**Written Expenditure Plan (WEP) Follow Up Responses**

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Thank you for your feedback. Since this is the first year that consortia are required to submit a WEP in response to the new carryover targets, member-districts and consortium staff were uncertain about the level of response required for each element. Your feedback has helped us to calibrate for future reports. We hope that the expanded responses better capture our consortium plans for monitoring carryover and expenditures throughout the year.

**Topic 1 – Area of Focus**

**Initial Response:**

*4. Describe the circumstances that led the consortium to exceed the Consortium level 20% carryover threshold. Include information about specific members.*

Question #4 LACCD- The Los Angeles Community College District will continue to work across the nine college AE Deans to ensure the 20% threshold is achieved by June 2025.

*6. What is the proposed consortium level corrective action plan and timeline to reduce the excess carryover with members and thus the consortium?*

Question #6 LACCD - The Los Angeles Community College District will continue to work with the nine colleges AE programs and the district office to meet the expenditure target by June 2025.

*7. What types of processes and protocols will be implemented to ensure that current and future consortium and member level carryover is reduced?*

Question #7  LARAEC response - In April 2024, the LARAEC board opted to implement member-district carryover targets of 20% starting in school year 2024-25 and included a stipulation in the CFAD that the consortium would review carryover every fall after the Q4 report was certified. Furthermore, carryover is part of the Member-district Monitoring procedures that include twice annual review of the effectiveness reporting and carryover analysis. Consortium staff will continue to meet with district leadership to discuss individual district carryover and unique needs.

**Reviewer Response:**

Los Angeles Community College District (LACCD) is missing specific details.  The responses should provide a clear and detailed picture of the plans for individual members to spend down excessive carryover, including strategies, specific amounts and target deadlines (WEP questions #6 and #7).

**Follow Up Response:**

We think that the reviewers might be referring to questions 4 & 6 for LACCD as question 7 is a consortium response.

**Question 4 revised response for LACCD -** The Los Angeles Community College District will continue to work across the nine college AE Deans to ensure the 20%threshold is achieved by June 2025. LACCD experienced several personnel changes with Deans of noncredit programs including extended vacancies as positions were being filled. These changes and delays led to delays in spending allocated CAEP funds. (Approved by Dr. Adrienne Ann Mullen, LACCD 3/6/25)

**Question 6 revised response for LACCD** - The Los Angeles Community College District will continue to work with the nine colleges AE programs and the district office to meet the expenditure targets by June 2025. Additionally, LACCD worked with the LARAEC office to identify several projects that support consortium activities. LACCD will use carryover funds to upgrade technology in meeting spaces to allow for hybrid board meetings and collaborative events and use funds to support transition and dual enrollment activities for adult students across all five districts. Funds will also be spent on professional learning opportunities and conferences for LACCD staff and faculty. (Approved by Dr. Adrienne Ann Mullen, LACCD 3/6/25)

**Question 7**

The reviewer mentioned question 7 for LACCD. This response seems appropriate and is not an LACCD response. It is a truncated version of our consortium-level response to question 4. For more details see response to Topic 2 (below).

**Topic 2 – Area of Focus**

**Initial Response:**

Question 4: The LARAEC consortium office has had a number of discussions and presentations about carryover at board meetings and leadership team meetings over the last three school years. In July 2021, **LARAEC approved member-districts monitoring procedures,** which includes carryover. In April 2023, the LARAEC board decided to include a **twice annual discussion of carryover as part of the monitoring procedures and effectiveness report**. In Fall of 2023, **these monitoring procedures were further refined and included discussions about carryover compliance.** In April 2024, the LARAEC board opted to implement member-district carryover targets of 20% starting in school year 2024-25 and included a stipulation in the CFAD that the consortium would review carryover every fall after the Q4 report was certified.

**The LARAEC consortium staff has and will continue to meet with leadership staff at member-districts that have excessive carryover. These discussions include a review of carryover targets and concrete ideas to address unique carryover challenges**.

Question 7: This is a truncated restatement of question 4.

In April 2024, the LARAEC board opted to implement member-district carryover targets of 20% starting in school year 2024-25 and included a stipulation in the CFAD that the consortium would review carryover every fall after the Q4 report was certified. Furthermore, carryover is part of the Member-district Monitoring procedures that include twice annual review of the effectiveness reporting and carryover analysis. Consortium staff will continue to meet with district leadership to discuss individual district carryover and unique needs.

**Reviewer Response:**

Consortium TA approaches seem reactive rather than proactive if they plan to review carryover after Q4. Given the excess carryover, consortia needs to provide members with support throughout the year as opposed to after the carryover snapshot has elapsed.

**Follow Up response:**

**As stated in the initial responses**, LARAEC has implemented a multi-faceted approach to looking at carryover proactively and providing support.

* In July 2021, LARAEC **approved member-districts monitoring procedures**, which includes carryover. These procedures include limited-scope and full-scope reviews of all member-districts including compliance with CAEP assurances and education code. To our knowledge, no other consortium has reviews of this kind by internal and external auditors. This is an ongoing process.
* In April 2023, the LARAEC board decided to include a **twice annual discussion of carryover** as part of the monitoring procedures and effectiveness report. This is an ongoing practice that was established with the California State Auditor’s office.
* In Fall of 2023, these **monitoring procedures were further refined and included discussions about carryover compliance** and effective use of all CAEP funds. To our knowledge, LARAEC is the only consortium that has worked with the state auditor’s office to respond to issues of cost-effectiveness of member-districts. As a result, LARAEC has regular discussions about cost-effectiveness of all consortium funds, including carryover, as part of our planning.
* **In April 2024, the LARAEC board opted to implement member-district carryover targets** of 20% starting in school year 2024-25 and included a stipulation in the CFAD that the consortium would review carryover every fall after the Q4 report was certified. These additions to the CFAD are consistent with the Education Code and the state practice of looking at carryover after Q4. This is not a solo item as implied in the reviewer’s response but reviewed in conjunction with all of the practices listed above.
* **The LARAEC consortium staff has and will continue to meet with leadership staff at member-districts that have excessive carryover. These discussions include a review of carryover targets and concrete ideas to address unique carryover challenges.**

We feel that these practices in combination, provide a proactive and comprehensive approach to supporting member-districts beyond just carryover. In addition, we have and are continuing to develop processes in LARAEC that manage the effective use of all funds, including carryover. To our knowledge LARAEC is the only consortium that has a state auditor’s office approved Member-district Monitoring procedures document that includes annual internal and external auditing policies and procedures.

We would be happy to hear any specific areas that the reviewers feel we need to strengthen.