



**Executive Committee Meeting – Agenda**

**Friday, March 10, 2023**

**Board Meeting: 8:00 am - 10:00 am**

**THIS MEETING WILL BE HELD VIA ZOOM**

**THE PUBLIC IS INVITED TO PARTICIPATE VIRTUALLY OR IN-PERSON**

**ZOOM Link:** <https://sbccd-edu.zoom.us/j/86499502991>

**Board documents can be found here:** <https://inlandaebg.org/consortium-meetings/>

In compliance with Brown Act teleconferencing requirements, the following locations are available for the public to attend in-person:

District	Meeting Address
Colton Joint USD	1212 Valencia Dr., Colton, CA, 92324 – Superintendent’s Conference Room
Crafton Hills College	11711 Sand Canyon Rd., Yucaipa, CA, 92399 – President’s Conference Room
Redlands USD	20 W. Lugonia Ave., Redlands, CA, 92374 – Superintendent’s Conference Room
Rialto USD	260 S. Willow Ave., Rialto, CA, 92376 – Superintendent’s Conference Room
San Bernardino City USD	777 N. F St., San Bernardino, CA, 92410 – Superintendent’s Conference Room
San Bernardino COE	601 N. E St., San Bernardino, CA, 92410 – Superintendent’s Conference Room
San Bernardino Valley College	701 S. Mt. Vernon Ave., San Bernardino, CA, 92410 – President’s Conference Room
Yucaipa-Calimesa Joint USD	12797 3 <sup>rd</sup> St., Yucaipa, CA, 92399 – Superintendent’s Conference Room

**1. Approval of the Minutes**

1.1 February 10, 2023

**2. Public Comment**

**3. Reports**

3.1 Conference Report-out

- February 15, 2023: CASAS Training – San Bernardino Valley College  
<https://register.caladulthood.org/Home/EventDetail/585>
- February 26 – 28, 2023: Educating for Careers (CA CTE) – Sacramento, CA  
<https://2023.educatingforcareers.org/>
- February 28, 2023: CALPRO – Virtual  
<https://www.calpro-online.org>
- March 2 – 3, 2023: ACCE – Virtual  
<http://www.acceonline.org/>

3.2 WIOA Intent to Award Notification Released

**4. Discussion Items**

4.1 2023-2024 CFAD Allocation (Due May 2, 2023; Executive Committee Vote April 21, 2023)

4.2 AB1491 Guidance Letter

**5. Action Items – NONE**

6. Announcements

6.1 IAEC Executive Committee Meeting Dates (All meetings are at 8:00 am)

<b>2022-2023 (All meetings at 8:00 am)</b>	
<del>July 2022</del> — <b>NO MEETING</b>	<del>Friday January 20, 2023</del> — <b>Virtual</b>
<del>Friday August 5, 2022</del> — <b>VIRTUAL</b> — Annual Plan Vote (Due Sept 14)	<del>Friday February 10, 2023</del> — <b>Virtual</b>
<del>Friday September 23, 2022</del> — TBD	Friday March 10, 2023 – <b>Virtual</b> CFAD Discussion
<del>Friday October 28, 2022</del> — <b>Cancelled</b>	Friday April 21, 2023 – <b>Virtual</b> CFAD Vote
<del>November 2022</del> — <b>NO MEETING</b>	Friday May 12, 2023 – <b>Virtual</b>
<del>Friday December 9, 2022</del> — <b>Virtual</b>	Friday May 31, 2023 – In-Person Annual Plan Retreat

6.2. Upcoming Conferences and Professional Development Opportunities

- April 2-5, 2023: COABE – Atlanta, GA  
<https://coabe.org/2023-coabe-national-conference/>
- April 13 – 15, 2023: CCAE – Oakland, CA  
<https://www.ccaestate.org/conference-2023.html>
- May 31, 2023: Inland Adult Education Consortium Annual Plan Retreat  
San Bernardino Valley College – In-Person, Room B100
- June 13 – 15, 2023: CASAS Summer Institute – Anaheim, CA  
<https://www.casas.org/>
- July 11 – 13, 2023: GED Annual Conference – New York, NY  
[www.ged.com/gedts23](http://www.ged.com/gedts23)

