

CAEP
CFAD

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48 San Diego Adult Education Regional 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: 48 San Diego Adult Education Regional Consortium

Funding Channel: Direct Funded

Narrative: The SDAERC is using an annual allocation method based on a percentage split that was developed by the Consortium when first formed by the original two member agencies: San Diego Community College District's (SDCCD) noncredit institutional San Diego College of Continuing Education (SDCCE) and San Diego Unified School District's (SDUSD) Adult Education division. In January of 2021, San Diego Continuing Education added "College" to its title which was approved by the Board of Trustees. This split includes 75% of the Consortium allocation to SDCCD and 25% of funds to SDUSD AE. This allocation takes into consideration the size of the Adult Education programs offered by each member in terms of the number/percentage of students. This data shows that SDCCE is currently serving approximately 98% of the Consortium's total headcount being reported to CAEP. Additionally, the SDAERC has acknowledged funding levels needed to maintain and sustain AE programming with SDUSD. The SDAER planned allocation to members is based upon the budgeted and planned expenditures that utilize funds efficiently and that are justifiable and reasonable. Note that the partnership between CAEP Consortium member agencies has been established on a historic "Delineation of Function Agreement from 1979. This agreement defined the cooperative working relationship between districts for the adult education and training programs. CFAD Allocation Notes: Due to changes in allocation in PY 20/21 with the Governors budget, CFAD is showing a deficit. However, please refer to the Fiscal Allocation section in NOVA. This matches the consortiums records. No changes in allocation distribution methodology has occurred.

Changes: No Changes

Amended Member Allocations for 2023-24

Type of allocation amendment *

May revise

Explanation for amendment *


state COLA approved at June 20th SDAERC Meeting.

Member Agency	Amended Allocation	Adjustment Made
San Diego CCD	\$4,308,753	\$3,587
San Diego Unified	\$1,436,252	\$1,196
Total Allocated to Members	\$5,745,005	
Total CAEP Funds	\$5,745,005	
Total Remaining (Must be \$0)	\$0	

Member Agencies

Member Agency	Member Type	Contact	Phone
San Diego CCD	District	Kelly Henwood	(619) 388-4896
San Diego Unified	Unified School District	Nate Sachdeva	(619) 813-6490

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

San Diego CCD - Member Representative
<p>Kelly Henwood Special Projects Manager khenwood@sdccd.edu (619) 388-4896</p>
<p>Mark Nesbit Accounting Supervisor mnesbit@sdccd.edu</p>
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Approved by Kelly Henwood

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San Diego Unified - Member Representative

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Approved by Sarah Vielma

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