

CAEP Consortium Fiscal Reporting 29 Marin County Adult Education Block Grant Consortium

2018-19 Fiscal Year

Certification

Certified By

Kathleen Antokhin

Program Coordinator- Workforce Projects

| | | | |
|------------------|------------------|------------------|------------------|
| Quarter 1 Status | Quarter 2 Status | Quarter 3 Status | Quarter 4 Status |
| Certified | Certified | Certified | Uncertified |

Fiscal Report Submittal Status

| | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 |
|---|-----------|-----------|-----------|---------------|
| Marin CCD | Submitted | Submitted | Submitted | Not Submitted |
| Marin Co. Office of Education | Submitted | Submitted | Submitted | Not Submitted |
| Novato Unified | Submitted | Submitted | Submitted | Not Submitted |
| San Rafael City High | Submitted | Submitted | Submitted | Not Submitted |
| Shoreline Unified | Submitted | Submitted | Submitted | Not Submitted |
| Tamalpais Union High | Submitted | Submitted | Submitted | Not Submitted |

Marin CCD

Marin CCD Q1 Report (7/1 - 9/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$12,053 | \$29,250 | 41.21% | \$117,000 | 10.3% | \$104,947 |
| 2000 - Non-Instructional Salaries | \$3,225 | \$19,000 | 16.97% | \$76,000 | 4.24% | \$72,775 |
| 3000 - Employee Benefits | \$3,778 | \$20,000 | 18.89% | \$80,000 | 4.72% | \$76,222 |
| 4000 - Supplies and Materials | \$3,074 | \$12,500 | 24.59% | \$50,000 | 6.15% | \$46,926 |
| 5000 - Other Operating Expenses and Services | \$46,951 | \$32,708 | 143.55% | \$130,831 | 35.89% | \$83,880 |
| 6000 - Capital Outlay | \$0 | \$5,000 | 0% | \$20,000 | 0% | \$20,000 |
| 7000 - Other Outgo | \$0 | \$750 | 0% | \$3,000 | 0% | \$3,000 |
| Indirect Costs | \$0 | \$6,250 | 0% | \$25,000 | 0% | \$25,000 |
| Totals | \$69,081 | \$125,458 | 55.06% | \$501,831 | 13.77% | \$432,750 |

Corrective Action Plan

Expenses do not reflect encumbrances to date. College of Marin held the pilot Education 2 Career (e2c) program this semester with much success. The program cost COM about \$80,000 as a start-up cost for construction. This semester, we are helping another consortia member (SRCS) with cost of a new Newcomers Program, and contracting with Canal Alliance for E2C services.

Summary of Activities:

Launch of successful e2c Construction Program. Transition counselor Launch of new noncredit Hospitality and Construction classes Funded 2 VESL courses at COM Partnered with SBDC for Business Basics in Spanish course

Status
Submitted

Marin CCD Q2 Report (10/1 - 12/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$27,863 | \$29,250 | 95.26% | \$117,000 | 23.81% | \$89,137 |
| 2000 - Non-Instructional Salaries | \$30,679 | \$19,000 | 161.47% | \$76,000 | 40.37% | \$45,321 |
| 3000 - Employee Benefits | \$17,627 | \$20,000 | 88.14% | \$80,000 | 22.03% | \$62,373 |
| 4000 - Supplies and Materials | \$18,164 | \$12,500 | 145.31% | \$50,000 | 36.33% | \$31,836 |
| 5000 - Other Operating Expenses and Services | \$52,431 | \$32,708 | 160.3% | \$130,831 | 40.08% | \$78,400 |
| 6000 - Capital Outlay | \$851 | \$5,000 | 17.02% | \$20,000 | 4.26% | \$19,149 |
| 7000 - Other Outgo | \$2,869 | \$750 | 382.53% | \$3,000 | 95.63% | \$131 |
| Indirect Costs | \$0 | \$6,250 | 0% | \$25,000 | 0% | \$25,000 |
| Totals | \$150,484 | \$125,458 | 119.95% | \$501,831 | 29.99% | \$351,347 |