7. Closed Session – Not Requested

8. Adjournment



## Minutes of the Executive Committee Meeting February 10, 2023

Date of approval:

Initials:

**Call to order:** Due to COVID-19 and with the IAEC Board approval of AB 361, a virtual meeting of the Inland Adult Education Consortium Executive Committee was held via Zoom: <https://sbccd-edu.zoom.us/j/87227970575> on Friday, February 10, 2023. The meeting convened at 8:00 a.m. Director Dr. Emma Diaz and Consultant Mr. Mitch Rosin conducted the meeting. Minutes recorded by Ms. Jessica Arellano Velasco.

### Executive Committee Members in attendance

Mr. Mauricio Arellano	Superintendent, Redlands Unified School District
Dr. Cuauhtémoc Avila	Superintendent, Rialto Unified School District
Ms. Cali Binks	Superintendent, Yucaipa-Calimesa Joint Unified School District
Dr. Linda Fontanilla	Interim President, San Bernardino Valley College
Dr. Kevin Horan	President, Crafton Hills College
Dr. Frank Miranda	Superintendent, Colton Joint Unified School District
Dr. Sandra Rodríguez	Assistant Superintendent, San Bernardino City Unified School District

### Members not in attendance

Dr. Carol Tsushima	Administrator, Alliance for Education & SBCROP, SBCSS
--------------------	---

### Others Present

Mr. Dana Carter	Principal, Yucaipa-Calimesa Joint Unified School District
Mr. Raul Pedraza Jr.	Principal, Inland Career Education Center
Mr. Brian Pope	Principal, Colton Adult School
Mr. Jorge Saucedo-Daniel	Assistant, Inland Adult Education Consortium
Mr. Troy Martinez	Principal, Redlands Adult School

## 1. AB 361 for IAEC Board Meeting

<p><b>Motion:</b> Inland Adult Education Consortium Board approval of AB 361 for a virtual meeting to be held via Zoom: <a href="https://sbccd-edu.zoom.us/j/87227970575">https://sbccd-edu.zoom.us/j/87227970575</a> on Friday, February 10, 2023.  <a href="https://www.nossaman.com/newsroom-insights-everything-local-public-agencies-need-to-know-about-california-virtual-meeting-laws">https://www.nossaman.com/newsroom-insights-everything-local-public-agencies-need-to-know-about-california-virtual-meeting-laws</a></p> <p><b>Motion by:</b> Dr. Miranda  <b>Second by:</b> Ms. Binks  <b>Discussion:</b> None</p>			
Member Name	AYE	NAY	Absent
Mauricio Arellano, Superintendent, Redlands USD	x		
Cuauhtémoc Ávila, Superintendent, Rialto USD	x		
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Sandra Rodriguez, Asst. Supt., San Bernardino City USD	x		
Linda Fontanilla, Interim President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS			x
<p><b>Motion carried unanimously by all present.</b></p>			

## 2. Minutes

<p><b>Motion:</b> Approval of January 20, 2023, IAEC Executive Committee Meeting Minutes.  <b>Motion by:</b> Dr. Avila  <b>Second by:</b> Mr. Arellano  <b>Discussion:</b> None</p>			
Member Name	AYE	NAY	Absent
Mauricio Arellano, Superintendent, Redlands USD	x		
Cuauhtémoc Ávila, Superintendent, Rialto USD	x		
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Sandra Rodriguez, Asst. Supt., San Bernardino City USD	x		
Linda Fontanilla, Interim President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS			x
<p><b>The Minutes of the Inland Adult Education Consortium Executive Committee Meeting on January 20, 2023, were approved as presented, without changes.</b></p>			

