

# CAEP Consortium Fiscal Reporting 60 Solano Adult Education Consortium

2018-19 Fiscal Year

## Certification

**Certified By**

Christine Hess

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
<a href="#">Benicia Unified</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Fairfield-Suisun Unified</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Solano Co. Office of Education</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Solano County CCD</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Vacaville Unified</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Vallejo City Unified</a>	Submitted	Submitted	Submitted	Not Submitted

## Benicia Unified

**Benicia 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	\$947	\$7,800	12.14%	\$52,000	1.82%	\$51,053
2000 - Non-Instructional Salaries	\$4,970	\$6,000	82.83%	\$40,000	12.43%	\$35,030
3000 - Employee Benefits	\$1,956	\$2,880	67.92%	\$19,200	10.19%	\$17,244
4000 - Supplies and Materials	\$642	\$2,325	27.61%	\$15,500	4.14%	\$14,858
5000 - Other Operating Expenses and Services	\$7,848	\$10,568	74.27%	\$70,450	11.14%	\$62,602
6000 - Capital Outlay	\$0	\$8,580	0%	\$57,200	0%	\$57,200
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,620	0%	\$10,797	0%	\$10,797
<b>Totals</b>	<b>\$16,363</b>	<b>\$39,772</b>	<b>41.14%</b>	<b>\$265,147</b>	<b>6.17%</b>	<b>\$248,784</b>

### Corrective Action Plan

Benicia is planning on hiring a part-time coordinator for data and accountability and program expansion. We also plan on expanding our CTE classes.

**Status**  
**Submitted**

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### Benicia 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	\$5,100	\$15,600	32.69%	\$52,000	9.81%	\$46,900
2000 - Non-Instructional Salaries	\$9,940	\$12,000	82.83%	\$40,000	24.85%	\$30,060
3000 - Employee Benefits	\$4,057	\$5,760	70.43%	\$19,200	21.13%	\$15,143
4000 - Supplies and Materials	\$2,431	\$4,650	52.28%	\$15,500	15.68%	\$13,069
5000 - Other Operating Expenses and Services	\$13,584	\$21,135	64.27%	\$70,450	19.28%	\$56,866
6000 - Capital Outlay	\$0	\$17,160	0%	\$57,200	0%	\$57,200
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,239	0%	\$10,797	0%	\$10,797
<b>Totals</b>	<b>\$35,112</b>	<b>\$79,544</b>	<b>44.14%</b>	<b>\$265,147</b>	<b>13.24%</b>	<b>\$230,035</b>

### Corrective Action Plan

Benicia is planning on hiring a part-time coordinator for data and accountability and program expansion. We also plan on expanding our CTE 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**

June Regis

Christine Hess

### Benicia 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	\$8,061	\$23,400	34.45%	\$52,000	15.5%	\$43,939
2000 - Non-Instructional Salaries	\$14,911	\$18,000	82.84%	\$40,000	37.28%	\$25,089
3000 - Employee Benefits	\$5,989	\$8,640	69.32%	\$19,200	31.19%	\$13,211
4000 - Supplies and Materials	\$3,128	\$6,975	44.85%	\$15,500	20.18%	\$12,372
5000 - Other Operating Expenses and Services	\$28,801	\$31,703	90.85%	\$70,450	40.88%	\$41,649
6000 - Capital Outlay	\$0	\$25,740	0%	\$57,200	0%	\$57,200
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,000	\$4,859	144.07%	\$10,797	64.83%	\$3,797
<b>Totals</b>	<b>\$67,890</b>	<b>\$119,316</b>	<b>56.9%</b>	<b>\$265,147</b>	<b>25.6%</b>	<b>\$197,257</b>

### Corrective Action Plan

Benicia is planning on hiring a part-time coordinator for data and accountability and program expansion. We also plan on expanding our CTE classes.

