

CAEP Consortium Fiscal Reporting 06 Partnership for Adult Academic and Career Education

2020-21 Fiscal Year

Certification

Certified By

Sherryl Carter
Manager PAAACE Program

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

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
ABC Unified	Submitted	Submitted	Submitted	Submitted
Bellflower Unified	Submitted	Submitted	Submitted	Submitted
Cerritos CCD	Submitted	Submitted	Submitted	Submitted
Downey Unified	Submitted	Submitted	Submitted	Submitted
Norwalk-La Mirada Unified	Submitted	Submitted	Submitted	Submitted

ABC Unified

ABC 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	\$514,488	\$771,538	66.68%	\$3,086,150	16.67%	\$2,571,662
2000 - Non-Instructional Salaries	\$356,719	\$444,127	80.32%	\$1,776,506	20.08%	\$1,419,787
3000 - Employee Benefits	\$290,719	\$494,861	58.75%	\$1,979,444	14.69%	\$1,688,725
4000 - Supplies and Materials	\$378,867	\$210,493	179.99%	\$841,970	45%	\$463,103
5000 - Other Operating Expenses and Services	\$354,400	\$142,762	248.25%	\$571,048	62.06%	\$216,648
6000 - Capital Outlay	\$17,997	\$6,258	287.61%	\$25,030	71.9%	\$7,033
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$103,230	0%	\$412,921	0%	\$412,921
Totals	\$1,913,190	\$2,173,267	88.03%	\$8,693,069	22.01%	\$6,779,879

Status
Submitted

ABC 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	\$1,105,539	\$1,543,075	71.65%	\$3,086,150	35.82%	\$1,980,611
2000 - Non-Instructional Salaries	\$829,719	\$888,253	93.41%	\$1,776,506	46.71%	\$946,787
3000 - Employee Benefits	\$799,980	\$989,722	80.83%	\$1,979,444	40.41%	\$1,179,464
4000 - Supplies and Materials	\$441,431	\$420,985	104.86%	\$841,970	52.43%	\$400,539
5000 - Other Operating Expenses and Services	\$355,134	\$285,524	124.38%	\$571,048	62.19%	\$215,914
6000 - Capital Outlay	\$25,030	\$12,515	200%	\$25,030	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$206,461	\$206,461	100%	\$412,921	50%	\$206,460
Totals	\$3,763,294	\$4,346,535	86.58%	\$8,693,069	43.29%	\$4,929,775

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Nancy Amara, Principal

Bhavana Rajnekar, Accounting Technician

ABC 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	\$1,517,071	\$2,314,613	65.54%	\$3,086,150	49.16%	\$1,569,079
2000 - Non-Instructional Salaries	\$1,112,908	\$1,332,380	83.53%	\$1,776,506	62.65%	\$663,598
3000 - Employee Benefits	\$1,130,673	\$1,484,583	76.16%	\$1,979,444	57.12%	\$848,771
4000 - Supplies and Materials	\$524,491	\$631,478	83.06%	\$841,970	62.29%	\$317,479
5000 - Other Operating Expenses and Services	\$571,048	\$428,286	133.33%	\$571,048	100%	\$0
6000 - Capital Outlay	\$25,030	\$18,773	133.33%	\$25,030	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$246,963	\$309,691	79.75%	\$412,921	59.81%	\$165,958
Totals	\$5,128,184	\$6,519,802	78.66%	\$8,693,069	58.99%	\$3,564,885

Status
Submitted

ABC 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	\$2,400,706	\$3,086,150	77.79%	\$3,086,150	77.79%	\$685,444
2000 - Non-Instructional Salaries	\$1,667,196	\$1,776,506	93.85%	\$1,776,506	93.85%	\$109,310
3000 - Employee Benefits	\$1,792,885	\$1,979,444	90.58%	\$1,979,444	90.58%	\$186,559
4000 - Supplies and Materials	\$602,482	\$841,970	71.56%	\$841,970	71.56%	\$239,488
5000 - Other Operating Expenses and Services	\$571,048	\$571,048	100%	\$571,048	100%	\$0
6000 - Capital Outlay	\$25,030	\$25,030	100%	\$25,030	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$412,921	\$412,921	100%	\$412,921	100%	\$0
Totals	\$7,472,268	\$8,693,069	85.96%	\$8,693,069	85.96%	\$1,220,801