### 3. Public comment

3.1 None

### 4. Reports

4.1 CAEAA Conference Report Out: February 3, 2023 – Mr. Dana Carter presented

- Ms. Dawn Koepke provided legislative and budget updates:
  - There are 34 new members across the assembly in the Senate, Dawn Koepke encouraged all of us to make sure that we connect with those legislators.
  - Please thank our legislators for supporting Adult Education with the same rate of 8.13% COLA that the K-12 Districts are receiving.
  - Our Adult Education week is March 20 - 24, 2023 and Leg Day will be March 21st, 2023, 10 a.m. - 3 p.m.
  - CCAE Legislative Meeting/Webinar February 24th, 2023 @ Noon
- Dr. Carolyn Zachry and Mr. Gary Adams provided State and Federal updates:
  - OCTAE has established performance goals for California for follow up reporting. California statewide goals of – either – 45% use of Student SSN – or– 60% Student survey response rate.
  - New RFAs for 2023-27 have been read and reviewed, the intended date to post the intent to award is February 15, 2023.
  - It was strongly recommended that adult schools review their summer schedules to ensure that their breaks are not longer than 90 consecutive days, in order to limit the number of Periods of Participation.
  - LAO report – reviewing how Adult Education is funded. No decisions have been made yet but the following two recommendations were discussed:
    - Change K-12 CAEP funding allocations to an attendance system (similar to CC non-credit).
    - Move to a performance-based funding model, similar to WIOA Title II.

### 5. Discussion items

5.1 Historic Funding Re-Allocations (not including shifts in state funding)

Dr. Diaz presented a fund allocation summary by year. Amounts highlighted in green are one-time payments.

District	2016	2017	2018	2019	1/2020	8/2020	2021	2022	2023
Colton					\$107,724				
Redlands			\$154,500 \$60,000		\$27,701	\$180,000		\$202,000 \$40,000	
Rialto					\$181,000			\$309,682	
San Bernardino City			\$312,500 \$100,000		\$29,743			\$242,000 \$179,000	
San Bernardino COE			\$237,303 \$94,500					\$172,000 \$194,750	
Yucaipa			\$272,500 \$177,000		\$10,007			\$20,000	\$105,000

Colleges			\$204,000		\$12,318			\$268,237	
----------	--	--	-----------	--	----------	--	--	-----------	--

Dr. Diaz presented CFAD total by year. Amounts highlighted in blue represent a year of increase to the new total.

District	MOE – Before CAEP Funding	2015-16 = MOE + CAEP	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Colton	None	\$528,580	\$528,580	\$528,580	\$528,580	\$528,580	\$636,304	\$636,304	\$636,304
Redlands	\$139,311	\$324,311	\$324,311	\$324,311	\$478,811	\$478,811	\$506,512	\$686,513	\$888,512
Rialto	\$535,130	\$924,470	\$924,470	\$924,470	\$924,470	\$924,470	\$1,105,470	\$1,105,470	\$1,415,152
SB City	\$5,926,321	\$6,784,521	\$6,784,521	\$6,784,521	\$7,097,021	\$7,097,021	\$7,097,021	\$6,237,927	\$6,479,927
SB COE	None	None	None	None	\$237,302	\$237,302	\$237,302	\$605,053	\$605,053
Yucaipa	\$271,996	\$345,876	\$345,876	\$345,876	\$618,376	\$618,376	\$628,383	\$628,383	\$733,383
Colleges	None	\$506,493	\$506,493	\$506,493	\$506,493	\$506,493	\$518,811	\$518,811	\$787,048

Dr. Diaz presented a summary of remaining funds.

