

## 69 Yosemite (Stanislaus Mother Lode) Consortium

### Fiscal Declaration - Consortium Approved

**Consortium Name:** 69 Yosemite (Stanislaus Mother Lode) Consortium

**Funding Channel:** Fiscal Agent

**Fiscal Agent:** Yosemite CCD

**Narrative:** Current CFAD allocation follows the Adult Education Stanislaus Mother Lode Consortium approved governance document, current annual plan and CAEP 3-year plan. Through Modesto Junior College, YCCD continues to act as central fiscal agent and provides pass through funding per CAEP guidelines. The MJC Central Office also acts as a single point of contact for communication with the CAEP TAP on data and fiscal matters. For the 2023-24 CFAD allocation, the consortia voted on April 24, 2023 to apply COLA increases as follows - 50% of increase to YCCD line item to be held for Consortium Wide efforts and 50% of increase as a proportion distribution across the member school sites.

**Changes:** No Changes

### Member Allocations

Member Name	(2023-24)	(2022-23)	(2021-22)
Big Oak Flat-Groveland Unified	\$103,055	\$51,439	\$47,639
Calaveras Co. Office of Education	\$128,037	\$123,036	\$113,947
Ceres Unified	\$768,981	\$738,943	\$684,356
Columbia College	\$156,556	n/a	n/a
Modesto City High	\$531,697	\$510,928	\$473,186
Modesto Junior College	\$626,228	n/a	\$0
Newman-Crows Landing Unified	\$130,786	\$125,677	\$116,393
Patterson Joint Unified	\$409,792	\$393,785	\$364,695
Riverbank Unified	\$114,121	\$109,663	\$101,562
Sonora Union High	\$104,065	\$90,426	\$83,747
Stanislaus Co. Office of Education	\$301,952	\$290,157	\$268,723
Summersville Union High	\$67,309	\$64,680	\$59,902
Tuolumne County Superintendent of Schools	\$206,364	\$198,303	\$183,654
Turlock Unified	\$1,373,354	\$1,319,708	\$1,222,219
Waterford Unified	\$131,196	\$126,071	\$116,758
Yosemite CCD	\$201,306	n/a	\$696,641
<b>Total Allocated to Members</b>	<b>\$5,354,799</b>	<b>\$4,142,816</b>	<b>\$4,533,422</b>
<b>Total CAEP Funds</b>	<b>\$5,354,799</b>	<b>\$4,952,188</b>	<b>\$4,647,321</b>
<b>Total Remaining</b>	<b>\$0</b>	<b>\$809,372</b>	<b>\$113,899</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? \***

Resources are reported through the NOVA system by member school sites. In accordance to the consortia's governance document, the MJC CAEP Office monitors spending thresholds and communicates this information at scheduled Consortium meetings. The evaluation of funds is discussed and re-allocation and/or corrective plans will be presented, discussed and approved at meetings.

**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? \***

CAEP Consortium designees are assigned by CEO and/or directly via school and/or agency boards. The MJC CAEP Office monitors communication from sites that these standards are adhered to.

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

Consortium members are invited to attend monthly meetings. A calendar for meetings is discussed and voted on for approval, prior to the new academic year beginning. Members are sent outlook calendar invites to these meetings. The MJC CAEP Office communicates with members on the agenda leading up to the meeting. Through these levels of communication all members are fully aware of meeting agendas and meeting minutes that archive the decision made and associated discussions.

**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 governance document was created early in the stages of the Adult Education consortium. The document is reviewed periodically at Consortium meetings and updated, as needed.

**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 CAEP meetings are open to the public and announced and posted. Meetings are held both in person and via Zoom.

**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. \***

CAEP meetings are posted at least 72 hours prior to meeting date. All CAEP consortium meetings are open to the public. CAEP meetings are primarily scheduled on the 3rd Monday afternoon of each month, beginning August and ending in May. The third Monday of each month has been the format for meetings for the Stanislaus Mother Lode Consortium for well over 4 years.

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

All meetings have an open agenda spot for public comments. Comments maybe submitted and read by the Consortium Chair and/or be presented directly to the Consortium. In addition, members of the public or agencies may request to be on the agenda by contacting the MJC CAEP Office that organizes each agenda through communication with consortium members.

**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. \***

The Consortium through its members and/or the MJC CAEP Office solicits information from the community, agencies and/or research groups as needed. Entities may provide information during public comment, be requested to presented information as an agenda item and/or ask to provide information to be distributed to the CAEP Consortium membership to review in preparation for an upcoming meeting.

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

YCCD follows the distribution of funds schedule pursuant 84913. 45 days or less disbursement from receipt of resources from the state.