Summary of Activities:

Counseling for AE student transitions to community college New Education to Career Construction program ESL classes Development of new noncredit hospitality and construction classes

Status
Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

College of Marin Katheryn Horton, Director of Workforce Programs
Kathleen Antokhin, Program Coordinator- Workforce Projects

Marin CCD Q3 Report (1/1 - 3/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$31,434 | \$29,250 | 107.47% | \$117,000 | 26.87% | \$85,566 |
| 2000 - Non-Instructional Salaries | \$33,123 | \$19,000 | 174.33% | \$76,000 | 43.58% | \$42,877 |
| 3000 - Employee Benefits | \$17,627 | \$20,000 | 88.14% | \$80,000 | 22.03% | \$62,373 |
| 4000 - Supplies and Materials | \$29,582 | \$12,500 | 236.66% | \$50,000 | 59.16% | \$20,418 |
| 5000 - Other Operating Expenses and Services | \$61,265 | \$32,708 | 187.31% | \$130,831 | 46.83% | \$69,566 |
| 6000 - Capital Outlay | \$5,315 | \$5,000 | 106.3% | \$20,000 | 26.58% | \$14,685 |
| 7000 - Other Outgo | \$2,869 | \$750 | 382.53% | \$3,000 | 95.63% | \$131 |
| Indirect Costs | \$0 | \$6,250 | 0% | \$25,000 | 0% | \$25,000 |
| Totals | \$181,215 | \$125,458 | 144.44% | \$501,831 | 36.11% | \$320,616 |

Summary of Activities:

Completion of supply and equipment purchases for Fall 2018 Education-to-Career Construction class, execution of partnership agreements for adult ed programs including small business development workshops and education-to-career construction program.

Status
Submitted

Marin CCD Q4 Report (4/1 - 6/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$31,434 | \$29,250 | 107.47% | \$117,000 | 26.87% | \$85,566 |
| 2000 - Non-Instructional Salaries | \$33,123 | \$19,000 | 174.33% | \$76,000 | 43.58% | \$42,877 |
| 3000 - Employee Benefits | \$17,627 | \$20,000 | 88.14% | \$80,000 | 22.03% | \$62,373 |
| 4000 - Supplies and Materials | \$29,582 | \$12,500 | 236.66% | \$50,000 | 59.16% | \$20,418 |
| 5000 - Other Operating Expenses and Services | \$61,265 | \$32,708 | 187.31% | \$130,831 | 46.83% | \$69,566 |
| 6000 - Capital Outlay | \$5,315 | \$5,000 | 106.3% | \$20,000 | 26.58% | \$14,685 |
| 7000 - Other Outgo | \$2,869 | \$750 | 382.53% | \$3,000 | 95.63% | \$131 |
| Indirect Costs | \$0 | \$6,250 | 0% | \$25,000 | 0% | \$25,000 |
| Totals | \$181,215 | \$125,458 | 144.44% | \$501,831 | 36.11% | \$320,616 |

Status
Unsubmitted

Marin Co. Office of Education

Marin Co. Office of Education Q1 Report (7/1 - 9/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|-----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$0 | \$9,472 | 0% | \$37,889 | 0% | \$37,889 |
| 2000 - Non-Instructional Salaries | \$980 | \$5,250 | 18.67% | \$21,000 | 4.67% | \$20,020 |
| 3000 - Employee Benefits | \$94 | \$6,309 | 1.49% | \$25,237 | 0.37% | \$25,143 |
| 4000 - Supplies and Materials | \$110 | \$0 | 100% | \$3,000 | 3.67% | \$2,890 |
| 5000 - Other Operating Expenses and Services | \$91 | \$45,649 | 0.2% | \$182,594 | 0.05% | \$182,503 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$189 | \$3,500 | 5.4% | \$14,000 | 1.35% | \$13,811 |
| Totals | \$1,464 | \$70,180 | 2.09% | \$283,720 | 0.52% | \$282,256 |

Corrective Action Plan

As much of the first quarter was during the summer, program expenses were low.

