

# AEBG Consortium Fiscal Reporting 62 South Orange County Regional Consortium (SOCRC)

2017-18 Fiscal Year

## Certification

### Certification Authority

Debbie Vanschoelandt

Interim Dean, Integrated Design, Engineering & Automation

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

Certified        Certified        Certified        Certified

I certify that our consortium did not exceed 5% of the total allocation in administrative costs: Yes

## Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<a href="#">Irvine Unified School District</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Irvine Valley College</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Laguna Beach Unified School District</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Saddleback College</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">South Orange County CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Tustin Unified School District</a>	Submitted	Submitted	Submitted	Submitted

## Irvine Unified School District

### Irvine 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	\$0	\$28,347	0%	\$188,978	0%	\$188,978

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
2000 - Non-Instructional Salaries	\$0	\$19,835	0%	\$132,231	0%	\$132,231
3000 - Employee Benefits	\$0	\$7,525	0%	\$50,166	0%	\$50,166
4000 - Supplies and Materials	\$0	\$2,119	0%	\$14,125	0%	\$14,125
5000 - Other Operating Expenses and Services	\$0	\$300	0%	\$2,000	0%	\$2,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,875	0%	\$12,500	0%	\$12,500
<b>Totals</b>	<b>\$0</b>	<b>\$60,000</b>	<b>0%</b>	<b>\$400,000</b>	<b>0%</b>	<b>\$400,000</b>

**Status**  
**Submitted**

### Irvine 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	\$0	\$56,693	0%	\$188,978	0%	\$188,978
2000 - Non-Instructional Salaries	\$0	\$39,669	0%	\$132,231	0%	\$132,231
3000 - Employee Benefits	\$0	\$15,050	0%	\$50,166	0%	\$50,166
4000 - Supplies and Materials	\$0	\$4,238	0%	\$14,125	0%	\$14,125
5000 - Other Operating Expenses and Services	\$0	\$600	0%	\$2,000	0%	\$2,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,750	0%	\$12,500	0%	\$12,500
<b>Totals</b>	<b>\$0</b>	<b>\$120,000</b>	<b>0%</b>	<b>\$400,000</b>	<b>0%</b>	<b>\$400,000</b>

Status  
Submitted

### Irvine 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	\$144,451	\$85,040	169.86%	\$188,978	76.44%	\$44,527
2000 - Non-Instructional Salaries	\$106,397	\$59,504	178.81%	\$132,231	80.46%	\$25,834
3000 - Employee Benefits	\$67,700	\$22,575	299.89%	\$50,166	134.95%	⚠ -\$17,534
4000 - Supplies and Materials	\$13,505	\$6,356	212.47%	\$14,125	95.61%	\$620
5000 - Other Operating Expenses and Services	\$6,522	\$900	724.67%	\$2,000	326.1%	⚠ -\$4,522
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$5,625	0%	\$12,500	0%	\$12,500
<b>Totals</b>	<b>\$338,575</b>	<b>\$180,000</b>	<b>188.1%</b>	<b>\$400,000</b>	<b>84.64%</b>	<b>\$61,425</b>

#### Summary of Activities:

The majority of our funds is spent on salaries for teacher and support staff. We offer 23 ESL classes each week as well as a diploma pathway class and several conversation classes. We have a total of 10 teachers. Our support staff consists of two office assistants, a campus safety person and a custodian. Other expenses included the purchasing of instructional materials such as textbooks, chromebooks and devices for CASAS testing, and contracts to vendors such as CASAS and ASAP.

Status  
Submitted

### Irvine 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	\$183,913	\$113,387	162.2%	\$188,978	97.32%	\$5,065

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
2000 - Non-Instructional Salaries	\$126,532	\$79,339	159.48%	\$132,231	95.69%	\$5,699
3000 - Employee Benefits	\$82,620	\$30,100	274.49%	\$50,166	164.69%	⚠ -\$32,454
4000 - Supplies and Materials	\$13,855	\$8,475	163.48%	\$14,125	98.09%	\$270
5000 - Other Operating Expenses and Services	\$6,530	\$1,200	544.17%	\$2,000	326.5%	⚠ -\$4,530
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$12,114	\$7,500	161.52%	\$12,500	96.91%	\$386
Totals	\$425,564	\$240,000	177.32%	\$400,000	106.39%	⚠ -\$25,564

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

**Summary of Activities:**

Over 25 classes were offered to Adult Education students during 2017-2018 school year. Classes included: Beginning Low, Beginning High, Intermediate Low, Intermediate High, Advanced Low, Advanced Writing, Advanced Pronunciation, Advanced Vocabulary, TOFEL and diploma pathway classes. We also offered Conversation classes at each of the levels for students to practice their English speaking skills. We served over 500 students each semester. The majority of funds were spent on instructional salaries and non-instructional support salaries. We purchased additional touch screen chromebooks to be used for CASAS testing. The \$25,562 over budget was paid for through the IUSD general fund.

