

CAEP Allocation Amendment: 2021-22 Produced: May 4, 2022, 03:42 PM UTC Roxanne Metz

62 South Orange County Regional Consortium (SOCRC)

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: 62 South Orange County Regional Consortium (SOCRC)

Funding Channel: Direct Funded

Justification: After much thoughtful discourse over the past eighteen or more months, the members of the South Orange County Regional Consortium (SOCRC) made the decision to switch from Fiscal Agent to Direct Funding for the consortium. The Executive Committee surveyed consortium member agencies regarding their funding channel preferences and the fiscal needs of their agencies, discussed the pros and cons of each funding model at their monthly meetings, and provided fiscal information on how switching funding channels would impact each agency. At their regularly scheduled and publicly announced meeting held on Monday, April 26, 2021, the consortium members voted (8 aye/1 abstention) to change from Fiscal Agency to the Direct Funding model. Under AB104, Article 9, Subsection 84194, (b) (1) (A), the allocation of a member who no longer wishes to provide services consistent with the adult education plan can be reduced. SOCCCD received an allocation as the fiscal agent. Since the consortium voted to change to a Direct Funded model, SOCCCD will no longer provide said services and relinquished their allocation to be redistributed to the remaining service provider agencies within the consortium. Prior to this decision, member agencies reviewed and discussed the reallocation process, and determined that the percentage to total reallocation model would best serve the consortium. The reallocation model takes the five percent funding that was allocated to the SOCCCD and redistributes it to the member agencies as agreed and voted on at the SOCRC meeting on April 26, 2021. Saddleback College will become the certifying agency and requested \$121,375 in funding to handle consortium business. Irvine Unified requested and was given a classified coordinator position to support student success and transition at \$75,000, and College and Career Advantage requested and received \$25,000 to expand career education programming at the site. The balance of the funding from SOCCCD was distributed to the consortium members. No remaining member is receiving less funding than in prior years. Based on the mission and vision statements of the SOCRC, members created overarching goals, objectives and action steps that are included in the annual report and are directly related to the member allocations. All service provider agencies will present budget expenditure and service provision updates quarterly at the SOCRC meetings. Requests for large capital outlay or projects by any service provider member are also presented at the SOCRC quarterly meetings for review and approval.

Narrative: The SOCRC has taken a strategic alignment approach to spending planned allocations that is consistent with both our annual and three-year plans. Specifically, based upon our Mission and Vision Statements, the SOCRC members have created overarching goals, objectives and action steps that are directly linked to our resource allocations. Monthly member report-outs guarantee that we are all updated and aware of the spend downs by our individual members. Requests for large capital outlay amounts are required to be presented to all SOCRC members for review and approval. Any site that is having delays in spending allocated funds will report these delays and reasons at quarterly meetings. Our objectives and action steps are further tied to individual key performance indicators for the SOCRC. We have a bi-annual review of expenditures and open discussions pertaining to the return on investment of the funds. We continually remind our SOCRC members of the allowable and unallowable spending parameters prescribed by the California Adult Education Program. We will develop an orientation process for new members, including information on spending guidelines. We consult CAEP personnel to ensure that we are in alignment with our resource allocation and regularly attend the technical CAEP webinars, reporting back to our consortium members. SOCRC will hire an outside auditing firm to conduct a yearly financial audit as well.

Changes: After much thoughtful discourse over the past eighteen or more months, the members of the South Orange County

Regional Consortium (SOCRC) made the decision to switch from Fiscal Agent to Direct Funding for the consortium. The Executive Committee surveyed consortium member agencies regarding their funding channel preferences and the fiscal needs of their agencies, discussed the pros and cons of each funding model at their monthly meetings, and provided fiscal information on how switching funding channels would impact each agency. At their regularly scheduled and publicly announced meeting held on Monday, April 26, 2021, the consortium members voted (8 aye/1 abstention) to change from Fiscal Agency to the Direct Funding model. Under AB104, Article 9, Subsection 84194, (b) (1) (A), the allocation of a member who no longer wishes to provide services consistent with the adult education plan can be reduced. SOCCCD received an allocation as the fiscal agent. Since the consortium voted to change to a Direct Funded model, SOCCCD will no longer provide said services and relinquished their allocation to be redistributed to the remaining service provider agencies within the consortium. Prior to this decision, member agencies reviewed and discussed the reallocation process, and determined that the percentage to total reallocation model would best serve the consortium. The reallocation model takes the five percent funding that was allocated to the SOCCCD and redistributes it to the member agencies as agreed and voted on at the SOCRC meeting on April 26, 2021. Saddleback College will become the certifying agency and requested \$121,375 in funding to handle consortium business. Irvine Unified requested and was given a classified coordinator position to support student success and transition at \$75,000, and College and Career Advantage requested and received \$25,000 to expand career education programming at the site. The balance of the funding from SOCCCD was distributed to the consortium members. No remaining member is receiving less funding than in prior years. Based on the mission and vision statements of the SOCRC, members created overarching goals, objectives and action steps that are included in the annual report and are directly related to the member allocations. All service provider agencies will present budget expenditure and service provision updates quarterly at the SOCRC meetings. Requests for large capital outlay or projects by any service provider member are also presented at the SOCRC quarterly meetings for review and approval.

