

## **Steering Committee Meeting**

Stockton School for Adults

Thursday, December 12, 2019, 2:00pm-4:00pm

### **Outcomes**

- Consortium Management
- DSAEA Work Stream Review

### **Agenda**

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**2:00 I. Overview**

- A. Check-In
  - B. Outcomes and Agenda Review
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**2:10 II. Consortium Management**

- A. Data and Accountability Deadlines
  - B. Agency and Consortium Planning and Budgeting Overview
  - C. **ACTION ITEM** Redistribution of 18-19 Regional Funds
  - D. **ACTION ITEM** Redistribution of 19-20 Regional Funds
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**3:00 III. DSAEA Work Stream Review**

- A. Immigrant Integration
  - B. Adult Career Pathways
    - Allied Health
    - TDL
  - C. CommunityPro Suite
    - Reporting review
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**3:55 IV. Summary and Next Steps**

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**4:00 Close**

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## **Agency and Consortium Planning and Budgeting Integration**

### **ACPB Leadership Advisory Team Members**

Carol Hirota, Julie Jansen, Jared Hungerford, Salvador Vargas

### **Context**

#### **Regional Fund Purpose**

- The Regional Fund is designed to support collaborative, consortium-wide strategic investments like developing Health and TDL Pathways

#### **18-19 and 19-20 Regional Fund Balances**

- DSAEA has had regional fund surpluses in each fiscal year
- We've been re-allocating regional fund monies to the agencies on an ad hoc basis, but it's difficult for agencies to proactively plan without a structured process
  - Better to provide more time to do strategic planning
  - Too late in the game to plan for the added money

#### **In-Depth Planning to Reset DSAEA Regional and Agency Baseline Funding**

- There is an opportunity to re-set our regional and member allocations based on careful strategic consideration of the best programs to meet our community needs
- Need to confirm what the "Right level" is for the regional fund
  - We didn't know exactly what was needed in regional projects
- Strategic planning and budgeting can be applied to increase results in the AEP objective areas
  - Closing gaps / increasing services
  - Transitions
  - Acceleration
  - Professional development
  - Leveraging resources
- Need to address the different scale of each members' programs
  - Really small programs might not get enough funding if it's just pro rated
  - What's the minimum viable scale
- We also need to define the consortium expectations
  - CAEP outcome metrics
  - Qualitative expectations
- By doing integrated planning and budgeting, there is an opportunity to continue to increase access, learning gains, completions and transitions
- Long-term member planning needs to be conducted in a safe environment for people to be completely honest and transparent about any issues and barriers
- Provide support helping superintendents and boards understanding the need and value of adult education and CTE.

### ACPB Purpose / Intention

Create a clear and effective process for members to lead a visionary planning process to “right size” DSAEA consortium and member programs and budgets:

- Plan to use added baseline funding in 2021-22
- Look comprehensively at each members programs and strategies
- Set strategies to increase student access, learning gains, and transitions/outcomes.

### Outcomes

1. A transparent, needs-driven planning process for funding allocation
2. A strategic reset of the regional fund
3. Enhanced member planning and budgeting to increase access, skills gains, and transitions/outcomes addressing
  - Identification of needs/opportunities
  - Formulation of plans to meet the needs
  - Budgeting to resource the plans
4. An annual calendar and milestones for budget expenditures and tracking
  - Prelim planning / reallocation analysis: Jan-Mar
  - Public meetings April
  - CFAD: May
  - Detailed planning May-Jul
  - August: Annual Plan due to state

### Timeline

Dec 2019 - Jan 2020	<ul style="list-style-type: none"><li>• Align on ACPB Purpose and Process</li><li>• Vote on Budget Amendments for 18-19 and 19-20</li></ul>
Jan to Mar	<ul style="list-style-type: none"><li>• Assess Community Need, Outcome and Program Data</li><li>• Identify Incremental Budget Needs for 2020-21 CFAD</li></ul>
April 9 Steering Comm.	Vote on CFAD Allocations for 2020-21
May-July	Complete 2020-21 Annual Plans
August	Submit 2020-21 Annual Plans to CAEP
Sep to Feb 2021	Develop Detailed Agency and Consortium Projects for Rebench 21-22 Budget
March 2021	Public Meeting on Rebench Plan
April 2021	Vote on 2021-22 CFAD for the Rebench
August	Submit 2021-22 Annual Plans to CAEP

