

# CSAC | CALSOAP CENTRAL COAST CONSORTIUM

Allan Hancock College

Boys & Girls Club of  
Santa Maria Valley

California Polytechnic  
State University San Luis  
Obispo

City of Santa Maria  
Abel Maldonado Center

Cuesta College

Guadalupe Union School  
District

Lompoc Unified School  
District

Lucia Mar  
Unified School District

Paso Robles Joint Unified  
School District

Santa Barbara Foundation

Santa Ynez Valley Union  
High School

Santa Maria Joint Union  
High School District

University of California  
Santa Barbara

September 27, 2024

California Student Aid Commission

Enclosed you will find the year-end report for the Central Coast Cal-SOAP Consortium for 2023-2024.

Fiscal year 2023-2024 was a challenging year in many ways. Since the opening of the FAFSA was undetermined in fall 2024, we provided services to high school seniors during the fall with FSA ID completion and college admissions applications up to until January 10, 2024. Even with these challenges, our Central Coast Consortium strove to provide the best services possible to local students. We started the financial aid year by providing 40 Cash for College events starting on January 10, 2024 through April 2, 2024.

We were also fortunate to receive the ECMC grant during the summer of 2024 for \$107,181 which allowed our consortium to provide additional services and efforts up until mid-August 2024. The data demonstrated that the Central Coast Cal-SOAP Cash for College events served 1,249 high school seniors out of 2,676 of whom completed a financial aid application. This translated into approximately 59 percent of high school seniors benefiting from Cal-SOAP services.

In addition, the LACAI database reports indicated that 5,283 students received unduplicated services ranging from financial aid to college and career information. The Central Coast Cal-SOAP Consortium invested \$300,572.34, in partnership cash funds for college coaches, \$53,106.00 in federal work study and an additional \$36,466.28 from the Cal-SOAP general fund for a total of \$390,144.62. This allowed the consortium to hire 23 college coaches/coordinators in fall 2023; 26 in spring 2024; and with the support of the ECMC grant 42 during the summer of 2024.

The grant's general funds, cash from partnership school sites, ECMC and in-kind resulted in the consortium valued at \$1,255,771.38 or 1 to 2.9 ratio.

The long-time governing board Chair resigned, and we have a new chair and co-chair to lead Cal-SOAP in the next couple of years.

We are proud of our work and continue to look for opportunities to grow the consortium with partnerships and funding. We are prepared to handle the next challenges during the financial aid season which will begin in December 2024,

As always, we appreciate all the support from the Central Cal-SOAP partners. The fiscal agent, and the California Student Aid Commission for continuing to keep the doors open for students in pursuit of higher educational opportunities.

Sincerely,

  
Diana Perez (Sep 27, 2024 10:25 PDT)

Diana Perez  
Central Coast Cal-SOAP Director

**BUDGET REPORT - BUDGET FOR 7/1/2023 to 6/30/2024 FISCAL YEAR**

	STATE	MATCHING					
	TOTAL STATE BUDGET	IN KIND	CASH	RESTRICTED IN KIND	WORK STUDY	TOTAL MATCH BUDGET	TOTAL BUDGET
<b>Staffing</b>	\$ 275,006.40	\$ 279,019.00	\$ -	\$ 7,909.90	\$ -	\$ 286,928.90	\$ 561,935.30
Administrative	\$ 192,077.78	\$ 150,053.00				\$ 150,053.00	\$ 342,130.78
Consult/Profes.		\$ 81,043.00				\$ 81,043.00	\$ 81,043.00
Program Ser. Staff	\$ 82,928.62	\$ 47,923.00		\$ 7,909.90		\$ 55,832.90	\$ 138,761.52
<b>Benefits</b>	\$ 74,661.42	\$ 5,120.00	\$ -	\$ 264.35	\$ -	\$ 5,384.35	\$ 80,045.77
Administrative	\$ 46,722.04	\$ 5,070.00				\$ 5,070.00	\$ 51,792.04
Program Serv. Staff	\$ 27,939.38	\$ 50.00		\$ 264.35		\$ 314.35	\$ 28,253.73
<b>Operating</b>	\$ 35,650.87	\$ 37,140.00	\$ -	\$ -	\$ -	\$ 37,140.00	\$ 72,790.87
Communication	\$ 600.00	\$ 3,690.00				\$ 3,690.00	\$ 4,290.00
Indirect Costs	\$ 31,534.37	\$ 3,500.00				\$ 3,500.00	\$ 35,034.37
Mileage Admin		\$ 3,350.00				\$ 3,350.00	\$ 3,350.00
Mileage Program Serv		\$ 3,100.00				\$ 3,100.00	\$ 3,100.00
Postage		\$ 450.00				\$ 450.00	\$ 450.00
Rent		\$ 14,000.00				\$ 14,000.00	\$ 14,000.00
Staff Development						\$ -	\$ -
Travel	\$ 3,516.50	\$ 450.00				\$ 450.00	\$ 3,966.50
Utilities		\$ 8,600.00				\$ 8,600.00	\$ 8,600.00
<b>College Success Coaches</b>	\$ 36,466.28	\$ 400.00	\$ 327,038.00	\$ 7,746.18	\$ 12,000.00	\$ 347,184.18	\$ 383,650.46
CSC Salaries/Benefits	\$ 36,466.28	\$ 400.00	\$ 327,038.00	\$ 7,746.18		\$ 335,184.18	\$ 371,650.46
CSC Work Study					\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
CSC Mileage						\$ -	\$ -
CSC Training/Development						\$ -	\$ -
CSC Hiring						\$ -	\$ -
CSC Supplies/Equipment						\$ -	\$ -
<b>Supplies</b>	\$ 3,528.99	\$ 2,100.00	\$ -	\$ -	\$ -	\$ 2,100.00	\$ 5,628.99
Office	\$ 1,065.12	\$ 850.00				\$ 850.00	\$ 1,915.12
Program Serv.						\$ -	\$ -
Outreach & Marketing	\$ 29.98					\$ -	\$ 29.98
Printing & Dupl.	\$ 2,433.89	\$ 1,250.00				\$ 1,250.00	\$ 3,683.89
<b>Equipment</b>	\$ -	\$ 7,080.00	\$ -	\$ -	\$ -	\$ 7,080.00	\$ 7,080.00
Computer Purchase						\$ -	\$ -
Copy Machine						\$ -	\$ -
Printer						\$ -	\$ -
Rentals		\$ 7,080.00				\$ 7,080.00	\$ 7,080.00
<b>Program Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program Services						\$ -	\$ -
<b>Other</b>	\$ 400.00	\$ -	\$ -	\$ 526.86	\$ -	\$ 526.86	\$ 926.86
Other	\$ 400.00			\$ 526.86		\$ 526.86	\$ 926.86
<b>TOTALS</b>	\$ 425,713.96	\$ 330,859.00	\$ 327,038.00	\$ 16,447.29	\$ 12,000.00	\$ 686,344.29	\$ 1,112,058.25

The data shown are for the following Consortia: Central Coast Cal-SOAP Consortium

# BUDGET REPORT FOR 7/1/2023 to 6/30/2024 FISCAL YEAR - QUARTERS

The data shown are aggregated for the following Consortia: \_\_\_\_\_ Central Coast Cal-SOAP Consortium

Quarter by Quarter Summary	Preliminary Budget	Quarter 1		Quarter 2	
		Year-to-Date Expenditure	Remaining Balance	Year-to-Date Expenditure	Remaining Balance
<b>STATE TOTAL*</b>	\$ 425,713.96	\$ 90,401.16	\$ 335,312.80	\$ 201,527.14	\$ 133,785.66
CASH	\$ 327,038.00		\$ 327,038.00		\$ 327,038.00
IN KIND	\$ 330,859.00		\$ 330,859.00		\$ 330,859.00
RESTRICTED IN KIND			\$ -		\$ -
WORK STUDY	\$ 12,000.00		\$ 12,000.00		\$ 12,000.00
<b>MATCHING TOTAL</b>	\$ 669,897.00	\$ -	\$ 669,897.00	\$ -	\$ 669,897.00
<b>TOTAL GENERAL + MATCH FUNDS</b>	\$ 1,095,610.96	\$ 90,401.16	\$ 1,005,209.80	\$ 201,527.14	\$ 803,682.66

Quarter by Quarter Summary		Quarter 3		Quarter 4	
		Year-to-Date Expenditure	Remaining Balance	Year-to-Date Expenditure	Remaining Balance
<b>STATE TOTAL*</b>		\$ 99,814.27	\$ 33,971.39	\$ 124,372.55	\$ (90,401.16)
CASH			\$ 327,038.00	\$ 300,572.34	\$ 26,465.66
IN KIND			\$ 330,859.00	\$ 459,932.79	\$ (129,073.79)
RESTRICTED IN KIND			\$ -	\$ 16,447.29	\$ (16,447.29)
WORK STUDY			\$ 12,000.00	\$ 53,106.00	\$ (41,106.00)
<b>MATCHING TOTAL</b>		\$ -	\$ 669,897.00	\$ 830,058.42	\$ (160,161.42)
<b>TOTAL STATE + MATCH FUNDS</b>		\$ 99,814.27	\$ 703,868.39	\$ 954,430.97	\$ (250,562.58)

\*State Funds denotes funds from the State General Fund.

**BUDGET REPORT - FINAL EXPENDITURES FOR 7/1/2023 to 6/30/2024 FISCAL YEAR**

	STATE	MATCHING					
	TOTAL STATE EXPENDITURES	IN KIND	CASH	RESTRICTED IN KIND	WORK STUDY	TOTAL MATCH EXPENDITURES	TOTAL EXPENDITURES
<b>Staffing</b>	\$ 275,006.40	\$ 356,381.21	\$ -	\$ 7,909.90	\$ -	\$ 364,291.11	\$ 639,297.51
Administrative	\$ 192,077.78	\$ 221,430.25				\$ 221,430.25	\$ 413,508.03
Consult/Profes.		\$ 81,043.00				\$ 81,043.00	\$ 81,043.00
Program Ser. Staff	\$ 82,928.62	\$ 53,907.96		\$ 7,909.90		\$ 61,817.86	\$ 144,746.48
<b>Benefits</b>	\$ 74,661.42	\$ 57,170.53	\$ -	\$ 264.35	\$ -	\$ 57,434.88	\$ 132,096.30
Administrative	\$ 46,722.04	\$ 57,170.53				\$ 57,170.53	\$ 103,892.57
Program Serv. Staff	\$ 27,939.38			\$ 264.35		\$ 264.35	\$ 28,203.73
<b>Operating</b>	\$ 35,650.87	\$ 34,720.13	\$ -	\$ -	\$ -	\$ 34,720.13	\$ 70,371.00
Communication	\$ 600.00	\$ 3,490.00				\$ 3,490.00	\$ 4,090.00
Indirect Costs	\$ 31,534.37					\$ -	\$ 31,534.37
Mileage Admin		\$ 4,560.13				\$ 4,560.13	\$ 4,560.13
Mileage Program Serv		\$ 3,220.00				\$ 3,220.00	\$ 3,220.00
Postage		\$ 400.00				\$ 400.00	\$ 400.00
Rent		\$ 14,000.00				\$ 14,000.00	\$ 14,000.00
Staff Development						\$ -	\$ -
Travel	\$ 3,516.50	\$ 450.00				\$ 450.00	\$ 3,966.50
Utilities		\$ 8,600.00				\$ 8,600.00	\$ 8,600.00
<b>College Success Coaches</b>	\$ 36,466.28	\$ -	\$ 300,572.34	\$ 7,746.18	\$ 53,106.00	\$ 361,424.52	\$ 397,890.80
CSC Salaries/Benefits	\$ 36,466.28		\$ 300,572.34	\$ 7,746.18		\$ 308,318.52	\$ 344,784.80
CSC Work Study					\$ 53,106.00	\$ 53,106.00	\$ 53,106.00
CSC Mileage						\$ -	\$ -
CSC Training/Development						\$ -	\$ -
CSC Hiring						\$ -	\$ -
CSC Supplies/Equipment						\$ -	\$ -
<b>Supplies</b>	\$ 3,528.99	\$ 4,579.92	\$ -	\$ -	\$ -	\$ 4,579.92	\$ 8,108.91
Office	\$ 1,065.12	\$ 999.40				\$ 999.40	\$ 2,064.52
Program Serv.						\$ -	\$ -
Outreach & Marketing	\$ 29.98					\$ -	\$ 29.98
Printing & Dupl.	\$ 2,433.89	\$ 3,580.52				\$ 3,580.52	\$ 6,014.41
<b>Equipment</b>	\$ -	\$ 7,080.00	\$ -	\$ -	\$ -	\$ 7,080.00	\$ 7,080.00
Computer Purchase						\$ -	\$ -
Copy Machine						\$ -	\$ -
Printer						\$ -	\$ -
Rentals		\$ 7,080.00				\$ 7,080.00	\$ 7,080.00
<b>Program Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program Services						\$ -	\$ -
<b>Other</b>	\$ 400.00	\$ -	\$ -	\$ 526.86	\$ -	\$ 526.86	\$ 926.86
Other	\$ 400.00			\$ 526.86		\$ 526.86	\$ 926.86
<b>TOTALS</b>	\$ 425,713.96	\$ 459,931.79	\$ 300,572.34	\$ 16,447.29	\$ 53,106.00	\$ 830,057.42	\$ 1,255,771.38

