

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:

Tri City Consortium

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

Paramount Unified School District

Consortium Point Person (or person submitting this document):

Name:

Jerry King, Principal, Paramount Adult School

Consortium Role:

Member Representative

E-Mail:

jking@paramount.k12.ca.us

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, all required, applicable entities are allowed to join the consortium as a member. Currently, the Compton College District and all three K-12 school districts - Compton USD, Lynwood USD and Paramount USD - have joined the consortium as members. The county office of education (Los Angeles COE) shortly will be extended an invitation to join the consortium as a member

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 are committed to reporting any funds available to that member, and the use of those funds, for the purposes of education and workforce services for adults. In qualitative discussions, each member will present a summary of related resources and their uses so that the consortium can assess the potential to leverage such resources.

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 members of the consortium shall be represented pursuant to the requirements of AB 104 designating one official voting representative for a total of four official designated representatives. Each school district (Compton, Lynwood, and Paramount Unified School Districts) is designating one official voting representative and the Compton College District will designate one official voting representative with two votes.

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

All decisions made by the consortium, and each member's participation in those decisions, shall be pursuant to the requirements of the consortium's bylaws. All members shall participate in any decision made by the consortium.

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)

Currently, the consortium member's relative voting power will be one vote for each member with the exception of CCCD having two votes.

6. How will decisions be approved?

e.g. by majority vote of 51%, or 50% +1 vote, or ⅔ of votes

e.g. by consensus

Consortium decisions will be approved by a simple majority of the members.

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

The consortium members decided upon the consortium's decision-making model after deliberations and analysis of the possible options. The consortium reached a consensus on proceeding with the selected model.

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 decisions shall be pursuant to the requirements of AB 104 and the Ralph M. Brown Act, requiring the consortium's decisions to be considered in open, properly noticed public meetings at which public comment may be made.

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?

Public notice of agendas, minutes, proposed consortium decisions and consideration of submitted public comments shall comply with the applicable provisions of the Ralph M. Brown Act, requiring proper public notice and consideration of public comments for consortium decisions. Notices will be posted in an accessible public area as well as on the consortium’s website. Consortium agendas will include opportunities for public comment.

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

Distribution of public comments shall be pursuant to the requirements of the consortium’s bylaws including, without limitation, posting submitted public comments on the consortium’s website in compliance with the applicable provisions of the Ralph M. Brown Act.

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.

The consortium will establish a targeted list of related entities so that the consortium can solicit, consider and respond to comments and input related to the consortium’s decisions on policy and fiscal matters.

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

Pursuant to the consortium’s bylaws and in keeping with the recent “Allowable Uses” guidance document, the consortium will review, analyze, solicit public input and recommend for approval by the consortium a distribution schedule of funds to be used for support of the programs set forth in AB 104. Expenditures will be “reasonable and justifiable” and will be consistent with the AB 86 Regional Plan, AEBG program goals and activities as identified in the AB 104 Budget language. The distribution schedule will evolve from the spirit and letter of the three-year plan and the details outlined in the annual plan. Both the plans and distribution schedule will be posted for public comment and ultimately approved by a vote of the consortium. The plans and schedule will then be submitted to Sacramento for feedback and/or approval.

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?

The consortium has designated Paramount Unified School District to serve as the fund administrator to receive and distribute funds from the program. Paramount Unified School District previously served as the fund administrator for the two-year planning and implementation grants provided to

the consortium under Education Code section 84930.

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

Pursuant to the consortium’s bylaws, any community college district, K-12 district, County Office of Education or Joint Powers Authority within the boundaries of the consortium’s region described in AB 104 (a) shall be permitted to join the consortium as a member. An entity seeking to join the consortium shall provide approval of a designee from the entity’s governing board.

Pursuant to the consortium’s bylaws and AB 104, a consortium member may be dismissed from the consortium. In determining whether to dismiss a member, the consortium shall consider, without limitation, the items set forth in AB 104 regarding whether the member in question no longer intends to provide services consistent with the consortium’s adult education plan, cannot provide services that address the needs identified in the consortium’s adult education plan, or has been consistently ineffective in providing services that address the needs identified in the consortium’s adult education plan and reasonable interventions/efforts to cure the ineffectiveness have not resulted in improvements. Any member dismissed from the consortium may, upon written request, seek approval of the consortium to rejoin the consortium at a later time.

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

At this time the Three-Year Plan, Annual Plan, Expenditures and Allocation Schedule are being developed. These documents will serve to detail working beyond this questionnaire. Currently, the AB 86 Tri City Regional Adult Education Plan submitted in March 2015 serves as the frame of reference for developing further implementation plans and schedules. The March 15th plan is posted on the AEBG Website. Until plans and schedules are finalized, the consortium’s work is based on a work plan with timelines.

Consortium Member Signature Block

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Consortia Member:

Email:

Date:

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