**Status**  
**Submitted**

**Irvine Valley College**

Irvine Valley College 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	\$3,505	0%	\$23,367	0%	\$23,367
2000 - Non-Instructional Salaries	\$0	\$12,703	0%	\$84,686	0%	\$84,686
3000 - Employee Benefits	\$0	\$6,219	0%	\$41,462	0%	\$41,462
4000 - Supplies and Materials	\$0	\$6,000	0%	\$40,000	0%	\$40,000
5000 - Other Operating Expenses and Services	\$0	\$31,310	0%	\$208,731	0%	\$208,731
6000 - Capital Outlay	\$0	\$1,125	0%	\$7,500	0%	\$7,500
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$6,109	0%	\$40,725	0%	\$40,725
<b>Totals</b>	<b>\$0</b>	<b>\$66,971</b>	<b>0%</b>	<b>\$446,471</b>	<b>0%</b>	<b>\$446,471</b>

**Status  
Submitted**

### Irvine Valley College 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	\$7,010	0%	\$23,367	0%	\$23,367
2000 - Non-Instructional Salaries	\$0	\$25,406	0%	\$84,686	0%	\$84,686
3000 - Employee Benefits	\$0	\$12,439	0%	\$41,462	0%	\$41,462
4000 - Supplies and Materials	\$0	\$12,000	0%	\$40,000	0%	\$40,000
5000 - Other Operating Expenses and Services	\$0	\$62,619	0%	\$208,731	0%	\$208,731
6000 - Capital Outlay	\$0	\$2,250	0%	\$7,500	0%	\$7,500
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$12,218	0%	\$40,725	0%	\$40,725

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
<b>Totals</b>	\$0	\$133,941	0%	\$446,471	0%	\$446,471

**Status  
Submitted**

**Irvine Valley College 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	\$19,086	\$10,515	181.51%	\$23,367	81.68%	\$4,281
2000 - Non-Instructional Salaries	\$55,821	\$38,109	146.48%	\$84,686	65.92%	\$28,865
3000 - Employee Benefits	\$24,848	\$18,658	133.18%	\$41,462	59.93%	\$16,614
4000 - Supplies and Materials	\$4,464	\$18,000	24.8%	\$40,000	11.16%	\$35,536
5000 - Other Operating Expenses and Services	\$31,207	\$93,929	33.22%	\$208,731	14.95%	\$177,524
6000 - Capital Outlay	\$2,444	\$3,375	72.41%	\$7,500	32.59%	\$5,056
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$18,326	0%	\$40,725	0%	\$40,725
<b>Totals</b>	<b>\$137,870</b>	<b>\$200,912</b>	<b>68.62%</b>	<b>\$446,471</b>	<b>30.88%</b>	<b>\$308,601</b>

**Corrective Action Plan**

Projects formerly funded by D&A funds will now be funded from this allocation, which will ensure all funds are expended by the deadline.

**Summary of Activities:**

The majority of funds are spent on salaries for instructional and support staff. AEP funds support our AESL program, including a coordinator, a faculty lead, and data support staff who collects and tracks CASAS and MIS data. Funds were also spent on curriculum work, which will allow for additional course offerings and noncredit CDCP certificates in future semesters.