Status
Submitted

Marin Co. Office of Education Q2 Report (10/1 - 12/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|-----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$1,669 | \$9,472 | 17.62% | \$37,889 | 4.4% | \$36,220 |
| 2000 - Non-Instructional Salaries | \$980 | \$5,250 | 18.67% | \$21,000 | 4.67% | \$20,020 |
| 3000 - Employee Benefits | \$140 | \$6,309 | 2.22% | \$25,237 | 0.55% | \$25,097 |
| 4000 - Supplies and Materials | \$558 | \$0 | 100% | \$3,000 | 18.6% | \$2,442 |
| 5000 - Other Operating Expenses and Services | \$18,914 | \$45,649 | 41.43% | \$182,594 | 10.36% | \$163,680 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$3,207 | \$3,500 | 91.63% | \$14,000 | 22.91% | \$10,793 |
| Totals | \$25,468 | \$70,180 | 36.29% | \$283,720 | 8.98% | \$258,252 |

Corrective Action Plan

Quarters three and four will show expanded programs and expenditures.

Status
Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Ken Lippi

Marin Co. Office of Education Q3 Report (1/1 - 3/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|-----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$3,600 | \$9,472 | 38.01% | \$37,889 | 9.5% | \$34,289 |
| 2000 - Non-Instructional Salaries | \$980 | \$5,250 | 18.67% | \$21,000 | 4.67% | \$20,020 |
| 3000 - Employee Benefits | \$261 | \$6,309 | 4.14% | \$25,237 | 1.03% | \$24,976 |
| 4000 - Supplies and Materials | \$841 | \$1,500 | 56.07% | \$3,000 | 28.03% | \$2,159 |
| 5000 - Other Operating Expenses and Services | \$45,202 | \$45,649 | 99.02% | \$182,594 | 24.76% | \$137,392 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$8,620 | \$3,500 | 246.29% | \$14,000 | 61.57% | \$5,380 |
| Totals | \$59,504 | \$71,680 | 83.01% | \$283,720 | 20.97% | \$224,216 |

Corrective Action Plan

We will show significant expenditures during the last quarter of the due to extensive and expanded programs

Summary of Activities:

Training and workshops for parents, guardians and adults in the lives of K-12 students. Programs are specifically focused on the San Rafael City Schools who have a high number of newcomer families unfamiliar with the U.S. school system. We are also targeting adults in the lives of our alternative education students. In many cases, these are adults who have become disconnected from formal education and need assistance and support as they, in turn, better support their students.

Status
Submitted

Marin Co. Office of Education Q4 Report (4/1 - 6/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|-----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$3,600 | \$9,472 | 38.01% | \$37,889 | 9.5% | \$34,289 |
| 2000 - Non-Instructional Salaries | \$980 | \$5,250 | 18.67% | \$21,000 | 4.67% | \$20,020 |
| 3000 - Employee Benefits | \$261 | \$6,309 | 4.14% | \$25,237 | 1.03% | \$24,976 |
| 4000 - Supplies and Materials | \$841 | \$1,500 | 56.07% | \$3,000 | 28.03% | \$2,159 |
| 5000 - Other Operating Expenses and Services | \$45,202 | \$45,649 | 99.02% | \$182,594 | 24.76% | \$137,392 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$8,620 | \$3,500 | 246.29% | \$14,000 | 61.57% | \$5,380 |
| Totals | \$59,504 | \$71,680 | 83.01% | \$283,720 | 20.97% | \$224,216 |

Status
Unsubmitted

Novato Unified

Novato Unified Q1 Report (7/1 - 9/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|-----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$28,926 | \$45,648 | 63.37% | \$157,407 | 18.38% | \$128,481 |
| 2000 - Non-Instructional Salaries | \$2,553 | \$2,520 | 101.31% | \$12,000 | 21.28% | \$9,447 |
| 3000 - Employee Benefits | \$4,969 | \$4,857 | 102.31% | \$17,988 | 27.62% | \$13,019 |
| 4000 - Supplies and Materials | \$3,909 | \$3,864 | 101.16% | \$8,400 | 46.54% | \$4,491 |
| 5000 - Other Operating Expenses and Services | \$7,576 | \$8,473 | 89.41% | \$33,893 | 22.35% | \$26,317 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$1,012 | 0% | \$4,048 | 0% | \$4,048 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$47,933 | \$66,374 | 72.22% | \$233,736 | 20.51% | \$185,803 |

Corrective Action Plan

We are in the process of building our program and expect to spend the funds as we continue to grow the programs. We are going to in fact be moving funds around the various object codes as we continue to grow. I believe we will need to leverage our funds in the areas of Non-Instructional Salaries and Supplies and Materials.