**Status**  
**Submitted**

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### Benicia 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	\$8,061	\$31,200	25.84%	\$52,000	15.5%	\$43,939
2000 - Non-Instructional Salaries	\$14,911	\$24,000	62.13%	\$40,000	37.28%	\$25,089
3000 - Employee Benefits	\$5,989	\$11,520	51.99%	\$19,200	31.19%	\$13,211
4000 - Supplies and Materials	\$3,128	\$9,300	33.63%	\$15,500	20.18%	\$12,372
5000 - Other Operating Expenses and Services	\$28,801	\$42,270	68.14%	\$70,450	40.88%	\$41,649
6000 - Capital Outlay	\$0	\$34,320	0%	\$57,200	0%	\$57,200
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,000	\$6,478	108.05%	\$10,797	64.83%	\$3,797
<b>Totals</b>	<b>\$67,890</b>	<b>\$159,088</b>	<b>42.67%</b>	<b>\$265,147</b>	<b>25.6%</b>	<b>\$197,257</b>

**Status**  
**Unsubmitted**

### Fairfield-Suisun Unified

Fairfield-Suisun 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	\$89,772	\$0	100%	\$465,884	19.27%	\$376,112
2000 - Non-Instructional Salaries	\$80,327	\$0	100%	\$310,589	25.86%	\$230,262
3000 - Employee Benefits	\$56,180	\$0	100%	\$332,775	16.88%	\$276,595
4000 - Supplies and Materials	\$15,400	\$16,125	95.5%	\$107,500	14.33%	\$92,100
5000 - Other Operating Expenses and Services	\$116,890	\$53,719	217.6%	\$214,876	54.4%	\$97,986
6000 - Capital Outlay	\$0	\$0	100%	\$26,870	0%	\$26,870
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,753	\$0	100%	\$76,596	36.23%	\$48,843
<b>Totals</b>	<b>\$386,322</b>	<b>\$69,844</b>	<b>553.12%</b>	<b>\$1,535,090</b>	<b>25.17%</b>	<b>\$1,148,768</b>

### Summary of Activities:

Teacher salaries for ABE/ASE, ELA, CTE, GED, HSD. Materials and supplies for construction trades, welding, ASE, ELA, Adult Parent Ed. Equipment for Culinary. Admin conference professional development, teacher professional development Dues and membership fees Operational cost Software subscriptions

**Status**  
**Submitted**

### Fairfield-Suisun 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	\$300,143	\$0	100%	\$465,884	64.42%	\$165,741
2000 - Non-Instructional Salaries	\$197,468	\$0	100%	\$310,589	63.58%	\$113,121
3000 - Employee Benefits	\$149,881	\$0	100%	\$332,775	45.04%	\$182,894
4000 - Supplies and Materials	\$42,551	\$26,875	158.33%	\$107,500	39.58%	\$64,949
5000 - Other Operating Expenses and Services	\$151,597	\$53,719	282.2%	\$214,876	70.55%	\$63,279
6000 - Capital Outlay	\$0	\$6,718	0%	\$26,870	0%	\$26,870
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$65,143	\$0	100%	\$76,596	85.05%	\$11,453
<b>Totals</b>	<b>\$906,783</b>	<b>\$87,312</b>	<b>1,038.56%</b>	<b>\$1,535,090</b>	<b>59.07%</b>	<b>\$628,307</b>

### Summary of Activities:

Teacher salaries for ABE/ASE, ELA, CTE, GED, HSD. Materials and supplies for construction trades, welding, ASE, ELA, Adult Parent Ed. Equipment for Culinary and construction trades. Laptop for admin, poster printer for business tech. Admin conference professional development, teacher professional development Dues and membership fees. Operational cost, Software subscriptions, scanner maintenance, copy cost, webinar training.