**Status  
Submitted**

**Irvine Valley College 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	\$23,367	\$14,020	166.67%	\$23,367	100%	\$0
2000 - Non-Instructional Salaries	\$84,686	\$50,812	166.67%	\$84,686	100%	\$0
3000 - Employee Benefits	\$41,462	\$24,877	166.67%	\$41,462	100%	\$0
4000 - Supplies and Materials	\$4,799	\$24,000	20%	\$40,000	12%	\$35,201
5000 - Other Operating Expenses and Services	\$47,123	\$125,239	37.63%	\$208,731	22.58%	\$161,608
6000 - Capital Outlay	\$2,444	\$4,500	54.31%	\$7,500	32.59%	\$5,056
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,388	\$24,435	83.44%	\$40,725	50.06%	\$20,337
<b>Totals</b>	<b>\$224,269</b>	<b>\$267,883</b>	<b>83.72%</b>	<b>\$446,471</b>	<b>50.23%</b>	<b>\$222,202</b>

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

**Corrective Action Plan**

Projects formerly funded by D&A funds will now be funded from this allocation, which will ensure all funds are expended by the deadline. Additional funds have also been earmarked for bilingual tutors in the AESL Center, which will provide additional enrollment and registration assistance for new AESL students who struggle with the process due to their limited English proficiency.

**Summary of Activities:**

The majority of funds are spent on salaries for instructional and support staff. AEP funds support our AESL program, including a coordinator, a faculty lead, and data support staff who collects and tracks CASAS and MIS data. Funds were also spent on curriculum work, which will allow for additional course offerings and noncredit CDCP certificates in future semesters.

**Status**  
**Submitted**

**Laguna Beach Unified School District**

**Laguna Beach 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	\$0	\$8,971	0%	\$59,804	0%	\$59,804
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$0	\$1,590	0%	\$10,600	0%	\$10,600
4000 - Supplies and Materials	\$0	\$6,745	0%	\$44,965	0%	\$44,965
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$5,405	0%	\$36,032	0%	\$36,032
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,992	0%	\$7,968	0%	\$7,968
<b>Totals</b>	<b>\$0</b>	<b>\$24,702</b>	<b>0%</b>	<b>\$159,369</b>	<b>0%</b>	<b>\$159,369</b>

**Status  
Submitted**

**Laguna Beach 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	\$0	\$17,941	0%	\$59,804	0%	\$59,804
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$0	\$3,180	0%	\$10,600	0%	\$10,600
4000 - Supplies and Materials	\$0	\$13,490	0%	\$44,965	0%	\$44,965
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$10,810	0%	\$36,032	0%	\$36,032
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	\$1,992	0%	\$7,968	0%	\$7,968
<b>Totals</b>	<b>\$0</b>	<b>\$47,412</b>	<b>0%</b>	<b>\$159,369</b>	<b>0%</b>	<b>\$159,369</b>

**Status**  
**Submitted**

### Laguna Beach 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	\$19,140	\$26,912	71.12%	\$59,804	32%	\$40,664
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$3,252	\$4,770	68.18%	\$10,600	30.68%	\$7,348
4000 - Supplies and Materials	\$37,994	\$20,234	187.77%	\$44,965	84.5%	\$6,971
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$16,214	0%	\$36,032	0%	\$36,032
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,992	0%	\$7,968	0%	\$7,968
<b>Totals</b>	<b>\$60,386</b>	<b>\$70,122</b>	<b>86.12%</b>	<b>\$159,369</b>	<b>37.89%</b>	<b>\$98,983</b>

### Corrective Action Plan

Some expenditures have been moved to the summer in order to not impact the classrooms during the school year. Additionally, hours for creation of new online course levels have been moved to the summer. Expenditures for new furniture have not yet been paid, although furniture has been ordered.

### Summary of Activities:

Laguna Beach Adult School has spent funding on curriculum to increase the levels available to students. An online program was added as well as technology to facilitate the online component. Teacher salaries were paid for in class and online programs. Computers were purchased for testing through CASAS as well as online and blended learning. Furniture was purchased for a second Adult Ed classroom. New doors were purchased to increase security for the new technology.

**Status**

Submitted

**Laguna Beach 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	\$33,423	\$35,882	93.15%	\$59,804	55.89%	\$26,381
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$6,646	\$6,360	104.5%	\$10,600	62.7%	\$3,954
4000 - Supplies and Materials	\$37,994	\$26,979	140.83%	\$44,965	84.5%	\$6,971
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$21,619	0%	\$36,032	0%	\$36,032
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,992	0%	\$7,968	0%	\$7,968
<b>Totals</b>	<b>\$78,063</b>	<b>\$92,833</b>	<b>84.09%</b>	<b>\$159,369</b>	<b>48.98%</b>	<b>\$81,306</b>

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

**Corrective Action Plan**

During the 18-19 school year, we are planning to expand our student learning experiences to include more field trips. We also are working on improving the accessibility of the classroom.

**Summary of Activities:**

Capital Outlay projects were pushed back until the summer. These costs will now occur during the 18-19 school year.