Summary of Activities:

Additional hours to our proctors and instructional assistants to continue to grow our testing labs Additional hours for Data and Accountability - staff training, data helpers Instructional supplies - text books and instructional materials and software, Chromebooks, system updates for laptops

**Status
Submitted**

Novato Unified Q2 Report (10/1 - 12/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$91,037 | \$92,870 | 98.03% | \$157,407 | 57.84% | \$66,370 |
| 2000 - Non-Instructional Salaries | \$5,106 | \$4,800 | 106.38% | \$12,000 | 42.55% | \$6,894 |
| 3000 - Employee Benefits | \$9,938 | \$8,095 | 122.77% | \$17,988 | 55.25% | \$8,050 |
| 4000 - Supplies and Materials | \$7,976 | \$5,040 | 158.25% | \$8,400 | 94.95% | \$424 |
| 5000 - Other Operating Expenses and Services | \$10,865 | \$16,947 | 64.11% | \$33,893 | 32.06% | \$23,028 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$2,024 | 0% | \$4,048 | 0% | \$4,048 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$124,922 | \$129,775 | 96.26% | \$233,736 | 53.45% | \$108,814 |

Status
Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Karen Valentine, Coordinator of Student Services

Novato Unified Q3 Report (1/1 - 3/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$122,389 | \$140,092 | 87.36% | \$157,407 | 77.75% | \$35,018 |
| 2000 - Non-Instructional Salaries | \$8,106 | \$9,000 | 90.07% | \$12,000 | 67.55% | \$3,894 |
| 3000 - Employee Benefits | \$12,155 | \$12,592 | 96.53% | \$17,988 | 67.57% | \$5,833 |
| 4000 - Supplies and Materials | \$7,976 | \$6,720 | 118.69% | \$8,400 | 94.95% | \$424 |
| 5000 - Other Operating Expenses and Services | \$25,420 | \$25,420 | 100% | \$33,893 | 75% | \$8,473 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$3,036 | \$3,036 | 100% | \$4,048 | 75% | \$1,012 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$179,082 | \$196,860 | 90.97% | \$233,736 | 76.62% | \$54,654 |

Summary of Activities:

Completed activation of Pearson and Hi-SET testing centers, plus the hiring and training of staff to oversee and proctor the tests. Purchase of instruction materials and software for HSE/HSD instruction.

Status
Submitted

Novato Unified Q4 Report (4/1 - 6/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$122,389 | \$157,407 | 77.75% | \$157,407 | 77.75% | \$35,018 |
| 2000 - Non-Instructional Salaries | \$8,106 | \$12,000 | 67.55% | \$12,000 | 67.55% | \$3,894 |
| 3000 - Employee Benefits | \$12,155 | \$17,988 | 67.57% | \$17,988 | 67.57% | \$5,833 |
| 4000 - Supplies and Materials | \$7,976 | \$8,400 | 94.95% | \$8,400 | 94.95% | \$424 |
| 5000 - Other Operating Expenses and Services | \$25,420 | \$33,893 | 75% | \$33,893 | 75% | \$8,473 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$3,036 | \$4,048 | 75% | \$4,048 | 75% | \$1,012 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$179,082 | \$233,736 | 76.62% | \$233,736 | 76.62% | \$54,654 |