<b>Items For DSAEA SC Approval</b>	<b>Decision</b>
Redistribution of \$800,000 from 2018-19 Consortium Regional Fund to members	Approve amounts listed in Table 1
Redistribution of \$450,000 from 2019-20 Consortium Regional Fund to members	Approve amounts listed in Table 1

**Table 1: Proposed Redistribution of 18-19 and 19-20 Regional Funds to DSAEA Members**

Member	18-19 Base	Percentage of 18-19 Member Allocation	18-19 One-time Distribution (Expires 12/31/20)	19-20 Base	Percentage of 19-20 Member Allocation	19-20 One-time Distribution (Expires 12/31/21)	Total Redistribution
Lodi	\$1,414,772	19.35%	\$154,829	\$1,460,894	19.35%	\$87,089	\$241,918
River Delta	\$83,607	1.14%	\$9,150	\$86,333	1.14%	\$5,147	\$14,296
Manteca	\$1,327,717	18.16%	\$145,302	\$1,371,001	18.16%	\$81,730	\$227,032
Stockton	\$3,171,023	43.38%	\$347,028	\$3,284,399	43.51%	\$195,794	\$542,822
Tracy	\$545,125*	12.38%	\$99,054	\$934,632	12.38%	\$55,716	\$154,771
SJCOE	\$53,938	0.74%	\$5,903	\$55,696	0.74%	\$3,320	\$9,223
CCOE	\$53,938	0.74%	\$5,903	\$55,696	0.74%	\$3,320	\$9,223
Delta	\$300,000	4.10%	\$32,831	\$300,000	3.97%	\$17,884	\$50,715
Regional Fund	\$1,332,522			\$1,004,007			
<b>TOTAL</b>	<b>\$8,282,642</b>	<b>100.00%</b>	<b>\$800,000</b>	<b>\$8,552,658</b>	<b>100.00%</b>	<b>\$450,000</b>	<b>\$1,250,000</b>

\* Tracy Adult School 18-19 Funding was made up of a \$545,125 base and \$360,000 distribution from the regional fund. For purposes of redistribution the 18-19 percentage was based on a total of \$905,125 that includes both the base and additional regional funds.

**Table 2: DSAEA Available Funding Summary**

	<b>19-20 Base</b>	<b>Carry Over (17-18, 18-19)</b>	<b>Total Available Funds as of 10/1/19</b>	<b>Proposed Redistribution of 18-19 and 19-20</b>	<b>Total with redistribution</b>
Lodi	\$1,460,894	\$531,438	\$1,992,332	\$241,295	\$2,233,627
River Delta	\$86,333	\$56,822	\$143,155	\$14,260	\$157,415
Manteca	\$1,371,001	\$1,088,344	\$2,459,345	\$226,448	\$2,685,793
Stockton	\$3,284,399	\$1,055,981	\$4,340,380	\$541,427	\$4,881,807
Tracy	\$934,632	\$411,861	\$1,346,493	\$157,589	\$1,504,082
SJCOE	\$55,696	\$0	\$55,696	\$9,199	\$64,895
CCOE	\$55,696	\$66,727	\$122,423	\$9,199	\$131,622
Delta	\$300,000	\$18,427	\$318,427	\$50,583	\$369,010
Regional Fund	\$1,004,007	\$1,322,522	\$2,326,529	\$1,250,000	

<b>Table 3: DSAEA Regional Fund</b>		
	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Regional Fund</b>	\$1,332,522	\$1,004,007
<i><u>Regional Expenditures</u></i>		
PDC (Projects development, Career Pathway Development and Consortium Management)	\$321,000	\$340,000
Food	\$5,000	\$5,000
Executive Director	\$45,000	\$45,000
Professional Services Budget (TBD for pathway design, ECI, demographics research, etc.)	\$100,000	\$100,000
Other	\$1,522	\$4,007
CP Suite	\$35,000	\$35,000
Transition Professional Development	\$25,000	\$25,000
<i>Total Regional Expenditures</i>	\$532,522	\$554,007
<i>Unallocated Balance</i>	\$800,000	\$450,000