

# CONSORTIUM FISCAL ADMINISTRATION DECLARATION

## NORTH COAST ADULT EDUCATION CONSORTIUM

### CONSORTIUM INFORMATION

---

#### Organizational Information

<b>Consortium Name</b>	44 North Coast
<b>Long Name</b>	North Coast Adult Education Consortium
<b>Short Name</b>	Redwood Adult Education
<b>Address</b>	7451 Tompkins Hill Road Eureka, CA 95501
<b>Website</b>	<a href="http://inside.redwoods.edu/grants/AB86AdultEducation.asp">http://inside.redwoods.edu/grants/AB86AdultEducation.asp</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>	15-328-42
-------------------------------	-----------

#### Consortium Administration

<b>Primary Contact(s)</b>	<b>Jordan, Rick</b> Assistant Director--Consortium Lead (707) 798-6200 <a href="mailto:rick-jordan@redwoods.edu">rick-jordan@redwoods.edu</a>
---------------------------	--

## MEMBERS

Member Name	Contact(s)	District / LEA Code
Eureka City Unified School District		75515
Fortuna Union High School District		62810
Redwoods Community College District	<p><b>Ratliff, Prudence</b>                      Director of Grants                      (707) 476-4579  <a href="mailto:pru-ratliff@redwoods.edu">pru-ratliff@redwoods.edu</a></p> <p><b>Snow-Flamer, Keith</b>                      Vice President  <a href="mailto:keith-snowflamer@redwoods.edu">keith-snowflamer@redwoods.edu</a></p> <p><b>Peterson, Julia</b>                      Director, Community Ed, Noncredit and Adult Education                      (707) 476-4279  <a href="mailto:julia-peterson@redwoods.edu">julia-peterson@redwoods.edu</a></p> <p><b>Jordan, Rick</b>                      Assistant Director--Consortium Lead                      (707) 798-6200  <a href="mailto:rick-jordan@redwoods.edu">rick-jordan@redwoods.edu</a></p> <p><b>Fielding, Ahn</b>                      Executive Director                      (707) 798-6200  <a href="mailto:ahn-fielding@redwoods.edu">ahn-fielding@redwoods.edu</a></p>	00160
Fort Bragg Unified School District		65565
Del Norte County Unified School District	<p><b>Parker, Coleen</b>                      Director, Human Resources                      (707) 464-0242  <a href="mailto:cparker@delnorte.k12.ca.us">cparker@delnorte.k12.ca.us</a></p>	61820
Northern Humboldt Unified High School District	<p><b>Bareilles, Jack</b>                      Grant Manager                      (707) 825-2199  <a href="mailto:jbareillese@nohum.k12.ca.us">jbareillese@nohum.k12.ca.us</a></p>	62687

## FISCAL MANAGEMENT

### Funding Channel

The consortium has designated a fiscal agent

### Rationale

RAE's service area covers two geographically large yet rural counties. Membership includes the eight school districts with secondary programs. Two of those districts received MOE funding in 2015-2016. Del Norte Unified has agreed to return their funding to the Consortium. Eureka City Schools has managed their funds during the 2015-2016 fiscal year. So the vast majority of the funds were to flow through the college to begin with. Eureka City Schools is interested in discussing returning their MOE funds for 2016-2017 to the consortium and having RAE manage all the Adult Education programs Humboldt and Del Norte Counties.

Early in the planning process, the Executive Committee reached consensus to have CR serve as the Fiscal Agent given the lack of remaining Adult Education programs running in the CR service area at the onset of AB86 planning. For our region, the overwhelming benefit has been the consortium's ability to create unified and geographically balanced programs in ABE, GED Prep, and ESL during the 2015-2016 fiscal year. With the grant truly being managed by the college, having the college maintain the fiscal responsibilities was a logical decision. Being a small community, a great deal of trust already existed amongst the membership, built on a long history of working together on various other projects.

**Approach**

All grant expenditures are first approved by the RAE Executive Committee. Since College of the Redwoods is the Fiscal Agent, all expenditures, including salaries and benefits, are managed by the Business Office, following all the established laws and protocols. Prudence Ratliff, in the CR Business Office, maintains the ongoing costs associated with our grant. She is responsible for populating the quarterly and annual report spreadsheets, which are reviewed by the Assistant Director of Adult Education prior to submission.

**Certifying Official / Coordinator**

Ratliff, Prudence

**Certifying Official / Coordinator's Email**

[pru-ratliff@redwoods.edu](mailto:pru-ratliff@redwoods.edu)

## ALLOCATION SCHEDULE

**15-16 AEBG Funds**

<b>15-16 AEBG Entitlements</b>	\$1,072,429
<b>15 - 16 Member Allocations</b>	\$0

**16-17 AEBG Funds**

<b>16-17 AEBG Entitlements</b>	\$1,095,445
<b>16 - 17 Member Allocations</b>	\$1,095,445

## MEMBER ALLOCATIONS

#	Member Name	Consortium Allocations (15-16)	Consortium Allocations (16-17)
1	Eureka City Unified School District	\$252,579	\$252,579
2	Fortuna Union High School District	\$0	\$0
3	Redwoods Community College District	\$750,000	\$773,016
4	Fort Bragg Unified School District	\$35,139	\$35,139
5	Del Norte County Unified School District	\$34,711	\$34,711
6	Northern Humboldt Unified High School District	\$0	\$0
<b>Grand Total</b>		<b>\$1,072,429</b>	<b>\$1,095,445</b>

**Funding Changes**

There are no major fund changes for the 2016-2017 fiscal year.

**Consensus and Approval Process**

In a regularly scheduled meeting of the Executive Committee on April 28, 2016, the funding structure was approved by consensus. Prior to the vote, discussion included the consortium's progress during the 2015-2016 fiscal year under the same structure. The Executive Committee was aware that the vote locked the consortium into the current structure for the next two fiscal years. Items a and b (84913) from below were reviewed as well.

## OTHER RULES AND PROCEDURES

**Additional Information**

None at this time

**Supplementary Documentation**

## SIGNATURE BLOCKS

---

**Redwoods Community College District**

*Jordan, Rick*

**Del Norte County Unified School District**

*Parker, Coleen*

**Northern Humboldt Unified High School District**

*Bareilles, Jack*