Status
Unsubmitted

San Rafael City High

San Rafael City High Q1 Report (7/1 - 9/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$1,200 | \$7,068 | 16.98% | \$35,340 | 3.4% | \$34,140 |
| 2000 - Non-Instructional Salaries | \$41,609 | \$37,644 | 110.53% | \$150,575 | 27.63% | \$108,966 |
| 3000 - Employee Benefits | \$12,374 | \$3,231 | 382.95% | \$16,156 | 76.59% | \$3,782 |
| 4000 - Supplies and Materials | \$0 | \$100 | 0% | \$1,000 | 0% | \$1,000 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$3,000 | 0% | \$3,000 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$1,461 | 0% | \$5,844 | 0% | \$5,844 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$55,183 | \$49,504 | 111.47% | \$211,915 | 26.04% | \$156,732 |

Summary of Activities:

SRCS has focused efforts on shepherding aged-out Newcomer high school students to complete a high school diploma at the San Rafael Adult School. SRCS adult school is offering ESL and HSD completion coursework. An adult education counselor has met with students to develop personal educational plans for students as well as educating students on how to transition to community college after attaining a high school diploma.

Status
Submitted

San Rafael City High Q2 Report (10/1 - 12/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$6,900 | \$15,903 | 43.39% | \$35,340 | 19.52% | \$28,440 |
| 2000 - Non-Instructional Salaries | \$83,218 | \$75,288 | 110.53% | \$150,575 | 55.27% | \$67,357 |
| 3000 - Employee Benefits | \$25,478 | \$7,270 | 350.44% | \$16,156 | 157.7% | ⚠ -\$9,322 |
| 4000 - Supplies and Materials | \$2,016 | \$500 | 403.2% | \$1,000 | 201.6% | ⚠ -\$1,016 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$3,000 | 0% | \$3,000 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$2,922 | 0% | \$5,844 | 0% | \$5,844 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$117,612 | \$101,883 | 115.44% | \$211,915 | 55.5% | \$94,303 |

Summary of Activities:

Adult School: Completed fall semester of ESL, two levels, high school social studies and math. All classes held in the evenings at San Rafael Adult School located on the campus of San Rafael High School.

Status
Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Kevin Kerr, Director 9 - 12

Kathy Takemoto, Program Outreach & Support Coordinator

San Rafael City High Q3 Report (1/1 - 3/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$14,310 | \$26,505 | 53.99% | \$35,340 | 40.49% | \$21,030 |
| 2000 - Non-Instructional Salaries | \$124,827 | \$112,931 | 110.53% | \$150,575 | 82.9% | \$25,748 |
| 3000 - Employee Benefits | \$38,841 | \$12,117 | 320.55% | \$16,156 | 240.41% | ⚠️ -\$22,685 |
| 4000 - Supplies and Materials | \$2,034 | \$600 | 339% | \$1,000 | 203.4% | ⚠️ -\$1,034 |
| 5000 - Other Operating Expenses and Services | \$206 | \$1,500 | 13.73% | \$3,000 | 6.87% | \$2,794 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$4,383 | 0% | \$5,844 | 0% | \$5,844 |
| Indirect Costs | \$9,010 | \$0 | 100% | \$0 | 100% | ⚠️ -\$9,010 |
| Totals | \$189,228 | \$158,036 | 119.74% | \$211,915 | 89.29% | \$22,687 |

Summary of Activities:

HSD/HSE courses for newcomer students continue this quarter with social studies, science, and two levels of ESL. Meetings with high school counselors and Adult Education Case Manager are scheduled to transition 2019 aging out high school newcomer students to adult summer school. Estimate of 45+ aging out seniors will be offered summer enrollment in San Rafael Adult School.