The data shown are for the following Consortia: Central Coast Cal-SOAP Consorti



**YEAR END BUDGET EXPENDITURES NARRATIVE - BUDGET FOR 7/1/2023 to 6/30/2024 FISCAL YEAR**

Line Item	Cal-SOAP Budget	Narrative
<b>Staffing</b>	<b>275,006.40</b>	
Administrative	192,077.78	Expenditures for full time Project Director and full time Fiscal Administrative Technician.
Consult/Profes.		
Program Ser. Staff	82,928.62	Expenses for four part-time coordinators.
<b>Benefits</b>	<b>74,661.42</b>	
Administrative	46,722.04	Benefits for full time Project Director and full time Fiscal Administrative Technician
Program Serv. Staff	27,939.38	Benefits for part-time coordinators
<b>Operating</b>	<b>35,650.87</b>	
Communication	600.00	Cost for Project Director cell phone
Indirect Costs	31,534.37	Indirect cost
Mileage Admin		
Mileage Program Serv		
Postage		
Rent		
Staff Development		
Travel	3,516.50	Mileage for Project Director and Program Staff.
Utilities		
<b>College Success Coaches</b>	<b>36,466.28</b>	
CSC Salaries/Benefits	36,466.28	Expenditures for part-time College Success Coaches
CSC Work Study		
CSC Mileage		
CSC Training/Development		
CSC Hiring		
CSC Supplies/Equipment		
<b>Supplies</b>	<b>3,528.99</b>	
Office	1,065.12	Office supplies and other materials and products to maintain office
Program Serv.		
Marketing and Promotional	29.98	Canva fees
Printing & Dupl.	2,433.89	Printing of Cash for College flyers and announcements
<b>Equipment</b>	<b>0.00</b>	
Computer Purchase		
Copy Machine		
Printer		
Rentals		
<b>Program Services</b>	<b>0.00</b>	
Program Services		
<b>Other</b>	<b>400.00</b>	
Other	400.00	Advertising for FAFSA/CADAA
<b>Total</b>	<b>425,713.96</b>	

The data shown are for the following Consortia: Central Coast Cal-SOAP Consortium

**BUDGET REPORT - FINAL BALANCES FOR 7/1/2023 to 6/30/2024 FISCAL YEAR**

	STATE	MATCHING					TOTAL BALANCE
	TOTAL STATE BALANCE	IN KIND	CASH	RESTRICTED IN KIND	WORK STUDY	TOTAL MATCH BALANCE	
<b>Staffing</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	\$ -					\$ -	\$ -
Consult/Profes.	\$ -					\$ -	\$ -
Program Ser. Staff	\$ -					\$ -	\$ -
<b>Benefits</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative	\$ -					\$ -	\$ -
Program Serv. Staff	\$ -					\$ -	\$ -
<b>Operating</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communication	\$ -					\$ -	\$ -
Indirect Costs	\$ -					\$ -	\$ -
Mileage Admin	\$ -					\$ -	\$ -
Mileage Program Serv	\$ -					\$ -	\$ -
Postage	\$ -					\$ -	\$ -
Rent	\$ -					\$ -	\$ -
Staff Development	\$ -					\$ -	\$ -
Travel	\$ -					\$ -	\$ -
Utilities	\$ -					\$ -	\$ -
<b>College Success Coaches</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CSC Salaries/Benefits	\$ -					\$ -	\$ -
CSC Work Study	\$ -					\$ -	\$ -
CSC Mileage	\$ -					\$ -	\$ -
CSC Training/Development	\$ -					\$ -	\$ -
CSC Hiring	\$ -					\$ -	\$ -
CSC Supplies/Equipment	\$ -					\$ -	\$ -
<b>Supplies</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -					\$ -	\$ -
Program Serv.	\$ -					\$ -	\$ -
Outreach & Marketing	\$ -					\$ -	\$ -
Printing & Dupl.	\$ -					\$ -	\$ -
<b>Equipment</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Computer Purchase	\$ -					\$ -	\$ -
Copy Machine	\$ -					\$ -	\$ -
Printer	\$ -					\$ -	\$ -
Rentals	\$ -					\$ -	\$ -
<b>Program Services</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program Services	\$ -					\$ -	\$ -
<b>Other</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -					\$ -	\$ -
<b>TOTALS</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

The data shown are for the following Consortia: Central Coast Cal-SOAP Consortium

## FINAL MATCHING CONTRIBUTIONS SUMMARY FOR 7/1/2023 to 6/30/2024 FISCAL YEAR

The data shown are aggregated for the following Consortia:

Central Coast Cal-SOAP Consortium

[illegible]

**MATCHING CONTRIBUTIONS NARRATIVE - BUDGET FOR 7/1/2023 to 6/30/2024 FISCAL YEAR**

Line Item	Budget	In-Line Narrative
<b>Staffing</b>	<b>356,381.21</b>	
Administrative	221,430.25	Administrative costs to support Cal-SOAP this would include superintendents, deans, vice presidents, and vice principals.
Consult/Profes.	81,043.00	Staff costs to support Cal-SOAP Cash for College events.
Program Ser. Staff	53,907.96	Staff include counselors, teachers, classified staff, maintenance and all other personnnel to support Cal-SOAP services and activities.
<b>Benefits</b>	<b>57,170.53</b>	
Administrative	57,170.53	Benefits for administrative costs.
Program Serv. Staff		
<b>Operating</b>	<b>34,721.13</b>	
Communication	3,490.00	Cost for communication services including phone, cell phones, and other modes of communication.
Indirect Costs		
Mileage Admin	4,561.13	Mileage for administrative
Mileage Program Serv	3,220.00	Mileage for program service staff
Postage	400.00	Postage paid by partnerships sites.
Rent	14,000.00	Rent incurred by partnerships sites.
Staff Development		
Travel	450.00	Travel by partnership to suppoart Cal-SOAP events.
Utilities	8,600.00	Utilities paid by partnership sites at Cal-SOAP events to provide services.
<b>College Success Coaches</b>	<b>353,678.34</b>	
CSC Salaries/Benefits	300,572.34	Cost of College Success Coaches from SMJUHSD, Paso Robles, and Santa Ynez.
CSC Work Study	53,106.00	Allan Hancock College provide these funds in work study.
CSC Mileage		
CSC Training/Development		
CSC Hiring		
CSC Supplies/Equipment		
<b>Supplies</b>	<b>4,579.92</b>	
Office	999.40	Office supplies to support Cal-SOAP events and activies.
Program Serv.		
Marketing and Promotional		
Printing & Dupl.	3,580.52	Printing costs to support Cal-SOAP activies and events.
<b>Equipment</b>	<b>7,080.00</b>	
Computer Purchase		
Copy Machine		
Printer		
Rentals	7,080.00	Cal-SOAP office space rental from Allan Hancock College.
<b>Program Services</b>	<b>0.00</b>	
Program Services		
<b>Other</b>	<b>0.00</b>	
Other		
<b>Total</b>	<b>813,611.13</b>	

The data shown are for the following Consortia: Central Coast Cal-SOAP Consortium

# 2023-24 Cal-SOAP End of Year Report

[Download Student Unitary Data File \(Only Served Students\)](#)

**Notes:** The Race and Ethnicity, Gender, and Eligibility sections below are dynamically retrieving data from Lacai based on the student's profile information. The following three sections are only counting students that have at least one service in Lacai for the reporting year (2023-24).

## Race and Ethnicity

	CDS Code	School Name	Grade	Served	AA	AI or AN	Asian	Filipino	Hispanic	PI	White	2 or More	NR
1	42691206045959	Adam Elementary ▾	All Grades	2	0	0	0	0	2	0	0	0	0
2		Allan Hancock College ▾	All Grades	1	0	0	0	0	1	0	0	0	0
3	40687594030557	Arroyo Grande High School ▾	All Grades	465	1	1	4	0	64	0	44	0	1
4	42692294230454	Cabrillo High School ▾	All Grades	121	0	0	0	0	28	0	13	0	0
5	40687590125328	Central Coast New Tech High School ▾	All Grades	55	0	0	0	0	9	0	7	0	0
6	42693104231452	Delta High School ▾	All Grades	40	0	0	0	0	10	0	3	0	0
7	42693104234613	Ernest Righetti High School ▾	All Grades	1062	6	54	13	0	272	29	595	0	14
8	42691206046015	Fesler Junior High ▾	All Grades	4	0	1	0	0	3	0	0	0	0
9	060004812391	Independence High ▾	All Grades	11	0	1	0	0	6	0	4	0	0
10	40754574035762	Liberty High (Continuation) ▾	All Grades	76	0	0	1	0	60	0	15	0	0
11	42692294233060	Lompoc High School ▾	All Grades	381	0	1	0	0	64	0	8	1	0
12	40687594033205	Lopez Continuation High School ▾	All Grades	7	0	0	0	0	2	0	0	0	0
13	42692294233029	Maple High School ▾	All Grades	3	0	0	0	0	1	0	0	0	0
14	40687594030268	Nipomo High School ▾	All Grades	207	1	0	0	0	80	0	41	0	0
15	42691206109268	Ontiveros Elementary ▾	All Grades	1	0	0	0	0	1	0	0	0	0
16	40754574035754	Paso Robles High School ▾	All Grades	461	4	1	1	0	250	4	184	0	9
17	42693100102285	Pioneer Valley High School ▾	All Grades	1044	2	76	8	2	407	23	377	0	21
18	42693104236030	Santa Maria High School ▾	All Grades	1053	1	106	6	0	352	8	527	0	9
19	42693284236345	Santa Ynez Valley Union High School ▾	All Grades	304	0	0	0	0	81	0	121	0	0

## Gender

	CDS Code	School Name	Grade	Served	Female	Male	Non-binary	No Response
1	42691206045959	Adam Elementary ▾	All Grades	2	2	0	0	0
2		Allan Hancock College ▾	All Grades	1	1	0	0	0
3	40687594030557	Arroyo Grande High School ▾	All Grades	465	208	255	0	2
4	42692294230454	Cabrillo High School ▾	All Grades	121	59	62	0	0
5	40687590125328	Central Coast New Tech High School ▾	All Grades	55	22	31	0	2
6	42693104231452	Delta High School ▾	All Grades	40	23	17	0	0
7	42693104234613	Ernest Righetti High School ▾	All Grades	1062	537	524	0	1
8	42691206046015	Fesler Junior High ▾	All Grades	4	1	3	0	0
9	060004812391	Independence High ▾	All Grades	11	6	5	0	0
10	40754574035762	Liberty High (Continuation) ▾	All Grades	76	36	40	0	0
11	42692294233060	Lompoc High School ▾	All Grades	381	158	219	0	1
12	40687594033205	Lopez Continuation High School ▾	All Grades	7	4	3	0	0
13	42692294233029	Maple High School ▾	All Grades	3	0	1	0	0
14	40687594030268	Nipomo High School ▾	All Grades	207	96	111	0	0
15	42691206109268	Ontiveros Elementary ▾	All Grades	1	0	1	0	0
16	40754574035754	Paso Robles High School ▾	All Grades	461	242	219	0	0
17	42693100102285	Pioneer Valley High School ▾	All Grades	1044	494	548	0	2
18	42693104236030	Santa Maria High School ▾	All Grades	1053	511	541	0	1
19	42693284236345	Santa Ynez Valley Union High School ▾	All Grades	304	140	161	0	3

## Eligibility

	CDS Code	School Name	Grade	Served	First Generation	Free-Reduced Lunch
1	42691206045959	Adam Elementary ▾	All Grades	2	0	0
2		Allan Hancock College ▾	All Grades	1	0	0
3	40687594030557	Arroyo Grande High School ▾	All Grades	465	0	3
4	42692294230454	Cabrillo High School ▾	All Grades	121	0	0
5	40687590125328	Central Coast New Tech High School ▾	All Grades	55	0	0
6	42693104231452	Delta High School ▾	All Grades	40	0	0
7	42693104234613	Ernest Righetti High School ▾	All Grades	1062	0	47
8	42691206046015	Fesler Junior High ▾	All Grades	4	0	0
9	060004812391	Independence High ▾	All Grades	11	0	0
10	40754574035762	Liberty High (Continuation) ▾	All Grades	76	0	0
11	42692294233060	Lompoc High School ▾	All Grades	381	0	0
12	40687594033205	Lopez Continuation High School ▾	All Grades	7	0	0
13	42692294233029	Maple High School ▾	All Grades	3	0	0
14	40687594030268	Nipomo High School ▾	All Grades	207	0	0
15	42691206109268	Ontiveros Elementary ▾	All Grades	1	0	0
16	40754574035754	Paso Robles High School ▾	All Grades	461	0	2
17	42693100102285	Pioneer Valley High School ▾	All Grades	1044	0	13
18	42693104236030	Santa Maria High School ▾	All Grades	1053	0	11
19	42693284236345	Santa Ynez Valley Union High School ▾	All Grades	304	0	6

## College Going Report - Seniors (2023-24)

**Notes:** College going in Lacai is defined by a Annual Profile status on the student's senior year of "PSE - Enrolled in Post-Secondary". This status can be added manually on an individual student or multiple students in Lacai, and it can also be imported from National Student Clearinghouse using System -> Import, "Lacai - NSC PSE Import" import. The college sectors defined below are from IPEDS (<https://nces.ed.gov/ipeds/>) and based on the specific college selected for enrollment on the student's Annual Profile status. To add colleges from the over 7000 IPEDS registered institutions in Lacai go to System -> Configuration -> Colleges. The student counts below are only students that were served and do not include students that have a "PSE - Enrolled in Post-Secondary" status, but did not receive Cal-SOAP services.