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

Guidance: Yes

Status
Submitted

Bellflower Unified

Bellflower 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	\$0	\$450	0%	\$3,000	0%	\$3,000
2000 - Non-Instructional Salaries	\$0	\$456	0%	\$3,037	0%	\$3,037
3000 - Employee Benefits	\$0	\$171	0%	\$1,139	0%	\$1,139
4000 - Supplies and Materials	\$0	\$5,442	0%	\$36,279	0%	\$36,279
5000 - Other Operating Expenses and Services	\$0	\$678	0%	\$4,518	0%	\$4,518
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$361	0%	\$2,408	0%	\$2,408
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$0	\$7,557	0%	\$50,381	0%	\$50,381

Corrective Action Plan

Due to COVID-19 closure, some activities and purchases were put on hold. All planned actions will be reviewed for quarter 2.

Status
Submitted

Bellflower 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	\$0	\$900	0%	\$3,000	0%	\$3,000
2000 - Non-Instructional Salaries	\$0	\$911	0%	\$3,037	0%	\$3,037
3000 - Employee Benefits	\$0	\$342	0%	\$1,139	0%	\$1,139
4000 - Supplies and Materials	\$0	\$10,884	0%	\$36,279	0%	\$36,279
5000 - Other Operating Expenses and Services	\$0	\$1,355	0%	\$4,518	0%	\$4,518
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$722	0%	\$2,408	0%	\$2,408
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$0	\$15,114	0%	\$50,381	0%	\$50,381

Corrective Action Plan

There was a change in leadership and we were not able to follow the progress toward goals.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:
\$0

2018-19 Status
Closed

Submitting Authority
Tia Ewing

Bellflower 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	\$0	\$1,350	0%	\$3,000	0%	\$3,000
2000 - Non-Instructional Salaries	\$0	\$1,367	0%	\$3,037	0%	\$3,037
3000 - Employee Benefits	\$0	\$513	0%	\$1,139	0%	\$1,139
4000 - Supplies and Materials	\$2,654	\$16,326	16.26%	\$36,279	7.32%	\$33,625
5000 - Other Operating Expenses and Services	\$90	\$2,033	4.43%	\$4,518	1.99%	\$4,428
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,084	0%	\$2,408	0%	\$2,408
Indirect Costs	\$103	\$0	100%	\$0	100%	 -\$103
Totals	\$2,847	\$22,671	12.56%	\$50,381	5.65%	\$47,534

Corrective Action Plan

A change in administration caused expenditures to fall behind. Currently working on meeting expenditure targets by the end of the fourth quarter.

Status
Submitted

Bellflower 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	\$0	\$1,800	0%	\$3,000	0%	\$3,000
2000 - Non-Instructional Salaries	\$0	\$1,822	0%	\$3,037	0%	\$3,037
3000 - Employee Benefits	\$0	\$683	0%	\$1,139	0%	\$1,139
4000 - Supplies and Materials	\$40,205	\$21,767	184.7%	\$36,279	110.82%	-\$3,926
5000 - Other Operating Expenses and Services	\$8,346	\$2,711	307.88%	\$4,518	184.73%	-\$3,828
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,445	0%	\$2,408	0%	\$2,408
Indirect Costs	\$1,830	\$0	100%	\$0	100%	-\$1,830
Totals	\$50,381	\$30,229	166.67%	\$50,381	100%	\$0

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

Status
Submitted

Cerritos CCD

Cerritos 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	\$20,965	\$0	100%	\$152,586	13.74%	\$131,621
2000 - Non-Instructional Salaries	\$46,350	\$0	100%	\$184,299	25.15%	\$137,949
3000 - Employee Benefits	\$9,515	\$0	100%	\$105,538	9.02%	\$96,023
4000 - Supplies and Materials	\$0	\$0	100%	\$4,023	0%	\$4,023
5000 - Other Operating Expenses and Services	\$2,400	\$0	100%	\$62,638	3.83%	\$60,238
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$3,169	\$3,055	103.74%	\$20,365	15.56%	\$17,196
Totals	\$82,399	\$3,055	2,697.41%	\$529,449	15.56%	\$447,050

