

# AEBG Consortium Fiscal Reporting

## 56 Santa Monica Regional Consortium for Adult Education

2018-19 Fiscal Year

### Certification

#### Certified By

Dione Carter

Dean, Noncredit and External Programs

Quarter 1 Status    Quarter 2 Status    Quarter 3 Status    Quarter 4 Status

Certified        Certified        Uncertified    Uncertified

### Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<a href="#">Santa Monica CCD</a>	Submitted	Submitted	Not Submitted	Not Submitted
<a href="#">Santa Monica-Malibu Unified School District</a>	Submitted	Submitted	Not Submitted	Not Submitted

### Santa Monica CCD

#### Santa Monica 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	\$14,047	\$0	100%	\$146,520	9.59%	\$132,473
2000 - Non-Instructional Salaries	\$28,936	\$0	100%	\$176,965	16.35%	\$148,029
3000 - Employee Benefits	\$10,655	\$0	100%	\$145,568	7.32%	\$134,913
4000 - Supplies and Materials	\$3,857	\$0	100%	\$10,133	38.06%	\$6,276

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
5000 - Other Operating Expenses and Services	\$9,786	\$0	100%	\$41,804	23.41%	\$32,018
6000 - Capital Outlay	\$9,627	\$0	100%	\$32,624	29.51%	\$22,997
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$76,908</b>	<b>\$0</b>	<b>100%</b>	<b>\$553,614</b>	<b>13.89%</b>	<b>\$476,706</b>

### Summary of Activities:

SMC Noncredit Programs, in partnership with the SMMUSD Adult Education Center and in alignment with the SMRC for Adult Education AEP Annual Plans, focused primarily on the following activities funded by the SMC 2018-19 AEP allocation for Q1: noncredit (adult education) professional development and travel, part-time faculty stipends to support curriculum enhancements to noncredit ESL, marketing to promote new noncredit Career Development College Preparation (CDCP) short-term vocational and workforce preparation programs, counseling supplies and materials, technology and equipment, salaries to fund employees assigned to noncredit (i.e., faculty leaders, research analyst, student services specialist, student services clerk, administrative assistant, student helpers, etc; note that AEP 18018 funded the majority of salaries).

**Status  
Submitted**

### Santa Monica 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	\$52,483	\$0	100%	\$146,520	35.82%	\$94,037
2000 - Non-Instructional Salaries	\$64,292	\$0	100%	\$176,965	36.33%	\$112,673
3000 - Employee Benefits	\$38,190	\$0	100%	\$145,568	26.24%	\$107,378
4000 - Supplies and Materials	\$4,010	\$0	100%	\$10,133	39.57%	\$6,123
5000 - Other Operating Expenses and Services	\$16,359	\$0	100%	\$41,804	39.13%	\$25,445
6000 - Capital Outlay	\$11,163	\$0	100%	\$32,624	34.22%	\$21,461
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	\$186,497	\$0	100%	\$553,614	33.69%	\$367,117

### Summary of Activities:

For 2018-19, the expenditures thus far include: professional development for faculty, administrators, and classified staff with a focus on noncredit CDCP; noncredit CDCP curriculum and program development; noncredit ESL instructional planning; salaries and benefits for noncredit instructional and non-instructional faculty, classified staff assigned to noncredit student support services and the administration office, project manager, research analyst, and faculty leaders; supplies and equipment to support the Noncredit Initiatives Administration Team; and, promotional as well as instructional materials to support the initial rollout of CCCCCO approved noncredit short-term vocational and workforce preparation programs.

**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

Dr. Dione Carter, Dean, Noncredit and External Programs  
Ashley Mejia, Project Manager, Co-director

### Santa Monica 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	\$52,483	\$0	100%	\$146,520	35.82%	\$94,037
2000 - Non-Instructional Salaries	\$64,292	\$0	100%	\$176,965	36.33%	\$112,673

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
3000 - Employee Benefits	\$38,190	\$0	100%	\$145,568	26.24%	\$107,378
4000 - Supplies and Materials	\$4,010	\$0	100%	\$10,133	39.57%	\$6,123
5000 - Other Operating Expenses and Services	\$16,359	\$0	100%	\$41,804	39.13%	\$25,445
6000 - Capital Outlay	\$11,163	\$0	100%	\$32,624	34.22%	\$21,461
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$186,497</b>	<b>\$0</b>	<b>100%</b>	<b>\$553,614</b>	<b>33.69%</b>	<b>\$367,117</b>

**Status**  
**Unsubmitted**

#### Santa Monica 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	\$52,483	\$0	100%	\$146,520	35.82%	\$94,037
2000 - Non-Instructional Salaries	\$64,292	\$0	100%	\$176,965	36.33%	\$112,673
3000 - Employee Benefits	\$38,190	\$0	100%	\$145,568	26.24%	\$107,378
4000 - Supplies and Materials	\$4,010	\$0	100%	\$10,133	39.57%	\$6,123
5000 - Other Operating Expenses and Services	\$16,359	\$0	100%	\$41,804	39.13%	\$25,445
6000 - Capital Outlay	\$11,163	\$0	100%	\$32,624	34.22%	\$21,461
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$186,497</b>	<b>\$0</b>	<b>100%</b>	<b>\$553,614</b>	<b>33.69%</b>	<b>\$367,117</b>

