

CAEP Allocation Amendment: 2022-23 Produced: Aug 31, 2022, 09:18 PM UTC Isabelle Saber

## 63 South Bay Adult Education Consortium/Southwestern

### 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:** 63 South Bay Adult Education Consortium/Southwestern

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Not Selected

**Narrative:** The 2022-2023 allocations were discussed among the consortium advisory committee, which has achieved consensus to forward the allocations to the Consortium Directors Council for approval. The allocations closely align with the original allocation percentages determined at the beginning of the first three year planning cycle. Consortium level funding includes shared expenses such as salaries/benefits of the Consortium Project Director and Administrative Assistant, shared professional development, and shared consortium activities. Fiscal agent admin funds are to cover costs incurred by Sweetwater Union High School District to serve as the fiscal agent of the consortium, and are calculated at 5% of the shared consortium level budget. Member and consortium activities will be detailed in the 2022-2023 annual plan, and will be consistent with the new 2022-2025 three year plan. Sweetwater Union High School District will remain fiscal agent for the consortium, as they have been since the 2016-2017 fiscal year. The Consortium Directors Council reviewed the recommendations of the advisory committee, and voted to approve the following allocations.

**Changes:** No Changes

### Amended Member Allocations for 2022-23

Member Agency	Amended Allocation	Adjustment Made
Coronado Unified	\$249,955	\$2,877
Southwestern CCD	\$529,862	\$6,113
Sweetwater Union High	\$15,616,293	\$180,277
<b>Total Allocated to Members</b>	<b>\$16,396,110</b>	
<b>Total CAEP Funds</b>	<b>\$16,396,110</b>	
<b>Total Remaining (Must be \$0)</b>	<b>\$0</b>	

### Member Agencies

Member Agency	Member Type	Contact	Phone
Coronado Unified	Unified School District	Dr. Megan Battle	(619) 522-8900
Southwestern CCD	District	Isabelle Saber	(619) 482-6337
Sweetwater Union High	High School District	Dr. Vernon Moore	(619) 691-5533

## 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)).

### Southwestern CCD - Member Representative

**Isabelle Saber**  
 VP of Academic Affairs  
 isaber@swccd.edu  
 (619) 482-6337

Approved by Isabelle Saber

08/31/2022 02:18 PM PDT

### Coronado Unified - Member Representative

**Megan Battle**  
 Director of Learning  
 megan.battle@coronadousd.net  
 (619) 522-8900

Approved by Dr. Megan Battle

08/18/2022 10:49 AM PDT

### Sweetwater Union High - Member Representative

**Vernon Moore**

Chief of Educational Equity and Support Services

[vernon.moore@sweetwaterschools.org](mailto:vernon.moore@sweetwaterschools.org)

(619) 691-5533

Approved by Dr. Vernon Moore

08/30/2022 04:24 AM PDT



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