

CAEP Allocation Amendment: 2022-23 Produced: Aug 26, 2022, 10:17 PM UTC Daniela Kingwill

## 61 Sonoma County 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:** 61 Sonoma County Adult Education Consortium

**Funding Channel:** Direct Funded

**Narrative:** Allocations for the 3 service providers in the Sonoma County Adult Education Consortium for the 2022-23 fiscal year were agreed upon by the consortium members through a formal vote of the Oversight Committee on April 13, 2022, & are aligned with the goals and objectives in both the annual and three-year plans. Due to the pandemic, the 3 service providers have been offering all of their classes online since March 2020. However, this program year many more classes are being offered in person. Santa Rosa Junior College (SRJC) will continue to offer non-credit ESL, HSE (English & Spanish) & Career Education (bilingual format- English & Spanish) both in-person & online. SRJC will work on creating more partnerships with nonprofit organizations and school districts in the next 3 years. Through a new grant, SRJC is partnering with Golden Gate Transit, California Transit Works & the Amalgamated Transit Union to create an innovative Bus Operator Pre-Apprenticeship program. The first classes will be offered in fall 2022. SRJC also has 3 new certificate programs that will be offered in PY 2022-23: Tax Preparation, Social Media for Business & Fire Resilient Landscaping. SRJC will continue doing CASAS testing both in person for the ESL & HSE classes that are offered in person, & remotely for the classes that are being offered online. SRJC will also continue with their laptop & hotspot distribution in Santa Rosa, Healdsburg & Sonoma. Petaluma Adult School (PAS) offered fully online classes during portions of the 2019-20 and 2020-21 school years. Toward the end of 2021, PAS began the transition back to in-person classes, and in 2021-22 has a full array of classes in all programs available for in-person instruction as well as some options for online learning. With the 2022-23 allocated funds, PAS will continue to offer ESL & Citizenship classes in person & restore the full number of hours for each class and section to pre pandemic times. PAS will expand the hours, days & locations for our HSD and HSE (English & Spanish) to include a new site in Sonoma, bringing the total ASE sites to 6 located in 4 Sonoma County cities. They will continue to offer HiSET testing & recently added 3 more test sections to meet the demand. Instruction will continue primarily in person with additional virtual classes. PAS will continue to offer & expand the hours for AVANCE, Pasitos, Primeros Pasitos, Ready for Kindergarten & Abriendo Puertas. Their Family Resource Center will concentrate on wrap-around services & supports for their students as well as developing collaborations with business & social service partners. A new area of development is English & Newcomer classes for the refugee populations in our area, including Afghans & Ukrainians. Sonoma County Office of Education (SCOE) also adjusted programming with the onset of the pandemic. Due to the hands-on nature of the construction program, classes that were in progress at that time were suspended. Missed class sessions were made up with a pivot to distance learning in 2020-21. In-person offerings were resumed in the 2021-22 school year & included the addition of skill-specific clinics. With the 2022-23 allocated funds, SCOE will continue to offer construction courses in 2 areas of the county: Sonoma and Santa Rosa. They are looking to expand their offerings to include 2 Advance Construction courses, complemented by skill-specific clinics each semester. Courses will continue to be held in both Sonoma and Santa Rosa.

**Changes:** No Changes


### Amended Member Allocations for 2022-23

Member Agency	Amended Allocation	Adjustment Made
Petaluma Joint Union High	\$1,533,588	\$17,703
Santa Rosa City Schools	\$0	
Sonoma Co. Office of Education	\$222,414	\$2,568
Sonoma County CCD	\$1,121,275	\$12,943
Sonoma Valley Unified	\$0	
Windsor Unified	\$0	
<b>Total Allocated to Members</b>	<b>\$2,877,277</b>	
<b>Total CAEP Funds</b>	<b>\$2,877,277</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

### Member Agencies

Member Agency	Member Type	Contact	Phone
Petaluma Joint Union High	High School District	Nancy Emanuele 7784633	
Sonoma Co. Office of Education	County Office of Education (COE)	Stacie Post-Sheffer	(707) 524-2630
Sonoma County CCD	District	Daniela Kingwill	
Santa Rosa City Schools	Unified School District	Samuelito Martinez	
Sonoma Valley Unified	Unified School District	Liz Liscum	
Windsor Unified	Unified School District	Sharon Ferrer	(707) 837-7700 ext: 1012

### 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)).

**Sonoma County CCD - Member Representative**

**Daniela Kingwill**  
dkingwill@santarosa.edu

Approved by Daniela Kingwill

08/26/2022 03:17 PM PDT

**Sonoma Co. Office of Education - Member Representative**

**Stacie Post-Sheffer**  
Internal Fiscal Services Analyst  
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(707) 524-2630

**Georgia Ioakimedes**  
Director  
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Approved by Georgia Ioakimedes

08/25/2022 07:58 AM PDT

**Petaluma Joint Union High - Member Representative**

**Nancy Emanuele**  
Principal  
nemanuele@petk12.org

Approved by Nancy Emanuele 7784633

08/26/2022 01:07 PM PDT

**Sonoma Valley Unified - Member Representative**

**Liz Liscum**  
Principal  
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Approved by Liz Liscum

08/24/2022 08:16 PM PDT

**Windsor Unified - Member Representative**

**Sharon Ferrer**

Assistant Superintendent of Educational Services

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Approved by Sharon Ferrer

08/25/2022 07:40 AM PDT

**Santa Rosa City Schools - Member Representative**

**Samuelito Martinez**

Director Educational Services

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**Marlyn Garcia**

Director

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Approved by Samuelito Martinez

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