School Name	Served Seniors	Enrolled		Community College	University	Career/Technical School	Other
Arroyo Grande High School	458	0	0% In 0 Out of 0	0	0	0	0
Cabrillo High School	121	0	0% In 0 Out of 0	0	0	0	0
Central Coast New Tech High School	55	0	0% In 0 Out of 0	0	0	0	0
Delta High School	37	0	0% In 0 Out of 0	0	0	0	0
Ernest Righetti High School	649	0	0% In 0 Out of 0	0	0	0	0
Fesler Junior High	4	0	0% In 0 Out of 0	0	0	0	0
Independence High	11	0	0% In 0 Out of 0	0	0	0	0
Liberty High (Continuation)	76	0	0% In 0 Out of 0	0	0	0	0
Lompoc High School	357	0	0% In 0 Out of 0	0	0	0	0
Lopez Continuation High School	7	0	0% In 0 Out of 0	0	0	0	0
Maple High School	3	0	0% In 0 Out of 0	0	0	0	0
Nipomo High School	204	0	0% In 0 Out of 0	0	0	0	0
Paso Robles High School	442	0	0% In 0 Out of 0	0	0	0	0
Pioneer Valley High School	805	0	0% In 0 Out of 0	0	0	0	0
Santa Maria High School	851	0	0% In 0 Out of 0	0	0	0	0
Santa Ynez Valley Union High School	206	0	0% In 0 Out of 0	0	0	0	0



## FAFSA/CADAA Completion - Seniors (2023-24)

**Notes:** Financial aid completion in Lacai is defined by a 2023-24 Annual Profile status on the student's senior year of "Applied for Financial Aid". This status can be added manually on an individual student or multiple students in Lacai, and it can also be imported from the Webgrants Student Summary Report using System -> Import, "Cal-SOAP - CSAC Financial Aid (Webgrants)" import. The student counts below are only students that served and do not include students that have a "Applied for Financial Aid" status, but did not receive Cal-SOAP services.

	<b>CDS Code</b>	<b>School Name</b>	<b>Served Seniors</b>	<b>FA Completion</b>	<b>FA Completion Rate</b>
1	40687594030557	Arroyo Grande High School	458	316	69.00%
2	42692294230454	Cabrillo High School	121	93	76.86%
3	40687590125328	Central Coast New Tech High School	55	43	78.18%
4	42693104231452	Delta High School	37	9	24.32%
5	42693104234613	Ernest Righetti High School	649	388	59.78%
6	42691206046015	Fesler Junior High	4	0	0.00%
7	060004812391	Independence High	11	0	0.00%
8	40754574035762	Liberty High (Continuation)	76	4	5.26%
9	42692294233060	Lompoc High School	357	208	58.26%
10	40687594033205	Lopez Continuation High School	7	3	42.86%
11	42692294233029	Maple High School	3	0	0.00%
12	40687594030268	Nipomo High School	204	154	75.49%
13	40754574035754	Paso Robles High School	442	295	66.74%
14	42693100102285	Pioneer Valley High School	805	603	74.91%
15	42693104236030	Santa Maria High School	851	606	71.21%
16	42693284236345	Santa Ynez Valley Union High School	206	135	65.53%

## Activity Report

**Notes:** The numbers below are unduplicated student counts and service counts by school.

	CDS Code	School Name	Grade Levels	Obj1. Students	Obj1. Services	Obj2. Students	Obj2. Services	Obj3. Students	Obj3. Services	Obj4. Students	Obj4. Services	Obj5. Students	Obj5. Services
1	42691206045959	Adam Elementary	All	0	0	0	0	0	0	2	28	1	1
2		Allan Hancock College	All	0	0	1	3	0	0	0	0	1	1
3	40687594030557	Arroyo Grande High School	All	460	461	69	134	0	0	1	1	0	0
4	42692294230454	Cabrillo High School	All	106	247	47	84	0	0	0	0	2	3
5	40687590125328	Central Coast New Tech High School	All	53	109	14	26	0	0	0	0	0	0
6	42693104231452	Delta High School	All	38	128	8	12	3	6	1	2	8	8
7	42693104234613	Ernest Righetti High School	All	666	2403	189	309	97	160	187	446	371	516
8	42691206046015	Fesler Junior High	All	1	10	3	3	0	0	0	0	2	2
9	060004812391	Independence High	All	1	1	7	20	6	10	0	0	11	13
10	40754574035762	Liberty High (Continuation)	All	7	10	53	115	38	71	2	2	63	108
11	42692294233060	Lompoc High School	All	371	835	60	104	0	0	0	0	0	0
12	40687594033205	Lopez Continuation High School	All	3	3	4	6	0	0	0	0	0	0
13	42692294233029	Maple High School	All	3	6	1	2	0	0	0	0	0	0
14	40687594030268	Nipomo High School	All	203	496	125	275	0	0	0	0	1	2
15	42691206109268	Ontiveros Elementary	All	0	0	0	0	1	1	0	0	0	0
16	40754574035754	Paso Robles High School	All	4	6	452	560	10	17	1	1	19	38
17	42693100102285	Pioneer Valley High School	All	799	3962	339	658	87	99	124	311	239	361
18	42693104236030	Santa Maria High School	All	893	1966	267	546	67	87	64	92	193	203
19	42693284236345	Santa Ynez Valley Union High School	All	236	713	79	133	55	137	71	118	6	6

## **ATTACHMENT B**

### **CENTRAL COAST CALIFORNIA STUDENT OPPORTUNITY AND ACCESS PROGRAM CONSORTIUM BY-LAWS**

#### **ARTICLE I**

##### **NAME OF ORGANIZATION**

The name of this organization shall be the Central Coast California Student Opportunity and Access Program Consortium, hereafter referred to as the Central Coast Cal-SOAP Consortium.

#### **ARTICLE II**

##### **MISSION**

To increase the accessibility of post-secondary educational opportunities for any of the following elementary and secondary school students:

1. Students who are from low-income families;
2. Students who would be the first in their families to attend college;
3. Students who are from schools or geographic regions with documented low-eligibility or college participation rates.

#### **ARTICLE III**

##### **MEMBERSHIP**

###### **Section 1. Definition**

Membership in the Central Coast Cal-SOAP Consortium is composed of secondary educational school districts, four-year colleges, or universities, two-year community colleges and non-profit educational, counseling or community agencies located in or serving San Luis Obispo County and northern Santa Barbara County students.

###### **Section 2. Current Members**

Current members are the following:

Allan Hancock College – Santa Maria  
AVID Regional Program  
Boys and Girls Club of Santa Maria Valley  
California Polytechnic State University – San Luis Obispo  
California State University Channel Islands  
City of Santa Maria – Abel Maldonado Youth Center  
Cuesta College – San Luis Obispo

Guadalupe Union School District  
Lompoc Unified School District  
Lucia Mar Unified School District  
Paso Robles Joint Unified School District  
Santa Maria-Bonita School District  
Santa Maria Joint Union High School District  
Santa Ynez Valley Union High School  
The Scholarship Foundation of Santa Barbara  
University of California – Santa Barbara

### **Section 3. New Members**

Entities that are not members of the Central Coast Cal-SOAP Consortium may request to join by completing the New Member Application by September 30 of each school year for review. Notification is sent to the applicant in March for participation in the following budget year provided they meet the criteria of Article III, Section 1, and agree to the mission as defined in Article II. The candidate must be elected into the Central Coast Cal-SOAP Consortium by a simple majority vote of a quorum of the Consortium membership at a regularly scheduled meeting of the Governing Board.

### **Section 4. Termination of Membership**

A Central Coast Cal-SOAP Consortium member may be terminated for non-attendance and/or cause by a simple majority vote of a quorum of the Consortium membership at a regularly scheduled meeting of the Governing Board: Attendance at general meetings and functions of the Central Coast Cal-SOAP is required. All consortium members shall make every attempt to attend quarterly meetings. Consortium members shall select an informed proxy who can attend meeting if the member is unable, and the proxy can vote on matters on the agenda.

### **Section 5. Resignation of Institution/Agency**

The resignation of an institution/agency position shall be by written notice addressed to the Chair of the Consortium, and shall result in the termination of that institution/agency. Such resignation shall take effect on the receipt of such notice or at a date specified. Institutions/agencies who resign will be considered for re-entry into Cal-SOAP with a request made in writing to the chair and Cal-SOAP Director. The governing board approves the re-entry with a simple majority vote at a scheduled meeting.

### **Section 6. Resignation of a Representative of an Institution/Agency**

The resignation of an institution/agency's representative shall not rescind the institution/agency's position on the Consortium. The head of that organization shall fill a vacancy with a new representative.

### **Section 7. Reinstatement of Membership**

Terminated members desiring to be reinstated must follow new member procedures as listed in Article III, Section 3.

## **ARTICLE IV**

### **GOVERNING BOARD**

#### **Section 1. Duties**

The Governing Board of the Central Coast Cal-SOAP Consortium duties shall include but are not limited to establishing management policy, providing direction to the project Director, setting priorities for budgetary decisions that reflect the specific needs of the project and which achieve the goals and mission of the program. When there are issues which impact the effective operation of the program, the Board has the responsibility to take action to support the best interest of the program as warranted to resolve

said issues. The Board assumes responsibility for maintaining the required level of matching funds, including solicitations from the private sector and corporate sources.

## **Section 2. Membership**

All member institutions of the Central Coast Cal-SOAP Consortium shall have one member on the Consortium Governing Board and shall be entitled to one vote on all Consortium matters.

## **Section 3. Rules**

The business of the Governing Board shall be conducted under the parliamentary procedure established by Robert's Rules of Order.

## **Section 4. Quorum**

In order for the Governing Board to conduct official business on behalf of the Consortium, a quorum of the membership must be present. A quorum of the membership defined as fifty (50) percent of the Governing Board plus one.

## **Section 5. Voting Procedures**

All matters submitted to a vote must be carried by a simple majority of a quorum of the voting members present. In the absence of a quorum, the official Consortium business cannot be conducted. Proxy voting may be utilized by a member institution and will follow Roberts Rule of Order. The Project Director and/or Chair can call for an electronic vote if necessary, to approve program decisions and state contracts. The Project Director and Treasurer are non-voting members and each institution has only one vote on the Governing Board.

## **Section 6. Conflict of Interest**

No member of the Central Coast Cal-SOAP Consortium Governing Board, its committees, consultants or staff who is also an officer, board member, committee member or staff member of the consortium shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation with the organization.

## **Section 7. Officers**

The Officers of the Central Coast Cal-SOAP Consortium shall be a chairperson, a Vice-Chairperson, a Secretary, and a Treasurer. The Chairperson and Vice-Chairperson shall be elected by a simple majority vote of a quorum of the Consortium Governing Board. The Secretary, by definition, shall be the Project Director of the Central Coast Cal-SOAP Consortium and the Treasurer, by definition, shall be appointee by the Fiscal Agent.