Amended Member Allocations for 2021-22

Member Agency	Amended Allocation	Adjustment Made
Capistrano Unified	\$0	
Coastline ROP	\$0	
College and Career Advantage	\$560,508	\$131,026
Irvine Unified	\$926,344	\$400,000
Irvine Valley College	\$508,184	\$28,151
Laguna Beach Unified	\$103,462	
Orange County Department of Education	\$0	
Saddleback College	\$2,040,199	-\$624,687
Saddleback Valley Unified	\$0	
South Orange County CCD	\$0	
Tustin Unified	\$993,418	\$65,510
Total Allocated to Members	\$5,132,115	
Total CAEP Funds	\$5,132,115	
Total Remaining (Must be \$0)	\$0	

Member Agencies

Member Agency	Member Type	Contact	Phone
Capistrano Unified	Unified School District	Brittany Casey	(949) 489-7216
Irvine Unified	Unified School District	Dr. Rebecca Roberts	(949) 936-7405
Irvine Valley College	College	Debbie Vanschoelandt	(949) 367-8310
Laguna Beach Unified	Unified School District	Dr. Chad Mabery	(949) 497-7700
Saddleback College	College	Karima Feldhus	
Saddleback Valley Unified	Unified School District	David Gordon	(949) 589-7456
South Orange County CCD	District	Roxanne Metz	
Tustin Unified	Unified School District	Christine Matos	(714) 730-7395
Coastline ROP	Regional Occupation Center/Program (ROC/P)	Dr. Brian Dozer	(949) 429-2222
College and Career Advantage	Regional Occupation Center/Program (ROC/P)	Patricia Romo	(949) 234-9464
Orange County Department of Education	County Office of Education (COE)	Fatinah Judeh	(714) 349-3073

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)).

South Orange County CCD - Member Representative

Roxanne Metz

Director of Fiscal and Contract Services

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Dolores Paguirigan

Accounting Analyst

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(949) 348-6197

Approved by Roxanne Metz

05/04/2022 08:42 AM PDT

Orange County Department of Education - Member Representative

Fatinah Judeh

Coordinator

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Approved by Fatinah Judeh

05/02/2022 10:18 PM PDT

Capistrano Unified - Member Representative

Brittany Casey

Principal, Capistrano Union High School

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(949) 489-7216

Approved by Brittany Casey

05/03/2022 08:21 AM PDT

Laguna Beach Unified - Member Representative

Chad Mabery

Assistant Superintendent

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Approved by Dr. Chad Mabery

05/03/2022 12:42 PM PDT

Saddleback Valley Unified - Member Representative

David Gordon
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(949) 589-7456

Approved by David Gordon

05/03/2022 08:39 AM PDT

Tustin Unified - Member Representative

Christine Matos
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William Nedderson
Coordinator
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Approved by William Nedderson

05/02/2022 04:41 PM PDT

Irvine Unified - Member Representative

Rebecca Roberts
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Approved by Dr. Rebecca Roberts

05/02/2022 05:12 PM PDT

Coastline ROP - Member Representative

Brian Dozer
Superintendent
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Approved by Dr. Brian Dozer

05/02/2022 10:49 PM PDT

College and Career Advantage - Member Representative

Patricia Romo
Executive Director
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Approved by Patricia Romo

05/02/2022 04:20 PM PDT

Irvine Valley College - Member Representative

Debbie Vanschoelandt
Dean, Career & Continuing Education, and Integrated Design, Engineering and Automation
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Approved by Debbie Vanschoelandt

05/02/2022 04:11 PM PDT

Saddleback College - Member Representative

Karima Feldhus
Executive Dean, Extended Learning
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Approved by Karima Feldhus

05/02/2022 04:10 PM PDT



California
Community
Colleges