Status
Submitted

Cerritos 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	\$62,190	\$0	100%	\$152,586	40.76%	\$90,396
2000 - Non-Instructional Salaries	\$107,181	\$0	100%	\$184,299	58.16%	\$77,118
3000 - Employee Benefits	\$29,133	\$0	100%	\$105,538	27.6%	\$76,405
4000 - Supplies and Materials	\$1,033	\$0	100%	\$4,023	25.68%	\$2,990
5000 - Other Operating Expenses and Services	\$2,400	\$0	100%	\$62,638	3.83%	\$60,238
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$8,078	\$5,091	158.66%	\$20,365	39.67%	\$12,287
Totals	\$210,015	\$5,091	4,125.02%	\$529,449	39.67%	\$319,434

Summary of Activities:

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Ms. Graciela Vasquez, Associate Dean, Adult Education & Diversity Programs

Ms. Tracy Chau, Budget Technician

Laura Martinez

Dr. Sherryl Carter, Manager PAACE Program

Cerritos 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	\$107,329	\$0	100%	\$152,586	70.34%	\$45,257
2000 - Non-Instructional Salaries	\$154,765	\$0	100%	\$184,299	83.97%	\$29,534
3000 - Employee Benefits	\$49,929	\$0	100%	\$105,538	47.31%	\$55,609
4000 - Supplies and Materials	\$18,163	\$0	100%	\$4,023	451.48%	⌈ -\$14,140
5000 - Other Operating Expenses and Services	\$2,400	\$0	100%	\$62,638	3.83%	\$60,238
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,420	\$5,091	263.59%	\$20,365	65.9%	\$6,945
Totals	\$346,006	\$5,091	6,796.09%	\$529,449	65.35%	\$183,443

Summary of Activities:

The PAACE Program supports its partners by providing Counseling, Financial Aid Assistance, Outreach Services, training and tutorials for the use of online learning platforms and assists with the enrollment and transition process from the Adult School to the Community College. PAACE has also recruited and provided ongoing services for adult students enrolling in the Cerritos College Complete two-year program.

Status
Submitted

Cerritos 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	\$167,528	\$0	100%	\$152,586	109.79%	⤴ -\$14,942
2000 - Non-Instructional Salaries	\$232,385	\$0	100%	\$184,299	126.09%	⤴ -\$48,086
3000 - Employee Benefits	\$74,348	\$0	100%	\$105,538	70.45%	\$31,190
4000 - Supplies and Materials	\$25,649	\$0	100%	\$4,023	637.56%	⤴ -\$21,626
5000 - Other Operating Expenses and Services	\$9,174	\$0	100%	\$62,638	14.65%	\$53,464
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,420	\$7,128	188.28%	\$20,365	65.9%	\$6,945
Totals	\$522,504	\$7,128	7,330.56%	\$529,449	98.69%	\$6,945

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

Summary of Activities:

The PAACE Program in support of its Adult Education partners has conducted extensive outreach efforts including Math and English Support classes, Counseling, training and tutorials for the use of online learning platforms, in order to build a bridge from the Adult School to Community College enrollment for transitioning students. PAACE has also designed innovative Career Technical Education programs including Entrepreneurship courses, short term occupational courses such as OSHA and Solar Energy certification. The PAACE program has also collaborated with agencies such as The California American Fire Sprinkler Association (CAFSA), Painting and Decorating Contractors of America (PDCC), the California Conservation Corp, and Field of Dreams in order to offer students access to training in preparation for high wage, high demand career opportunities.

**Status
Submitted**

Downey Unified

Downey 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	\$17,665	\$121,291	14.56%	\$485,164	3.64%	\$467,499
2000 - Non-Instructional Salaries	\$70,364	\$100,949	69.7%	\$403,796	17.43%	\$333,432
3000 - Employee Benefits	\$48,376	\$102,219	47.33%	\$408,875	11.83%	\$360,499
4000 - Supplies and Materials	\$7,369	\$12,500	58.95%	\$50,000	14.74%	\$42,631
5000 - Other Operating Expenses and Services	\$2,507	\$13,369	18.75%	\$53,477	4.69%	\$50,970
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$58,715	0%	\$58,715
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$146,281	\$350,328	41.76%	\$1,460,027	10.02%	\$1,313,746

Corrective Action Plan

Journal entries are required to transfer some payroll expenditures from our general fund and they were not processed timely. We will make sure they are processed at the end of each quarter.