## **Section 8. Duties of Officers**

- A. Chairperson: The Chairperson (or Co-Chairperson) must be an eligible voting member of the Governing Board and shall be responsible for (1) convening and chairing all Governing Board meetings;(2) setting agendas; (3)directing Governing Board business; (4) establishing committees; (5)appointing committee members; (; (6) signature on behalf of the Board; and (7) serve as a liaison between the Director's supervisor and the governing board to communicate progress and performance of Cal-SOAP Director.
- B. Vice-Chairperson: The Vice-Chairperson must be an eligible voting member of the Governing Board and shall be responsible for (1) assisting the Chairperson as needed; and (2) substituting for Chairperson as needed; (3) will assume the chairmanship the following term.
- C. Secretary: The Secretary is a non-voting member of the Governing Board and shall be responsible for assigning a Cal-SOAP staff person to prepare minutes, correspondence, and

communications for Governing Board business, assuring minutes are received by Governing Board members prior to or at the next appointed Governing Board meeting, and ensuring that such records housed at the Cal-SOAP office; (2) assisting the chairperson with follow-up assignments; and; (4) obtaining approval from the Governing Board via email or meeting for all expenditures over \$5,000.

- D. Treasurer: The Treasurer is a non-voting member of the Governing Board and shall be responsible for (1) at least quarterly, reviewing the financial records maintained by the Project Director and other employees; (2) consulting with the Project Director on fiscal safeguards; (3) providing a brief report to the Governing Board on the consistency of expenditures concerning the annual program budget; and (4) working with the Project Director to prepare for an annual audit.

### **Section 9. Election of Officers**

Central Coast Cal-SOAP Consortium officers shall be elected at the regularly scheduled meeting of the fourth quarter of the previous fiscal year, but no later than the last board meeting of the fiscal year. A simple majority of a quorum representing the Governing Board is required for election. (Note: Officer positions should reflect equal representation amongst service area.)

### **Section 10. Term of Office**

The term of office for the Cal-SOAP Chair and Vice Chairperson is two years.

## **ARTICLE V**

### **MEETINGS**

#### **Section 1. Governing Board**

Meeting of the Consortium Board shall be held at least four times during the calendar year. The Board Chairperson, Vice-Chairperson, or Project Director may elect to request members meet in person via teleconference or email/electronic vote. Board members may choose to participate in any of the listed formats but must attend at least two meetings either in person and/or teleconference meetings. The Chairperson is responsible for the scheduling of Consortium Governing Board Meetings.

#### **Section 2. Open and Closed Meetings**

All meetings of the Central Coast Cal-SOAP Consortium shall be conducted in accordance with Robert's Rules of Order and in accordance with existing laws and statutes. All meetings are open to the public.

## **ARTICLE VI**

### **FISCAL PROCEDURES**

The Governing Board of the Central Coast Cal-SOAP Consortium shall elect a member of the Consortium to serve as Fiscal Agent. The Fiscal Agent shall be responsible fiscally for the Cal-SOAP Project and will submit required reports to the Cal-SOAP Project. The Fiscal Agent may assess overhead costs associated with fiscal responsibility for the Project. This amount may not exceed the percentage allowed by the State of California.

#### **Section 1. Fiscal Agent**

The Fiscal Agent of the Central Coast Cal-SOAP Consortium shall be determined by a simple majority vote of a quorum of the Consortium Governing Board. The Fiscal Agent is responsible for all funds that come into the Project; for monitoring budgets, reconciling ledgers and insuring proper fiscal closing as deemed by the California Student Aid Commission (CSAC). The Fiscal Agent shall serve as the

spokesperson for the Board on all financial issues and, in conjunction with the Board, answer any queries about fiscal matters. The Fiscal Agent shall provide internal audits and work with the Director on fiscal compliance issues. The Fiscal Agent shall appoint an individual who will serve as Treasurer of the Governing Board and who will work with the Project Director and the Governing Board in fiscal oversight. The Fiscal Agent non-voting appointee as Treasurer of the Governing Board is in addition to their voting membership on the Governing Board as defined in Article III, Section 2.

## **Section 2. Fund Matching Requirements**

Cal-SOAP state regulations require that each Consortium match one-to-one every dollar allocated to the Consortium by the California Student Aid Commission with funds from local Consortium members. Therefore, each Central Coast Cal-SOAP Consortium member is expected to contribute direct financial support (cash) and/or in-kind contributions to assist the Central Coast Cal-SOAP Consortium to meet the state-mandated matching requirement. Membership in the Central Coast Cal-SOAP Consortium is implied agreement that, as a member, your organization will contribute cash and/or in-kind contributions to the Central Coast Cal-SOAP Consortium.

## **Section 3. Election of Fiscal Agent**

The Governing Board shall elect a Fiscal Agent by a simple majority of a quorum of the Consortium membership at a regularly scheduled meeting of the Governing Board.

## **Section 4. Termination of Fiscal Agent**

Either the Governing Board or the Fiscal Agent may terminate their relationship. The Governing Board may vote to terminate their relationship by a simple majority of a quorum of the Consortium membership at a regularly scheduled meeting. **Prior to ending the relationship between the Fiscal Agent and the Consortium a written 90 days of notification must be made by the party requesting the action to the Fiscal Agent or the Governing Board.**

## **Section 5. Program Termination**

Operation and Administration of the Cal-SOAP Programs are contingent on ongoing funding.

# **ARTICLE VII**

The Central Coast Cal-SOAP Director, as an employee of the Fiscal Agent, shall be hired based upon the rules and regulations of the Fiscal Agent. A candidate for the Central Coast Cal-SOAP Director's position will be selected based on the Fiscal Agent's recommendation and approval of the Cal-SOAP Governing Board.

## **DUTIES**

The Central Coast Cal-SOAP Director is responsible for the day-to-day operation of the Central Coast Cal-SOAP office, staff, programs and activities to accomplish the mission of the Project. The Project Director shall keep the Governing Board informed of all fiscal matters, community involvement, program services, and statewide mandates that affect the Consortium. Under the direction of the Governing Board, the Project Director shall actively seek funding and establish partnerships that will strengthen the objectives. Furthermore, the Project Director is responsible for all professional and student staff and shall assign duties to these employees in accordance with the Fiscal Agent and other hiring institutions or school districts.

## **SUPERVISION**

Under the direct supervision of the Cal-SOAP Governing Board and in collaboration with the Fiscal Agent, the Cal-SOAP project Director plans and implements Cal-SOAP program activities. As an employee of the Fiscal Agent, the Project Director shall be subject to the rules and regulations of the Fiscal Agent in

employment and fiscal issues. The project Director shall receive evaluations initiated by the Fiscal Agent and based upon the Fiscal Agent's personnel policy and procedures. Input regarding performance will be compiled from the Cal-SOAP Governing Board and the Fiscal Agent.

### **TERMINATION**

The Project Director may be terminated for cause based on the rules and regulations of the Fiscal Agent and in consultation with the Cal-SOAP Governing Board.

## **ARTICLE VIII**

### **AMENDMENTS**

The By-Laws may be amended at any regular meeting of the Governing Board at which a quorum of the Governing Board is present. A majority vote of the quorum is required to change the Consortium By-Laws.

Adopted by Cal-SOAP Governing Board on May 23, 2024.



# Cal-SOAP



## Cal-SOAP Governing Board Meeting Minutes

**Date and Time** May 18, 2023  
9:30 a.m.  
**Meeting Place** Zoom Meeting, Meeting

**Called to order:** 9:35 a.m. **Chair(s):** Steve Molina **Note Taker:** Rosa Cortes

**Board Members Present:** Steve Molina, Brett Gimlin, Abraham Gonzalez, Mary Dominguez, Maribel Salazar, Adrianna Palacios, Liliana Cardenas, Rosa Martinez, Zhrinna McDonald, Diana Perez

**Board Members Absent:** Britt Ortiz, Roxana Tunc, Alexander Jauregui, Len Smolburd, Brian Jamarillo, Melissa Giddens, Erin Haley, Judy Holloway, Alfonso Gonzalez, Robert Rodriguez **Guest(s):** Danielle Lageman

**Cal-SOAP staff:** Diana Perez, Rosa Cortes

### Agenda No. 1 Welcome – Steve Molina

- Steve welcomed Danielle Lageman, *Head Counselor, Santa Ynez Valley Union High School* and all board members

### Agenda No. 2 Approval of Governing Board Minutes March 16, 2023 **VOTE**

- Approved Electronically: Minutes approved by Mary Dominguez and seconded by Liliana Cardenas. All in favor.

### Agenda No. 3 Cal-SOAP/ SMJUHSD/ GUSD Budget Updates – Abraham Gonzalez

- Cal-SOAP budget has a balance of \$91,461.40 and will go over \$833.
- SMJUHSD has a balance of \$24,955.95 and will go over \$30,000. This overspend is contingent on whether Cal-SOAP tutors work during Summer School in June.
- GUSD has a balance of \$5,642.04. One student was placed. This will not be spent and will not roll over. Cal-SOAP will not send tutors to GUSD.

### Agenda No. 4 Cal-SOAP Tutors and Coaches Update – Diana Perez

- Tutors are ready to be placed for Summer School and start working on June 12<sup>th</sup>, 2023. The high schools still want tutors for the summer.
- Tutors who are not working summer plan to work in the fall

### Agenda No. 5 Cash for College 2023 plan – Diana Perez

- Cash for College events are not yet organized due to the FAFSA (Free Application for Federal Student Aid) not being opened till December. Winter Promise workshops will be happening during student's winter break to catch up on not completing financial aid applications during fall. Events will be open Monday-Thursday to all students in high school and college.

### Agenda No. 6 2023-2024 Governing Board Proposed Dates – Steve Molina

- Four proposed dates for 2023-2024 Governing Board meetings was shared. Board Members were encouraged to send their proxy should they not be able to attend.

### Agenda No. 7 CSAC Updates

- A flier was shared for the September 19, 2023 Annual Statewide Financial Aid Workshop. It will take place in the Fine Arts building. Updates on financial aid will be shared, possibly regarding

# Cal-SOAP



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opening date and deadline. This even will be used to also set up Cash for College events in spring 2024. Every board member is invited and their staff, emphasis on AVID teachers and Career Centers. Invitations will be sent to all the high schools.

- To attend the event, every attendee must register on the California Student Aid Commission (CSAC) website. There will be a maximum number of attendees.

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## Agenda No. 8 Consortium Updates

- Consortium updates provided.
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Next Meeting: **Allan Hancock College, Thursday, September 14, 2023, 9:30 to 11:30a.m.**

*Meeting Adjourned at 10:13 a.m.*

# Cal-SOAP



## Cal-SOAP Governing Board Meeting Minutes

Date and Time

September 21, 2023

9:30 a.m.

Meeting Place

Zoom Meeting, Meeting

**Called to order:** 9:45 a.m.

**Chair(s):** Steve Molina

**Note Taker:** Patricia Rodriguez

**Board Members Present:**

Steve Molina, Brett Gimlin, Abraham Gonzalez, Mary Dominguez, Maribel Salazar, Adrianna Palacios, Liliana Cardenas, Rosa Martinez, Diana Perez

**Board Members Absent:**

Britt Ortiz, Roxana Tunc, Alexander Jauregui, Len Smolburd, Brian Jamarillo, Melissa Giddens, Erin Haley, Judy Holloway, Alfonso Gonzalez, Robert Rodriguez

**Guest(s):** Danielle Lageman

**Cal-SOAP staff:**

Diana Perez

### Agenda No. 1 Welcome – Steve Molina

- Steve welcomed Erin Haley, *Assistant Superintendent*, Paso Robles High School, Roxana Tunc, *Director of Admissions and Recruitment*, California State University Channel Islands, and Melissa Giddens, *Director of Upward Bound*, Cal Poly

### Agenda No. 2 Approval of Governing Board Minutes May 18, 2023 **VOTE**

- Approved Electronically: Minutes approved by Maribel Salazar and seconded by Brett Gimlin. All in favor.

### Agenda No. 3 Cal-SOAP/ SMJUHSD/ GUSD Budget Updates – Abraham Gonzalez

- Cal-SOAP budget for FY 2022-2023 was fully expended and has a balance of \$0. Going forward, CSAC will not allow unspent funds to roll over.
- SMJUHSD budget for FY 2022-2023 was not fully spent and has a remaining balance of \$4,096.61. Cal-SOAP was able to spend ~\$320,000 on hiring students. During pandemic, there was a struggle to spend \$220,000. The hiring process was streamlined.
- GUSD budget for FY 2022-2023 was fully expended and has a balance of \$0.