**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

Elizabeth Kolakoski, Principal  
Christine Hess

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$400,837	\$0	100%	\$465,884	86.04%	\$65,047
2000 - Non-Instructional Salaries	\$280,182	\$0	100%	\$310,589	90.21%	\$30,407
3000 - Employee Benefits	\$270,971	\$0	100%	\$332,775	81.43%	\$61,804
4000 - Supplies and Materials	\$72,137	\$26,875	268.42%	\$107,500	67.1%	\$35,363
5000 - Other Operating Expenses and Services	\$171,100	\$53,719	318.51%	\$214,876	79.63%	\$43,776
6000 - Capital Outlay	\$26,870	\$6,718	400%	\$26,870	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$65,143	\$0	100%	\$76,596	85.05%	\$11,453
<b>Totals</b>	<b>\$1,287,240</b>	<b>\$87,312</b>	<b>1,474.31%</b>	<b>\$1,535,090</b>	<b>83.85%</b>	<b>\$247,850</b>

**Status**  
**Submitted**

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Fairfield-Suisun 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	\$400,837	\$0	100%	\$465,884	86.04%	\$65,047
2000 - Non-Instructional Salaries	\$280,182	\$0	100%	\$310,589	90.21%	\$30,407
3000 - Employee Benefits	\$270,971	\$0	100%	\$332,775	81.43%	\$61,804
4000 - Supplies and Materials	\$72,137	\$26,875	268.42%	\$107,500	67.1%	\$35,363
5000 - Other Operating Expenses and Services	\$171,100	\$53,719	318.51%	\$214,876	79.63%	\$43,776
6000 - Capital Outlay	\$26,870	\$6,718	400%	\$26,870	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$65,143	\$0	100%	\$76,596	85.05%	\$11,453
<b>Totals</b>	<b>\$1,287,240</b>	<b>\$87,312</b>	<b>1,474.31%</b>	<b>\$1,535,090</b>	<b>83.85%</b>	<b>\$247,850</b>

**Status**  
Unsubmitted

### Solano Co. Office of Education

Solano 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	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$3,000	0%	\$20,000	0%	\$20,000
3000 - Employee Benefits	\$0	\$314	0%	\$2,093	0%	\$2,093
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
<b>Totals</b>	\$0	\$3,314	0%	\$22,093	0%	\$22,093

### Corrective Action Plan

Work with adult programs to schedule WRC workshops.

Status  
Submitted

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### Solano 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$6,000	0%	\$20,000	0%	\$20,000
3000 - Employee Benefits	\$0	\$628	0%	\$2,093	0%	\$2,093
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
<b>Totals</b>	\$0	\$6,628	0%	\$22,093	0%	\$22,093

### Corrective Action Plan

SCOE will be using its allocation for Q3 and Q4 for a Job Club for Adults with Disabilities and other adult students at Fairfield-Suisun Adult 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**

Susan Labrecque , Director, Resource Development and Transition Services  
Christine Hess

### Solano 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$9,000	0%	\$20,000	0%	\$20,000
3000 - Employee Benefits	\$0	\$942	0%	\$2,093	0%	\$2,093
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
<b>Totals</b>	\$0	\$9,942	0%	\$22,093	0%	\$22,093

### Corrective Action Plan

SCOE will be using its allocation for Q3 and Q4 for a Job Club for Adults with Disabilities and other adult students at Fairfield-Suisun Adult School.

**Status**  
Submitted

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### Solano 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$12,000	0%	\$20,000	0%	\$20,000
3000 - Employee Benefits	\$0	\$1,256	0%	\$2,093	0%	\$2,093
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
<b>Totals</b>	\$0	\$13,256	0%	\$22,093	0%	\$22,093

**Status**  
Unsubmitted

### Solano County CCD

Solano County 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	\$0	\$750	0%	\$5,000	0%	\$5,000
2000 - Non-Instructional Salaries	\$0	\$1,800	0%	\$12,000	0%	\$12,000
3000 - Employee Benefits	\$0	\$750	0%	\$5,000	0%	\$5,000
4000 - Supplies and Materials	\$0	\$1,500	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$0	\$4,409	0%	\$29,393	0%	\$29,393
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
<b>Totals</b>	\$0	\$9,209	0%	\$61,393	0%	\$61,393

### Corrective Action Plan

We will look for more opportunities to spend money.