Status

Submitted

**Saddleback College****Saddleback College 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	\$50,888	0%	\$339,252	0%	\$339,252
2000 - Non-Instructional Salaries	\$0	\$102,694	0%	\$684,627	0%	\$684,627
3000 - Employee Benefits	\$0	\$44,904	0%	\$299,360	0%	\$299,360
4000 - Supplies and Materials	\$0	\$7,964	0%	\$53,090	0%	\$53,090
5000 - Other Operating Expenses and Services	\$0	\$553,506	0%	\$3,690,039	0%	\$3,690,039
6000 - Capital Outlay	\$0	\$14,250	0%	\$95,000	0%	\$95,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$77,420	0%	\$516,135	0%	\$516,135
<b>Totals</b>	<b>\$0</b>	<b>\$851,625</b>	<b>0%</b>	<b>\$5,677,503</b>	<b>0%</b>	<b>\$5,677,503</b>

**Status**  
**Submitted**

### Saddleback College 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	\$101,776	0%	\$339,252	0%	\$339,252
2000 - Non-Instructional Salaries	\$0	\$205,388	0%	\$684,627	0%	\$684,627
3000 - Employee Benefits	\$0	\$89,808	0%	\$299,360	0%	\$299,360
4000 - Supplies and Materials	\$0	\$15,927	0%	\$53,090	0%	\$53,090
5000 - Other Operating Expenses and Services	\$0	\$1,107,012	0%	\$3,690,039	0%	\$3,690,039
6000 - Capital Outlay	\$0	\$28,500	0%	\$95,000	0%	\$95,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$154,841	0%	\$516,135	0%	\$516,135

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
<b>Totals</b>	\$0	\$1,703,251	0%	\$5,677,503	0%	\$5,677,503

**Status  
Submitted**

### Saddleback College 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
<b>1000 - Instructional Salaries</b>	\$144,416	\$152,663	94.6%	\$339,252	42.57%	\$194,836
<b>2000 - Non-Instructional Salaries</b>	\$391,260	\$308,082	127%	\$684,627	57.15%	\$293,367
<b>3000 - Employee Benefits</b>	\$179,742	\$134,712	133.43%	\$299,360	60.04%	\$119,618
<b>4000 - Supplies and Materials</b>	\$52,526	\$23,891	219.86%	\$53,090	98.94%	\$564
<b>5000 - Other Operating Expenses and Services</b>	\$597,943	\$1,660,518	36.01%	\$3,690,039	16.2%	\$3,092,096
<b>6000 - Capital Outlay</b>	\$11,261	\$42,750	26.34%	\$95,000	11.85%	\$83,739
<b>7000 - Other Outgo</b>	\$0	\$0	100%	\$0	100%	\$0
<b>Indirect Costs</b>	\$108,153	\$232,261	46.57%	\$516,135	20.95%	\$407,982
<b>Totals</b>	\$1,485,301	\$2,554,876	58.14%	\$5,677,503	26.16%	\$4,192,202

### Corrective Action Plan

The action steps to address the expenditures that fall below target include: expending the allocated capital outlay funds that have been set aside for the San Juan Capistrano Adult Education campus. These funds will be used to purchase four (4) portable classrooms that need to be replaced and brought up to code, including ADA compliance; due to a leadership transition some program plans were delayed. Now that leadership is in place, capital outlay plans are being approved and implemented.

### Summary of Activities:

South Orange County Community College District and Capistrano Unified School District are working collaboratively to replace four (4) portable classrooms at Saddleback Adult Education, San Juan Capistrano. These portables will house the Adult Education AESL and HSE classes.

**Status  
Submitted**

**Saddleback College 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	\$261,406	\$203,551	128.42%	\$339,252	77.05%	\$77,846
2000 - Non-Instructional Salaries	\$684,627	\$410,776	166.67%	\$684,627	100%	\$0
3000 - Employee Benefits	\$299,360	\$179,616	166.67%	\$299,360	100%	\$0
4000 - Supplies and Materials	\$52,526	\$31,854	164.9%	\$53,090	98.94%	\$564
5000 - Other Operating Expenses and Services	\$597,943	\$2,214,023	27.01%	\$3,690,039	16.2%	\$3,092,096
6000 - Capital Outlay	\$11,261	\$57,000	19.76%	\$95,000	11.85%	\$83,739
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$108,153	\$309,681	34.92%	\$516,135	20.95%	\$407,982
<b>Totals</b>	<b>\$2,015,276</b>	<b>\$3,406,502</b>	<b>59.16%</b>	<b>\$5,677,503</b>	<b>35.5%</b>	<b>\$3,662,227</b>

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

**Corrective Action Plan**

Saddleback College set aside funds to replace portable classrooms at the San Juan Capistrano campus. This project will take place in the summer of 2018 so fall/spring course schedules are not interrupted.

