

13 Morongo Basin AEBG Consortium (Copper Mountain)

Fiscal Declaration - Consortium Approved

Consortium Name: 13 Morongo Basin AEBG Consortium (Copper Mountain)

Funding Channel: Fiscal Agent

Fiscal Agent: Copper Mountain CCD

Narrative: The Morongo Basin AEBG Consortium consists of Copper Mountain Community College District (CMCCD), as the higher education member, and Morongo Unified School District (MUSD), as the K-12 member. For the 2023-2024 fiscal year, all funding will go to Copper Mountain College. CMC offers programs for adults through the Adult Education Program located in nearby Twenty-nine Palms, CA and Yucca Valley, CA, respectively. Programs offered by the Adult Education Program include MASP, ESL, HSD, and GED. CAEP funding is used to support and enhance the Adult Education Program and its programs' infrastructure as well as acquire supplies and materials necessary to support the students and faculty during these activities. Additionally, resources allocated to members are used to provide support for continuity of programs and course offerings by the K-12 district to ensure effective transition to higher education learning opportunities

Changes: No Changes

Member Allocations

Member Name	(2023-24)	(2022-23)	(2021-22)
Copper Mountain CCD	\$998,248	\$638,775	\$591,588
Morongo Unified	n/a	\$273,761	\$253,538
Total Allocated to Members	\$998,248	\$912,536	\$845,126
Total CAEP Funds	\$998,248	\$923,193	\$866,359
Total Remaining	\$0	\$10,657	\$21,233

Carryover Threshold

Input a percentage of carryover that your consortium agrees will be considered an excessive amount.

Should a member, or members, exceed this carryover percentage upon certification of their Q4 report, they will be flagged as non-compliant with the AB 1491 legislation. One year of non-compliance does not carry a penalty. However, should the same member, or members, have two consecutive years of non-compliance the consortium may agree, by majority vote, to reallocate an amount that does not exceed the carryover to other members.

A consortium does have the ability to opt-out. To do so, simply toggle the carryover threshold button to the off position.

Carryover Threshold *

20%

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1. Have all community college districts, school districts, county offices of education, or any joint powers authority, located within the boundaries of the adult education region been allowed to join the consortium as a member? *

Yes

2. Have all members committed to reporting any funds available to that member for the purposes of education and workforce services for adults and the uses of those funds? *

Yes

3. How will the available funds be reported and evaluated? *

Fund allocation usage shall be reported and evaluated by the consortium during quarterly meetings, as well as reported through the NOVA platform.

4. How will you assure that each member of the consortium is represented only by an official designated by the governing board of the member? *

Member representatives were confirmed by the member's respective governing board through a BAI, approved minutes, with documentation provided to the Consortium lead.

5. How will you assure that each member of the consortium participates in any decision made by the consortium? *

During consortium meetings, and when a quorum of members exists, decisions are voted upon by member representatives present.

6. What will be the relative voting power of each member? *

Other

6.1 (Other) If selected "Other" in Question 6, use the space below to describe the relative voting power of each member. If not applicable, leave question blank. *

Two members of the Consortium each have three votes.

7. How will decisions be approved? *

50% +1 vote

8. How did you arrive at that decision-making model? *

All decisions under the jurisdiction of the Board were decided by a simple majority vote unless otherwise indicated. It is suggested that whenever possible Board Representatives strive for unanimous decisions as a demonstration of Consortium cohesion and collaboration.

9. How will proposed decisions be considered in open, properly noticed public meetings of the consortium at which members of the public may comment? *

The Consortium meetings adhere to Brown Act procedures; all meetings are open to the public, and every agenda has an item for public comment.

10. Describe how will you provide the public with adequate notice of a proposed decision and consider any comments submitted by members of the public. *

Public meetings are posted at least 72 hours prior to the meeting (per Brown Act). Written comments can be submitted to the Consortium lead prior to the meeting, or questions raised during the public comments agenda item.

11. Describe how comments submitted by members of the public will be distributed publicly. *

Any comments submitted are captured in the consortium meeting minutes. These minutes are also posted for public viewing.

12. Describe the process by which the consortium will solicit and consider comments and input regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults. *

The consortium extended invitations to specific entities within the region who provide additional services to adults. These entities will often send representatives to participate in meeting discussions, providing comment and input on proposed decisions.

13. How will you determine approval of a distribution schedule pursuant to Section 84913? *

This consortium is comprised of two member institutions, one community college district and one K-12 district. The distribution schedule is determined by the consortium during regular meetings. The approval is incorporated into the meeting minutes and posted for viewing. The consortium approves the member allocations through the designated approval process in NOVA.

14. Has the consortium A) designated a member to serve as the fund administrator to receive and distribute funds from the program or B) chosen to have a funds flow directly to the member districts based upon the approved distribution schedule? *

A) designated a member to serve as the fund administrator to receive and distribute funds from the program

15. How will members join, leave, or be dismissed from the consortium? *

Morongo Basin AEBG Consortium adopted a fiscal agent model of CFAD Allocations. Pursuant to the CAEP Fiscal Management Guide (3-20-23), the amount of funds to be distributed to a member of the consortium shall be equal to or greater than the amount distributed in the prior fiscal year, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced:

(A) The member no longer wishes to provide services consistent with the adult education plan.

(B) The member cannot provide services that address the needs identified in the adult education plan.

(C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan and reasonable interventions have not resulted in improvements.

