

CAEP Allocation Amendment: 2020-21 Produced: Sep 11, 2020, 10:03 PM UTC Lisa Neeley

60 Solano 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: 60 Solano Adult Education Consortium

Funding Channel: Direct Funded

Narrative: In 2019-20, the SAEC entered the first year of its 2019-22 Three-Year Adult Education Plan and made progress toward meeting stated goals and objectives outlined in both the SAEC California Adult Education Program (CAEP) annual plan and the Three-Year Plan. The 2020-21 planned allocation, as outlined in this year's CFAD, provides member agencies with the funding levels to continue making progress toward the identified goals of enhancing and expanding the current level of adult education, improving adult learner outcomes, and continuing to strengthen a coordinated regional adult education network. The consortium's adult schools continue to maintain and grow their programming, and in 2019-20 the consortium's four adult school members increased partnerships with Solano Community College, the Solano County Office of Education, and the Solano County Workforce Development Board. Moving into 2020-21, the SAEC will continue to foster regional collaborative relationships, share professional development opportunities, and leverage resources with community partners. These efforts to grow community and regional partnerships, as well as develop consortium-wide pathways, are top priorities of the consortium's Three-Year Plan. For their part, Solano Community College and the Solano County Office of Education will continue to use their CAEP allocations to develop bridge program opportunities and continue the consortium Job Club, respectively. As part of the effort to optimize funding for CAEP implementation, the SAEC elected to allocate 2020-2021 to preserve base programming funds for all members, while directing targeted increases to two members with growing registrant populations, Fairfield-Suisun Adult School and Vacaville Adult School. SAEC members also voted to leverage common cost funds to support a Transition Specialist, countywide professional development opportunities, and consortium website marketing. The Transition Specialist will be a key component to increasing capacity in building postsecondary transitions and linking Solano County's adult learners to career pathways in 2020-21. The SAEC common cost fund will be maintained and managed by the Solano County Office of Education (SCOE) in 2020-21. Additional expenses to be covered using this fund in 2020-21 include consortium management and accounting services. The 2020-21 preliminary allocation includes a 2.29% COLA, or \$92,108, which was split proportionately among each of the consortium's six members based on their 2019-20 allocations. Two members who had previously been receiving common cost funds as part of their base allocations, SCOE and Vacaville Adult School, will be receiving decreased allocations in 2020-21 due to the SAEC members voting to move all common cost funds out of members' base allocations. Specifically, SCOE had received an allocation increase of \$65,000 in 2019-20 to pay for a Transition Specialist position that was not hired due to COVID-19. Vacaville received an additional \$68,000 in addition to its base allocation in 2019-20 to cover common consortium costs. Both allocations will reduce by these respective amounts in 2020-21 (not including successive increases from the COLA or Vacaville's needs-based programming allocation increase). In 2020-21, common cost funds will be paid out from members using the allocation amendment process. CFAD changes are outlined in more detail in the following section.

Changes: The SAEC 2020-21 CFAD reflects allocation increases for most members compared to 2019-20 due to the proportionate distribution of the 2020-21 COLA. The consortium's preliminary allocation for 2020-21 is \$4,114,332, which includes a COLA of 2.29%, an increase of \$92,108 from the previous year's allocation amount. As stated above, the SAEC 2020-21 CFAD includes reductions to the base allocations of two members, the Solano County Office of Education and Vacaville Adult School. Pursuant to Education Code rules under EC 84914 Section B, Vacaville Adult School's reduction is due to the member no longer being the Administrative Unit (AU) for the SAEC, and therefore the member is unable to provide services covered by consortium common cost funds. Pursuant to Education Code rules under EC 84914 Section A, the Solano County Office of Education's reduction is due to the member desiring a distinction between their allocation and common cost funds. The state-approved COLA of 2.29% has been applied proportionally to all members' allocations. Board-designated voting

members approved the SAEC 2020-21 CAEP allocation outlined in this CFAD at the SAEC Board Meeting, a public meeting, on April 24, 2020, held remotely due to the COVID-19 Shelter-in-Place directive.

Amended Member Allocations for 2020-21

Member Agency	Amended Allocation	Adjustment Made
Benicia Unified	\$150,264	-\$3,973
Fairfield-Suisun Unified	\$1,640,620	-\$40,808
Solano CCD	\$37,030	-\$979
Solano Co. Office of Education	\$121,700	\$99,606
Vacaville Unified	\$481,951	-\$11,792
Vallejo City Unified	\$1,590,659	-\$42,054
Total Allocated to Members	\$4,022,224	
Total CAEP Funds	\$4,022,224	
Total Remaining (Must be \$0)	\$0	

Member Agencies

Member Agency	Member Type	Contact	Phone
Benicia Unified	Unified School District	June Regis	(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: 102
Vallejo City Unified	Unified School District	Vallejo Regional Education Center Laura Dutch	(707) 556-8850
Solano Co. Office of Education	County Office of Education (COE)	Beth Coit	

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)(ii)).
- 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)).

Solano CCD - Member Representative

Lisa Neeley

Dean

lisa.neeley@solano.edu

(707) 864-7000 ext: 7287

Approved by Lisa Neeley

09/11/2020 03:03 PM PDT

Solano Co. Office of Education - Member Representative

Beth Coit

bcoit@solanocoe.net

Siobhan Dill

Executive Director, Specialized Services

sdill@solanocoe.net

(707) 399-4867

Approved by Siobhan Dill

09/04/2020 01:50 PM PDT

Benicia Unified - Member Representative

June Regis

Director

jregis@beniciaunified.org

(707) 747-8367

Approved by June Regis

09/11/2020 07:12 AM PDT

Fairfield-Suisun Unified - Member Representative

Elizabeth Kolakoski
Principal
elizabethk@fsusd.org
(707) 421-4155

Approved by Elizabeth Kolakoski

09/04/2020 01:37 PM PDT

Vacaville Unified - Member Representative

Tiffany Donahue
Adult Education Principal
tiffanyd@vacavilleusd.org
(707) 453-6018 ext: 102

Approved by Tiffany Donahue

09/08/2020 07:28 PM PDT

Vallejo City Unified - Member Representative

Laura Dutch
Principal
ldutch@vcusd.org
(707) 556-8850

Approved by Vallejo Regional Education Center Laura Dutch

09/04/2020 01:01 PM PDT



California
Community
Colleges



2020 © California Community Colleges
NOVA Site Version: [4.22.3](#)