

California Adult Education Program : CFAD : 2023-24 Produced: Apr 25, 2023, 09:47 PM UTC Yolanda Emerson

45 Rio Hondo Region Adult Education Consortium

Fiscal Declaration - Consortium Approved

Consortium Name: 45 Rio Hondo Region Adult Education Consortium

Funding Channel: Direct Funded

Narrative: RHRAEC is committed in providing educational and career training to all adult students in our communities. Each member agency participates in consortium wide data meetings to ensure allocations are used in a prudent and carefully analyzed way. Information from reporting systems are used to review how funds support adult student success. Consortium members share course offerings, student needs, concerns, and successes during monthly meetings. The member agencies leverage funds for the objectives in our 3-year plan, while monitoring the progress through the annual plan. Allocations continue to support the hiring of highly qualified staff/teachers, serving low-literacy and shared counselors supporting higher education for adult students. Alike meetings attendance and evaluations reinforce the benefits to member agencies. Sharing of best practices, course outlines, lesson plans, improved retention and positive outcomes, along with many other advantages, make this a highly successful professional development. RHRAEC is committed to using all resources to the betterment of adult students.

Changes: No Changes

Member Allocations

Member Name	(2023-24)	(2022-23)	(2021-22)
El Monte Union High	\$12,301,204	\$11,244,993	\$10,553,232
El Rancho Unified	\$973,415	\$889,835	\$685,183
Rio Hondo CCD	\$697,692	\$637,786	\$498,059
Tri-Cities ROP	\$71,552	\$65,409	\$60,577
Whittier Union High	\$3,601,945	\$3,292,673	\$3,142,052
Total Allocated to Members	\$17,645,808	\$16,130,696	\$14,939,103
Total CAEP Funds	\$17,645,808	\$16,319,074	\$15,314,438
Total Remaining	\$0	\$188,378	\$375,335

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%

Consortia Report on Governance Compliance of Rules and Procedures v.2

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? *

In 2015-2016, RHRAEC formed. The 5 member agencies voted on the allocation amount for each member agency. Thereafter, member agencies have met year to discuss and evaluate funds usage and regards to needs and positive outcomes. Over the ensuing years, member agencies have evaluated the individual member agency needs. Member agencies come prepared with data supporting needs. As a result of discussions and a formal vote funds have been redirected to ensure all member agencies can support adult students success and positive outcomes.

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? *

Our By-Laws require member agencies have two voting members. The voting members must provide a District Board Approved statement. Then and only then is said agency member added to NOVA.

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

By-Laws state that each member agency has one vote. A monthly public meeting is held with voting agenda items.

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

1 member = 1 vote

7. How will decisions be approved? *

by majority vote of 51%

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

The decision making model is by public meetings during the 3-year plan. Discussions are held and recorded regarding By-Laws. All member agencies vote on the updated By-Laws.

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

All comments and opinions are welcome and appreciated.

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. *

Agendas and posted, at least days before public meetings at each member agency and on their website.

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

Minutes are taken at each meeting and provided to member agencies for approval and distribution.

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. *

As stated above, all comments and input is welcome and helpful.

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

The member agencies do not have a say when the funds are schedule.

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? *

B) chosen to have funds flow directly to the member districts based upon the approved distribution schedule

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

By-Laws spell out an ineffective member and include CAEP's ineffective member. A member agency may request in writing to be removed from the consortium. A majority vote of the five member agency makes the final decision.

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

We are currently using the 20% threshold. As of now, member agencies will not have any or below 20%.

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? *

Our By-Laws are using the 20% threshold. If a member agency were to exceed 20%, they would be considered and ineffective member and would follow protocol to rectify the carry-over and/or be remanded to CAEP.

18. How does your consortium define member effectiveness? *

By managing allocations in a prudent and concise manor, analyzing data, labor markets, and other resources. Attending monthly meetings, consortium wide professional developments, referring adult students to member agencies, and assisting consortium, as well as individual member agencies to successful performance outcomes.

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

- To be an active member, attending monthly meetings
- Prudent in leveraging funds
- Reporting in a timely manor
- Program growth

- Adult student success, career goals met, completion, transition to higher education
- Participation in consortium wide professional development
- Respectful to all member agencies

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. *

MOU

Member Agencies

Member Agency	Member Type	Contact	Phone
El Monte Union High	High School District	Carrie Frogue	(626) 258-5800 ext: 8851
El Rancho Unified	Unified School District	Cendy Tiscareno	(562) 801-7716
Rio Hondo CCD	District	Yolanda Emerson	(562) 463-4606 ext: 4606
Tri-Cities ROP	Regional Occupation Center/Program (ROC/P)	Dr. John Smith Ed.D	(562) 698-9571 ext: 101
Whittier Union High	High School District	Dr. Margie Moriarty Ed.D.	(562) 698-8121 ext: 1305

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)).

El Monte Union High - Member Representative

Carrie Frogue
Program Administrator
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Approved by Carrie Frogue

04/21/2023 04:16 PM PDT

El Rancho Unified - Member Representative

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Approved by Cendy Tiscareno

04/21/2023 02:35 PM PDT

Rio Hondo CCD - Member Representative

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Approved by Yolanda Emerson

04/25/2023 02:47 PM PDT

Tri-Cities ROP - Member Representative

John Smith

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Daniel Barajas

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Approved by Dr. John Smith Ed.D

04/21/2023 04:18 PM PDT

Whittier Union High - Member Representative

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Approved by Dr. Margie Moriarty Ed.D.

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