**Status**  
**Submitted**

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### Solano County 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	\$998	\$1,500	66.53%	\$5,000	19.96%	\$4,002
2000 - Non-Instructional Salaries	\$0	\$3,600	0%	\$12,000	0%	\$12,000
3000 - Employee Benefits	\$350	\$1,500	23.33%	\$5,000	7%	\$4,650
4000 - Supplies and Materials	\$0	\$3,000	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$100	\$8,818	1.13%	\$29,393	0.34%	\$29,293
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
<b>Totals</b>	<b>\$1,448</b>	<b>\$18,418</b>	<b>7.86%</b>	<b>\$61,393</b>	<b>2.36%</b>	<b>\$59,945</b>

### Corrective Action Plan

Solano College is collaborating with adult ed schools to coordinate a CTE fair and other recruitment and outreach activities.

**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**

Mr. Sandy Lamba M.B.A., M.A., Dean, School of Social and Behavioral Sciences  
Christine Hess

### Solano County 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	\$998	\$2,250	44.36%	\$5,000	19.96%	\$4,002
2000 - Non-Instructional Salaries	\$0	\$5,400	0%	\$12,000	0%	\$12,000
3000 - Employee Benefits	\$350	\$2,250	15.56%	\$5,000	7%	\$4,650
4000 - Supplies and Materials	\$0	\$4,500	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$2,573	\$13,227	19.45%	\$29,393	8.75%	\$26,820
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$157	\$0	100%	\$0	100%	 -\$157
<b>Totals</b>	<b>\$4,078</b>	<b>\$27,627</b>	<b>14.76%</b>	<b>\$61,393</b>	<b>6.64%</b>	<b>\$57,315</b>


### Corrective Action Plan

Solano College will be spending the bulk of its carryover and allocation on developing and implementing bridge classes to be held at adult schools.

**Status**  
**Submitted**

### Solano County 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	\$998	\$3,000	33.27%	\$5,000	19.96%	\$4,002
2000 - Non-Instructional Salaries	\$0	\$7,200	0%	\$12,000	0%	\$12,000
3000 - Employee Benefits	\$350	\$3,000	11.67%	\$5,000	7%	\$4,650
4000 - Supplies and Materials	\$0	\$5,900	0%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$2,573	\$17,636	14.59%	\$29,393	8.75%	\$26,820
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$157	\$0	100%	\$0	100%	 -\$157
<b>Totals</b>	<b>\$4,078</b>	<b>\$36,736</b>	<b>11.1%</b>	<b>\$61,393</b>	<b>6.64%</b>	<b>\$57,315</b>

**Status**  
**Unsubmitted**

## Vacaville Unified

Vacaville 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	\$33,900	\$39,000	86.92%	\$260,000	13.04%	\$226,100
2000 - Non-Instructional Salaries	\$48,597	\$36,813	132.01%	\$245,420	19.8%	\$196,823
3000 - Employee Benefits	\$28,562	\$20,550	138.99%	\$137,000	20.85%	\$108,438
4000 - Supplies and Materials	\$1,212	\$7,500	16.16%	\$50,000	2.42%	\$48,788
5000 - Other Operating Expenses and Services	\$5,376	\$74,655	7.2%	\$497,697	1.08%	\$492,321
6000 - Capital Outlay	\$0	\$3,000	0%	\$20,000	0%	\$20,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$4,500	0%	\$30,000	0%	\$30,000
<b>Totals</b>	<b>\$117,647</b>	<b>\$186,018</b>	<b>63.25%</b>	<b>\$1,240,117</b>	<b>9.49%</b>	<b>\$1,122,470</b>

### Corrective Action Plan

Vacaville Adult School and Solano Adult Education Consortium funds are aggregated in the Q1 report. The consortium funds are on target as the allocation to the shared consortium fund was reduced from \$207,000 to \$68,000 to reduce the carryover. Consortium Total - \$42,357.32 Vacaville Adult School Total - \$75,289.19 Vacaville Adult School is on target with salaries and benefits. However, the majority of carryover funds not budgeted yet are held in the 5000 object code. Vacaville is expanding its ESL, high school completion, and CTE classes as well as opening night classes in January. Vacaville is also hiring a new staff person. Q2-Q4 will reflect these additional expenditures.

