support to the consortium overall - one a Public Relations/Marketing firm, and the other a consultant for Curriculum and Planning. Also denoted in the line item budget are specific priorities developed for the consortium. These include, but are not limited to, four of our six member districts each hiring both a Transition Specialist and a Career Advisor, accommodations to students with disabilities, tutoring, hosting special events (career fairs, community forum, and college information night), professional development, and outreach and marketing.

**Changes:** No Changes

### Amended Member Allocations for 2023-24

#### Type of allocation amendment \*

Standard member transfer

#### Explanation for amendment \*


There was an adjustment of allocation from Poway to Vista.

Member Agency	Amended Allocation	Adjustment Made
Escondido Union High	\$3,318,597	
Palomar CCD	\$536,281	
Poway Unified	\$1,967,036	-\$10,241
Ramona City Unified	\$47,163	
San Marcos Unified	\$120,638	
Vista Unified	\$3,646,582	\$10,241
<b>Total Allocated to Members</b>	<b>\$9,636,297</b>	
<b>Total CAEP Funds</b>	<b>\$9,636,297</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

### Member Agencies

Member Agency	Member Type	Contact	Phone
Escondido Union High	High School District	Stacey Adame Escondido Adult School	(760) 737-8003
Palomar CCD	District	Ute Maschke	(760) 744-1150 ext: 3758
Poway Unified	Unified School District	Kathleen Porter	(858) 668-4016
Ramona City Unified	Unified School District	Mrs. Erin Kent	(760) 787-4302
San Marcos Unified	Unified School District	Jessica Sanchez	
Vista Unified	Unified School District	Vista Adult School Elizabeth O'Shea-West	(760) 758-7122

### 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

#### Palomar CCD - Member Representative

**Ute Maschke**

Director, Continuing Education

umaschke@palomar.edu

(760) 744-1150 ext: 3758

Approved by Ute Maschke

09/25/2024 10:54 AM PDT

#### Escondido Union High - Member Representative

**Stacey Adame**

Co-Principal

sadame@euhsd.org

(760) 737-8003

Approved by Stacey Adame Escondido Adult School

09/26/2024 08:47 AM PDT

#### Poway Unified - Member Representative

**Kathleen Porter**

Executive Director, Career Technical, Adult and Alternative Education

kporter@powayusd.com

(858) 668-4016

**Adam Quinn**

Senior Accountant

aquinn@powayusd.com

Approved by Kathleen Porter

09/25/2024 11:59 AM PDT

**Ramona City Unified - Member Representative**

**Erin Kent**

Secretary, Ramona  
ekent@ramonausd.net  
(760) 787-4302

**Melissa Marovich**

Principal  
mmarovich@ramonausd.net  
(760) 787-3400 ext: 3401

**Daniel Renning**

Fiscal Services Manager  
drenning@ramonausd.net

Approved by Dr. Melissa Marovich

09/25/2024 12:03 PM PDT

**Vista Unified - Member Representative**

**Elizabeth O'Shea-West**

Principial  
elizabethosheawest@vistausd.org  
(760) 758-7122

Approved by Vista Adult School Elizabeth O'Shea-West

09/26/2024 09:02 AM PDT

**San Marcos Unified - Member Representative**

**Jessica Sanchez**

jessica.sanchez@smusd.org

**Garth Phillips**

Interim Principal  
garth.phillips@smusd.org  
(760) 290-2555

**Claudia Hernandez**

Assistant Principal  
claudia.hernandez@smusd.org  
(760) 290-2555

**Mayra Hernandez**

Office Manager  
mayra.hernandez@smusd.org  
(760) 290-2542

Approved by Garth Phillips

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