- Carry-Over 2021-2022 COLA: \$68,462
- Remaining COLA 2022-2023: \$278,362
- Carry-Over One-Time Funds: \$142,094

	DIR Student Data – Q2	2021-22 Carry-Over Funds	2022-23 Budget (Allocation + Carry-Over)
Colton	307	\$65,210	\$701,514
Redlands	568	\$147,657	\$1,076,169
Rialto	896	\$749,152	\$2,164,304
SB City	3,474	\$1,599,432	\$8,079,359
SB COE	256	\$324,671	\$924,724
Yucaipa	347	\$345,502	\$973,885
Community College	COMIS	F/A - \$360,556 CC - \$113,017	F/A - \$598,918 CC - \$787,048

Dr. Diaz presented SBVC Transition Student Data.

SSSP Completion Academic Year 2021/2022	
Application	256
Orientation	235
Placement	222
Education Plan	197
Registered	178
Continuing	87

Student Contact Totals	
Fall 2022	1057
Spring 2023	0
Duplicated Totals (AY)	1057
Unduplicated Totals (AY)	546
<b>CAEP student contact totals by academic year</b>	
2018/2019	434
2019/2020	1168
2020/2021	791
2021/2022	1351
2022/2023	1057

Historic Funding Reports can be located in NOVA.

Dr. Sandra has requested a breakdown of where the students are transitioning from.

- 5.2 Tabled on January 20, 2023 – San Bernardino City USD COLA Request: \$542,545.00
- |                                   |                     |
|-----------------------------------|---------------------|
| A. Classified Ongoing Funding:    | \$170,545.00        |
| B. Certificated Ongoing Funding:  | \$289,333.00        |
| C. Certificated One-Time Funding: | <u>\$ 82,667.00</u> |
| Total additional funds requested: | \$542,545.00        |

Dr. Rodriguez requested to pull the tabled item from further discussion. The tabled item will be removed from the agenda at the next meeting.

## 6. Action Items

- 6.1 Virtual Meetings per Brown Act for IAEC Executive Committee Brown Act Teleconferencing Rules

<b>Motion:</b> To Approve Virtual Meetings per Brown Act for IAEC Executive Committee <u>Brown Act Teleconferencing Rules</u>			
<b>Motion by:</b> Mr. Arellano			
<b>Second by:</b> Dr. Horan			
<b>Discussion:</b> None			
Member Name	AYE	NAY	Absent
Mauricio Arellano, Superintendent, Redlands USD	x		
Cuauhtémoc Ávila, Superintendent, Rialto USD	x		
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Sandra Rodriguez, Asst. Supt., San Bernardino City USD	x		
Linda Fontanilla, Interim President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS			x
<b>Motion carried unanimously by all present.</b>			

District	Meeting Location/Address
Colton Joint USD	1212 Valencia Dr., Colton, CA, 92324 – Superintendent’s Conference Room
Crafton Hills College	11711 Sand Canyon Rd., Yucaipa, CA, 92399 – President’s Conference Room
Redlands USD	20 W. Lugonia Ave., Redlands, CA, 92374 – Superintendent’s Conference Room
Rialto USD	182 E. Walnut Ave., Rialto, CA, 92376 – Superintendent’s Conference Room
San Bernardino City USD	4030 Georgia Blvd. San Bernardino, Ca 92407 – Superintendent’s Conference Room
San Bernardino COE	601 N. E St., San Bernardino, CA, 92410 – Superintendent’s Conference Room
San Bernardino Valley College	701 S. Mt. Vernon Ave., San Bernardino, CA, 92410 – President’s Conference Room
Yucaipa-Calimesa Joint USD	12797 3 <sup>rd</sup> St., Yucaipa, CA, 92399 – Superintendent’s Conference Room