Status
Submitted

San Rafael City High Q4 Report (4/1 - 6/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$14,310 | \$35,340 | 40.49% | \$35,340 | 40.49% | \$21,030 |
| 2000 - Non-Instructional Salaries | \$124,827 | \$144,552 | 86.35% | \$150,575 | 82.9% | \$25,748 |
| 3000 - Employee Benefits | \$38,841 | \$16,156 | 240.41% | \$16,156 | 240.41% | ⚠ -\$22,685 |
| 4000 - Supplies and Materials | \$2,034 | \$1,000 | 203.4% | \$1,000 | 203.4% | ⚠ -\$1,034 |
| 5000 - Other Operating Expenses and Services | \$206 | \$3,000 | 6.87% | \$3,000 | 6.87% | \$2,794 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$5,844 | 0% | \$5,844 | 0% | \$5,844 |
| Indirect Costs | \$9,010 | \$0 | 100% | \$0 | 100% | ⚠ -\$9,010 |
| Totals | \$189,228 | \$205,892 | 91.91% | \$211,915 | 89.29% | \$22,687 |

Summary of Activities:

Providing HSD, HSE, ESL for aged out Newcomer students of SRCS district high schools. Evening classes are held Monday - Thursday weekly.

Status
Unsubmitted

Shoreline Unified

Shoreline Unified Q1 Report (7/1 - 9/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|----------------|----------------------------|-----------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$5,055 | \$5,000 | 101.1% | \$20,000 | 25.28% | \$14,945 |
| 2000 - Non-Instructional Salaries | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 3000 - Employee Benefits | \$1,415 | \$1,953 | 72.47% | \$7,810 | 18.12% | \$6,395 |
| 4000 - Supplies and Materials | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$6,470 | \$6,953 | 93.06% | \$27,810 | 23.27% | \$21,340 |

Summary of Activities:

Adult ESL classes.

**Status
Submitted**

Shoreline Unified Q2 Report (10/1 - 12/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|----------------|----------------------------|-----------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$5,055 | \$5,000 | 101.1% | \$20,000 | 25.28% | \$14,945 |
| 2000 - Non-Instructional Salaries | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 3000 - Employee Benefits | \$1,415 | \$1,953 | 72.47% | \$7,810 | 18.12% | \$6,395 |
| 4000 - Supplies and Materials | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$6,470 | \$6,953 | 93.06% | \$27,810 | 23.27% | \$21,340 |

Status
Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Bob Raines

Shoreline Unified Q3 Report (1/1 - 3/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|----------------|----------------------------|-----------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$5,055 | \$5,000 | 101.1% | \$20,000 | 25.28% | \$14,945 |
| 2000 - Non-Instructional Salaries | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 3000 - Employee Benefits | \$1,415 | \$1,953 | 72.47% | \$7,810 | 18.12% | \$6,395 |
| 4000 - Supplies and Materials | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$6,470 | \$6,953 | 93.06% | \$27,810 | 23.27% | \$21,340 |

Status
Submitted

Shoreline Unified Q4 Report (4/1 - 6/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|----------------|----------------------------|-----------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$5,055 | \$5,000 | 101.1% | \$20,000 | 25.28% | \$14,945 |
| 2000 - Non-Instructional Salaries | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 3000 - Employee Benefits | \$1,415 | \$1,953 | 72.47% | \$7,810 | 18.12% | \$6,395 |
| 4000 - Supplies and Materials | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$6,470 | \$6,953 | 93.06% | \$27,810 | 23.27% | \$21,340 |

Status
Unsubmitted

Tamalpais Union High

Tamalpais Union High Q1 Report (7/1 - 9/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$50,095 | \$0 | 100% | \$297,480 | 16.84% | \$247,385 |
| 2000 - Non-Instructional Salaries | \$29,469 | \$0 | 100% | \$171,309 | 17.2% | \$141,840 |
| 3000 - Employee Benefits | \$30,020 | \$0 | 100% | \$183,679 | 16.34% | \$153,659 |
| 4000 - Supplies and Materials | \$1,847 | \$0 | 100% | \$4,500 | 41.04% | \$2,653 |
| 5000 - Other Operating Expenses and Services | \$12,553 | \$0 | 100% | \$24,971 | 50.27% | \$12,418 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$1,905 | 0% | \$7,619 | 0% | \$7,619 |
| Indirect Costs | \$0 | \$0 | 100% | \$30,343 | 0% | \$30,343 |
| Totals | \$123,984 | \$1,905 | 6,509.2% | \$719,901 | 17.22% | \$595,917 |

Summary of Activities:

GED and Diploma summer classes were held between June 1 - July 31, 2018. Pearson Vue testing center hours, staffing were expanded to include July and August testing hours to accommodate an unmet need in Marin County. Tamalpais Adult School began enrollment for 2018-19 in August 2018. Over 300 students enrolled in GED, Diploma, ESL and Career classes for Fall semester.