**Status**  
**Submitted**

### Vacaville 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	\$98,874	\$78,000	126.76%	\$260,000	38.03%	\$161,126
2000 - Non-Instructional Salaries	\$107,705	\$73,626	146.29%	\$245,420	43.89%	\$137,715
3000 - Employee Benefits	\$65,254	\$41,100	158.77%	\$137,000	47.63%	\$71,746
4000 - Supplies and Materials	\$5,748	\$15,000	38.32%	\$50,000	11.5%	\$44,252
5000 - Other Operating Expenses and Services	\$6,671	\$149,309	4.47%	\$497,697	1.34%	\$491,026
6000 - Capital Outlay	\$0	\$6,000	0%	\$20,000	0%	\$20,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$9,000	0%	\$30,000	0%	\$30,000
<b>Totals</b>	<b>\$284,252</b>	<b>\$372,035</b>	<b>76.4%</b>	<b>\$1,240,117</b>	<b>22.92%</b>	<b>\$955,865</b>

**Corrective Action Plan**

Vacaville Adult School and the Consortium funds are intermingled in this account. Consortium funds are on target due to a decrease in the 18-19 allocation. Vacaville is expanding with evening classes more instructors and classified staff for the 3rd and 4th quarters.

**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**

Tiffany Donahue, Coordinator  
Christine Hess

**Vacaville 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	\$171,940	\$117,000	146.96%	\$260,000	66.13%	\$88,060
2000 - Non-Instructional Salaries	\$171,394	\$110,439	155.19%	\$245,420	69.84%	\$74,026
3000 - Employee Benefits	\$106,701	\$61,650	173.08%	\$137,000	77.88%	\$30,299
4000 - Supplies and Materials	\$5,931	\$22,500	26.36%	\$50,000	11.86%	\$44,069
5000 - Other Operating Expenses and Services	\$36,388	\$223,964	16.25%	\$497,697	7.31%	\$461,309
6000 - Capital Outlay	\$0	\$9,000	0%	\$20,000	0%	\$20,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$13,500	0%	\$30,000	0%	\$30,000
<b>Totals</b>	<b>\$492,354</b>	<b>\$558,053</b>	<b>88.23%</b>	<b>\$1,240,117</b>	<b>39.7%</b>	<b>\$747,763</b>

### Corrective Action Plan

Q4 Expenditures for the consortium and Vacaville Adult School will put Vacaville and consortium at 60% of target.

### Summary of Activities:

Vacaville Adult School Q3 Expenditures Total: \$361,217.25 Consortium Q3 Expenditures Total: \$131,136.87

**Status**  
**Submitted**

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### Vacaville 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	\$171,940	\$156,000	110.22%	\$260,000	66.13%	\$88,060
2000 - Non-Instructional Salaries	\$171,394	\$147,252	116.4%	\$245,420	69.84%	\$74,026
3000 - Employee Benefits	\$106,701	\$82,200	129.81%	\$137,000	77.88%	\$30,299
4000 - Supplies and Materials	\$5,931	\$30,000	19.77%	\$50,000	11.86%	\$44,069
5000 - Other Operating Expenses and Services	\$36,388	\$298,618	12.19%	\$497,697	7.31%	\$461,309
6000 - Capital Outlay	\$0	\$12,000	0%	\$20,000	0%	\$20,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$18,000	0%	\$30,000	0%	\$30,000
<b>Totals</b>	<b>\$492,354</b>	<b>\$744,070</b>	<b>66.17%</b>	<b>\$1,240,117</b>	<b>39.7%</b>	<b>\$747,763</b>

**Status**  
**Unsubmitted**

## Vallejo City Unified

Vallejo City 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	\$76,348	\$86,016	88.76%	\$573,438	13.31%	\$497,090
2000 - Non-Instructional Salaries	\$62,166	\$46,830	132.75%	\$312,197	19.91%	\$250,031
3000 - Employee Benefits	\$54,070	\$53,163	101.71%	\$354,423	15.26%	\$300,353
4000 - Supplies and Materials	\$8,418	\$49,591	16.97%	\$330,605	2.55%	\$322,187
5000 - Other Operating Expenses and Services	\$22,154	\$139,946	15.83%	\$932,970	2.37%	\$910,816
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$121,240	0%	\$121,240
<b>Totals</b>	<b>\$223,156</b>	<b>\$375,545</b>	<b>59.42%</b>	<b>\$2,624,873</b>	<b>8.5%</b>	<b>\$2,401,717</b>

### Corrective Action Plan

We have reviewed our budget and made plans for expansion of classes and hiring of new staff.