6.2 San Bernardino City COLA Request:

<b>Motion:</b> To approve San Bernardino City COLA request: \$542,545.00			
<b>Motion by:</b> Dr. Rodriguez			
<b>Second by:</b> Ms. Binks			
<b>Discussion:</b> Motion tabled by S. Rodriguez			
Member Name	AYE	NAY	Absent
Mauricio Arellano, Superintendent, Redlands USD	x		
Cuauhtémoc Ávila, Superintendent, Rialto USD	x		
Cali Binks, Superintendent, Yucaipa-Calimesa Joint USD	x		
Kevin Horan, President, Crafton Hills College	x		
Frank Miranda, Superintendent, Colton Joint USD	x		
Sandra Rodriguez, Asst. Supt., San Bernardino City USD	x		
Linda Fontanilla, Interim President, San Bernardino Valley College	x		
Carol Tsushima, Administrator, Alliance for Education & SBCROP, SBCSS			x
<b>Motion carried unanimously by all present.</b>			

7. **Announcements**

7.1 Executive Committee Meeting Dates

Dr. Diaz shared the remaining EC meeting dates which will be virtual:

- February 10, 2023 – Virtual
- March 10, 2023 – Virtual – CFAD Discussion
- April 21, 2023 – Virtual – CFAD Vote
- May 12, 2023 – Virtual
- May 31, 2023 – In Person @ SBVC – Annual Plan Retreat

7.2 Conferences

Dr. Diaz shared the upcoming conference dates:

- February 3, 2023: CAEAA – Virtual <https://www.caea.org/2023-conference-registration.html>
- February 15, 2023: CASAS Training – San Bernardino Valley College <https://register.caladulthood.org/Home/EventDetail/585>



- February 26-28, 2023: Educating for Careers (CA CTE) – Sacramento, CA <https://2023.educatingforcareers.org/>
- March 2 – 3, 2023: ACCE – Virtual
- April 2-5, 2023: COABE – Atlanta, GA <https://coabe.org/2023-coabe-national-conference/>
- April 13 – 15, 2023: CCAE – Oakland, CA <https://www.ccaestate.org/conference-2023.html>
- May 31, 2023: Inland Adult Education Consortium Annual Plan Retreat at San Bernardino Valley College
- June 13 – 15, 2023: CASAS Summer Institute – Anaheim, CA <https://www.casas.org/>
- July 18 – 20, 2023: GED Annual Conference – New York, NY [www.ged.com/gedts23](http://www.ged.com/gedts23)

## **8. Closed Session**

8.1 None Requested

## **9. Adjournment**

The meeting adjourned at 8:34 a.m.

The next meeting of the Inland Adult Education Consortium Executive Committee will be on Friday, March 10, 2023, at 8:00 a.m.



February 27, 2023

**To:** Adult Education Consortium Members and Directors

**From:** The California Adult Education Program (CAEP) State Leadership Office

**Subject:** **2023-24 Preliminary CAEP Allocations**

---

This memorandum advises local recipients and fiscal agents of the 2023-24 Preliminary CAEP Allocations. CAEP Education Code Section 84909 mandates the release of the FY 2023-24 Preliminary Allocations for each consortium, which includes an additional \$48.5M COLA. The COLA re-benches the total annual statewide CAEP appropriation for future years to \$645,684,000.

The first step of this process is the release of the annual preliminary allocations schedule. To view the FY 2023-24 Preliminary CAEP Allocations schedule, [click here](#). The second step requires the CAEP consortia, and their members to submit their Consortium Fiscal Administration Declaration (CFAD) via the NOVA system by COB on May 2, 2023. The CFAD captures member allocations for each consortium as well as the consortium's chosen disbursement method. The CAEP Office uses the information from the CFAD process to determine the payment schedules for the disbursement of these CAEP funds. There will be no extensions granted for the May 2nd due date.

Please note that the CFAD will be updated to reflect AB1491 implementation (CAEP carryover). This new statute includes consortia defined excess member carryover and the process by which consortia will offer technical assistance and/or reasonable intervention to its members prior to making a finding of excessive member carryover. All this information must be included in the certified CFAD. For more information, please access the [AB1491 CAEP guidance](#).

