

CAEP  
CFAD

Produced: Aug 20, 2024, 06:30 PM UTC - By Giuliana Brahim

## 51 South Bay Consortium for Adult Education CERTIFIED

Allocation Amendment: 2024-25

### 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:** 51 South Bay Consortium for Adult Education

**Funding Channel:** Direct Funded

**Narrative:** Per California Adult Education Program requirements, the planned allocations are consistent with SBCAE's annual plan, which in turn is aligned with the active Three Year Regional Plan for Adult Education. The annual plan will be approved by the SBCAE Steering Committee in a formal public governance meeting, and Steering Committee members are responsible and accountable to align their CAEP allocations with the objectives in the annual and three year plan through the budget submission and approval process in NOVA. Furthermore, in accordance with the SBCAE Charter, members will provide regular updates on expenditures, and their alignment with the annual and three year plan, at public Steering Committee meetings. Allocations made explicitly to support consortium-wide needs will be included in this regular budget review cycle, as well as a review of any carryover related to adjustments in actual expenditures. SBCAE's member effectiveness committee critically reviews allocations and expenditure alignment with the plan. Additionally, the committee establishes recommendations and provides guidance for SBCAE policy in regard to AB1491 for member carryover. The committee presents findings and recommendations to the Steering Committee at formal public meetings. This process of transparent fiscal accountability, conducted at formal public governance meetings, will ensure allocations are used consistent with the active annual and three year plan.

**Changes:** No Changes

### Amended Member Allocations for 2024-25

#### Type of allocation amendment \*

May revise

#### Explanation for amendment \*

This amendment will bring 2024-25 SBCAE member allocations to current following the May revise. This amendment was approved by the SBCAE steering committee on August 2nd, 2024.

Member Agency	Amended Allocation	Adjustment Made
Campbell Union High	\$4,364,101	\$13,390
East Side Union High	\$8,530,465	\$26,174
Metropolitan Education District	\$3,285,704	\$10,081
Milpitas Unified	\$1,010,019	\$3,099
San Jose-Evergreen CCD	\$1,440,416	\$4,420
Santa Clara Unified	\$2,444,237	\$7,500
West Valley-Mission CCD	\$554,695	\$1,702
<b>Total Allocated to Members</b>	<b>\$21,629,637</b>	
<b>Total CAEP Funds</b>	<b>\$21,629,637</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

## Member Agencies

Member Agency	Member Type	Contact	Phone
Campbell Union High	High School District	Dr. Usha Narayanan	(408) 626-6402 ext: 2601
East Side Union High	High School District	Traci Williams	(408) 928-9310
Metropolitan Education District	Regional Occupation Center/Program (ROC/P)	Maliheh Vafai	(408) 723-4259 ext: 1259
Milpitas Unified	Unified School District	Giuliana Brahim	(408) 635-2692 ext: 4556
San Jose-Evergreen CCD	District	Kishan Vujjeni	(408) 918-5113
Santa Clara Unified	Unified School District	Carrie Casto	(408) 423-3501
West Valley-Mission CCD	District	Eric Grabiell	(408) 741-2137

## 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 Jose-Evergreen CCD - Member Representative**

**Kishan Vujjeni**  
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Approved by Kishan Vujjeni

08/07/2024 02:49 PM PDT

**West Valley-Mission CCD - Member Representative**

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**Julian Branch**  
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Approved by Eric Grabiell

08/06/2024 12:45 PM PDT

**Campbell Union High - Member Representative**

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**Leslie Johnson-Tatsuta**  
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Approved by Dr. Usha Narayanan

08/09/2024 03:18 PM PDT

**East Side Union High - Member Representative**

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Director  
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Approved by Traci Williams

08/07/2024 09:04 AM PDT

**Santa Clara Unified - Member Representative**

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08/14/2024 04:28 PM PDT

**Milpitas Unified - Member Representative**

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Approved by Giuliana Brahim

08/20/2024 11:30 AM PDT

**Metropolitan Education District - Member Representative**

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Approved by Ron Lebs

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