### Agenda No. 4 Cal-SOAP College Success Coaches Update – Diana Perez

- Cal-SOAP will not send College Success Coaches to GUSD for FY 2023-2024.
- Coaches will be placed in Paso Robles Joint Unified School District. Hiring is in progress.
- There are currently 15 College Success Coaches placed in SMJUHSD.
- There is currently 1 College Success Coach placed in Santa Ynez Valley High School District.

### Agenda No. 5 Cash for College 2023 plan – Diana Perez

- The new Cash for College 2024 flyer was shown. Cal-SOAP will be hosting 36 workshops in half the time, beginning in January.
- Cal-SOAP will host FSA ID workshops in the fall prior to Cash for College events. Students and parents must create an FSA ID before starting the FAFSA. It will take 3 days for verification before it can be used to sign a student FAFSA.
- Roxana Tunc recommended texting students and parents to remind them to make an FSA ID.

# Cal-SOAP



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**Agenda No. 7 CSAC Updates**

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- Central Coast Cal-SOAP hosted the CSAC Annual Statewide Financial Aid Workshop event earlier in September. Mary thanks Diana and the Cal-SOAP team for the success of the event.

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**Agenda No. 8 Consortium Updates**

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- Consortium updates provided.
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Next Meeting: **Allan Hancock College, Thursday, January 18, 2024, 9:30 to 11:30a.m.**

*Meeting Adjourned at 10:47 a.m.*

# Cal-SOAP



## Cal-SOAP Governing Board Meeting Minutes

**Date and Time** January 18, 2024  
9:30 a.m.  
**Meeting Place** Zoom Meeting, Meeting

**Called to order:** 9:31 a.m. **Chair (s):** Steve Molina **Note Taker:** Rosa Cortes

**Board Members Present:** Steve Molina, Brett Gimlin, Christopher Holmes, Melissa Giddens, Roxana Tunc, Liliana Cardenas, Alma Miranda, Alexander Jauregui, Diana Perez

**Board Members Absent:** Abraham Gonzalez, Mary Dominguez, Maribel Salazar, Erin Haley, Danielle Lageman, Roberto Rodriguez, Adrienne Smith **Guest(s):** Komal Singh

**Cal-SOAP staff:** Diana Perez

### Agenda No. 1 Welcome – Steve Molina

- Steve welcomed
  - Roxana Tunc, *Director of Admissions and Recruitment*, California State University Channel Islands
  - Melissa Giddens, *Director of Upward Bound*, Cal Poly
  - Alma Miranda, *EAOP College Site Coordinator*, UCSB
  - Rosa Martinez, *EAOP Associate Director*, UCSB
  - Christopher Holmes, *Lompoc Unified School District*
  - Delfina Medina, *Assistance Director Scholarships*, Cal Poly
  - Gerrie Hatten, *Executive Director Financial Aid & Scholarship*, Cal Poly
  - Liliana Cardenas, *Cal-SOAP Co-Chair*
- Mary Dominguez and Abraham Gonzalez are attending a staff meeting and couldn't make it.

### Agenda No. 2 Approval of Governing Board Minutes September 21, 2023 **VOTE**

- Approved Electronically: Minutes approved by Liliana Cardenas. All in favor.

### Agenda No. 3 Komal Singh, *Policy and Public Affairs Division*, California Student Aid Commission

- Provided a presentation about better FAFSA update.
- **FAFSA update:** Has issues that they still are working on but is available 24/7. One of the issues is for parents who do not have a social security number. Unfortunately, they are unable to create an FSA ID account. Changes or edits can be made at the end of January. It is recommended to wait until end of January once the issues are fixed.
- **CADAA Update:** CADAA application is running smoothly. AB540 Affidavit was added to the application, but students are recommended to follow up with their school. They also updated the parent signature process to eliminate PIN. The DSIG question was added to the application but answering "yes" does not sign the student for the grant. Students must complete an application and meet eligibility to qualify. Paper CADAAA will be available maybe by the end of January or early February.
- Komal will share PowerPoint presentation to Diana and will be shared with board members.

# Cal-SOAP



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**Agenda No. 4 Cal-SOAP/ SMJUHSD/ PRJUSD/SYVUHSD Budget Updates – Diana Perez**

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- Cal-SOAP budget for FY 2023-2024 is half way spend with a balance of \$212,375.19.
- SMJUHSD budget for FY 2023-2024 is a bit behind and we are looking into the possibility of hiring a couple more students. Current balance of \$198,360.73.
- PRJUSD budget for FY 2023-2024 is also behind. Current students will either increased hours or we will hire a few more to spend those funds. Current balance of \$18,172.94.
- SYVUHSD budget for FY 2023-2024 will run out of funds soon, but student qualify for federal work study and hopefully will help cover cost for the entire fiscal year.

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**Agenda No. 5 Cash for College 2024/ Winter Promise Flyers – Diana Perez**

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- The new Cash for College 2024 flyer was shown. Cal-SOAP will be hosting 40 workshops in three months. Diana will follow-up regarding Kermit McKenzie Cash for college event on March 28, 2024.
- Winter Promise flyer was shown. The Winter Promise event took place at Allan Hancock College from December 18 to January 10. A total of 253 students got helped in person with their FSA ID, and Scholarship Foundation application.

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**Agenda No. 6 College Success Coaches Update – Diana Perez**

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- Santa Maria Joint Union High School District currently have 18 College Success Coaches.
- Santa Ynez Valley High School District currently have 1 College Success Coach.
- Paso Robles Joint Unified School District currently have 2 College Success Coaches.

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**Agenda No. 7 Consortium Updates**

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- Consortium updates provided.
- 

Next Meeting: **Allan Hancock College, Thursday, March 21, 2024, 9:30 to 11:30a.m.**

*Meeting Adjourned at 10:33 a.m.*

# Cal-SOAP



## Cal-SOAP Governing Board Meeting Minutes

**Date and Time** March 21, 2024  
9:30 a.m.  
**Meeting Place** Zoom Meeting, Meeting

**Called to order:** 9:33 a.m. **Chair (s):** Steve Molina **Note Taker:** Rosa Cortes

**Board Members Present:** Brett Gimlin, Danielle Lageman, Melissa Giddens, Mary Dominguez, Roxana Tunc, Rosa Martinez, Maribel Salazar, William Wooster, Diana Perez

**Board Members Absent:** Steve Molina Abraham Gonzalez, Christopher Holmes, Liliana Cardenas, Alexander Jauregui, Erin Haley, Roberto Rodriguez **Guest(s):**

**Cal-SOAP staff:** Diana Perez

### Agenda No. 1 Welcome – Diana Perez

- Diana welcomed
- Rosa Martinez, *EAOP Associate Director*, UCSB
- William Wooster new Cuesta College Member

### Agenda No. 2 Approval of Governing Board Minutes January 18, 2024 **VOTE**

- Approved Electronically: Minutes approved by Rosa Martinez and seconded by Roxana Tunt. All in favor.

### Agenda No. 3 Cash for College 2024 Update - Diana Perez

- Provided a handout about Cash for College data 2024.
- As seen on the handout, the white column shows the number of seniors through our Central Coast High School partnerships schools. The blue column shows the total number of students who completed a financial aid application according to the Race to submit data and the orange column is the number of seniors that attended our Cash for College events. We see a drastic change from 2022 to 2024 regarding FAFSA/CADAA completion. Cal-SOAP has seven more Cash for College events left for March and hopes the numbers increase.
- April 2nd is the deadline for Cal Grants and Pell Grants with the state, and we are hoping that students will take advantage of getting those financial aid applications completed before that timeline. If not, Cal-SOAP will continue its efforts during the fall semester to encourage and help students complete their financial aid applications.
- Pioneer Valley High School was rated second place and Santa Maria High School was rated third place in the State of California Award for the highest number of financial aid applications in the ranking of 7 to 800 seniors.

### Agenda No. 4 College Success Coaches Update – Diana Perez

- Santa Maria Joint Union High School District currently have 18 College Success Coaches.
- Santa Ynez Valley High School District currently have 1 College Success Coach.
- Paso Robles Joint Unified School District currently have 2 College Success Coaches.

### Agenda No. 5 Review of Cal-SOAP Bylaws – Diana Perez **(TABLED)**

- Cal-SOAP Director and the chair reviewed the bylaws and decided to make a couple of changes.
- First, the change is to remove from the title the word “Annual Program Plan” and the year to

# Cal-SOAP



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"2024-2025."

- Article III, Section 2, Adding to our current members list both California State University Channel Islands and Santa Ynez Valley Union High School.
- Article III, Section 5, will allow institutions/agencies who resign to be considered for re-entry with a request made in writing to the chairs and the Cal-SOAP director. The board approves re-entry with a simple majority of votes instead of waiting for two years.
- Article IV, Section 5, under the voting procedure, removing the word "Annual Program Plan" to "state contracts." Section 8, duties of officers: removing "Chairing the Executive Committee" and "Executive Board" and adding the words "governing board."
- Article V, Section 1, Board members must attend at least two meetings either in person and/or teleconference. Section 2 removes a fragment sentence.
- Article VIII, Amendments, removing the last sentence "Notice of at least one month must be given to modify those By-Laws." Also, updating the adopted date.
- It is recommended that all board members take time to review and provide any recommendations or changes. Bylaws will be tabled for the next board meeting to give board members time to review.
- Maribel Salazar suggested that every two years bylaws get reviewed by the Chair and Co-chair.

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<b>Agenda No. 6</b>	<b>Cal-SOAP Co-Chair – Diana Perez (TABLED)</b>
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- Cal-SOAP Board will need someone to step up and become our new Co-chair. Voting for Co-chair will be tabled for the next board meeting to give board members time to think about it.

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<b>Agenda No. 7</b>	<b>Consortium Updates</b>
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- Consortium updates provided.
- 

Next Meeting: **Allan Hancock College, Thursday, May 23, 2024, 9:30 to 11:30a.m.**

*Meeting Adjourned at 10:30 a.m.*



**Central Coast Cal-SOAP Consortium  
Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Allan Hancock College Public Community College  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ \_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\$ 12,000 Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 88,000 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: lease of office space(\$14,000), Phones/FAX(\$1,440), computers (\$7080). Internet (\$1,200), and Administrative & Clerical Assistance (\$64,280)

\$ \_\_\_\_\_ In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 100,000 Total

The above noted institution or organization hereby commits to contribute \$100,000 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 9, 2023 09:59 PDT)  
(Signature)

May 9, 2023

(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

May 9, 2023

(Date)

Laura Becker

(Name Typed)

Director, Business Services  
(Title)

## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources					Expended Matching Resources Enter data here					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-Kind	Restricted In-Kind	Total	Year-to-Date
Staffing		-	12,000.00	64,280.00	-	76,280.00	-	-	-	-	-	-
Administrative				64,280.00								
Consultant and Professional												
Program Service Staff												
Students												
Work-Study			12,000.00									
Benefits		-	-	-	-	-	-	-	-	-	-	-
Administrative												
Program Service Staff												
Students												
Operating			-	16,640.00	-	16,640.00	-	-	-	-	-	-
Communication(phone, fax)				2,640.00								
Indirect Costs												
Mileage												
Administrative												
Program Services Staff												
Students												
Postage												
Rent				14,000.00								
Staff Development												
Travel												
Utilities												
Supplies			-	-	-	-	-	-	-	-	-	-
Office												
Program Service Staff												
Student Participants												
Printing and Duplicating												
Equipment			-	7,080.00	-	7,080.00	-	-	-	-	-	-
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals				7,080.00								
Program Services												
Other *												
Total		-	12,000.00	88,000.00	-	100,000.00	-	-	-	-	-	-

List of items included in 'other' are noted separately.

Submitted by:  
and certified  
Consortium Member Fiscal Agent

May 9, 2023

(Date)

Submitted by:

Diana Perez  
Diana Perez  
Cal-SOAP Project Director

May 9, 2023

(Date)

**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Cuesta College Public College  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ \_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\$ \_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 18,000 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Professional Staff to support Cash for College events, Board Meetings, Collaborative events, and outreach services, materials, and communications.