All CAEP members are eligible for the COLA. Please see Education Code Section 84914 governing an increase or decrease of CAEP funding from the prior year. Consortia cannot vote to exclude or prevent a member from receiving a COLA, provided that the member received funding in the prior year. However, after the CFAD is submitted, consortia can use the allocation amendment process in NOVA to move CAEP funds based on consortia agreed upon by-laws.

If you have any questions regarding this information, please contact the CAEP Technical Assistance Project at [tap@caladulthood.org](mailto:tap@caladulthood.org).

Sincerely,

Gary Adams, Dean  
Adult Education Program Office  
California Community Colleges Chancellor's Office

Carolyn Zachry, Ed.D.  
Adult Education Program Office  
California Department of Education

<b>CAEP Regional Consortium</b>	<b>FY 23-24 Proposed COLA</b>	<b>FY 23-24 Preliminary Allocation</b>	<b>FY 24-25 Preliminary Allocation</b>
01 Allan Hancock Community College Consortium	\$152,650	\$2,030,272	\$2,030,272
02 Antelope Valley Regional Adult Education Consortium	\$369,320	\$4,912,019	\$4,912,019
03 Barstow Area Consortium for Adult Education	\$83,532	\$1,110,994	\$1,110,994
04 Butte-Glenn Adult Education Consortium	\$201,755	\$2,683,382	\$2,683,382
05 Greater Opportunity Through Adult Learning (Santa Cruz)	\$315,475	\$4,195,869	\$4,195,869
06 Partnership for Adult Academic and Career Education (SE Los Angeles)	\$1,350,031	\$17,955,656	\$17,955,656
07 Chabot-Las Positas/Mid-Alameda County Consortium	\$850,924	\$11,317,450	\$11,317,450
08 West End Corridor/ Chaffey Regional AE Consortium	\$663,492	\$8,824,564	\$8,824,564
09 Citrus College Adult Education Consortium	\$397,820	\$5,291,081	\$5,291,081
10 Coast Adult Education Consortium	\$686,800	\$9,134,568	\$9,134,568
11 Tri City Adult Education Consortium	\$565,939	\$7,527,096	\$7,527,096
12 Contra Costa Adult Education Consortium	\$1,365,689	\$18,163,912	\$18,163,912
13 Morongo Basin AEBG Consortium (Copper Mountain)	\$75,055	\$998,248	\$998,248
14 Desert Regional Consortium	\$297,430	\$3,955,868	\$3,955,868
15 South Bay Adult Education Consortium (El Camino)	\$943,847	\$12,553,334	\$12,553,334
16 OnRamp to Employment, Plumas County Adult Education (Feather River)	\$75,055	\$998,248	\$998,248
17 Foothill De Anza/ NSCCSTC	\$786,319	\$10,458,181	\$10,458,181
18 Gavilan Regional Adult Career and Education Services	\$132,874	\$1,767,254	\$1,767,254
19 Glendale Community College District Regional Consortium	\$98,620	\$1,311,664	\$1,311,664
20 San Diego East Region Adult Education (Grossmont-Cuyamaca)	\$763,807	\$10,158,769	\$10,158,769
21 Salinas Valley Adult Education Consortium	\$338,872	\$4,507,054	\$4,507,054
22 Imperial County Adult Education Consortium	\$179,299	\$2,384,714	\$2,384,714
23 Kern AEBG Consortium	\$1,565,744	\$20,824,686	\$20,824,686
24 Lake Tahoe Adult Education Consortium	\$82,561	\$1,098,073	\$1,098,073
25 Lassen County AB86 Consortium	\$86,691	\$1,153,008	\$1,153,008
26 Long Beach Adult Education	\$220,458	\$2,932,129	\$2,932,129
27 Los Angeles Regional Adult Education Consortium	\$11,833,132	\$157,382,821	\$157,382,821
28 Capital Adult Education Regional Consortium	\$1,080,507	\$14,370,934	\$14,370,934
29 Marin County Adult Education Block Grant Consortium	\$135,671	\$1,804,456	\$1,804,456
30 Mendocino-Lake Consortium	\$141,536	\$1,882,451	\$1,882,451
31 Gateway Adult Education Network (Merced)	\$304,598	\$4,051,206	\$4,051,206
32 Coastal North County Adult Education Consortium (MiraCosta)	\$109,959	\$1,462,474	\$1,462,474
33 Monterey Peninsula Consortium	\$234,053	\$3,112,949	\$3,112,949
34 Mt. San Antonio Regional Consortium for Adult Education	\$3,219,618	\$42,821,505	\$42,821,505
35 Southwest Riverside County Adult Education Regional Consortium	\$446,182	\$5,934,308	\$5,934,308
36 Napa Valley Adult Education Consortium	\$262,178	\$3,487,020	\$3,487,020
37 North Orange County Regional Consortium for Adult Education (NOCRC)	\$354,772	\$4,718,533	\$4,718,533
38 Southern Alameda County Consortium (Ohlone)	\$381,896	\$5,079,286	\$5,079,286
39 Palo Verde Consortium	\$75,055	\$998,248	\$998,248
40 Education to Career Network of North San Diego County (Palomar/Vista)	\$723,920	\$9,628,275	\$9,628,275
41 Pasadena Area Consortium	\$172,063	\$2,288,473	\$2,288,473
42 Northern Alameda Consortium for Adult Education	\$739,325	\$9,833,162	\$9,833,162
43 Rancho Santiago Adult Education Consortium	\$427,518	\$5,686,062	\$5,686,062
44 North Coast Adult Education Consortium (Redwoods)	\$102,949	\$1,369,246	\$1,369,246
45 Rio Hondo Region Adult Education Consortium	\$1,326,734	\$17,645,808	\$17,645,808
46 About Students Regional Consortium (Riverside)	\$762,347	\$10,139,355	\$10,139,355
47 Inland Adult Education Consortium (San Bernardino)	\$967,201	\$12,863,955	\$12,863,955
48 San Diego Adult Education Regional Consortium	\$431,590	\$5,740,222	\$5,740,222
49 San Francisco Adult Education Consortium	\$355,855	\$4,732,940	\$4,732,940