Status
Submitted

Downey 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	\$202,836	\$121,291	167.23%	\$485,164	41.81%	\$282,328
2000 - Non-Instructional Salaries	\$193,170	\$100,949	191.35%	\$403,796	47.84%	\$210,626
3000 - Employee Benefits	\$195,933	\$102,219	191.68%	\$408,875	47.92%	\$212,942
4000 - Supplies and Materials	\$16,072	\$12,500	128.58%	\$50,000	32.14%	\$33,928
5000 - Other Operating Expenses and Services	\$25,104	\$13,369	187.77%	\$53,477	46.94%	\$28,373
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$58,715	0%	\$58,715
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$633,115	\$350,328	180.72%	\$1,460,027	43.36%	\$826,912

Summary of Activities:

All courses/programs offered at Downey Adult School (DAS) provide full and equitable participation to all students. Not only is this fact stated in the scores of thousands of catalogs we send out multiple times each year, but it is thoroughly practiced in all programs. Programs at DAS operate on a trimester system as opposed to semesters, partly as an effort to overcome barriers by providing a shorter window for learners between entry and successful completion. Individualized instruction, career guidance, and lower student to teacher ratios are also strategies we use. This includes one-on-one tutoring as needed or required by mandate. Also, pre-tests identify learners' remediation needs. The resulting targeted instruction addresses those needs, and close monitoring revises the targeted instruction as necessary. DAS also makes use of an online assistant program that provides access to teachers via phone and/or e-mails respond to student questions as they arrive.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Blanca Rochin, Principal

Downey 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	\$215,818	\$121,291	177.93%	\$485,164	44.48%	\$269,346
2000 - Non-Instructional Salaries	\$302,281	\$100,949	299.44%	\$403,796	74.86%	\$101,515
3000 - Employee Benefits	\$259,139	\$102,219	253.51%	\$408,875	63.38%	\$149,736
4000 - Supplies and Materials	\$16,395	\$12,500	131.16%	\$50,000	32.79%	\$33,605
5000 - Other Operating Expenses and Services	\$28,530	\$13,369	213.4%	\$53,477	53.35%	\$24,947
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$58,715	0%	\$58,715
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$822,163	\$350,328	234.68%	\$1,460,027	56.31%	\$637,864

Summary of Activities:

All courses/programs offered at Downey Adult School (DAS) provide full and equitable participation to all students. Not only is this fact stated in the scores of thousands of catalogs we send out multiple times each year, but it is thoroughly practiced in all programs. Programs at DAS operate on a trimester system as opposed to semesters, partly as an effort to overcome barriers by providing a shorter window for learners between entry and successful completion.

Individualized instruction, career guidance, and lower student to teacher ratios are also strategies we use. This includes one-on-one tutoring as needed or required by mandate. Also, pre-tests identify learners' remediation needs. The resulting targeted instruction addresses those needs, and close monitoring revises the targeted instruction as necessary. DAS also makes use of an online assistant program that provides access to teachers via phone and/or e-mails respond to student questions as they arrive.

Status
Submitted

Downey 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	\$323,236	\$121,291	266.5%	\$485,164	66.62%	\$161,928
2000 - Non-Instructional Salaries	\$543,936	\$100,949	538.82%	\$403,796	134.71%	⤴ -\$140,140
3000 - Employee Benefits	\$381,428	\$102,219	373.15%	\$408,875	93.29%	\$27,447
4000 - Supplies and Materials	\$97,390	\$12,500	779.12%	\$50,000	194.78%	⤴ -\$47,390
5000 - Other Operating Expenses and Services	\$55,322	\$13,369	413.8%	\$53,477	103.45%	⤴ -\$1,845
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$58,715	\$58,715	100%	\$58,715	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$1,460,027	\$409,043	356.94%	\$1,460,027	100%	\$0

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

Status
Submitted

Norwalk-La Mirada Unified

Norwalk-La Mirada 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	\$272,457	\$363,899	74.87%	\$1,455,596	18.72%	\$1,183,139
2000 - Non-Instructional Salaries	\$132,944	\$193,704	68.63%	\$774,817	17.16%	\$641,873
3000 - Employee Benefits	\$128,038	\$177,498	72.13%	\$709,993	18.03%	\$581,955
4000 - Supplies and Materials	\$0	\$109,468	0%	\$547,341	0%	\$547,341
5000 - Other Operating Expenses and Services	\$76,945	\$0	100%	\$726,526	10.59%	\$649,581
6000 - Capital Outlay	\$0	\$0	100%	\$200,000	0%	\$200,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$610,384	\$844,570	72.27%	\$4,414,273	13.83%	\$3,803,889

Corrective Action Plan

Due to COVID closures, some classes and all facility projects were put on hold. As things reopen, we will resume all classes and continue with facility upgrades.