**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? \***

Members may request to join the consortium if they serve as an adult school, a provider of adult learning (i.e. non profits, etc.). Consortium members may also opt out. In both of these cases a formal email and/or letter to join or leave is asked of requestor. Such request will be added to the monthly agenda for discussion and action, as appropriate. Dismissal of members will occur due lack of meeting and active workplan participation. Such action will be placed on the agenda for review, discussion and action from the Consortium.

**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? \***

The Consortium will offer work plan planning and accounting support to sites that are not meeting carryover targets. 2 meetings will be held each year to monitor progress.

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

Implementation of workplan targets for the academic year and spend down of 80% minimum of resources for the Academic Year.

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

No n-existent in the current document. To be added during this year's review.

**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://www.mjc.edu/instruction/teched/ab86consortium/ab86\\_meetings\\_resources.php](https://www.mjc.edu/instruction/teched/ab86consortium/ab86_meetings_resources.php)

## Member Agencies

Member Agency	Member Type	Contact	Phone
Big Oak Flat-Groveland Unified	Unified School District	Diana Harford Tuolumne County Superintendent of Schools Office	(209) 536-2074
Calaveras Co. Office of Education	County Office of Education (COE)	Jessica Dorris	(209) 736-6051
Ceres Unified	Unified School District	Emily Harry	(209) 556-1554
Modesto City High	High School District	Antony Little	
Newman-Crows Landing Unified	Unified School District	Rick Gonzalez	(209) 862-2309
Patterson Joint Unified	Unified School District	Marcos Huerta	(209) 892-4720 ext: 23011
Riverbank Unified	Unified School District	Armando Nunez Riverbank Unified School District	(209) 869-0468
Sonora Union High	High School District	Ed Pelfrey Sonora Union High School District	(209) 533-8510
Stanislaus Co. Office of Education	County Office of Education (COE)	Mary Medina	
Summerville Union High	High School District	Cindy Jensen	(209) 928-3498 ext: 6227
Tuolumne County Superintendent of Schools	County Office of Education (COE)	Colleen Whitlock	(209) 536-2075
Turlock Unified	Unified School District	Dr. Jessie Ceja	(209) 667-0643
Waterford Unified	Unified School District	Tonya Bibbins	(209) 874-9017
Yosemite CCD	District	Pedro Mendez	(209) 575-6332
Modesto Junior College	College	Pedro Mendez	(209) 575-6332
Columbia College	College	Sean Osborn Columbia College	(209) 588-5160

## 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)).

**Big Oak Flat-Groveland Unified - Member Representative**

**Diana Harford**  
Deputy Superintendent  
dharford@tcsos.us  
(209) 536-2074

Approved by Diana Harford Tuolumne County Superintendent of Schools Office

05/01/2023 07:46 AM PDT

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

**Jessica Dorris**  
Director of Curriculum and Instruction  
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Approved by Jessica Dorris

05/01/2023 08:03 AM PDT

**Ceres Unified - Member Representative**

**Emily Harry**  
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Approved by Emily Harry

05/01/2023 09:14 AM PDT

**Columbia College - Member Representative**

**Sean Osborn**  
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Approved by Sean Osborn Columbia College

05/02/2023 04:06 PM PDT

**Modesto City High - Member Representative**

**Antony Little**

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Approved by Antony Little

05/01/2023 08:06 AM PDT

**Modesto Junior College - Member Representative**

**Pedro Mendez**

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Approved by Pedro Mendez

05/01/2023 12:32 AM PDT

**Newman-Crows Landing Unified - Member Representative**

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Approved by Rick Gonzalez

05/02/2023 01:06 PM PDT

**Patterson Joint Unified - Member Representative**

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Approved by Corrin Rivera Patterson High School

05/02/2023 11:52 AM PDT

**Riverbank Unified - Member Representative**

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Approved by Armando Nunez Riverbank Unified School District

05/03/2023 12:44 PM PDT

**Sonora Union High - Member Representative**

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Approved by Ed Pelfrey Sonora Union High School District

05/01/2023 01:12 PM PDT

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

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Approved by Kevin Fox Director I, Career and Technical Education

05/02/2023 01:02 PM PDT

**Summerville Union High - Member Representative**

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**Jennifer Osterhout**

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Approved by Jennifer Osterhout

05/02/2023 12:41 PM PDT

**Tuolumne County Superintendent of Schools - Member Representative**

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05/02/2023 12:39 PM PDT

**Turlock Unified - Member Representative**

**Jessie Ceja**

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Approved by Dr. Jessie Ceja

05/01/2023 10:42 AM PDT

**Waterford Unified - Member Representative**

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Approved by Tonya Bibbins

05/01/2023 12:58 PM PDT

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Approved by Pedro Mendez

05/01/2023 12:32 AM PDT



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