

CAEP Allocation Amendment: 2021-22 Produced: Jan 31, 2023, 07:29 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 |
|--------------------------------------|--------------------|-----------------|
| College and Career Advantage | \$560,508 | |
| Irvine Unified | \$926,344 | |
| Irvine Valley College | \$515,384 | \$7,200 |
| Laguna Beach Unified | \$103,462 | |
| Saddleback College | \$2,032,999 | -\$7,200 |
| Tustin Unified | \$993,418 | |
| 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 | Dr. Karima Feldhus | (949) 582-4326 |
| Saddleback Valley Unified | Unified School District | Kim Thomason | (949) 580-3441 |
| 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) | Dr Paul Weir | (949) 234-9476 |
| 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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Approved by Roxanne Metz

01/31/2023 11:29 AM PST

Orange County Department of Education - Member Representative

Fatinah Judeh

Coordinator

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Approved by Fatinah Judeh

01/25/2023 11:18 PM PST

Capistrano Unified - Member Representative

Brittany Casey

Principal, Capistrano Union High School

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Approved by Brittany Casey

01/30/2023 11:13 AM PST

Laguna Beach Unified - Member Representative

Chad Mabery

Assistant Superintendent

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Approved by Dr. Chad Mabery

01/26/2023 06:42 AM PST

Saddleback Valley Unified - Member Representative

Kim Thomason

District Coordinator, College and Career Readiness

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Approved by Kim Thomason

01/30/2023 02:37 PM PST

Tustin Unified - Member Representative

Christine Matos

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William Nedderson

Coordinator

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Approved by William Nedderson

01/26/2023 10:32 AM PST

Irvine Unified - Member Representative

Rebecca Roberts

Director of Alternative Education

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Approved by Dr. Rebecca Roberts

01/26/2023 08:57 AM PST

Coastline ROP - Member Representative

Brian Dozer

Superintendent

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Approved by Dr. Brian Dozer

01/26/2023 08:25 AM PST

College and Career Advantage - Member Representative

Paul Weir
Executive Director CCA
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Approved by Dr Paul Weir

01/31/2023 11:20 AM PST

Irvine Valley College - Member Representative

Debbie Vanschoelandt
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Approved by Debbie Vanschoelandt

01/26/2023 01:57 PM PST

Saddleback College - Member Representative

Karima Feldhus
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Approved by Dr. Karima Feldhus

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