

# CONSORTIUM FISCAL ADMINISTRATION DECLARATION

## SOUTH BAY ADULT EDUCATION CONSORTIUM (EL CAMINO)

### CONSORTIUM INFORMATION

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#### Organizational Information

<b>Consortium Name</b>	15 South Bay (El Camino)
<b>Long Name</b>	South Bay Adult Education Consortium (El Camino)
<b>Short Name</b>	SBAEC
<b>Address</b>	13430 Hawthorne Blvd. Hawthorne, CA 90250
<b>Website</b>	<a href="http://www.southbayadulthoodeducationconsortium.org">www.southbayadulthoodeducationconsortium.org</a>

#### Reporting Period

<b>Start Date</b>	07/01/2016
<b>End Date</b>	06/30/2017

#### 2015 - 16 Grant Period

<b>2015 - 16 Grant Number</b>	15-328-13
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#### Consortium Administration

<b>Primary Contact(s)</b>	<b>Becka, Roberta (Bobby)</b> <i>Director of Grants Development</i> (310) 973-3134 <a href="mailto:rbecka@elcamino.edu">rbecka@elcamino.edu</a>
	<b>Hutcherson, Jennifer</b> <i>Project Specialist Grants Development and Management</i> (310) 973-3175 <a href="mailto:jhutcherson@elcamino.edu">jhutcherson@elcamino.edu</a>

## MEMBERS

Member Name	Contact(s)	District / LEA Code
Redondo Beach Unified School District	<b>Taranto, Anthony</b> Director, South Bay Adult School (310) 937-3340 <a href="mailto:ataranto@rbusd.org">ataranto@rbusd.org</a>	75341
Torrance Unified School District	<b>Diulio, Wayne</b> Director, Torrance Adult School (310) 972-6500 <a href="mailto:diulio.wayne@tusd.org">diulio.wayne@tusd.org</a>	65060
Inglewood Unified School District	<b>Tate, Debra</b> Principal, ICAAS (310) 330-5220 <a href="mailto:dtate@inglewood.k12.ca.us">dtate@inglewood.k12.ca.us</a>	64634
Centinela Valley Union High School District	<b>Martinez, Michael</b> Principal, Centinela Valley Union Adult Education (424) 255-4066 <a href="mailto:martinezm@centinela.k12.ca.us">martinezm@centinela.k12.ca.us</a>	64352
Southern California ROC	<b>St. Gean, Laurie</b> Superintendent (310) 224-4222 <a href="mailto:drstgean@scroc.k12.ca.us">drstgean@scroc.k12.ca.us</a>	40196
El Camino Community College District	<b>Hutcherson, Jennifer</b> Project Specialist Grants Development and Management (310) 973-3175 <a href="mailto:jhutcherson@elcamino.edu">jhutcherson@elcamino.edu</a>  <b>Ely, Janice</b> Business Manager (310) 660-3593 <a href="mailto:jely@elcamino.edu">jely@elcamino.edu</a>  <b>Becka, Roberta (Bobby)</b> Director of Grants Development (310) 973-3134 <a href="mailto:rbecka@elcamino.edu">rbecka@elcamino.edu</a>  <b>Anaya, Jose</b> Dean, Community Advancement (310) 973-3165 <a href="mailto:janaya@elcamino.edu">janaya@elcamino.edu</a>	00720

## FISCAL MANAGEMENT

### Funding Channel

The consortium has chosen direct funding

### Rationale

Consortium members feel that direct funding will:

1. Eliminate lag time to receive funds
2. Make it easier for the accounting departments at adult schools
3. Create a more realistic and definite idea of funds for each member
4. Eliminate duplication of labor between accounting systems
5. Increase control of funds at adult schools

Previously, the adult schools were worried about the sweeping of funds by the school district. They now feel that the legislation of AB104 will prevent this from occurring.

### Approach

Block grant expense information will be collected and rolled up by the consortium manager. Each member will be held responsible for accurate and timely reporting of block grant expenses to the consortium manager.

Consortium Manager's fiscal responsibilities:

1. Collect and maintain detailed quarterly expense reports from each member institution.
2. Roll up and report expenditures to the Chancellor's office and or the State as required.
3. Complete any other financial reports required by the Chancellor's office or the State.

Members' fiscal responsibilities:

1. Provide a quarterly expense report showing total spent by object code and a short narrative showing how funding is consistent with the adult education plan.
2. Maintain detailed accounting records of all funds spent on adult education including block grant funds; State distributed maintenance of effort funds; fees charged; plus any additional funding from programs such as: Adult Perkins, WIOA, CalWorks, LCFF, CCD Apportionment and/or other sources.
3. Comply with the reporting needs of the Chancellor's Office, the other members of the consortium and audits.