### Summary of Activities:

We are planning to use funds for implementing a culinary program for CTE students and Adults with Disabilities. This plan includes the need to remodel the school kitchen and buy equipment. We have hired new teachers and are expanding classes. We have hired a para educator to work with the ABE classes and a bilingual teacher assistant for the ELL classes.

**Status**  
**Submitted**

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### Vallejo City 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	\$200,108	\$172,031	116.32%	\$573,438	34.9%	\$373,330
2000 - Non-Instructional Salaries	\$135,406	\$93,659	144.57%	\$312,197	43.37%	\$176,791
3000 - Employee Benefits	\$121,311	\$106,327	114.09%	\$354,423	34.23%	\$233,112
4000 - Supplies and Materials	\$74,404	\$99,182	75.02%	\$330,605	22.51%	\$256,201
5000 - Other Operating Expenses and Services	\$49,743	\$279,891	17.77%	\$932,970	5.33%	\$883,227
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$121,240	0%	\$121,240
<b>Totals</b>	<b>\$580,972</b>	<b>\$751,090</b>	<b>77.35%</b>	<b>\$2,624,873</b>	<b>22.13%</b>	<b>\$2,043,901</b>

### Corrective Action Plan

REC continues to add classes. We have expended outreach classes offsite and are planning to begin Saturday classes. We are in the process of remodeling our school kitchen and preparing a classroom for Culinary classes. Indirect Costs are paid to the district annually at the end of the fiscal year.

**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

Vallejo Regional Education Center Laura Dutch, Principal  
Christine Hess

### Vallejo City 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	\$314,930	\$258,047	122.04%	\$573,438	54.92%	\$258,508
2000 - Non-Instructional Salaries	\$208,090	\$140,489	148.12%	\$312,197	66.65%	\$104,107
3000 - Employee Benefits	\$187,165	\$159,490	117.35%	\$354,423	52.81%	\$167,258
4000 - Supplies and Materials	\$95,001	\$148,772	63.86%	\$330,605	28.74%	\$235,604
5000 - Other Operating Expenses and Services	\$55,056	\$419,837	13.11%	\$932,970	5.9%	\$877,914
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$121,240	0%	\$121,240
<b>Totals</b>	<b>\$860,242</b>	<b>\$1,126,635</b>	<b>76.35%</b>	<b>\$2,624,873</b>	<b>32.77%</b>	<b>\$1,764,631</b>

### Corrective Action Plan

Additional expenditures for upgrading the parking lot for expanded parking in a residential area and kitchen for a culinary/hospitality program aligned with the regional workforce plan's key industry sectors will be added by the end of 2019 to reach 60% of target.

**Status**  
**Submitted**

### Vallejo City 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	\$314,930	\$344,063	91.53%	\$573,438	54.92%	\$258,508
2000 - Non-Instructional Salaries	\$208,090	\$177,952	116.94%	\$312,197	66.65%	\$104,107
3000 - Employee Benefits	\$187,165	\$212,654	88.01%	\$354,423	52.81%	\$167,258
4000 - Supplies and Materials	\$95,001	\$198,363	47.89%	\$330,605	28.74%	\$235,604
5000 - Other Operating Expenses and Services	\$55,056	\$559,782	9.84%	\$932,970	5.9%	\$877,914
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$121,240	0%	\$121,240	0%	\$121,240
<b>Totals</b>	<b>\$860,242</b>	<b>\$1,614,054</b>	<b>53.3%</b>	<b>\$2,624,873</b>	<b>32.77%</b>	<b>\$1,764,631</b>

**Status**  
Unsubmitted



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