

## Consortia Report on Governance Compliance of Rules and Procedures

*Download and save this Word document, open it and fill in the various fields, print the completed form, sign, scan and email to the AB86 inbox: [ab86@cccco.edu](mailto:ab86@cccco.edu). Due by October 31, 2015 or sooner so that we can accept your 15-16 annual plan, consortium allocation schedule, budget, and 1<sup>st</sup> Quarter expenditure report.*

Consortium Name:

Barstow Area Consortium for Adult Education

Planning Grant Fiscal Agent Name (for tracking purposes only):

Barstow Unified School District

Consortium Point Person (or person submitting this document):

Name:

Claire A. Ellis

Consortium Role: E-

Project director

Mail:

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1. Have all community college districts, school districts, or county offices 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 been allowed to join the consortium as a member?

Yes. We are all members. (See organizational chart attached.)

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? How will the available funds be reported and evaluated?

Yes. The budget report is presented at each Leadership Team meeting, and available on-line through the BUSD website. Reports are submitted to the Chancellor's Office.

3. How will you assure that each member of the consortium is represented only by an official designated by the governing board of the member?

The minutes of the board meetings are available on-line, and the superintendent of each district will submit the names to the board.

4. How will you assure that all members of the consortium shall participate in any decision made by the consortium?

Decisions are made by consensus at meetings, and if a member is absent, he/she is contacted for input,

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

e.g. 1 member = 1 vote

e.g. 1 institution = 1 vote (thus giving districts with multiple institutions multiple votes)

e.g. Other (e.g., votes proportionate to adult students served)

Each individual has a voice - consensus

6. How will decisions be approved?

e.g. by majority vote of 51%, or 50% +1 vote, or  $\frac{2}{3}$  of votes

e.g. by consensus

consensus

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

We designed our organizational chart that was approved by each member, and discussed the plan with each team and superintendent.

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

We have designed a webpage where we announce meetings. The public is invited to attend.

9. Describe how will you provide the public with adequate notice of a proposed decision and consider any comments submitted by members of the public?

The plan is published on-line, the minutes and the agenda are also published on the website.

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

The minutes are published on the website.

11. 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. Such entities will include but not necessarily be limited to, local public agencies, departments, and offices, particularly those with responsibility for local public safety and social services; workforce investment boards; libraries; and community-based organizations.

We intend to ask a member of WIOA to participate on our leadership team, and will continue to increase participation of those entities.

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

We will have the Executive Team approve the distribution after they have reviewed the plan proposed by the Leadership Team.

13. 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?

Barstow Unified School District is the fund administrator. Once we determine the priorities of the plan, some of the funds will remain with BUSD to pay for conferences, training, and items that all districts will use, and the remainder will be allocated to the individual district, based on the process approved by the Executive Team.

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

The Leadership Team can suggest new members, and approve them. Members are mostly positional, so if they leave the district, they submit a letter resigning from the group. When the new employee arrives, they are invited to join the group. We have never had a situation where a member needed to be dismissed, but in that situation, it would be discussed with the superintendent, and the legal team would draft a letter dismissing the individual from the group.

15. Does the consortium have a formal document detailing its working beyond the questionnaire?  
(Please provide a link)

No.

## Consortium Member Signature Block

Name:

M. Scott Godfrey, Assistant Superintendent, Ed. Services

Consortia Member:

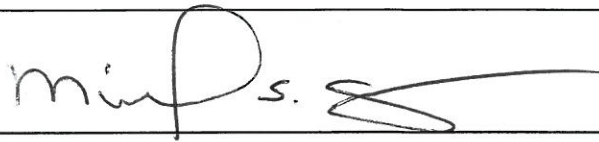
Barstow Unified School District

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Date:

Signature Box:

Handwritten signature of M. Scott Godfrey in black ink.

Name:

Jeffry Youskievicz, Assistant Superintendent, Ed. Services

Consortia Member:

Silver Valley Unified School District

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Date:

10/26/15

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Name: Stephen Eaton

Consortia Member: Barstow Community College

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Date: 10.23.2015


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Name: Bryan Verley, Business Manager

Consortia Member: Baker Valley School District

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Date: 10-20-15

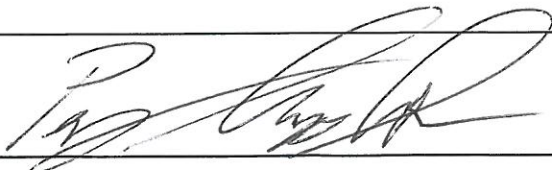
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Name: Penny Sghreve-Smith, Dean

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Date: 10-20-15

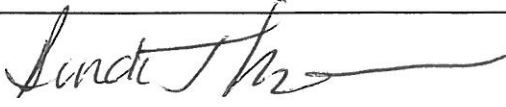
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Name: Sandi Thomas, Dean, Career Ed & Workforce Development

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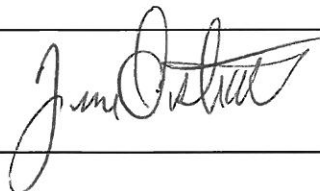
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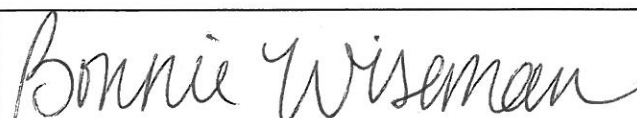
Signature Box: 

Name: Bonnie Wiseman, instructor

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Name:

Marcia Price, Member, Board of Trustees

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Marcia Price

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Michael Cox, Principal, Alternative Education

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Date:

10/20/15

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Michael Cox

Name:

Consortia Member:

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# Barstow Area Regional Consortium for Adult Education

## AB 86 Organizational Chart

(Approved 9/16/2014)

