

CAEP
CFAD

Produced: Jan 30, 2024, 08:33 PM UTC - By Lisa Neeley

60 Solano Adult Education Consortium

CERTIFIED

Allocation Amendment: 2022-23

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: 60 Solano Adult Education Consortium

Funding Channel: Direct Funded

Justification: Not Complete

Narrative: During the 2020-21 implementation period, the SAEC continued to make progress across multiple strategy areas identified in the Consortium's Annual Plan and Three-Year Plan. Specifically, the Consortium achieved the following regional accomplishments: 1) invested in pre-apprenticeship programs and partnerships; 2) strengthened work-readiness and co-enrollment for high school diploma students; and 3) focused on DEI professional development opportunities. Moving into the 2021-22 implementation period, the SAEC continued to build on its momentum across these and other regional strategy areas while continuing to pivot services as needed in light of the COVID-19 pandemic. In the 2021-22 time period, Consortium members shifted to remote delivery of courses to meet students needs during the pandemic. Consortium members provided remote, hybrid, and in-person course offerings in 2021-22, with the latter following state and local guidance to ensure staff and student safety. The SAEC used California Adult Education Program (CAEP) funds in 2021-22 to increase access to academic and career learning opportunities; continued to improve the understanding and removal of barriers faced by adult learners facing systemic racial injustices; expanded awareness of and connections to support services and resources; and implemented evidence-based instructional strategies for online and hybrid learning environments. The Consortium is now working on the CAEP 3-year plan (2022-2025) building upon key learnings in 2020-2021, 2021-2022 to identify strategic priorities/objectives, develop strategies/activities to address challenges in adult education.

Changes: The SAEC's 2022-23 CFAD has changes in funding amounts to all members from their 2021-22 CFAD allocation. The SAEC's allocation for the FY 2022-23 is \$4,408,192 which includes a COLA of 5.33% and is an increase of \$223,067 from the previous year's allocation amount. The State approved COLA of 5.33% has been applied proportionally to all SAEC members budget requests. Please see the table below for a detailed accounting of the SAEC's fiscal year 2022-23 allocations. Common Count Amount: The 2022-2023 common cost amount is \$102,571. This is the same common cost amount from NOVA in 2021-2022: \$102,571. The common costs have historically been used for paying the Consortium Manager's (RDA) contract and paid by SCOE. NOTE: The RDA contract cost in 2020-2021 was \$100,600 and in 2021-2022 was \$104,100. The SAEC members developed and approved the 2022-23 CAEP allocation budget through the annual budget development process as outlined in the SAEC's budget agreement document. The final allocation budget outlined in this CFAD was approved by board-designated, voting members at the SAEC Monthly meeting, a public meeting on April 29, 2022.

Amended Member Allocations for 2022-23

Type of allocation amendment *

Standard member transfer

Explanation for amendment *


On 12/15/2022, Vallejo City USD transferred \$132,003 to Solano County Office of Education to cover common costs for the 22-23 program year. Unfortunately, no amendment was never created to document this transfer. This amendment needs to be created (per zoom conversation with CAEP TAP today) to correct that in NOVA. Note: All invoices for consortium common costs performed by RDA Consulting in 2022-23 have already been paid in full.

Member Agency	Amended Allocation	Adjustment Made
Benicia Unified	\$167,033	
Fairfield-Suisun Unified	\$1,820,917	
Solano CCD	\$41,163	
Solano Co. Office of Education	\$259,698	\$132,003
Vacaville Unified	\$634,703	
Vallejo City Unified	\$1,536,158	-\$132,003
Total Allocated to Members	\$4,459,672	
Total CAEP Funds	\$4,459,672	
Total Remaining (Must be \$0)	\$0	

Member Agencies

Member Agency	Member Type	Contact	Phone
Benicia Unified	Unified School District	June Regis ED.d	(707) 747-8367
Fairfield-Suisun Unified	Unified School District	Elizabeth Kolakoski	(707) 421-4155
Solano CCD	District	Lisa Neeley	(707) 864-7000 ext: 7287
Vacaville Unified	Unified School District	Tiffany Donahue	(707) 453-6018 ext: 1122
Vallejo City Unified	Unified School District	Laura Dutch	(707) 556-8850
Solano Co. Office of Education	County Office of Education (COE)	Siobhan Dill	(707) 399-4867

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

Solano CCD - Member Representative

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 Dean
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Sylvia Ramirez
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 Accountant
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Approved by Lisa Neeley

01/30/2024 12:33 PM PST

Solano Co. Office of Education - Member Representative

Siobhan Dill
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Approved by Siobhan Dill

01/23/2024 12:52 PM PST

Benicia Unified - Member Representative

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Approved by June Regis ED.d

01/23/2024 12:50 PM PST

Fairfield-Suisun Unified - Member Representative

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Approved by Elizabeth Kolakoski

01/23/2024 12:54 PM PST

Vacaville Unified - Member Representative

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Approved by Tiffany Donahue

01/23/2024 01:49 PM PST

Vallejo City Unified - Member Representative

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Approved by Laura Dutch

01/23/2024 12:45 PM PST



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