50 Delta Sierra Regional Alliance (San Joaquin)	\$770,950	\$10,253,776	\$10,253,776
51 South Bay Consortium for Adult Education (San Jose)	\$1,607,709	\$21,382,819	\$21,382,819
52 San Luis Obispo County Adult Education Consortium	\$129,131	\$1,717,465	\$1,717,465
53 ACCEL San Mateo County	\$884,845	\$11,768,606	\$11,768,606
54 Santa Barbara AEBG Consortium	\$75,055	\$998,248	\$998,248
55 Santa Clarita Valley Adult Education Consortium	\$119,152	\$1,584,749	\$1,584,749
56 Santa Monica Regional Consortium for Adult Education	\$104,586	\$1,391,014	\$1,391,014
57 Sequoias Adult Education Consortium (SAEC)	\$886,425	\$11,789,618	\$11,789,618
58 Shasta-Tehama-Trinity Adult Education Consortium	\$102,987	\$1,369,749	\$1,369,749
59 Sierra Joint Consortium	\$309,413	\$4,115,247	\$4,115,247
60 Solano Adult Education Consortium	\$362,570	\$4,822,242	\$4,822,242
61 Sonoma County Adult Education Consortium	\$233,921	\$3,111,198	\$3,111,198
62 South Orange County Regional Consortium (SOCRC)	\$444,610	\$5,913,395	\$5,913,395
63 South Bay Adult Education Consortium (Southwestern)	\$1,332,997	\$17,729,107	\$17,729,107
64 State Center Adult Education Consortium	\$1,386,769	\$18,444,287	\$18,444,287
65 Ventura County Adult Education Consortium	\$1,397,286	\$18,584,164	\$18,584,164
66 Victor Valley Adult Education Regional Consortium	\$200,918	\$2,672,247	\$2,672,247
67 West Hills College Consortium	\$102,753	\$1,366,629	\$1,366,629
68 West Kern Consortium	\$75,055	\$998,248	\$998,248
69 Yosemite (Stanislaus Mother Lode) Consortium	\$402,611	\$5,354,799	\$5,354,799
70 North Central Adult Education Consortium (Yuba)	\$291,063	\$3,871,196	\$3,871,196
71 Adult Education Pathways (Siskiyou)	\$87,474	\$1,163,415	\$1,163,415
<b>Total:</b>	<b>\$48,547,000</b>	<b>\$645,684,000</b>	<b>\$645,684,000</b>