\$ \_\_\_\_\_ In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 18,000 Total

The above noted institution or organization hereby commits to contribute 18,000 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 10, 2023 14:05 PDT)

(Signature)

05/10/2023

(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
Dr. Elizabeth Coria (May 12, 2023 10:05 PDT)

(Signature)

05/12/2023

(Date)

Dr. Elizabeth Coria  
(Name Typed)

Assistant Superintendent/Vice President, Student  
Success & Support Programs  
(Title)

## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources Enter data here					Expended Matching Resources Enter data here					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date
Staffing		-	-	11,800.00	-	11,800.00	-	-	-	-	-	-
Administrative				400.00								
Consultant and Professional												
Program Service Staff				11,000.00								
Students				400.00								
Work-Study												
Benefits		-	-	2,050.00	-	2,050.00	-	-	-	-	-	-
Administrative				2,000.00								
Students				50.00								
Operating			-	3,750.00	-	3,750.00	-	-	-	-	-	-
Communication(phone, fax)				200.00								
Indirect Costs				3,500.00								
Mileage												
Administrative												
Program Services Staff												
Students												
Postage				50.00								
Rent												
Staff Development												
Travel												
Utilities												
Supplies			-	400.00	-	400.00	-	-	-	-	-	-
Office				200.00								
Program Service Staff												
Student Participants												
Printing and Duplicating				200.00								
Equipment			-	-	-	-	-	-	-	-	-	-
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals												
Program Services												
Other *												
Total		-	-	18,000.00	-	18,000.00	-	-	-	-	-	-

\* List of items included in 'other' are noted separately.

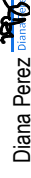
Submitted by:  
and certified  
Dr. Elizabeth Coria  
Dr. Elizabeth Coria May 13, 2023 3:05 PM PDT

Consortium Member Fiscal Agent

05/12/2023

(Date)

Submitted by:

  
Diana Perez  
Diana Perez May 10, 2023 1:05 PM PDT

Cal-SOAP Project Director

05/10/2023

(Date)

**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Cal - Poly - San Luis Obispo a California State University  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ \_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\$ \_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 5,000 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Counseling, Administrative, clerical assistance, material


\$ \_\_\_\_\_ In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 5,000 Total

The above noted institution or organization hereby commits to contribute \$5,000 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 4, 2023 11:34 PDT)

(Signature)

05/04/2023

(Date)

Diana Perez

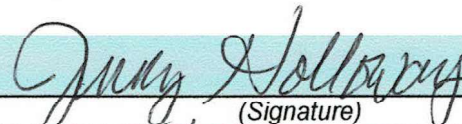
(Name Typed)

Director

(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

5/2023

(Date)

Judy Holloway

(Name Typed)

Sr. Operations Analyst

(Title)



## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources				Expended Matching Resources				Enter data here			
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date	
Staffing		-	-	-	-	-	-	-	-	-	-	-	
Administrative													
Consultant and Professional													
Program Service Staff													
Students													
Work-Study													
Benefits		-	-	-	-	-	-	-	-	-	-	-	
Administrative													
Program Service Staff													
Students													
Operating		-	-	4,500.00	-	4,500.00	-	-	-	-	-	-	
Communication(phone, fax)													
Indirect Costs													
Mileage													
Administrative				2,000.00									
Program Services Staff				2,500.00									
Students													
Postage													
Rent													
Staff Development													
Travel													
Utilities													
Supplies		-	-	500.00	-	500.00	-	-	-	-	-	-	
Office													
Program Service Staff													
Student Participants													
Printing and Duplicating				500.00									
Equipment		-	-	-	-	-	-	-	-	-	-	-	
Computer Purchase													
Copy Machine Purchase													
Printer Purchase													
Rentals													
Program Services												-	
Other *												-	
Total		-	-	5,000.00	-	5,000.00	-	-	-	-	-	-	

\* List of items included in 'other' are noted separately.

Submitted by:  
and certified

*Quinn K. Kelly*  
 Consortium Member/Fiscal Agent  
 05/2023  
 (Date)

Submitted by:

*Diana Perez*  
 Diana Perez  
 Cal-SOAP Project Director

05/04/2023

(Date)



**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The Guadalupe Union School District a Public School  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ \_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\$ \_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 17,000 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Administrative Staff


\$ \_\_\_\_\_ In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 17,000 Total

The above noted institution or organization hereby commits to contribute \$17,000 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 4, 2023 12:18 PDT)

(Signature)

05/04/2023

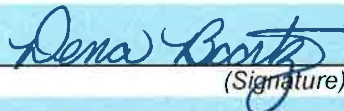
(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

24-Apr-23  
(Date)

Dena Boortz  
(Name Typed)

Chief Business Official  
(Title)

## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources					Expended Matching Resources <a href="#">Enter data here</a>					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date
Staffing		-	-	14,530.00	-	14,530.00	-	-	-	-	-	-
Administrative				14,530.00								
Consultant and Professional												
Program Service Staff												
Students												
Work-Study												
Benefits		-	-	2,470.00	-	2,470.00	-	-	-	-	-	-
Administrative				2,470.00								
Program Service Staff												
Students												
Operating			-	-	-	-	-	-	-	-	-	-
Communication(phone, fax)												
Indirect Costs												
Mileage												
Administrative												
Program Services Staff												
Students												
Postage												
Rent												
Staff Development												
Travel												
Utilities												
Supplies			-	-	-	-	-	-	-	-	-	-
Office												
Program Service Staff												
Student Participants												
Printing and Duplicating												
Equipment			-	-	-	-	-	-	-	-	-	-
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals												
Program Services						-						-
Other * Tutlors						-						-
Total		-	-	17,000.00	-	17,000.00	-	-	-	-	-	-

\* List of items included in 'other' are noted separately.

Submitted by:  
and certifiedDena Boertz  
Consortium Member Fiscal Agent24-Apr-23  
(Date)

Submitted by:

Diana Perez  
Cal-SOAP Project Director05/04/2023  
(Date)Diana Perez  
Date: 05/04/2023 (May 4, 2023 12:18 PDT)



**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Lompoc Unified School District  
(Name of Institution/Organization)

Public School District  
(Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ \_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\$ \_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 25,409 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Administrative, Clerical and Counseling Assistance


\$ \_\_\_\_\_ In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 25,409 Total

The above noted institution or organization hereby commits to contribute \$25,409 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 8, 2023 08:37 PDT)

(Signature)

May 8, 2023


(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

5/5/23

(Date)

Brian Jaramillo  
(Name Typed)

Assistant Principal, Education Services  
(Title)

**Lompoc Unified School District**  
**Report of In-Kind Contribution for 2023-2024**

<b>Position</b>	<b>Average Salary</b>	<b>%</b>	<b>Cal-Soap Cost</b>
High School Principal	174,949	1%	1,749
High School Principal	174,949	1%	1,749
High School Principal	174,949	1%	1,749
High School Asst. Principal	154,440	1%	1,544
High School Asst. Principal	154,440	1%	1,544
High School Asst. Principal	154,440	1%	1,544
High School Asst. Principal	154,440	1%	1,544
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
High School Counselor	122,729	1%	1,227
Assistant Superintendent	191,979	1%	1,920
Clerical Support	102,250	1%	1,023
<b>Total In-Kind Contribution</b>			<b>25,409</b>

## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources					Expended Matching Resources Enter data here					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date
Staffing		-	-	25,409.00	-	25,409.00	-	-	-	-	-	-
Administrative				13,343.00								
Consultant and Professional				11,043.00								
Program Service Staff				1,023.00								
Students												
Work-Study												
Benefits		-	-	-	-	-	-	-	-	-	-	-
Administrative												
Students												
Operating			-	-	-	-	-	-	-	-	-	-
Communication(phone, fax)												
Indirect Costs												
Mileage												
Administrative												
Program Services Staff												
Students												
Postage												
Rent												
Staff Development												
Travel												
Utilities												
Supplies			-	-	-	-	-	-	-	-	-	-
Office												
Program Service Staff												
Student Participants												
Printing and Duplicating												
Equipment			-	-	-	-	-	-	-	-	-	-
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals												
Program Services												
Other *												
Total		-	-	25,409.00	-	25,409.00	-	-	-	-	-	-

\* List of items included in 'other' are noted separately.

Submitted by:  
and certifiedBrian Jaramillo  
Brian Jaramillo May 6, 2023 10:53 PDT

Consortium Member Fiscal Agent

05/08/2023

(Date)

Submitted by:

Diana Perez

Diana Perez  
Diana Perez May 8, 2023 08:37 PDT

Cal-SOAP Project Director

05/08/2023

(Date)



**Central Coast Cal-SOAP Consortium  
Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Lucia Mar Unified School District Public School District  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ \_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\$ \_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 30,200 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Counseling, administrative staff, teacher management, clerical, supplies, utilities


\$ \_\_\_\_\_ In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 30,200 Total

The above noted institution or organization hereby commits to contribute \$30,200 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 5, 2023 09:53 PDT)

(Signature)

05/05/2023


(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

5/5/2023  
(Date)

Brett Gimlin  
(Name Typed)

Director of Curriculum  
(Title)

## Form B - Quarterly Matching Resources Report:

Expenditure	Budgeted Matching Resources					Expended Matching Resources Enter data here						
Category	Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date	
Staffing	-	-	30,150.00	-	30,150.00	-	-	-	-	-	-	
Administrative			20,000.00									
Consultant and Professional												
Program Service Staff			10,150.00									
Students												
Work-Study												
Benefits	-	-	-	-	-	-	-	-	-	-	-	
Administrative												
Students												
Operating		-	50.00	-	50.00	-	-	-	-	-	-	
Communication(phone, fax)												
Indirect Costs												
Mileage												
Administrative												
Program Services Staff												
Students												
Postage												
Rent												
Staff Development												
Travel			50.00									
Utilities												
Supplies		-	-	-	-	-	-	-	-	-	-	
Office												
Program Service Staff												
Student Participants												
Printing and Duplicating												
Equipment		-	-	-	-	-	-	-	-	-	-	
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals												
Program Services					-						-	
Other*					-						-	
Total	-	-	30,200.00	-	30,200.00	-	-	-	-	-	-	

\* List of items included in 'other' are noted separately.

Submitted by:  
and certified

Consortium Member Fiscal Agent

Submitted by:

Diana Perez  
Cal-SOAP Project Director

05/05/2023

(Date)



**Central Coast Cal-SOAP Consortium  
Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Paso Robles Unified School District Public School District  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

                     Cash Contribution: Refers to cash made available to the project for its general operations.

                     Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 35,000.00 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: administrative staff, communication, mileage, office, and printing.


                     In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 35,000.00 Total

The above noted institution or organization hereby commits to contribute \$ 35,000.00 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 25, 2023 09:58 PDT)

(Signature)

May 25, 2023

(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

5-3-2023  
(Date)

Erin Haley  
(Name Typed)

Asst. Superintendent of Educational Services  
(Title)

## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources					Expended Matching Resources <a href="#">Enter data here</a>					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date
Staffing		-	-	22,000.00	-	22,000.00	-	-				-
Administrative				6,500.00								
Consultant and Professional												
Program Service Staff				15,500.00								
Students												
Work-Study												
Benefits		-	-	600.00	-	600.00	-	-				-
Administrative				600.00								
Students												
Operating			-	11,200.00	-	11,200.00	-	-				-
Communication(phone, fax)				850.00								
Indirect Costs												
Mileage												
Administrative				1,350.00								
Program Services Staff												
Students												
Postage				400.00								
Rent												
Staff Development												
Travel												
Utilities				8,600.00								
Supplies			-	1,200.00	-	1,200.00	-	-				
Office				650.00								
Program Service Staff												
Student Participants												
Printing and Duplicating				550.00								
Equipment			-	-	-	-	-	-				
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals												
Program Services						-						
Other *						-						
Total		-	-	35,000.00	-	35,000.00	-	-				

\* List of items included in 'Other' are noted separately

Submitted by:  
and certified

  
Consortium Member Fiscal Agent  
5/3/23  
(Date)

Submitted by:  Diana Perez  
Cal-SOAP Project Director  
May 25, 2023  
(Date)

**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Santa Maria Joint Union High School District a Public School District  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ \_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\$ \_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 100,000 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Administrative staff, and counselors

\$ 300,000 In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

Tutors

\$ 400,000 Total

The above noted institution or organization hereby commits to contribute 300,000 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

Diana Perez (May 4, 2023 12:16 PDT)

(Signature)

05/04/2023

(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

Yolanda Ortiz  
(Signature)

4-20-23

(Date)

Yolanda Ortiz  
(Name Typed)

Assistant Superintendent  
(Title)



## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources					Expended Matching Resources <a href="#">Enter data here</a>					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date
Staffing		-	-	100,000.00	-	100,000.00	-	-	-	-	-	-
Administrative				30,000.00								
Consultant and Professional				70,000.00								
Program Service Staff												
Students												
Work-Study												
Benefits		-	-	-	-	-	-	-	-	-	-	-
Administrative												
Program Services Staff												
Students												
Operating			-	-	-	-	-	-	-	-	-	-
Communication(phone, fax)												
Indirect Costs												
Mileage												
Administrative												
Program Services Staff												
Students												
Postage												
Rentals												
Staff Development												
Travel												
Utilities												
Supplies			-	-	-	-	-	-	-	-	-	-
Office Supplies												
Program Service Staff												
Student Participants												
Printing and Duplicating												
Equipment			-	-	-	-	-	-	-	-	-	-
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals												
Program Services		300,000.00				300,000.00						-
Other *												-
Total		300,000.00	-	100,000.00	-	400,000.00	-	-	-	-	-	-

\* List of items included in 'other' are noted separately.

