

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. Due by October 31, 2015 or sooner so that we can accept your 15-16 annual plan, consortium allocation schedule, budget, and 1st Quarter expenditure report.

Consortium Name:

Partnership for Adult Academic and Career Education

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

Cerritos CCD

Consortium Point Person (or person submitting this document):

Name:

Graciela Vasquez

Consortium Role:

AB 86 Project Director

E-Mail:

gvasquez@cerritos.edu

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, PAACE consortium members, Cerritos College, Norwalk La Mirada Unified School District, ABC Unified School District, Downey Unified School District, and Bellflower Unified School District are within our region and are approved members of our consortium by their districts and formal resolution.

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, all members understand that any funds for the purposes of education and workforce services for adults need to be reported. All members will report funds on a quarterly basis and be reported at public and scheduled PAACE consortium meetings. In addition, any reporting required by the state will be submitted by each member and reviewed by the consortium members. Evaluation and review of funds will be done by all consortium members and at quarterly consortium meetings.

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?

Our consortium will have on file a copy of each member's governing board minutes reflecting their official designee(s) with listen name and/or position for our Adult Education consortium.

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

The PAACE consortium of five (5) members will convene regular meetings to review activities, provide

input and participate in decision making. Each member designee or alternative designee will be required to participate in scheduled meetings which will be coordinated by the members, and all decisions will require a majority rule.

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)

The relative voting power of each member shall be 1 member equaling 1 vote.

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

Our discussion and participation in decision making will strive for consensus but in the event the members cannot come to consensus agreement, consortium decisions will be arrived at by a majority. Quorum is 50% plus any member can designate a proxy vote and would be acceptable only under the following conditions: 1. sufficient notice is provided in writing to all members 10 working days prior to the vote. 2. exigent and unanticipated circumstances must be apparent.

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

The PAACE consortium decision making model was determined by ample discussion and agreement from all members, partners and constituent groups. PAACE members also reviewed other decision making models and was provided expertise and input from consultants (WestEd) that were assisting in the planning and development of the PAACE regional consortium.

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

Consortium meeting locations, time, minutes and agendas will be emailed directly to each consortium member, partners, participants and community organization. The PAACE consortium website will post all meeting schedules, minutes and other relevant information. Multiple communication delivery systems will be utilized. The PAACE website also provides an avenue for public review and comments of all consortium activities.

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?

A PAACE meeting calendar for 2015-2016 academic year will be posted on the website every July of the preceding year. The members will review the meeting calendar every June and September meetings. Each member will publicly post the calendar, meeting announcements and agenda on their respective community boards.

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

Consortium meeting minutes will be distributed similarly as the meeting notifications were published and will include public comments/discussions.

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.

Similar to soliciting and considering public input, other entities, as listed above, will be included in the same notification and presorting process to ensure their involvement and consortium participation.

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

By consortium consensus; reference to adult education program areas – per Section 84913; and our consortium work plan, the membership will collectively decide the distributive schedule.

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?

Yes, the fund administrator for our consortium will remain the same as for our planning phase – Cerritos CCD

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

The PAACE consortium consensus will manage member who join based on members wishes to provide services consistent with the Adult Education plan and member provides services that address the needs identified in the Adult Education plan. The PAACE consortium consensus will manage members who leave or are to be dismissed based if the member does not perform in the consortium and the needs are not being met. Member may also forfeit their membership if they no longer want to continue with the consortium.

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

Yes, PAACE has a formal website with additional information. See attached link:

<http://paace.net/wp-content/uploads/2015/01/PAACE-plan-2.pdf>

Consortium Member Signature Block

Name:

Graciela Vasquez

Consortia Member:

Cerritos CCD

Email:

gvasquez@cerritos.edu

Date:

10/30/2015

Signature Box:



Name:

Patrick Dixon

Consortia Member:

Bellflower USD

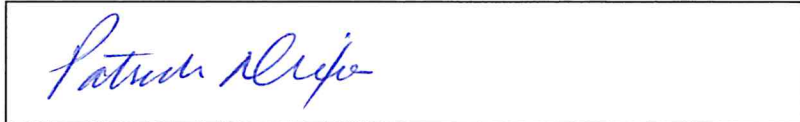
Email:

pdixon@busd.k12.ca.us

Date:

10/30/2015

Signature Box:

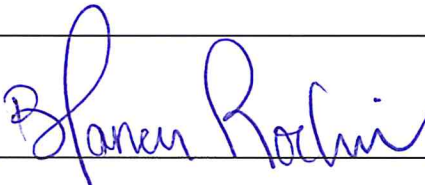


Name: Blanca Rochin

Consortia Member: Downey Adult School

Email: brochin@das.edu

Date: 10/30/2015


Signature Box: 

Name: PaoLing Guo

Consortia Member: ABC Adult School

Email: Paoling.guo@abcusd.us

Date: 10/30/2015

Signature Box: 

Name: Sharon Renfro Todd

Consortia Member: Norwalk La Mirada Adult School

Email: stodd@nlmusd.k12.ca.us

Date: 10/30/2015

Signature Box: 