

California Adult Education Program : CFAD : 2022-23 Produced: May 2, 2022, 01:27 PM UTC Lucie Gonzalez

## 46 About Students Regional Consortium, Riverside

### Fiscal Declaration - Consortium Approved

**Consortium Name:** 46 About Students Regional Consortium, Riverside

**Funding Channel:** Direct Funded

**Narrative:** The ABOUT STUDENTS Consortium allocation distribution aligns with the annual plan focusing on maintaining members' program offerings in adult basic education, English as a second language, adult secondary education, and short-term career technical education. Member providers will offer learning opportunities by delivering instruction through in-person, distance learning, and hybrid models, expanding classes available to the community based on demand and local allowable guidelines. Additionally, consortium members will continue to increase short-term Career Technical Education programs, and improve outreach and communications to prospective students and the community addressing gaps in accessibility and efforts of economic recovery for the community. Members of the consortium are committed to data-driven decisions which will support literacy and digital skill development for students and broaden workforce and post-secondary education opportunities. Continued efforts to ensure for all populations, consortium members will continue to leverage the strength and resources of community partners through projects and networking. Adult education providers will continue to explore and provide additional opportunities to serve students who need workforce preparation, post-secondary transitions, and support for k-12 success. As the regional data analysis demonstrates the need for additional services in areas lacking adult education services, which increased during the pandemic and economic downturn in California. The ABOUT STUDENTS Consortium has developed the 2022-2025 Three-Year Plan which has identified goals and strategies for the regional focus and activities that members will engage in to build cohesive efforts and increase services. 1. Cultivate mutually-beneficial industry and community partnerships that create meaningful opportunities and pathways for students. 2. Grow and maintain student enrollment in all program areas reflective of the needs of the community. 3. Provide equitable, inclusive, and quality instruction and support services that maximize student achievement and success. 3. Provide equitable, inclusive, and quality instruction and support services that maximize student achievement and success. 4. Foster an organizational culture of excellence and continuous improvement. 5. Attract, retain, and develop skilled, dedicated student-centered administration and staff who are empowered to use forward-thinking and creativity to promote student success.

**Changes:** The ABOUT STUDENTS Consortium has made the following changes for the 2022-23 school year. During public and leadership team meetings The ABOUT STUDENTS Consortium Leadership has decided to re-allocate a portion of the Leadership Funds to members who are in need of additional funds. The amount that has been re-allocated is \$200,000. Val Verde USD will receive \$100,004 and the remaining amount of \$99,996 will be split evenly between Alvord USD, Corona-Norco USD, Jurupa USD, Moreno Valley USD, Riverside CCD, and Riverside COE giving them each \$16,666 of the re-allocated leadership funds. Riverside Adult School will reduce its ongoing allocation percentage from 33.65% to 32% so that the difference in COLA funds be allocated to Val Verde Adult School. This will help to assist Val Verde Adult School with program growth and sustainability for the future. RUSD Business Services performed multiyear projections to determine if RAS was able to sustain the allocation percentage reduction and it was determined sustainable. RUSD Superintendent, Cabinet, and RAS Leadership are all supportive of the growth in the region's adult schools. Riverside USD proposed the COLA proposal during the ABOUT STUDENTS Consortium Business Meeting on April 11, 2022, and was approved by all voting members of the consortium. Corona-Norco USD will be relinquishing the task of managing the leadership funds for the ABOUT STUDENTS Consortium effective July 1, 2022. Val Verde USD has agreed to maintain the leadership funds for the ABOUT STUDENTS Consortium and those funds of \$211,581 have been added to their overall allocation for this purpose. Any leadership carryover funds will be transferred from CNUUSD to Val Verde USD.

## Member Allocations

Member Name	(2022-23)	(2021-22)	(2020-21)
Alvord Unified	\$462,495	\$412,895	\$416,621
Corona-Norco Unified	\$1,596,991	\$1,855,876	\$1,869,793
Jurupa Unified	\$1,205,848	\$1,101,336	\$1,110,143
Moreno Valley Unified	\$1,248,755	\$1,141,086	\$1,218,323
Riverside CCD	\$608,940	\$548,522	\$552,902
Riverside Co. Office of Education	\$383,710	\$339,930	\$342,234
Riverside Unified	\$2,973,112	\$2,888,539	\$2,910,717
Val Verde Unified	\$788,914	\$295,887	\$230,155
<b>Total Allocated to Members</b>	<b>\$9,268,765</b>	<b>\$8,584,071</b>	<b>\$8,650,888</b>
<b>Total CAEP Funds</b>	<b>\$9,268,765</b>	<b>\$8,799,740</b>	<b>\$8,457,219</b>
<b>Total Remaining</b>	<b>\$0</b>	<b>\$215,669</b>	<b>\$-193,669</b>

## Consortia Report on Governance Compliance of Rules and Procedures v.1

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? \*

Each ABOUT STUDENT Member provides financial expenditure and progress reports to the members of the regional consortium. The ABOUT STUDENTS Members acknowledge and agree to adhere to the ABOUT STUDENTS Fiscal Reporting Agreement as stated in the Bylaws and required by ED Code.

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? \*

Section 2 of the bylaws states "The governing board of ABOUT STUDENTS includes one officially appointed member from each of the organizations." Section-3 "Each of the organizations in Section 2 will appoint a representative to serve as a member on the ABOUT STUDENTS governing board." All members are expected to abide by the bylaws of ABOUT STUDENTS.

