

CAEP Allocation Amendment: 2019-20 Produced: Apr 23, 2020, 10:28 PM UTC Sharon Brown

## 54 Santa Barbara 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:** 54 Santa Barbara Adult Education Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**Narrative:** The Santa Barbara Consortium agreed to allocate all funds to a single member fiscal agent, Santa Barbara City College, to enable the ease in fund management. The CAEP Coordinator, Corlei Prieto, is responsible for tracking the approved budget and all expenditures related to all program areas. Each program area has a program lead who reports expenditures directly to the CAEP Coordinator. The Coordinator verifies the Consortium approved expenditure, obtains approval by the CAEP Chair, and submits for payment by the fiscal agent. The fiscal agent has created CAEP accounts that reflects each Consortium approved expenditure and certifies those expenditures prior to submitting its bi-annual report to the State. The planned allocations are consistent with the annual plan and three-year plan and continue to meet our Consortium's estimated outcomes by providing programmatic needs and services and implementing new programs with Santa Barbara City College and external community partners. The Consortium is dedicated to: 1) Continue building bridges to credit for existing and new CAEP programs. 2) Fill gaps in Short Term Vocational Training and improve existing noncredit programs; 3) Establish support for AB705 needs in noncredit; 4) Support the Adults with Disabilities Career Planning and Training Skills Competency Award serving as preparation for this population as further career technical and/or job placement assistance; 5) Maximize tuition-free offerings in all allowable CAEP categories and cross-pollinate with WIOA and Strong Workforce initiatives; 6) A commitment to the collection of accurate data and analytics for all CAEP programs and services, including from external partners; 7) Work with our credit partners in their Guided Pathways and Vision for Success initiatives; 8) Continue outreach to community providers of education and foster collaboration; 9) Be responsive to the recommendations of the BW Research environmental scan and gaps analysis.

**Changes:** No Changes

### Amended Member Allocations for 2019-20



Member Agency	Amended Allocation	Adjustment Made
Carpinteria Unified	\$0	
Santa Barbara CCD	\$832,637	-\$1,613
Santa Barbara Co. Office of Education	\$0	
Santa Barbara County Workforce Dev. Board	\$0	
<b>Total Allocated to Members</b>	<b>\$832,637</b>	
<b>Total CAEP Funds</b>	<b>\$832,637</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

## Member Agencies

Member Agency	Member Type	Contact	Phone
<a href="#">Santa Barbara CCD</a>	District	Melissa Moreno Dr.	(805) 965-0581
<a href="#">Carpinteria Unified</a>	Unified School District	Gerardo Cornejo	(805) 684-4107
<a href="#">Santa Barbara Co. Office of Education</a>	County Office of Education (COE)	Sharon Brown	(805) 937-8427
<a href="#">Santa Barbara County Workforce Dev. Board</a>	Other	Raymond L. McDonald	(805) 681-4431

## 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 & 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)(ii)).
- 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)).

### Santa Barbara CCD - Member Representative

**Melissa Moreno**  
 Interim Vice President  
[melissa.moreno@sbcc.edu](mailto:melissa.moreno@sbcc.edu)  
 (805) 965-0581



**Tonya Yescas**  
Account Technician III  
[yescas@sbcc.edu](mailto:yescas@sbcc.edu)  
(805) 730-4357

Approved by Tonya Yescas

04/08/2020 03:42 PM PDT

**Santa Barbara Co. Office of Education - Member Representative**

**Sharon Brown**  
Director, College and Career Readiness  
[sbrown@sbceo.org](mailto:sbrown@sbceo.org)  
(805) 937-8427

Approved by Sharon Brown

04/23/2020 03:28 PM PDT

**Carpinteria Unified - Member Representative**

**Gerardo Cornejo**  
[gcornejo@cusd.net](mailto:gcornejo@cusd.net)  
(805) 684-4107

Approved by Gerardo Cornejo

04/08/2020 03:54 PM PDT

**Santa Barbara County Workforce Dev. Board - Member Representative**

**Raymond L. McDonald**  
[r.mcdonald@sbcsocialserv.org](mailto:r.mcdonald@sbcsocialserv.org)  
(805) 681-4431

Approved by Raymond L. McDonald

04/09/2020 09:26 AM PDT





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