

California Adult Education Program : CFAD : 2023-24 Produced: May 5, 2023, 11:11 PM UTC Jill Alcorn

## 59 Sierra Joint Consortium

### Fiscal Declaration - Consortium Approved

**Consortium Name:** 59 Sierra Joint Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Roseville Joint Union High

**Narrative:** The allocations were reviewed and approved on May 5, 2023 . For fiscal year 2023-2024, we added the increase (COLA) in budget in the equivalent amount to each member agency. Thus, each member agency received the state COLA increase to their CAEP funding for FY 2023-2024, except for Roseville, which had their COLA cut. The funds will be utilized to carry out the consortium's 3-year plan and each agency's associated annual plan.

**Changes:** No Changes

### Member Allocations

Member Name	(2023-24)	(2022-23)	(2021-22)
Nevada Joint Union High	\$453,400	\$408,435	\$378,260
Placer Union High	\$2,153,820	\$1,886,265	\$1,771,282
Roseville Joint Union High	\$1,277,684	\$1,259,610	\$1,142,263
Sierra Joint CCD	\$34,557	\$31,161	\$28,833
Tahoe-Truckee Unified	\$195,786	\$176,431	\$163,368
<b>Total Allocated to Members</b>	<b>\$4,115,247</b>	<b>\$3,761,902</b>	<b>\$3,484,006</b>
<b>Total CAEP Funds</b>	<b>\$4,115,247</b>	<b>\$3,805,834</b>	<b>\$3,571,539</b>
<b>Total Remaining</b>	<b>\$0</b>	<b>\$43,932</b>	<b>\$87,533</b>

### 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? \***

Funds will be reported and evaluated in NOV

**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? \***

Each member voting representative is approved by their respective governing board.

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

We meet monthly to discuss items on the agenda. All members can contribute to the agenda.

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

1 member = 1 vote

**7. How will decisions be approved? \***

by consensus

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

This was decided at a meeting several years ago.

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

Decisions are made at consortium meetings.

**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. \***

We post the agenda on site 72 hours prior.

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

We post the minutes publicly after they are approved.

**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. \***

We have a public comment time during each meeting where any member of the public may comment.

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

We follow CAEP guidelines and divide the payments equally throughout the year.

**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? \***

This would be agendized at a meeting, discussed, and voted on\

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

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? \***

As to the question of technical support for a member that has more than one year of carryover, we have been in discussion about this as reflected in board minutes. I would simply state that as a consortium we are still in discussion about the technical support that we as a consortium will be able to provide and will also look for guidance from CAEP/TAP if we are not able to come to an agreement.

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

We have reinstated the consortium data team to look at consortium-wide data and ensure that we are aligned in measuring the same data points, and then member effectiveness is based on this data. This information is shared in our consortium share drive and will be used to ensure that funding and support are going to serve the students of our consortium.

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

The documentation of our data is being recorded and added to our shared drive and further discussions on a consortium level will ensue based on the data and member effectiveness. The fact that we reinstated a consortium data team to look at member effectiveness based on all of our data is recorded as part of our consortium conversations.

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

No

**20.1 (No) If no, could you please address why not? \***

We were to have discussed this on May 8

## Member Agencies

Member Agency	Member Type	Contact	Phone
Nevada Joint Union High	High School District	Karla Aaron Nevada Union Adult Education	(530) 477-1225 ext: 2302
Placer Union High	High School District	Randy Ittner	(530) 885-8585
Roseville Joint Union High	High School District	Lisa Voss	
Sierra Joint CCD	District	Jill Alcorn	(916) 781-6281
Tahoe-Truckee Unified	Unified School District	Dr. Todd Wold	(530) 582-2591

## 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)).

### Nevada Joint Union High - Member Representative

#### Karla Aaron

School Principal

kaaron@njuhsd.com

(530) 477-1225 ext: 2302

#### Kayla Wasley

Chief Business Official

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Approved by Karla Aaron Nevada Union Adult Education

05/05/2023 03:53 PM PDT

**Placer Union High - Member Representative**

**Randy Ittner**

Principal  
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**Steven Casperite**

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Approved by Steven Casperite

05/05/2023 03:56 PM PDT

**Roseville Joint Union High - Member Representative**

**Lisa Voss**

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Approved by Lisa Voss

05/05/2023 03:51 PM PDT

**Sierra Joint CCD - Member Representative**

**Jill Alcorn**

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Approved by Jill Alcorn

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**Tahoe-Truckee Unified - Member Representative**

**Todd Wold**

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Approved by Dr. Todd Wold

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