

# CONSORTIUM FISCAL ADMINISTRATION DECLARATION

## LASSEN COUNTY AB86 CONSORTIUM

### CONSORTIUM INFORMATION

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#### Organizational Information

<b>Consortium Name</b>	25 Lassen
<b>Long Name</b>	LASSEN COUNTY AB86 CONSORTIUM
<b>Short Name</b>	LASSEN
<b>Address</b>	P.O.BOX 3000 ADMIN # 108 SUSANVILLE, CA 96130
<b>Website</b>	<a href="#">N/A</a>

#### Reporting Period

<b>Start Date</b>	07/01/2016
<b>End Date</b>	06/30/2017
<b>2015 - 16 Grant Period</b>	
<b>2015 - 16 Grant Number</b>	15-328-21

#### Consortium Administration

<b>Primary Contact(s)</b>	<b>Broglio, Paige</b> <i>Coordinator of Special Grant Programs</i> (530) 251-8997 <a href="mailto:pbroglio@lassencollege.edu">pbroglio@lassencollege.edu</a>
	<b>Hall, Marlon R.</b> <i>Superintendent/President of Lassen Community College</i> (530) 251-8820 <a href="mailto:mhall@lassencollege.edu">mhall@lassencollege.edu</a>

# MEMBERS

Member Name	Contact(s)	District / LEA Code
Shaffer Elementary School District	<b>Daniels, Terri</b> Superintendent (530) 254-6577 <a href="mailto:tdaniels@shafferresd.org">tdaniels@shafferresd.org</a>	64089
Long Valley Charter School	<b>Sherman, Kathi</b> Counselor (530) 257-7300 <a href="mailto:ksherman@longvalleycs.org">ksherman@longvalleycs.org</a>	64162
Modoc Joint Unified School District	<b>O'Malley, Tom</b> Superintendent (530) 233-7201 <a href="mailto:tomalley@modoc.k12.ca.us">tomalley@modoc.k12.ca.us</a>	73585
Surprise Valley Joint Unified School District	<b>Anderson, Janelle</b> Superintendent (530) 279-6141 <a href="mailto:janderson@svusd.org">janderson@svusd.org</a>	65896
Modoc County Office of Education	<b>Martin, Mike</b> Superintendent County Office of Education (530) 233-7101 <a href="mailto:mmartin@modoccoe.org">mmartin@modoccoe.org</a>	10256
Fort Sage Unified School District	<b>Condon, Pat</b> Superintendent (530) 827-2129 <a href="mailto:pcondon@fortsage.org">pcondon@fortsage.org</a>	75036
Westwood Unified School District	<b>Pettengill, Pam</b> Board Member (530) 256-3111 <a href="mailto:ppettengill@westwoodusd.org">ppettengill@westwoodusd.org</a>	64204
Lassen Union High School District	<b>McCabe, Bill</b> Superintendent (530) 257-5134 <a href="mailto:bill.mccabe@lassenhigh.org">bill.mccabe@lassenhigh.org</a>	64139
Big Valley Joint Unified School District	<b>Silva, Paula</b> Superintendent (530) 294-5266 <a href="mailto:psilva@bigvalleyschool.org">psilva@bigvalleyschool.org</a>	64089
Lassen County Office of Education	<b>Gunderson, Patricia</b> Superintendent County Office of Education (530) 257-2196 <a href="mailto:pgunderson@lcoe.org">pgunderson@lcoe.org</a>	10181
Lassen Community College District	<b>Hall, Marlon</b> Counselor (530) 251-8820 <a href="mailto:mhall@lassencollege.edu">mhall@lassencollege.edu</a>  <b>Clausen, Dave</b> VP of Administrative Services (530) 251-8826 <a href="mailto:dclausen@lassencollege.edu">dclausen@lassencollege.edu</a>  <b>Hall, Marlon R.</b> Superintendent/President of Lassen Community College (530) 251-8820 <a href="mailto:mhall@lassencollege.edu">mhall@lassencollege.edu</a>  <b>Broglio, Paige</b> Coordinator of Special Grant Programs (530) 251-8997 <a href="mailto:pbroglio@lassencollege.edu">pbroglio@lassencollege.edu</a>	00130

## FISCAL MANAGEMENT

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### **Funding Channel**

The consortium has designated a fiscal agent

### **Rationale**

Lassen Community College has been the Fiscal Agent since the first meeting on January 10, 2014, and adopted it in their bylaws at the February 7, 2014 meeting. This was reaffirmed by consortium vote at the October 21, 2015 meeting to adopt the AEBG Governance Compliance Report after review, and keep Lassen Community College as the Fiscal Agent for our consortium with AEBG going forward. The benefits of using the college as the fiscal agent are that the fiscal policies are in place and align with the state compliance requirements for AEBG. The college business office has the staff and experience in working with grant funds, allocations, distributions, and MOU or service contracts, for compliance reporting.