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

The consortium is in compliance with EC 84905. Consortium members shall participate in any decision made by the consortium.

**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 voting power and decision approval process was agreed upon when the consortium was first established, this model is stipulated in the bylaws.

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

Article III- Meetings Section- 1 All regular consortium meetings are open to the public. The agenda is posted on the ABOUT STUDENTS website. The agenda is publicized, the public may comment, and members discuss and consider any comments submitted by members in public.

**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. \***

Section-3 Notice of meetings: At least 72 hours prior to a public meeting, the agenda shall be posted at one or more locations freely accessible to the public.

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

All public comments are distributed to each member and posted on member websites. Public comments are also posted on the consortium's website.

**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. \***

Article II Section 4 of the bylaws states that "non-voting partners: The governing board welcomes the participation and values input of its non-voting partners. Other organizations serving adults in the Riverside region may be invited to participate in the consortium as a non-voting member."

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

The ABOUT STUDENTS Consortium has an approved percentage of CAEP funds that continues year to year, including any COLA adjustments upward. Each agency's allocation remains the same as the previous year per education code unless there is a statewide reduction in funding.

**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? \***

The consortium is in compliance with ed code 84905 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. Article II Section 6 of the bylaws states the process of the dismissal of members

- Failure to adhere to laws and regulations governing adult education programs and services.
- Failure to submit information for annual plans
- Failure to adhere to reporting requirements
- Failure to participate in the decision-making process for the development of regional adult education programs a
- Failure to deliver adult education programs and services in accordance with standards establishes in AB104, Se
- After mediation has been exhausted, members out of compliance with state and /or local guidelines may be dism

**16. How does the consortium monitor and administer carryover funds? \***

Budget expenditures are reviewed and discussed during monthly business meetings. Members are encouraged to adhere to current CAEP guidelines regarding carryover.

**17. What bylaws do you have that governs carryover? \***

ABOUT STUDENTS Leadership is currently revising bylaws. Carryovers will be expected to adhere to current CAEP guidelines or future legislative regulations.

**18. How does your consortium define member effectiveness? \***

ABOUT STUDENTS Consortium defines effectiveness as defined by the CAEP assurances and ED. Code 84900-84920 under “Membership and Decision Making”, “Public Meeting” and “ Reporting Requirement.”

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

Bylaws are currently being updated ABOUT STUDENTS Members who are not meeting CAEP assurances and ED Code Sections 84900-84920, are subject to being declared, by the membership, as ineffective and having their consortium membership revoked and CAEP funding redistributed to other members in good standing.

**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. \***

<https://riversideregionadulted.org/wp-content/uploads/2022/04/Amendments-to-BYLAWS-ABOUT-STUDENTS-Regional-Consortium-for-Adult-Education.pdf>

## Member Agencies

Member Agency	Member Type	Contact	Phone
<a href="#">Alvord Unified</a>	Unified School District	Craig Shiflett	(951) 509-5015
<a href="#">Corona-Norco Unified</a>	Unified School District	Thoibi Rublaitus	(951) 736-3325 ext: 29111
<a href="#">Jurupa Unified</a>	Unified School District	Annamarie Montanez	(951) 222-7739
<a href="#">Moreno Valley Unified</a>	Unified School District	Elsa Magana	(951) 571-4790 ext: 64801
<a href="#">Riverside CCD</a>	District	Lijuan Zhai	(951) 222-8620
<a href="#">Riverside Co. Office of Education</a>	County Office of Education (COE)	Ms. Lucie Gonzalez	(951) 922-7362
<a href="#">Riverside Unified</a>	Unified School District	Rachel Bramlett	(951) 788-7185 ext: 68200
<a href="#">Val Verde Unified</a>	Unified School District	John Parker	(951) 940-8542

## 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)).

<b>Alvord Unified - Member Representative</b>
<p><b>Craig Shiflett</b>  <a href="mailto:craig.shiflett@alvord.k12.ca.us">craig.shiflett@alvord.k12.ca.us</a>          (951) 509-5015</p>
<b>Approved by Craig Shiflett</b>
<b>04/29/2022 03:21 PM PDT</b>

**Corona-Norco Unified - Member Representative**

**Thoibi Rublaitus**  
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Approved by Thoibi Rublaitus

04/29/2022 04:01 PM PDT

**Jurupa Unified - Member Representative**

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Approved by Annamarie Montanez

04/29/2022 03:04 PM PDT

**Moreno Valley Unified - Member Representative**

**Elsa Magana**  
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Approved by Elsa Magana

04/29/2022 02:55 PM PDT

**Riverside CCD - Member Representative**

**Lijuan Zhai**  
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Approved by Lijuan Zhai

04/29/2022 02:00 PM PDT

**Riverside Co. Office of Education - Member Representative**

**Lucie Gonzalez**  
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Approved by Ms. Lucie Gonzalez

05/02/2022 06:26 AM PDT

**Riverside Unified - Member Representative**

**Rachel Bramlett**  
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Approved by Rachel Bramlett

04/29/2022 01:57 PM PDT

**Val Verde Unified - Member Representative**

**John Parker**  
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Approved by John Parker

04/29/2022 02:32 PM PDT



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