Submitted by:  
and certified

Submitted by:

Diana Perez  
Cal-SOAP Project Director

05/04/2023

(Date)

*Yolanda Ortiz*  
Consortium Member Fiscal Agent  
4-19-23  
(Date)

Diana Perez *Diana Perez* (May 4, 2023 12:16 PDT)

**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Santa Ynez Valley Union a Public High School  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\_\_\_\_\_ Cash Contribution: Refers to cash made available to the project for its general operations.

\_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 1,000.00 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Administrative staff and counselors

\$ 7,000.00 In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.


Help with supporting students in career choices, financial guidance, and support.

\$ 8,000.00 Total

The above noted institution or organization hereby commits to contribute \$ 8,000.00 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 4, 2023 11:34 PDT)

\_\_\_\_\_  
(Signature)

05/04/2023

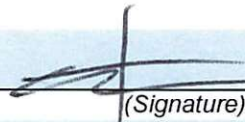
\_\_\_\_\_  
(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

5-2-23  
(Date)

Andrew Schwab  
(Name Typed)

Superintendent  
(Title)

Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources						Expended Matching Resources <a href="#">Enter data here</a>					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date	
Staffing		-	-	1,000.00	-	1,000.00	-	-	-	-	-	-	
Administrative				1,000.00									
Consultant and Professional													
Program Service Staff													
Students													
Work-Study													
Benefits		-	-	-	-	-	-	-	-	-	-	-	
Administrative													
Students													
Operating			-	-	-	-	-	-	-	-	-	-	
Communication(phone, fax)													
Indirect Costs													
Mileage													
Administrative													
Program Services Staff													
Students													
Postage													
Rent													
Staff Development													
Travel													
Utilities													
Supplies			-	-	-	-	-	-	-	-	-	-	
Office													
Program Service Staff													
Student Participants													
Printing and Duplicating													
Equipment			-	-	-	-	-	-	-	-	-	-	
Computer Purchase													
Copy Machine Purchase													
Printer Purchase													
Rentals													
Program Services						-						-	
Other *				7,000.00		7,000.00						-	
Total		-	-	8,000.00	-	8,000.00	-	-	-	-	-	-	

\* List of items included in 'other' are noted separately.

Submitted by:  
and certified

Alfonso Gonzalez  
Consortium Member Fiscal Agent

5/4/2023  
(Date)

Submitted by:

Diana Perez  
Cal-SOAP Project Director

05/04/2023  
(Date)

  
Diana Perez  
Cal-SOAP Project Director

05/04/2023  
(Date)

**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, Scholarship Foundation of Santa Barbara a Non-profit Organization  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

\$ 250 Cash Contribution: Refers to cash made available to the project for its general operations.

\$ \_\_\_\_\_ Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$ 6000 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Program staff time for financial aid counseling


\$ \_\_\_\_\_ In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$ 6,250 Total

The above noted institution or organization hereby commits to contribute \$6,250 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/Organization is approved for new or continued Consortium membership for program year 2023-2024 by:

  
Diana Perez (May 8, 2023 09:23 PDT)

(Signature)

05/08/2023

(Date)

Diana Perez  
(Name Typed)

Director  
(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

Len Smolburd

(Signature)

5/7/2023

(Date)

Len Smolburd  
(Name Typed)

Chief Programs Officer  
(Title)



## Form B - Quarterly Matching Resources Report:

Expenditure		Budgeted Matching Resources					Expended Matching Resources Enter data here					
Category		Cash	Work-Study	In-Kind	Restricted In-Kind	Total	Cash	Work Study	In-kind	Restricted In-Kind	Total	Year-to-Date
Staffing		250.00	-	6,000.00	-	6,250.00	-	-	-	-	-	-
Administrative												
Consultant and Professional												
Program Service Staff		250.00		6,000.00								
Students												
Work-Study												
Benefits		-	-	-	-	-	-	-	-	-	-	-
Administrative												
Students												
Operating			-	-	-	-	-	-	-	-	-	-
Communication(phone, fax)												
Indirect Costs												
Mileage												
Administrative												
Program Services Staff												
Students												
Postage												
Rent												
Staff Development												
Travel												
Utilities												
Supplies			-	-	-	-	-	-	-	-	-	-
Office												
Program Service Staff												
Student Participants												
Printing and Duplicating												
Equipment			-	-	-	-	-	-	-	-	-	-
Computer Purchase												
Copy Machine Purchase												
Printer Purchase												
Rentals												
Program Services												-
Other *												-
Total		250.00	-	6,000.00	-	6,250.00	-	-	-	-	-	-

\* List of items included in 'other' are noted separately.

Submitted by:  
and certifiedLen Smolburd  
len.smolburd@may 8, 2023 11:31 PDT

Consortium Member Fiscal Agent

05/08/2023

(Date)

Submitted by:

Diana Perez

diana.perez@may 8, 2023 09:23 PDT

Cal-SOAP Project Director

May 8, 2023

(Date)

**Central Coast Cal-SOAP Consortium**  
**Form A 2023-2024**

**CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT**

The, University of California Santa Barbara a Public 4-year University  
(Name of Institution/Organization) (Type of Institution/Organization)

Agrees to remain an active member of the Central Coast Cal-SOAP Consortium for the program year 2023-2024.

A primary purpose of this Consortium is to increase the number of low-income and traditionally underrepresented students enrolling and continuing in postsecondary educational institutions.

Contributed matching resources are as follows: (please assign a dollar amount for each area of support)

                     Cash Contribution: Refers to cash made available to the project for its general operations.

                     Work Study Support: Represents institutional resources such as work-study or similar funds disbursed by the institution and credited to the Consortium.

\$5,000.00 In-Kind Support: Support includes counseling, administrative and clerical assistance, office space, material, bus trips, etc. (Specify type of support below)

What type of support: Program service staff, mileage and travel.

In-Kind Restricted: Support restricted to specific features within the Consortium as specified below.

\$5,000.00 **Total**

contribute                      \$5,000.00 in matching resources for the Consortium's 2023-2024 program.

**For the Consortium**

The above named Institution/  
Organization is approved for new or  
continued Consortium membership for  
program year 2023-2024 by:

  
Diana Perez (Sep 5, 2024 15:42 PDT)

(Signature)

Sep 5, 2024

(Date)

Diana Perez

Director

(Title)

**For the Institution/Organization**

Authorized for program year 2023-2024 by:

  
(Signature)

5/4/2023

(Date)

Britt A. Ortiz

Director

(Title)

## CONSORTIUM MEMBERSHIP AND MATCHING RESOURCES COMMITMENT

**MEMORANDUM OF UNDERSTANDING  
BETWEEN PASO ROBLES UNIFIED  
SCHOOL DISTRICT**

**AND**

**ALLAN HANCOCK JOINT COMMUNITY COLLEGE  
DISTRICT**

**FOR 2023-2024**

**THIS MEMORANDUM OF UNDERSTANDING** herein referred to as "Agreement" is between PASO ROBLES UNIFIED School District (hereafter referred to as School District) and Allan Hancock Joint Community College District (hereafter referred to as AHJCCD).

**I. PURPOSE**

The purpose of this agreement is to outline the cooperative partnership between AHJCCD and School District to provide AHJCCD Cal - SOAP services to School District at various School District sites. All costs incurred by AHJCCD for provision of this service will be reimbursed to AHJCCD as per the terms of this agreement. AHJCCD via the Central Coast Cal-SOAP Consortium (hereafter referred to as CCCC) will provide ONE (1) **COLLEGE COACH** up to the funds provided by the School District.

**II. TERM**

The term of this agreement shall become effective upon signature by both parties and expires on June 30, 2024, unless terminated earlier or otherwise amended.

**III. RESPONSIBILITIES**

**A. School District Responsibilities-COLLEGE COACHES Services are Requested:**

1. School District is responsible for providing a site coordinator to facilitate the placement of the college success coach at the school site and sign monthly timesheets.
2. School District will reimburse AHJCCD for the cost of each college coach success coach. These costs are to include:
  - i. \$24.00 per hour for the college coaches' rate plus 15% for overhead costs, for a billable rate of \$27.60 per hour. As per AB 1522, any sick hours incurred will be reimbursed at this rate. Overhead costs paid at 15% will be split with 7.5% of the overhead costs allocated to AHJCCD and 7.5% of the overhead costs allocated to CCCC as reimbursements are received from School District.
  - ii. AHJCCD Workers' Compensation expense paid on the college success coaches payroll
  - iii. All costs necessary for TB testing and fingerprinting of prospective college success coach.

---

~~iv. School District will provide student data as required for the California~~

Agreement between Paso Robles Unified School District and Allan Hancock College



Student Aid Commission (CSAC) database. The data required is all high school seniors to track financial aid services and students receiving Cal-SOAP services. All students attending Liberty High School to track financial aid, college and career services. This data will include high school student's first name, last name, address, cell phone number, email address, data of birth, grade level, gender, ethnicity, year of graduation, family income and family size. The information is to be delivered electronically using CSAC template to the CCCC Director by September 15, 2023 or at the time the college success coach is placed.

- v. School District agrees to reimburse AHJCCD for up to \$20,038 in services provided by college success coach.
- 3. School District will reimburse AHJCCD for all invoices within 30 days of receipt.
- 4. Pay for up to 10 (ten hours) of training per semester to provide training to the college success coach. Examples of training include but not limited to, mandated reporting, Cal-SOAP policies and procedures, payroll processes, financial aid application, college/university applications, and other relevant training. Training to be provided by the Cal-SOAP office.

**B. AHJCCD responsibilities:**

- 1. AHJCCD via Central Coast Cal-SOAP will recruit, screen, hire, and manage schedules of college coaches assigned to School District.
- 2. AHJCCD via Central Coast Cal-SOAP will provide mandated reporter training for the college coaches and report suspected child abuse as required by law.
- 3. AHJCCD will pay the student college coaches for activities performed within the terms of this Memorandum of Understanding.
- 4. AHJCCD's Cal-SOAP Director will approve time sheets for college success coaches and Cal-SOAP Fiscal Administrative Technician will prepare and submit them to AHJCCD payroll on a monthly basis.
- 5. AHJCCD's Cal-SOAP Director will serve as the point of contact for all inquiries and be available to respond to any concerns and work collaboratively with the school district to resolve any issues.

**C. JOINT responsibilities:**

- 1. School District staff, Cal-SOAP Director and AHJCCD staff will meet as needed to plan, implement and evaluate program progress, costs incurred to date, available budget and to resolve general issues.

**IV. CONFIDENTIALITY**

Each party shall ensure student information is kept confidential in accordance with applicable Federal, State and local laws. Confidential information requires special

precautions to protect it from loss, unauthorized use, access, disclosure modification and destruction.

**V. INDEMNITY**

School District agrees to indemnify, defend and hold harmless AHJCCD, its officers, agents and employees from any and all claims and losses which arise out of or are in connection with performance of this agreement either directly or indirectly from any act, error or omission or negligence.

AHJCCD agrees to defend, indemnify and hold harmless School District, its officers, employees and agents from any and all injuries, losses or damage, including damage to School District's property which may result from or arise in any way out of the negligence of AHJCCD.

**VI. NON-DISCRIMINATION CLAUSE**

AHJCCD and School District mutually affirm that they shall not discriminate against any person in any aspect of education or employment, on the basis of race, color, ancestry, religion, gender, marital status, national origin, ethnic identification, age, sexual orientation, mental or physical disability, medical condition or status as a Vietnam-era veteran.

**VII. DISPUTES**

If a dispute arises under this agreement involving interpretation, implementation or conflict of policy or procedure, the parties shall meet to resolve the problem. To the extent possible, both parties shall ensure that any dispute will not disrupt the delivery of services.

**VIII. TERMINATION**

The term of this agreement shall begin the date of signature by both parties and remain in effect until June 30, 2024. Either party may terminate this agreement earlier by providing 30-day written notice to the other party.