### **Approach**

Distribution to consortium member school districts will be by approval of the consortium agreeing on the mini grant applications submitted by each member district to receive funding that aligns with the annual plan and meets the objectives and outcomes as stated by AEBG. The roll up of grant expenditures will be done by the Grant Coordinator obtaining data information and expenses from each member district to work with the college fiscal office in completing state reports. All compliance reports will be shared at the consortium meetings. Certification will be done by the college Fiscal Agent after review of such reports.

### **Certifying Official / Coordinator**

Clausen, Dave

### **Certifying Official / Coordinator's Email**

[dclausen@lassencollege.edu](mailto:dclausen@lassencollege.edu)

## ALLOCATION SCHEDULE

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### **15-16 AEBG Funds**

<b>15-16 AEBG Entitlements</b>	\$867,080
<b>15 - 16 Member Allocations</b>	\$0

### **16-17 AEBG Funds**

<b>16-17 AEBG Entitlements</b>	\$892,858
<b>16 - 17 Member Allocations</b>	\$892,858

## MEMBER ALLOCATIONS

#	Member Name	Consortium Allocations (15-16)	Consortium Allocations (16-17)
1	Shaffer Elementary School District	\$0	\$0
2	Long Valley Charter School	\$82,071	\$82,071
3	Modoc Joint Unified School District	\$0	\$0
4	Surprise Valley Joint Unified School District	\$0	\$0
5	Modoc County Office of Education	\$90,000	\$90,000
6	Fort Sage Unified School District	\$0	\$15,000
7	Westwood Unified School District	\$5,000	\$12,000
8	Lassen Union High School District	\$24,941	\$24,941
9	Big Valley Joint Unified School District	\$2,139	\$7,500
10	Lassen County Office of Education	\$0	\$0
11	Lassen Community College District	\$662,929	\$661,346
<b>Grand Total</b>		<b>\$867,080</b>	<b>\$892,858</b>

### **Funding Changes**

In the 2015-16 year not all school district members applied for funding. By mini grant approval the college implemented a Literacy Program, Parenting Life Skills Program, and Steps to Success program for high school equivalency with career paths to employment or continued education. Additional consortium carryover funds for 15-16 will remain in the college consortium fund to allocate for summer or fall programs by mini grant requests to the consortium. In the 2016-17 year all members should be applying for funding adult education programs at their school sites. The college will continue to lead with adult education programs to fill the local educational needs that the school members are not able to provide due to lack of staffing.

### **Consensus and Approval Process**

Consensus and approval of funding distribution was agreed on by the consortium at the October 21, 2015 meeting with the mini grant application process for funding voted upon and passed by the consortium. The consortium budget was presented and approved by the consortium at the December 10, 2015 meeting. The annual budget included the costs of the mini grant allocations, 5% for the fiscal agent, the consortium coordinators salary, professional development for consortium members, and costs of the consortium meetings and supplies.

## OTHER RULES AND PROCEDURES

### **Additional Information**

Lassen Community College is the educational leader of the community and took the lead to form the AB86 Consortium. The community has a strong vision of what they want to see implemented in adult education programs that service all adult learners. Combining school district educators, business partners, and local agencies at consortium meetings and in workgroups has allowed an open forum for discussions on adult learners needs. Using the consortium meetings to present and preview budgets and reports, all of the consortium members and partners have the opportunity to review and comment on the annual plans and consortium disbursements. With the voting by consortium consensus it is agreed upon by the consortium about all expenditures. Mini grants applicants are required to present before the consortium to explain their request and answer questions about their proposed programs. Members asking for professional development expenses are required to fill in the application stating how it applies to the objectives of AEBG, and present about their conference to the consortium upon their return. Using the consortium meetings as open public forum with time allowed for Q&A, has proven beneficial for input on how best to address and fund adult education services needed in our counties.

### **Supplementary Documentation**

[cfadcombinedmembersignaturefile.pdf](#)

## SIGNATURE BLOCKS

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**Lassen Community College District**

*Hall, Marlon*

**Westwood Unified School District**

*Pettengill, Pam*

**Modoc County Office of Education**

*Martin, Mike*

**Big Valley Joint Unified School District**

*Silva, Paula*

**Lassen County Office of Education**

*Gunderson, Patricia*

**Lassen Community College District**

*Broglio, Paige*

**Shaffer Elementary School District**

*Daniels, Terri*

**Modoc Joint Unified School District**

*O'Malley, Tom*

**Surprise Valley Joint Unified School District**

*Anderson, Janelle*

**Fort Sage Unified School District**

*Condon, Pat*

**Lassen Union High School District**

*McCabe, Bill*