



## CAEP Consortium Directors Council Meeting Minutes

DATE: APRIL 29, 2019

TIME 4:00 PM

LOCATION: SUHSD BOARD ROOM

<b>CO-CHAIRS</b>	Dr. Megan Battle	Dr. Joe Fulcher	Dr. Minou Spradley
	Ryan Burke	Jennifer Lewis	Crystal Robinson
<b>ATTENDEES:</b>	Michelle Dullea	Oswaldo Mendoza	
	Diane Edwards	Jessica Noel	
<b>HANDOUT(S)</b>	April 29, 2019 Meeting Minutes 2019-2020 SBAEC Allocations Proposal		
	<ul style="list-style-type: none"> <li>• <b>Welcome and Introductions</b> Dr. Battle introduced new SWC CDC member Dr. Minou Spradley.</li> <li>• <b>Public Comment:</b> None.</li> <li>• <b>Adoption of Minutes:</b> August 7, 2018 – Approved with no corrections.</li> <li>• <b>Agenda Item 1 - Review and Approval of 2019-2020 Consortium Fiscal Administration Declaration (CFAD):</b> Our consortium has received an additional COLA from the state. The Advisory Committee has met to discuss and come up with a recommendation on how to reallocate the funds.             Since SUHSD is the Fiscal Agent, they are working with multiple accounts. One account is the member fund which is the operating budget for the adult schools, another is the consortium fund which is used for shared activities, professional development and Crystal’s and Melissa’s salaries and last is the Fiscal Admin this is the amount the district charges the consortium. There’s one amount for SWC for CAEP activities and another for CUSD for CAEP activities. For 19-20 we have a COLA of \$495,505 above our base.             Crystal had individual conversations with each member district to see where they are at with their own operating budgets. CUSD has informed the members that they won’t be accepting their portion of the COLA, which is \$7,779 over Coronado’s base. This amount needs to be reallocated. The proposal is to reallocate the amount 50/50 amongst the other two members. \$3,890 for SUHSD’s operating budget and \$3,889 for SWC CAEP activities.             By CUSD not accepting the COLA allocation and reallocating it to the other members, changes our percentages moving forward. Accepting this proposal for next year means these allocations would become the base for the next school year and a new COLA would be on top of this base.             The Consortium Fiscal Admin cost also changed from about 8% in 18-19 to about 5% in 19-20; these additional funds will go into the consortium level budget which is included in the SUHSD’s total. Fiscal Admin cost is not assigned prior to allocation of funds and it’s up to the SUHSD finance department to calculate what the Fiscal Admin cost will be every year. They use the current year’s indirect rate to calculate amount. They charge indirect rate on Consortium level fund amount only.             The recommendation from the advisory committee for 2019-2020 is for SUHSD to receive \$14,111,942 (95.25%), SWC to receive \$479,045 (3.23%) and CUSD to receive \$225,472(1.6%). Total consortium allocation of \$14,816,459.             Dr. Fulcher asked why the formula that had been used to allocate funds wasn’t applied to splitting up the \$7779? This was a proposal from SWC. SWC has retro pay including COLA and they need additional funds to pay for that. There was discussion about this proposal with advisory committee members and it was accepted by the group.             This item needs a unanimous decision since it’s regarding funding. If no agreement is reached, then the state will use the same percentages we’ve been using and CUSD will receive their part of the COLA.</li> </ul>		

Going forward we can get ahead of this by having CDC members be involved in the discussion earlier, be informed as soon as allocations come out and have CDC to provide direction with leaders of their district.

Motion for approval made by SWC and seconded by CUSD. Motion carried unanimously.

CDC members casted votes via NOVA.

- **Announcements:** SY Se Puede event will take place this Saturday, May 4, 2019 at San Ysidro Middle School. The event is for parents of Pre-K to 5<sup>th</sup> grade students, it will feature workshops on helping students to create pathways, reduce stress to improve success, communication and involvement and summer success strategies.
- **CDC Meeting Calendar:** Next meeting will be at the end of May, beginning of June to approve our Three-Year Plan. At the beginning of August, we will meet to approve our 19-20 Annual Plan.