**Status**  
**Unsubmitted**

## Santa Monica-Malibu Unified School District

### Santa Monica-Malibu Unified School District 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	\$14,193	\$88,667	16.01%	\$354,669	4%	\$340,476
2000 - Non-Instructional Salaries	\$24,702	\$59,975	41.19%	\$239,900	10.3%	\$215,198
3000 - Employee Benefits	\$11,585	\$46,439	24.95%	\$185,755	6.24%	\$174,170
4000 - Supplies and Materials	\$8,983	\$24,459	36.73%	\$97,837	9.18%	\$88,854
5000 - Other Operating Expenses and Services	\$10,449	\$8,750	119.42%	\$35,000	29.85%	\$24,551
6000 - Capital Outlay	\$0	\$1,250	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,058	0%	\$40,232	0%	\$40,232
<b>Totals</b>	<b>\$69,912</b>	<b>\$239,598</b>	<b>29.18%</b>	<b>\$958,393</b>	<b>7.29%</b>	<b>\$888,481</b>

### Corrective Action Plan

Creation of corrective action plan to identify and address deficits in delivery of services versus planned objectives (Actions and activities planned vs. original objectives outlined in annual plan). Reviewed by admin. team quarterly for efficacy. For example, action steps are in development to address "Student Acceleration," in order to align and address student acceleration goals by applying and attaining "A through G" certification of Adult Secondary Education courses by June 2019.

### Summary of Activities:

AEC Site wide, Professional Learning Community (PLC) & Technology Learning Community (TLC) area of focus: Applications, PLC Meetings EL Civics Fall 2017 - Community Resources--Education Interact with Education Institution - Including schools for children & schools or agencies with programs for adult learners. Assessment included SMPL Library Application (Beginning Low to Adv. Levels) CASAS E-testing implementation, ESL text books include online companion, participated in CASAS Field Testing for GOALS Listening Series on 11/16/18 and 11/17/18. Fall EL Civics assessment digital literacy option to send an email to assess for Intermediate & Advanced level students (Task 3). GED Assessment online, GED Proctor certification annually TLC Meeting, COABE 2018 Virtual Conf. (Cert Staff), Side by Side eText Training for ESL & Citizenship Faculty (offered 2x) AEC AEP Professional Dev/Conference Participation Request Form update

**Status**

Submitted

### Santa Monica-Malibu Unified School District 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	\$99,810	\$88,667	112.57%	\$354,669	28.14%	\$254,859
2000 - Non-Instructional Salaries	\$80,745	\$59,975	134.63%	\$239,900	33.66%	\$159,155
3000 - Employee Benefits	\$66,591	\$46,439	143.4%	\$185,755	35.85%	\$119,164
4000 - Supplies and Materials	\$13,235	\$24,459	54.11%	\$97,837	13.53%	\$84,602
5000 - Other Operating Expenses and Services	\$17,046	\$8,750	194.81%	\$35,000	48.7%	\$17,954
6000 - Capital Outlay	\$0	\$1,250	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,058	0%	\$40,232	0%	\$40,232
<b>Totals</b>	<b>\$277,427</b>	<b>\$239,598</b>	<b>115.79%</b>	<b>\$958,393</b>	<b>28.95%</b>	<b>\$680,966</b>

#### Summary of Activities:

Q2 Summary of Activities · SMMUSD Adult Education Center, in partnership with the SMC Noncredit Programs and in alignment with the SMRC for Adult Education AEP Annual Plans, focused primarily on the following activities funded by the SMC 2018-19 AEP allocation for Q2: Professional Learning Community (PLC) Meeting: Focus – EL Civics & Applications, WorkSource ESL referral received via phone, Faculty lead organized/calendared/finalized AEC/SMC shared PD (Tech Share Day), adult education professional development and travel, part-time faculty stipends to support curriculum enhancements to noncredit ESL, marketing to promote new noncredit Career Development College Preparation (CDCP) Community Pro Referrals (ongoing) Community Pro Onboarding training, Initial A-G request for application submitted, salaries to fund employees assigned to noncredit (i.e., faculty leaders, research lead teacher, Administrative assistant). These represent our updated totals for quarter 2.

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**

Anthony Fuller

**Santa Monica-Malibu Unified School District 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	\$99,810	\$88,667	112.57%	\$354,669	28.14%	\$254,859
2000 - Non-Instructional Salaries	\$80,745	\$59,975	134.63%	\$239,900	33.66%	\$159,155
3000 - Employee Benefits	\$66,591	\$46,439	143.4%	\$185,755	35.85%	\$119,164
4000 - Supplies and Materials	\$13,235	\$24,459	54.11%	\$97,837	13.53%	\$84,602
5000 - Other Operating Expenses and Services	\$17,046	\$8,750	194.81%	\$35,000	48.7%	\$17,954
6000 - Capital Outlay	\$0	\$1,250	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,058	0%	\$40,232	0%	\$40,232
<b>Totals</b>	<b>\$277,427</b>	<b>\$239,598</b>	<b>115.79%</b>	<b>\$958,393</b>	<b>28.95%</b>	<b>\$680,966</b>

Status

Unsubmitted

**Santa Monica-Malibu Unified School District 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	\$99,810	\$88,667	112.57%	\$354,669	28.14%	\$254,859
2000 - Non-Instructional Salaries	\$80,745	\$59,975	134.63%	\$239,900	33.66%	\$159,155
3000 - Employee Benefits	\$66,591	\$46,439	143.4%	\$185,755	35.85%	\$119,164

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
4000 - Supplies and Materials	\$13,235	\$24,459	54.11%	\$97,837	13.53%	\$84,602
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6000 - Capital Outlay	\$0	\$1,250	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,058	0%	\$40,232	0%	\$40,232
<b>Totals</b>	<b>\$277,427</b>	<b>\$239,598</b>	<b>115.79%</b>	<b>\$958,393</b>	<b>28.95%</b>	<b>\$680,966</b>

**Status**  
Unsubmitted



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