

CONSORTIUM FISCAL ADMINISTRATION DECLARATION

EDUCATION TO CAREER NETWORK OF NORTH SAN DIEGO COUNTY (PALOMAR/VISTA)

CONSORTIUM INFORMATION

Organizational Information

Consortium Name	40 San Diego North (Palomar)
Long Name	Education to Career Network of North San Diego County (Palomar/Vista)
Short Name	Palomar/Vista
Address	Vista Unified School District/AEBG 1234 Arcadia Vista , CA 92084
Website	http://sdnorthab86.org/

Reporting Period

Start Date	07/01/2016
End Date	06/30/2017

2015 - 16 Grant Period

2015 - 16 Grant Number	15-328-66
-------------------------------	-----------

Consortium Administration

Primary Contact(s)	Porter, Kathleen <i>Executive Director, Career Technical, Adult and Alternative Education</i> (858) 668-4016 kporter@powayusd.com
---------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

MEMBERS

Member Name	Contact(s)	District / LEA Code
San Marcos Unified School District	Bunker, Mary (760) 290-2550 mary.bunker@smusd.org	73791
	Hunt, Melissa <i>Director of Secondary Education</i> (760) 752-1228 meliss.hunt@smusd.org	
	Bunker, Mary <i>Adult School Principal</i> (760) 290-2555 mary.bunker@smusd.org	
Vista Unified School District	Caperton, Donna <i>Assistant Superintendent, Business Services</i> (760) 726-2170 donnacaperton@vistausd.org	68452
	O'Shea-West, Elizabeth (760) 758-7122 elizabethosheawest@vistausd.org	
Ramona City Unified School District	Lohman, Dave (760) 787-4301 dlohman@ramonausd.net	68304
Poway Unified School District	Porter, Kathleen <i>Executive Director, Career Technical, Adult and Alternative Education</i> (858) 668-4016 kporter@powayusd.com	68296
Escondido Union High School District	Gagliardi, Dominick (760) 739-7300 dgagliardi@euhsd.org	68106
Palomar Community College District	Blanchard, Barbara <i>Dean, AMBCS and AEBG</i> (760) 744-1150 bblanchard@palomar.edu	00060
	Sebring, Suzanne <i>AEBG Coordinator</i> (760) 744-1150 ssebring@palomar.edu	

FISCAL MANAGEMENT

Funding Channel

The consortium has designated a fiscal agent

Rationale

This is a consensus decision among the member districts. The overwhelming reason to remain with a fiscal agent is the ease of reporting. We also believe that having a single fiscal agent facilitates cooperation and minimizes error.

Approach

At our Leadership Council meetings, an ongoing agenda item is fiscal updates. During that portion of our meeting, all members review planned v. actual expenditures. We also discuss upcoming reporting deadlines and agree on actions to adhere to those deadlines. Our fiscal agent provides reporting spreadsheets to each member in order to be able to aggregate the data and report expenditures for the overall grant to the State.

Certifying Official / Coordinator

Caperton, Donna

**Certifying Official /
Coordinator's Email**

donnacaperton@vistausd.org

ALLOCATION SCHEDULE

15-16 AEBG Funds

15-16 AEBG Entitlements	\$7,379,071
15 - 16 Member Allocations	\$0

16-17 AEBG Funds

16-17 AEBG Entitlements	\$7,455,872
16 - 17 Member Allocations	\$7,455,872

MEMBER ALLOCATIONS

#	Member Name	Consortium Allocations (15-16)	Consortium Allocations (16-17)
1	San Marcos Unified School District	\$82,256	\$76,474
2	Vista Unified School District	\$2,808,976	\$3,071,825
3	Ramona City Unified School District	\$50,414	\$43,430
4	Poway Unified School District	\$1,365,734	\$1,434,567
5	Escondido Union High School District	\$2,587,626	\$2,457,792
6	Palomar Community College District	\$484,065	\$371,784
Grand Total		\$7,379,071	\$7,455,872

Funding Changes

No major changes. Increases are in accordance with our plan and the timeline for staffing in relation to that plan. Funds held by the fiscal agent that were unspent in 2015-16 have been distributed to members in accordance with the plan. Some of the allocations in both 2015-16 and for 2016-17 are for one-time expenses. The increase to Vista's allocation is attributed to the funds allocated to Vista, as our fiscal agent. Please note: because we do have one time expenses, and because we have attributed the fiscal agent funding to Vista, we do not expect the funding to each member to be the same in 2017-18.

**Consensus and Approval
Process**

When the Leadership Council developed our annual plan for 2015-16 and our three-year plan, we had agreed upon the priorities for funding and a timeline for implementation of activities to support the seven program areas and populations. The distribution schedule follows that initial plan with only minor updates based on real costs and expenditures. Each member reported its expenditures for the prior year and made requests for 2016-17. Those requests were prioritized and funded based on available funding. All members reached consensus for funding the distribution schedule. The distribution schedule was approved at a public meeting on Friday, April 29, 2016.

OTHER RULES AND PROCEDURES

Additional Information

Note: The previous distribution schedule includes both one-time expenses and the amount allocated to the fiscal agent to contract with entities on behalf of the consortium. For example, and in accordance with our plan, our fiscal agent is contracting with a public information/marketing firm and a research firm. Additionally, the fiscal agent will be providing funding for the annual retreat and community forums held on behalf of the consortium members. We expect there to be variances in members' allocations from year-to-year in accordance with our adopted budget (which outlines one-time, short-term, and fiscal agent expenses).

Supplementary Documentation

SIGNATURE BLOCKS

Ramona City Unified School District

Signature:



Lohman, Dave

Escondido Union High School District

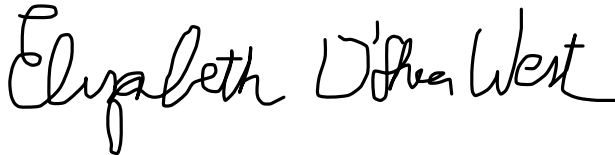
Signature:



Gagliardi, Dominick

Vista Unified School District

Signature:



O'Shea-West, Elizabeth

Palomar Community College District

Signature:



Blanchard, Barbara

Poway Unified School District

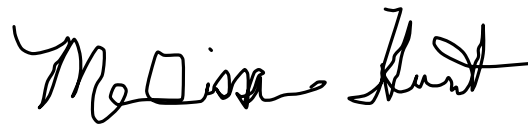
Signature:



Porter, Kathleen

San Marcos Unified School District

Signature:



Hunt, Melissa