CAEP funds are allocated according to AB104 legislation and ARTICLE 9. Adult Education Program [84900 - 84920] of the education code. CAEP funds are apportionment, they are not a grant, and are not subject to flexibility. CAEP funds are restricted to adults 18 years and older, or in accordance with the March 2023 program guidance, and can only be used in the seven CAEP approved program areas, and must have an approved regional consortium plan specific to K12 adult education and community college noncredit programs. Any additional funds will be disbursed per state law, CAEP guidance, and the agreed upon formula determined by the Consortium board.

16. What is the consortium's defined "excessive" member carryover percentage threshold? *

The Consortium Board has defined "excessive" Member carryover to be 20% or more and agree to review financial submissions on a quarterly basis.

17. Please explain how the consortium will monitor and administer carryover funds. What is the consortium's technical assistance and reasonable intervention process? What additional bylaws do you have that govern carryover? *

The Consortium is currently revising the bylaws governing carryover funds, but does sign an annual MOU among Member Districts, which incorporates the guidelines and requirements of AB1491.

18. How does your consortium define member effectiveness? *

Member Districts adhere to the requirements of AB104 and State guidance in reporting funds via NOVA. Evaluation of expenditures takes place quarterly at Consortium Board meetings, and annually during the CFAD evaluation process.

19. What bylaws does your consortium have addressing member effectiveness? *

The bylaws are currently being updated to reflect current CAEP guidance and will be posted on the NOVA site under "Supporting Documents."

20. Does the consortium have a formal document detailing its work beyond the questionnaire? *

Yes

20.1 (Yes) Use the space below to provide a link to the formal document. *

The bylaws and MOU are currently being updated to reflect current CAEP guidance and will be posted on the NOVA site under "Supporting Documents."

Member Agencies

Member Agency	Member Type	Contact	Phone
Copper Mountain CCD	District	Meredith Plummer	(760) 366-3791
Morongo Unified	Unified School District	Amy Woods	(760) 367-9191 ext: 4223

Certification & Assurances



By clicking "Approve" on the approval cards below, you are certifying the CFAD as well as confirming that you and ALL consortium members agree to the Assurances listed below.

Assurances

Membership & Decision-Making

- I certify that any community college district, school district, or county office of education, or any joint powers authority consisting of community college districts, school districts, county offices of education, or a combination of these, located within the boundaries of the adult education region shall be permitted to join the consortium as a member (EC 84905 (a) (b)). (See Membership Box above).
- I certify that only members as described above (and in EC 84905) are allowed to join my consortium as members and participate in decision making and approvals whether in a public meeting, or via the NOVA planning, budgeting & expense reporting system.
- I certify that as a condition of joining a consortium, as a member, I shall commit to reporting any funds (as described in EC 84916) available to that member for the purposes of education and workforce services for adults and the uses of those funds through the annual Program Area exercise in NOVA for reporting leveraged funds, and instructional hours.
- I certify that as a member of the consortium my district shall be represented only by an official designated by the governing board of the member (EC 84905 (c)).
- I certify that as a member of the consortium, I shall participate in any decision made by the consortium (EC 84905 (d)(1)(A)).
- I certify that all decision made by the consortium and its members is final (EC 84905 (d)(1)(F)).
- I certify that I will adhere to the consortium rules and procedures and, as agreed upon by the consortium members, to any additional by-laws, charters, etc.

Public Meetings

- I certify that a proposed decision is considered at an open, properly noticed public meeting of the consortium at which members of the public may comment (EC 84905 (d)(1)(B)).
- I certify that the consortium has provided the public with adequate notice of a proposed decision and considered any comments submitted by members of the public, and any comments submitted by members of the public have been distributed publicly (EC 84905 (d)(1)(C)).
- I certify that the consortium has requested comments regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults (EC 84905 (d)(1)(D)(i)).
- I certify that the consortium has requested comments regarding a proposed decision from other entities located in the adult education region that provide education and workforce services for adults (EC 84905 (d)(1)(D)(i)).
- I certify that the consortium has considered input provided by pupils, teachers employed by local educational agencies, community college faculty, principals, administrators, classified staff, and the local bargaining units of the school districts and community college districts before it makes a decision (EC 84905 (d)(1)(E)).
- I certify that in addition to the meeting requirements listed in EC 84905, and as agreed upon by the consortium members, that I will follow the public meeting requirements listed in the Ralph M. Brown Act as the Brown Act applies to the governing body of any "local body created by state or federal statute." (Ed. Code, section 54952.)

Reporting Requirements

- I certify that I will participate in completing and updating any consortium long range and/or short range planning efforts and/or budget work plans (EC 84906, 84914(a)).
- I certify that all CAEP expenses have been expended in the CAEP seven program areas, and services provided are consistent with the 3-year plan, the annual plan, and my district's work plan & budget as submitted in NOVA (EC 84913 (1-7), 84906, 8914(a)).
- I certify that my expenditures of CAEP funds match the objectives/activities included in the annual plan and the member work plan (EC 84906, 84914(a)).
- I certify that my expenditures of CAEP funds adhere to the allowable uses of funds as identified in the CAEP Fiscal Management Guide.
- I certify that I will report student level enrollment data and outcomes as prescribed by the State CAEP Office (EC 84920).

- I certify that I will share financial expenditure and progress reports with the members of my regional consortium.
- I certify that I understand that as a member if I do not meet any of these items I have certified, I will be deemed an ineffective member which may result in a loss or reduction of CAEP funding (EC 84914(b)).
- I certify that all CAEP expenses have been expended only for the education of persons 18 years of age or older (EC 84901(a)).

Copper Mountain CCD - Member Representative

Meredith Plummer

Chief Business Officer
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Elle Weatherup

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Approved by Dr. Elle Weatherup

04/11/2023 12:30 PM PDT

Morongo Unified - Member Representative

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Approved by Sharon Flores

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