**Certifying Official / Coordinator**

Becka, Roberta (Bobby)

**Certifying Official / Coordinator's Email**

[rbecka@elcamino.edu](mailto:rbecka@elcamino.edu)

## ALLOCATION SCHEDULE

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**15-16 AEBG Funds**

<b>15-16 AEBG Entitlements</b>	\$9,652,977
<b>15 - 16 Member Allocations</b>	\$0

**16-17 AEBG Funds**

<b>16-17 AEBG Entitlements</b>	\$9,720,959
<b>16 - 17 Member Allocations</b>	\$9,720,959

## MEMBER ALLOCATIONS

#	Member Name	Consortium Allocations (15-16)	Consortium Allocations (16-17)
1	Redondo Beach Unified School District	\$3,466,147	\$3,678,777
2	Torrance Unified School District	\$4,351,957	\$4,678,348
3	Inglewood Unified School District	\$1,009,654	\$735,621
4	Centinela Valley Union High School District	\$556,745	\$357,837
5	Southern California ROC		\$0
6	El Camino Community College District	\$268,474	\$270,376
<b>Grand Total</b>		<b>\$9,652,977</b>	<b>\$9,720,959</b>

### Funding Changes

The AB104 Block Grant Member Allocation Forms do not have a mechanism to report a portion of the dollars being spent over multiple years. Therefore, the original submission was a rough estimate of the expected allocations over a three year period 2015 through 2018. During 2015-16, the consortium began the first steps of implementation. The participating schools have been operating on MOE dollars and agreed to use the consortium funds after MOE funds were exhausted. As a result, approximately 30% of Consortium funds are expected be expended in 2015-16. As far as Inglewood and Centinela are concerned, what looks like a reduction in funding is not because the 2015-16 allocation amounts listed on the CFAD are the accumulation of MOE for 2015-16 plus *three years* of estimated Consortium allocations. The actual expenditures for Inglewood and Centinela's adult school programs for 2015-16 have not been rolled up yet, but are *\*estimated\** to be as follows:

#### 2015-2016 Estimated Expenditures

Inglewood \$ 735,621 funded by: 701,489 MOE and 34,132 Consortium

Centinela \$ 357,837 funded by: 309,085 MOE and 48,752 Consortium

#### 2016-17 Estimated Expenditures

Inglewood \$ 870,621 funded by: 735,621 direct funding and \$ 135,000 from 2015-16 consortium funding

Centinela \$ 407,837 funded by: 357,837 direct funding and \$ 50,000 from 2015-16 consortium funding

As shown, both Inglewood and Centinela will receive an increase in funding from 15-16 to 16-17.

The increases in funding between 2015-16 and 2016-17 were calculated using actual increased operating costs over MOE (which were based upon 2012-13 expenses) specifically increases in STRS/PERS, pay increases, COLA and other actual costs the schools experienced since the 2012-13 school year. The consortium refers to the additions to the Maintenance of Effort (MOE), as the Maintenance of Capacity (MOC) – the additional cost to operate at the same level 3 years later.

Since the Chancellor's Office Allocation tables require 15-16 allocation amounts to equal the \$9,652,977 that was allocated to the consortium, there is no way to report a smaller amount, i.e. closer to \$ 8,500,000, that will be actually expended in 2015-16. The remaining funds are currently retained by the fiscal agent and will be allocated to members to fill gaps, hire personnel and grow ESL and ABE programs over the 16-17 and 17-18 program years.

### Consensus and Approval Process

The adult school members each contacted their respective accounting offices to obtain the additional costs that will be required to operate in 2015-16 over the amount allocated for MOE. The consortium met and discussed each adult school's increases in pay (COLA increases), additional costs associated with retirement programs, and decrease in fees collected. Each adult school offered their requirements for funds. When tallied, there was approximately \$2,500 remaining. The \$2500 was split between Centinela Valley and Inglewood Unified.

## OTHER RULES AND PROCEDURES

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### Additional Information

no additional information at this time

### Supplementary Documentation

[cfadsignaturepages.pdf](#)

## SIGNATURE BLOCKS

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### Torrance Unified School District

Signature:



Diullo, Wayne

### Southern California ROC

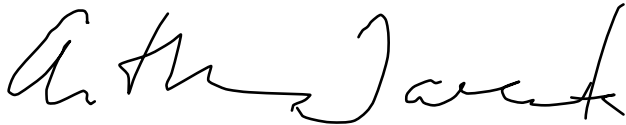
Signature:

See Attached ☺

St. Gean, Laurie

### Redondo Beach Unified School District

Signature:



Taranto, Anthony

### Inglewood Unified School District

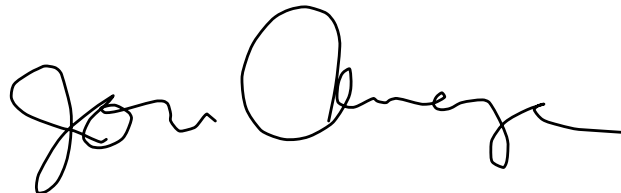
Signature:



Tate, Debra

### El Camino Community College District

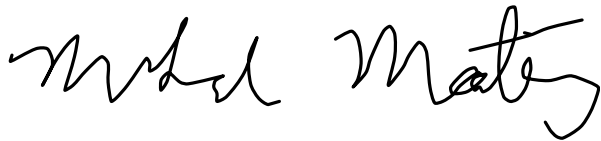
Signature:



Anaya, Jose

### Centinela Valley Union High School District

Signature:



Martinez, Michael