

Consortia Report on Governance Compliance of Rules and Procedures

The state is requesting that all consortia download, complete, and return this template in order to satisfy the Adult Education Block Grant governance requirement. This will also help each consortium develop a decision making structure/process that is agreed upon by consortium members.

Download and save this PDF, open it with Adobe Acrobat Reader, fill in the form fields, print the completed form, have each officially designated member sign the document, 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, and budget.

Consortium Name:

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

Consortium Point Person (or person submitting this document):

Name:

Consortium Role:

E-Mail:

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 community college districts, school districts, and county offices of education located within our boundaries of the adult education region are allowed to join the consortium as members in accordance with article 9 of the Adult Education Block Grant Program section 84917.

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 have committed to report funds. Fund reports will be submitted to the consortium lead who will report to the Chancellor's Office and CDE.

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?

Each member will provide a copy of the board minutes designating the voting member or designee to the consortium.

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

All members will be notified of regular meetings of the consortium via email. Meeting dates, times, and locations will also be posted on the consortium website. Members will be encouraged to attend all meetings and to participate in decisions 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 (eg, votes proportionate to adult students served)

1 member = 1 vote

6. How will decisions be approved?
E.g., by majority vote of 51%, or 50% +1 vote, or 2/3 of votes
e.g. by consensus

All attempts will be made to reach consensus. When consensus cannot be reached, majority vote (51% of the voting members/designees) will rule.

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

This model was utilized effectively during the planning grant.

8. How will proposed decisions be considered in open, properly noticed public meeting of the consortium at which members of the public may comment?

Notifications will be posted on the Butte-Glenn Adult Ed website and via the email distribution list.

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?

Meeting agendas will be posted to the Butte-Glenn Adult Ed Consortium website and distributed via the email distribution list.

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

Comments submitted by members of the public will be noted in the meeting minutes and posted to the Butte-Glenn Adult Ed Consortium website.

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.

Meetings of the consortium will include time for entities located in the adult education region that provide education and workforce services for adults to speak publicly. A three-minute time limit will be allotted to each speaker. Twenty minutes shall be the maximum time allotted for public speakers on any one subject regardless of the number of speakers at the meeting.

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

The voting members of the consortium will approve a distribution schedule pursuant to Section 84913 at a regularly scheduled open meeting. The distribution schedule will align with the regional plan submitted in March 2015.

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 A) designated a member to serve as the fund administrator to receive and distribute funds from the program.

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

Members receiving funds in accordance with article 9 of the Adult Education Block Grant Program section 84917 during the current fiscal year will be able to join the consortium. The issue of leaving and dismissing will be addressed in the regional sub-awards/MOU's.

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

The Butte-Glenn Adult Ed Consortium maintains a website at <http://www.butteglennadulthood.org/> that details all work of the consortium.

Name:

Consortia Member:

E-mail:

Date:

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

Name:

JADUN — John A Dunn

Consortia Member:

Glenn County Office of Education

E-mail:

jadun@glenncoe.org

Date:

9/8/15

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

JADUN —

Name:

SUSAN STEWART

Consortia Member:

Butte County Office of Education

E-mail:

SSTEWART@BCOE.ORG

Date:

9/8/15

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

Tina J. Taylor

Name:

MIKE LERCH

Consortia Member:

PARADISE UNIFIED

E-mail:

m.lerch@pusd.k12.or.gov

Date:

9/10/15

Yes, I am the officially designated member for the adult education block grant.

Signature Box:



Name:

Jeff Ochs

Consortia Member:

Oroville Union High School District

E-mail:

j.ochs@ouhsd.org

Date:

9/8/15

Yes, I am the officially designated member for the adult education block grant.

Signature Box:



Name:

CHARLES TRACY

Consortia Member:

HAMILTON UNIFIED SCHOOL DISTRICT

E-mail:

CTRACY@HUESCHOOLS.ORG

Date:

9/8/15

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

CTRACY

Name:

Teresa Ward

Consortia Member:

Butte College

E-mail:

wardte@butte.edu

Date:

9/8/15

Yes, I am the officially designated member for the adult education block grant.

Signature Box:

Teresa Ward