**Status
Submitted**

Tamalpais Union High Q2 Report (10/1 - 12/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$116,615 | \$0 | 100% | \$297,480 | 39.2% | \$180,865 |
| 2000 - Non-Instructional Salaries | \$68,828 | \$0 | 100% | \$171,309 | 40.18% | \$102,481 |
| 3000 - Employee Benefits | \$71,233 | \$0 | 100% | \$183,679 | 38.78% | \$112,446 |
| 4000 - Supplies and Materials | \$3,148 | \$0 | 100% | \$4,500 | 69.96% | \$1,352 |
| 5000 - Other Operating Expenses and Services | \$14,898 | \$0 | 100% | \$24,971 | 59.66% | \$10,073 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$1,905 | 0% | \$7,619 | 0% | \$7,619 |
| Indirect Costs | \$0 | \$0 | 100% | \$30,343 | 0% | \$30,343 |
| Totals | \$274,722 | \$1,905 | 14,423% | \$719,901 | 38.16% | \$445,179 |

Summary of Activities:

Fall semester 2018 began on September 4th - four levels of ESL, one CTE class (In Home Care), and GED/Diploma classes enrolled over 300 students. Fall semester classes were extended by one week and end on December 18th. Pearson Vue hours were extended by one week also. Expansion plans for ESL, CTE, Family Literacy, summer school are under discussion for Spring 2019 semester. Spring semester begins January 7, 2019. Spring registrations have already begun and will continue through the month of January, February. Spring semester is scheduled to end May 31st.

Status

Submitted

Allocation Year Closeout: 2016-17

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Jaemi Naish, Director

Tamalpais Union High Q3 Report (1/1 - 3/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------|----------------------------|----------------|------------------------------|--|
| 1000 - Instructional Salaries | \$179,405 | \$0 | 100% | \$297,480 | 60.31% | \$118,075 |
| 2000 - Non-Instructional Salaries | \$107,942 | \$0 | 100% | \$171,309 | 63.01% | \$63,367 |
| 3000 - Employee Benefits | \$111,024 | \$0 | 100% | \$183,679 | 60.44% | \$72,655 |
| 4000 - Supplies and Materials | \$8,046 | \$0 | 100% | \$4,500 | 178.8% |  -\$3,546 |
| 5000 - Other Operating Expenses and Services | \$17,052 | \$0 | 100% | \$24,971 | 68.29% | \$7,919 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$1,905 | 0% | \$7,619 | 0% | \$7,619 |
| Indirect Costs | \$0 | \$0 | 100% | \$30,343 | 0% | \$30,343 |
| Totals | \$423,469 | \$1,905 | 22,232.26% | \$719,901 | 58.82% | \$296,432 |

Summary of Activities:

Increase ESL Program.

Status
Submitted

Tamalpais Union High Q4 Report (4/1 - 6/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|----------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$179,405 | \$0 | 100% | \$297,480 | 60.31% | \$118,075 |
| 2000 - Non-Instructional Salaries | \$107,942 | \$0 | 100% | \$171,309 | 63.01% | \$63,367 |
| 3000 - Employee Benefits | \$111,024 | \$0 | 100% | \$183,679 | 60.44% | \$72,655 |
| 4000 - Supplies and Materials | \$8,046 | \$0 | 100% | \$4,500 | 178.8% | ⚠ -\$3,546 |
| 5000 - Other Operating Expenses and Services | \$17,052 | \$0 | 100% | \$24,971 | 68.29% | \$7,919 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$1,905 | 0% | \$7,619 | 0% | \$7,619 |
| Indirect Costs | \$0 | \$0 | 100% | \$30,343 | 0% | \$30,343 |
| Totals | \$423,469 | \$1,905 | 22,232.26% | \$719,901 | 58.82% | \$296,432 |

Status
Unsubmitted



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