**Summary of Activities:**

Saddleback College is working collaboratively with facilities, procurement and the Capistrano Unified School District administration to coordinate the capital outlay project that is planned for summer 2018.

**Status**  
**Submitted**

**South Orange County CCD****South Orange 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	\$7,756	0%	\$51,707	0%	\$51,707
2000 - Non-Instructional Salaries	\$0	\$4,994	0%	\$33,292	0%	\$33,292
3000 - Employee Benefits	\$0	\$5,588	0%	\$37,250	0%	\$37,250
4000 - Supplies and Materials	\$0	\$483	0%	\$3,223	0%	\$3,223
5000 - Other Operating Expenses and Services	\$0	\$17,469	0%	\$116,460	0%	\$116,460
6000 - Capital Outlay	\$0	\$0	100%	\$5,493	0%	\$5,493
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$0</b>	<b>\$36,290</b>	<b>0%</b>	<b>\$247,425</b>	<b>0%</b>	<b>\$247,425</b>

**Status**  
**Submitted**

### South Orange 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	\$0	\$15,512	0%	\$51,707	0%	\$51,707
2000 - Non-Instructional Salaries	\$0	\$9,988	0%	\$33,292	0%	\$33,292
3000 - Employee Benefits	\$0	\$11,175	0%	\$37,250	0%	\$37,250
4000 - Supplies and Materials	\$0	\$967	0%	\$3,223	0%	\$3,223
5000 - Other Operating Expenses and Services	\$0	\$34,938	0%	\$116,460	0%	\$116,460
6000 - Capital Outlay	\$0	\$0	100%	\$5,493	0%	\$5,493
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$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
<b>Totals</b>	\$0	\$72,580	0%	\$247,425	0%	\$247,425

**Status  
Submitted**

**South Orange 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	\$3,155	\$23,268	13.56%	\$51,707	6.1%	\$48,552
2000 - Non-Instructional Salaries	\$28,786	\$14,981	192.14%	\$33,292	86.47%	\$4,506
3000 - Employee Benefits	\$16,452	\$16,763	98.15%	\$37,250	44.17%	\$20,798
4000 - Supplies and Materials	\$57	\$1,450	3.93%	\$3,223	1.77%	\$3,166
5000 - Other Operating Expenses and Services	\$16,530	\$52,407	31.54%	\$116,460	14.19%	\$99,930
6000 - Capital Outlay	\$5,493	\$0	100%	\$5,493	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$70,473</b>	<b>\$108,869</b>	<b>64.73%</b>	<b>\$247,425</b>	<b>28.48%</b>	<b>\$176,952</b>

**Corrective Action Plan**

The action steps to address the expenditures that fall below target include: moving forward on some of the facilities and equipment purchases that were delayed as a result of district procurement processes.

**Summary of Activities:**

Due to a leadership transition some program plans were delayed. Now that the Division has leadership in place, the facilities and equipment purchases will be purchased.

**Status  
Submitted**

**South Orange 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	\$51,706	\$31,024	166.66%	\$51,707	100%	\$1
2000 - Non-Instructional Salaries	\$29,353	\$19,975	146.95%	\$33,292	88.17%	\$3,939
3000 - Employee Benefits	\$34,181	\$22,350	152.94%	\$37,250	91.76%	\$3,069
4000 - Supplies and Materials	\$3,223	\$1,934	166.67%	\$3,223	100%	\$0
5000 - Other Operating Expenses and Services	\$66,030	\$69,876	94.5%	\$116,460	56.7%	\$50,430
6000 - Capital Outlay	\$5,493	\$0	100%	\$5,493	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$189,986</b>	<b>\$145,159</b>	<b>130.88%</b>	<b>\$247,425</b>	<b>76.79%</b>	<b>\$57,439</b>

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

**Summary of Activities:**

Due to a leadership transition some program plans were delayed. Now that the Division has leadership in place, the facilities and equipment purchases will be purchased.

