

California Adult Education Program : CFAD : 2021-22 Produced: Apr 22, 2021, 03:53 PM UTC Alfred Ramirez

## 19 Glendale Community College District Regional Consortium

### Fiscal Declaration - Consortium Approved

**Consortium Name:** 19 Glendale Community College District Regional Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Glendale CCD

**Narrative:** Planned allocations are based on member vote and on achievement of goals and objectives in the annual plan as well as the CAEP Three-Year Plan. The Consortium reviews achievement of goals and objectives in its monthly public meetings to ensure accountability and transparency. Consortium review also ensures that achievements are in alignment with GlendaleLEARN'S' Vision, Mission, and Values. A contract is executed on an annual basis between Glendale CCD and the Verdugo Workforce Development Board (VWDB) which adds another layer of accountability. Each semester, the VWDB submits a status report to the fiscal agent that outlines all accomplishments with full back-up documentation to demonstrate accomplishments. Goals and tasks are aligned to the Consortium priorities and target populations which include English Language Learners, people with disabilities, and low income. Allocations are based on staffing, programs and services that are designed to meet the needs of the special populations.

**Changes:** No Changes

### Member Allocations

| Member Name                          | (2021-22)          | (2020-21)          | (2019-20)          |
|--------------------------------------|--------------------|--------------------|--------------------|
| Glendale CCD                         | \$610,467          | \$619,111          | \$596,176          |
| Verdugo Workforce Development Board* | \$500,000          | \$500,000          | \$500,000          |
| <b>Total Allocated to Members</b>    | <b>\$1,110,467</b> | <b>\$1,119,111</b> | <b>\$1,096,176</b> |
| <b>Total CAEP Funds</b>              | <b>\$1,110,467</b> | <b>\$1,094,057</b> | <b>\$1,094,057</b> |
| <b>Total Remaining</b>               | <b>\$0</b>         | <b>\$-25,054</b>   | <b>\$-2,119</b>    |

### Member Agencies

| Member Agency  | Member Type                 | Contact                       | Phone          |
|--|-----------------------------|-------------------------------|----------------|
| <a href="#">Glendale CCD</a>                         | District                    | Dr. Alfred Ramirez            | (818) 240-1000 |
| <a href="#">Verdugo Workforce Development Board*</a> | Workforce Development Board | Judith Velasco                | (818) 937-8031 |
| <a href="#">Glendale Unified</a>                     | Unified School District     | Glendale Learn MaryAnn Pranke | (818) 937-8051 |

## 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)(ii)).
- 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)).

#### Glendale CCD - Member Representative

##### Alfred Ramirez

Administrative Dean, Continuing and Community Education

[aramirez@glendale.edu](mailto:aramirez@glendale.edu)

(818) 240-1000

##### MaryAnn Pranke

GlendaleLEARNs Coordinator

[mpranke@glendaleca.gov](mailto:mpranke@glendaleca.gov)

(818) 937-8051

Approved by Dr. Alfred Ramirez

04/22/2021 08:53 AM PDT

#### Glendale Unified - Member Representative

##### MaryAnn Pranke

GlendaleLEARNs Coordinator

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(818) 937-8051

Approved by Glendale Learn MaryAnn Pranke

04/16/2021 10:17 AM PDT

#### Verdugo Workforce Development Board\* - Member Representative

##### Judith Velasco

[jvelasco@glendaleca.gov](mailto:jvelasco@glendaleca.gov)

(818) 937-8031

##### MaryAnn Pranke

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Approved by Judith Velasco

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