February 27, 2023

**To:** Adult Education Consortium Directors and Members

**From:** The California Adult Education Program (CAEP) State Leadership

**Subject:** **AB 1491 Carryover Guidance**

---

This memorandum provides guidance to California Adult Education Program (CAEP) consortia and their members on the requirements of **AB 1491** (carryover legislation). These requirements will go into effect during the **2023-2024** program year.

### Carryover Legislation

#### A. MEMBER CARRYOVER

This bill authorizes a consortium to reduce a member's allocation by no more than the amount of the member's carryover, as defined, if the consortium makes a finding by a majority vote, based on the member having excessive carryover for **at least two consecutive fiscal years** beginning with the 2023–24 fiscal year, that the member has been consistently ineffective in providing services that address the needs identified in its adult education plan. There is no percentage threshold mandated in AB 1491 that is specific to member carryover, unless it is determined by the individual consortium.

#### B. CONSORTIUM CARRYOVER

The bill requires a consortium with carryover from **one or more prior fiscal years** exceeding 20% to submit a written expenditure plan, as specified, to the Chancellor and the Superintendent, and would require the Chancellor and the Superintendent to prescribe and assign technical assistance to that consortium to ensure effective use of funds as specified by existing policy, and that the consortium's annual carryover does not continue to exceed 20% to continue providing adequate adult education services to the region.

### Change in CAEP Education Code

CAEP Education Code Sections 84901 and 84914 have been amended to reflect the definition of carryover, member carryover, and the consortium carryover. For more details, please see the Frequently Asked Questions (FAQ) for additional information on this guidance.

### **CAEP Fiscal and Program Guidance**

The CAEP Fiscal Management Guidance and the CAEP Program Guidance will be updated and posted to the CAEP website to reflect the AB 1491 legislation, changes to the CAEP Education Code, and instructions from this guidance memo.

### **NOVA Reporting**

The CAEP Office will be adding tools and reports in NOVA to assist consortia and members with the reporting and tracking of carryover. CAEP Technical Assistance Provider (TAP) is available to provide NOVA-related technical assistance and support.

### **AB1491 Webinar**

The CAEP Office has scheduled an AB1491 Webinar on March 23, 2023, at 12:00pm. The webinar will cover this guidance, the AB1491 legislation, current use of NOVA reporting & tools as it relates to carryover, and future NOVA enhancements. Additional webinars are also being planned. To register for the March 23<sup>rd</sup> webinar, [click here](#).

### **Frequently Asked Questions (FAQ)**

For more information on the AB1491 legislation, definitions, process, and individual consortium responsibilities, please see the **FAQ**.

### **AB1491 Implementation Timeline**

The CAEP Office developed a timeline to assist consortia and members with understanding the AB1491 implementation timeline. Please refer to the [AB1491 Timeline](#) for additional information.

### **Technical Assistance Contact Information**

For questions related to the AB1491 and/or technical assistance on related topics, please contact the CAEP TAP by phone at 1- 888- 827-2324 or by e-mail at [tap@caladulthood.org](mailto:tap@caladulthood.org)

Sincerely,

Gary Adams, Dean  
Adult Education Program Office  
California Community Colleges Chancellor's Office

Carolyn Zachry, Ed.D.  
Adult Education Program Office  
California Department of Education