Status
Submitted

Norwalk-La Mirada 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	\$657,267	\$363,899	180.62%	\$1,455,596	45.15%	\$798,329
2000 - Non-Instructional Salaries	\$286,748	\$193,704	148.03%	\$774,817	37.01%	\$488,069
3000 - Employee Benefits	\$300,506	\$177,498	169.3%	\$709,993	42.33%	\$409,487
4000 - Supplies and Materials	\$2,468	\$109,468	2.25%	\$547,341	0.45%	\$544,873
5000 - Other Operating Expenses and Services	\$297,346	\$0	100%	\$726,526	40.93%	\$429,180
6000 - Capital Outlay	\$10,910	\$0	100%	\$200,000	5.46%	\$189,090
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$1,555,245	\$844,570	184.15%	\$4,414,273	35.23%	\$2,859,028

Summary of Activities:

All courses that could be transferred to an online platform are and have been in session since July 1. Support programs, both academic and social-emotional, for students and staff have been increased. Technology tools and internet hotspots are being provided for those in need in order to participate in classes. Program advertising publications are regularly mailed out to our communities.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Sharon Renfro Todd, Director of Adult Education

Mindy Chung

Theresa Rubio, Financial Analyst

Manuel Cardoso

Norwalk-La Mirada 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	\$1,044,956	\$363,899	287.16%	\$1,455,596	71.79%	\$410,640
2000 - Non-Instructional Salaries	\$432,038	\$193,704	223.04%	\$774,817	55.76%	\$342,779
3000 - Employee Benefits	\$477,405	\$177,498	268.96%	\$709,993	67.24%	\$232,588
4000 - Supplies and Materials	\$5,799	\$164,202	3.53%	\$547,341	1.06%	\$541,542
5000 - Other Operating Expenses and Services	\$434,649	\$0	100%	\$726,526	59.83%	\$291,877
6000 - Capital Outlay	\$18,441	\$0	100%	\$200,000	9.22%	\$181,559
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$2,413,288	\$899,304	268.35%	\$4,414,273	54.67%	\$2,000,985

Summary of Activities:

All classes were offered online with the exception of permitted medical training classes which were held in person since September 21, 2020. Sites remained open for teachers with a full support staff on site daily. Professional development was provided on a regular basis for technical training and support as well as instructional support for distance learning needs. Program advertising was sent out at normal intervals. Additional internet devices were purchased and loaned out to meet the needs of students and staff.

**Status
Submitted**

Norwalk-La Mirada 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	\$1,484,137	\$363,899	407.84%	\$1,455,596	101.96%	Ⓢ -\$28,541
2000 - Non-Instructional Salaries	\$579,967	\$193,704	299.41%	\$774,817	74.85%	\$194,850
3000 - Employee Benefits	\$687,342	\$177,498	387.24%	\$709,993	96.81%	\$22,651
4000 - Supplies and Materials	\$13,777	\$164,202	8.39%	\$547,341	2.52%	\$533,564
5000 - Other Operating Expenses and Services	\$559,922	\$0	100%	\$726,526	77.07%	\$166,604
6000 - Capital Outlay	\$28,799	\$0	100%	\$200,000	14.4%	\$171,201
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$3,353,944	\$899,304	372.95%	\$4,414,273	75.98%	\$1,060,329

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

Guidance: Yes

Summary of Activities:

Provided all regular programs through online access only from July 1, 2020-April 23, 2021 and by hybrid model from April 26, 2021-June 30, 2021. Professional development was provided on virtual platforms, course management programs, and health and safety topics. Digital devices were provided to teachers and loaned to students. All sites were maintained according to protocols established by the state and the Los Angeles County Department of Public Health.

Status

Submitted



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