**Status  
Submitted**

**Tustin Unified School District**

**Tustin 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	\$0	\$86,537	0%	\$576,915	0%	\$576,915



Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
2000 - Non-Instructional Salaries	\$0	\$22,723	0%	\$151,487	0%	\$151,487
3000 - Employee Benefits	\$0	\$14,481	0%	\$96,537	0%	\$96,537
4000 - Supplies and Materials	\$0	\$27,370	0%	\$182,468	0%	\$182,468
5000 - Other Operating Expenses and Services	\$0	\$15,000	0%	\$100,000	0%	\$100,000
6000 - Capital Outlay	\$0	\$42,375	0%	\$282,500	0%	\$282,500
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,857	0%	\$52,380	0%	\$52,380
<b>Totals</b>	<b>\$0</b>	<b>\$216,343</b>	<b>0%</b>	<b>\$1,442,287</b>	<b>0%</b>	<b>\$1,442,287</b>

**Status**  
**Submitted**

### Tustin 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	\$0	\$173,075	0%	\$576,915	0%	\$576,915
2000 - Non-Instructional Salaries	\$0	\$45,446	0%	\$151,487	0%	\$151,487
3000 - Employee Benefits	\$0	\$28,961	0%	\$96,537	0%	\$96,537
4000 - Supplies and Materials	\$0	\$54,740	0%	\$182,468	0%	\$182,468
5000 - Other Operating Expenses and Services	\$0	\$30,000	0%	\$100,000	0%	\$100,000
6000 - Capital Outlay	\$0	\$84,750	0%	\$282,500	0%	\$282,500
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$15,714	0%	\$52,380	0%	\$52,380
<b>Totals</b>	<b>\$0</b>	<b>\$432,686</b>	<b>0%</b>	<b>\$1,442,287</b>	<b>0%</b>	<b>\$1,442,287</b>

Status  
Submitted

### Tustin 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	\$420,426	\$259,612	161.94%	\$576,915	72.87%	\$156,489
2000 - Non-Instructional Salaries	\$95,615	\$68,169	140.26%	\$151,487	63.12%	\$55,872
3000 - Employee Benefits	\$44,561	\$43,442	102.58%	\$96,537	46.16%	\$51,976
4000 - Supplies and Materials	\$38,769	\$82,111	47.22%	\$182,468	21.25%	\$143,699
5000 - Other Operating Expenses and Services	\$52,421	\$45,000	116.49%	\$100,000	52.42%	\$47,579
6000 - Capital Outlay	\$0	\$127,125	0%	\$282,500	0%	\$282,500
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$30,830	\$23,571	130.8%	\$52,380	58.86%	\$21,550
<b>Totals</b>	<b>\$682,622</b>	<b>\$649,029</b>	<b>105.18%</b>	<b>\$1,442,287</b>	<b>47.33%</b>	<b>\$759,665</b>

Status  
Submitted

### Tustin 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	\$597,177	\$346,149	172.52%	\$576,915	103.51%	⚠ -\$20,262
2000 - Non-Instructional Salaries	\$100,348	\$90,892	110.4%	\$151,487	66.24%	\$51,139
3000 - Employee Benefits	\$108,141	\$57,922	186.7%	\$96,537	112.02%	⚠ -\$11,604

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	\$46,215	\$109,481	42.21%	\$182,468	25.33%	\$136,253
5000 - Other Operating Expenses and Services	\$62,006	\$60,000	103.34%	\$100,000	62.01%	\$37,994
6000 - Capital Outlay	\$0	\$169,500	0%	\$282,500	0%	\$282,500
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$43,226	\$31,428	137.54%	\$52,380	82.52%	\$9,154
<b>Totals</b>	<b>\$957,113</b>	<b>\$865,372</b>	<b>110.6%</b>	<b>\$1,442,287</b>	<b>66.36%</b>	<b>\$485,174</b>

I certify that our agency did not exceed the allowed indirect rate as directed in the Adult Education Program

Guidance: Yes

**Summary of Activities:**

Continued to offer classes in Diploma/HSE, ESL and CTE-Computers. Summer sessions of classes were offered in all three areas. Carryover funds will support more instructor support for ESL Citizenship Preparation classes, purchasing of technology to support blended learning in ESL program and funding of new portable building approved by the consortium in 2017 and exploration of Family Literacy class for 2018-19.

**Status**  
**Submitted**



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