The parties agree to comply with the terms contained in this agreement IN WITNESS WHERE OF, AHJCCD and PRUSD, hereby agree to the terms of this Agreement. Written notice of termination or changes to this agreement shall be addressed as follows:

**To AHJCCD:**

Eric D. Smith  
V.P. Finance and Administration  
Allan Hancock College  
800 South College Drive  
Santa Maria, CA 93454

**To SMJUHS:**

Brad Pawlowski  
Assistant Superintendent of Business  
Services  
Paso Robles Unified School District  
800 Mulick Road  
Paso Robles, CA 93446

Approved for AHJCCD:



---

Eric D. Smith, Associated  
Superintendent/Vice President,  
Finance and Administration

Approved for PRUSD:



---

Brad Pawlowski  
Assistant Superintendent of Business  
Services  
Paso Robles Unified School District

ESTIMATE FOR RTH OR BUDGET PURPOSES ONLY

- FILL IN ALL BLUE SHADED AREAS
- IF CELL HAS DROP DOWN MENU SELECTOR THEN CHOOSE FROM LIST
- HOVER CURSOR OVER CELL FOR ADDITIONAL INFORMATION

Prepared by: Rosa Cortes

Date: 6/13/2023

STUDENT WORKER ESTIMATE

Name

Hourly Rate from SS-85	\$27.60
Hours/Week	20.00
Weeks/Year	36.00

TOTAL SALARY	\$19,872
	\$19,872

MEDICARE	0.00%	\$0
SUI	0.00%	\$0
W/C	0.834%	\$166

TOTAL BENEFITS	\$166
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TOTAL SALARY & BENEFITS	\$20,038
-------------------------	----------

Actual salary placement and start date to be determined by HR  
Mandatory benefit rates are subject to change

**MEMORANDUM OF UNDERSTANDING BETWEEN  
SANTA YNEZ VALLEY UNION HIGH SCHOOL DISTRICT  
AND  
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT**

**THIS MEMORANDUM OF UNDERSTANDING** herein referred to as "Agreement" is between Santa Ynez Valley Union High School District (hereafter referred to as School District) and Allan Hancock Joint Community College District (hereafter referred to as AHJCCD).

**I. PURPOSE**

The purpose of this agreement is to outline the cooperative partnership between AHJCCD and School District to provide AHJCCD Cal-SOAP services to School District. All costs incurred by AHJCCD for provision of this service will be reimbursed to AHJCCD as per the terms of this agreement. AHJCCD is providing this service via the Central Coast Cal-SOAP Consortium (hereafter referred to as CCCC).

**II. TERM**

The term of this agreement shall become effective upon signature by both parties and expires on June 30, 2024, unless terminated earlier or otherwise amended.

**III. RESPONSIBILITIES**

**A. School District Responsibilities:**

1. The School District will provide student data as required for the California Student Aid Commission database. This data will include student's first name, last name, address, cell phone number, email address, date of birth, grade level, gender, Student I.D., and Statewide Student Identifier (SSID). The data must be uploaded to a Cal-SOAP template and in the order the template is provided.
2. Provide data electronically or via USB drive no later than September 15, 2023, to the director of Cal-SOAP for the current academic year. The data is to be used to assist and encourage students to complete a FAFSA or California Dream Act.

**B. College Success Coach Services Requested:**

1. School District is responsible for providing a site coordinator to facilitate the placement of one college success coach at the school site and sign monthly timesheets.
2. School District will reimburse AHJCCD up to an annual maximum of \$7,000 for the cost of each college coach success coach. Total costs to include:
  - i. \$24.00 per hour for the college coaches' rate plus 15% for overhead costs, for a billable rate of \$27.60 per hour. Overhead costs paid at 15% will be split with 7.5% of the overhead costs allocated to AHJCCD and 7.5% of the overhead costs allocated to CCCC as reimbursements are received from School District.
  - ii. AHJCCD Workers' Compensation expense paid on the college success coaches' payroll.
  - iii. All costs necessary for TB testing and fingerprinting of prospective college success coach.
  - iv. Pay for up to 10 (ten hours) of training per semester to provide training to the college success coach. Examples of training include, but are not

limited to, mandated reporting, Cal-SOAP policies and procedures, payroll processes, financial aid application, college/university applications, and other relevant training. Training to be provided by the Cal-SOAP office.

3. School District will reimburse AHJCCD for all invoices within 30 days of receipt.

4. AHJCCD responsibilities:

- i. AHJCCD via Central Coast Cal-SOAP will recruit, screen, hire, and manage schedules of college coaches assigned to School District.
- ii. AHJCCD via Central Coast Cal-SOAP will provide mandated reporter training for the college coaches and report suspected child abuse as required by law.
- iii. AHJCCD will pay the student college coaches for activities performed within the terms of this Memorandum of Understanding.
- iv. AHJCCD's Cal-SOAP Director will approve time sheets for college success coaches and Cal-SOAP Fiscal Administrative Technician will prepare and submit them to AHJCCD payroll on a monthly basis.

**C. JOINT responsibilities:**

1. School District staff, Cal-SOAP Director and AHJCCD staff will meet, as needed, to plan, implement and evaluate program progress, costs incurred to date, available budget and to resolve general issues.

**IV. CONFIDENTIALITY**

Each party shall ensure student information is kept confidential in accordance with applicable Federal, State and local laws. Confidential information requires special precautions to protect it from loss, unauthorized use, access, disclosure modification and destruction.

**V. INDEMNITY**

School District agrees to indemnify, defend and hold harmless AHJCCD, its officers, agents and employees from any and all claims and losses which arise out of or are in connection with performance of this agreement either directly or indirectly from any act, error or omission or negligence.

AHJCCD agrees to defend, indemnify and hold harmless School District, its officers, employees and agents from any and all injuries, losses or damage, including damage to School District's property which may result from or arise in any way out of the negligence of AHJCCD.

**VI. NON-DISCRIMINATION CLAUSE**

AHJCCD and School District mutually affirm that they shall not discriminate against any person in any aspect of education or employment, on the basis of race, color, ancestry, religion, gender, marital status, national origin, ethnic identification, age, sexual orientation, mental or physical disability, medical condition or status as a Vietnam-era veteran.

**VII. DISPUTES**

If a dispute arises under this agreement involving interpretation, implementation or conflict of policy or procedure, the parties shall meet to resolve the problem. To the extent possible, both parties shall ensure that any dispute will not disrupt the delivery of services.

VIII. **TERMINATION**

The term of this agreement shall begin the date of signature by both parties and remain in effect until June 30, 2024. Either party may terminate this agreement earlier by providing 30-day written notice to the other party.

The parties agree to comply with the terms contained in this agreement IN WITNESS WHEREOF, AHJCCD and School District, hereby agree to the terms of this Agreement.

To AHJCCD:

Dennis Curran  
VP Finance and Administration  
Allan Hancock College  
800 South College Drive  
Santa Maria, CA 93454

Approved for AHJCCD:



Dennis Curran  
Associated Superintendent/Vice President,  
Finance and Administration

Date: 9/5/2023

To School District:

Elysia Lewis  
Business Manager  
Santa Ynez Valley Union High School  
District  
2975 CA-246  
Santa Ynez, CA 93460

Approved for School District:



Elysia Lewis,  
Business Manager  
Santa Ynez Valley Union High School  
District

Date: 8-31-23

**MEMORANDUM OF UNDERSTANDING BETWEEN  
SANTA MARIA JOINT UNION HIGH SCHOOL  
DISTRICT AND  
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT  
2023-2024**

OK  


**THIS MEMORANDUM OF UNDERSTANDING** herein referred to as "Agreement" is between Santa Maria Joint Union High School District (hereafter referred to as School District) and Allan Hancock Joint Community College District (hereafter referred to as AHJCCD).

**I. PURPOSE**

The purpose of this agreement is to outline the cooperative partnership between AHJCCD and School District to provide AHJCCD Cal - SOAP services to School District at various School District sites. All costs incurred by AHJCCD for provision of this service will be reimbursed to AHJCCD as per the terms of this agreement. AHJCCD via the Central Coast Cal-SOAP Consortium (hereafter referred to as CCCC) will provide **COLLEGE COACHES** up to the funds provided by the School District.

**I. TERM**

The term of this agreement shall become effective upon signature by both parties and expires on July 30, 2024, unless terminated earlier or otherwise amended.

**III. RESPONSIBILITIES**

**A. School District Responsibilities-COLLEGE COACHES Services are Requested:**

1. School District will provide the Central Coast Cal-SOAP Project Director with information regarding the number of college coaches required, and the School District is responsible for providing a site coordinator to facilitate the placement of college coaches at each school site.
2. School District will reimburse AHJCCD for the cost of each college coach cost to AHJCCD. These costs are to include:
  - i. \$24.00 per hour for the college coaches' rate plus 15% for overhead costs, for a billable rate of \$27.00 per hour. As per AB 1522, any sick hours incurred will be reimbursed at this rate. Overhead costs paid at 15% will be split with 7.5% of the overhead costs allocated to AHJCCD and 7.5% of the overhead costs allocated to CCCC as reimbursements are received from School District.
  - ii. AHJCCD Workers' Compensation expense paid on the student college coaches payroll
  - iii. All costs necessary for TB testing and fingerprinting of prospective student college coaches.



- iv. School District will provide student data as required for the California Student Aid Commission database.
  - v. School District agrees to reimburse AHJCCD for up to \$300,000 in services provided by college coaches.
2. School District will reimburse AHJCCD for all invoices within 30 days of receipt.
  3. Pay for up to 10 (ten hours) of training per semester for college coaches. Examples of training include but not limited to, mandated reporting, Cal-SOAP policies and procedures, payroll, other relevant training. Training to be provided by the Cal-SOAP office.

**B. AHJCCD responsibilities:**

1. AHJCCD via Central Coast Cal-SOAP will recruit, screen, hire, and manage schedules of college coaches assigned to School District.
2. AHJCCD via Central Coast Cal-SOAP will provide mandated reporter training for the college coaches and report suspected child abuse as required by law.
3. AHJCCD will pay the student college coaches for activities performed within the terms of this Memorandum of Understanding.
4. AHJCCD's Cal-SOAP Director will approve time sheets for college coaches and Cal-SOAP Fiscal Administrative Technician will prepare and submit them to AHJCCD payroll on a monthly basis.
5. AHJCCD's Cal-SOAP Director will serve as the point of contact for all inquiries and be available to respond to any concerns and work collaboratively with the school district to resolve any issues.

**C. JOINT responsibilities:**

1. School District staff, Cal-SOAP Director and AHJCCD staff will meet as needed to plan, implement and evaluate program progress, costs incurred to date, available budget and to resolve general issues.

**IV. CONFIDENTIALITY**

Each party shall ensure student information is kept confidential in accordance with applicable Federal, State and local laws. Confidential information requires special precautions to protect it from loss, unauthorized use, access, disclosure modification and destruction.

**V. INDEMNITY**

School District agrees to indemnify, defend and hold harmless AHJCCD, its officers, agents and employees from any and all claims and losses which arise out of or are in connection with performance of this agreement either directly or indirectly from any act, error or omission or negligence.

- \* AHJCCD agrees to defend, indemnify and hold harmless School District, its officers, employees and agents from any and all injuries, losses or damage, including damage to School District's property which may result from or arise in any way out of the negligence of AHJCCD.

**VI. NON-DISCRIMINATION CLAUSE**

AHJCCD and School District mutually affirm that they shall not discriminate against any person in any aspect of education or employment, on the basis of race, color, ancestry, religion, gender, marital status, national origin, ethnic identification, age, sexual orientation, mental or physical disability, medical condition or status as a Vietnam-era veteran.

**VII. DISPUTES**

If a dispute arises under this agreement involving interpretation, implementation or conflict of policy or procedure, the parties shall meet to resolve the problem. To the extent possible, both parties shall ensure that any dispute will not disrupt the delivery of services.

**VIII. TERMINATION**

The term of this agreement shall begin the date of signature by both parties and remain in effect until July 30, 2024. Either party may terminate this agreement earlier by providing 30-day written notice to the other party.

The parties agree to comply with the terms contained in this agreement IN WITNESS WHERE OF, AHJCCD and SMJUHSD, hereby agree to the terms of this Agreement. Written notice of termination or changes to this agreement shall be addressed as follows:

**To AHJCCD:**

Eric D. Smith  
V.P. Finance and Administration  
Allan Hancock College  
800 South College Drive  
Santa Maria, CA 93454

Approved for AHJCCD:

Eric D. Smith, Associated Superintendent/Vice President,  
Finance and Administration

**To SMJUHSD:**

Yolanda Ortiz  
Assistant Superintendent of Business Services  
Santa Maria Joint Union High School District  
2560 Skyway Drive  
Santa Maria, CA 93455

Approved for SMJUHSD:

Yolanda Ortiz  
Assistant Superintendent of Business Services  
Santa Maria Joint Union High School District