

# CAEP Consortium Fiscal Reporting 10 Coast Adult Education Consortium

2019-20 Fiscal Year

## Certification

**Certified By**

Andreea Serban

Vice Chancellor Educational Services and Technology

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="#">Coast CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Garden Grove Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Huntington Beach Union High</a>	Submitted	Submitted	Submitted	Submitted

## Coast CCD

Coast 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	\$107,346	\$141,551	75.84%	\$1,179,590	9.1%	\$1,072,244
2000 - Non-Instructional Salaries	\$89,637	\$115,454	77.64%	\$962,113	9.32%	\$872,476
3000 - Employee Benefits	\$63,174	\$92,241	68.49%	\$768,671	8.22%	\$705,497
4000 - Supplies and Materials	\$4,632	\$28,342	16.34%	\$236,182	1.96%	\$231,550
5000 - Other Operating Expenses and Services	\$20,931	\$29,463	71.04%	\$245,524	8.53%	\$224,593
6000 - Capital Outlay	\$0	\$3,586	0%	\$29,882	0%	\$29,882
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$170,800	0%	\$170,800
<b>Totals</b>	<b>\$285,720</b>	<b>\$410,635</b>	<b>69.58%</b>	<b>\$3,592,762</b>	<b>7.95%</b>	<b>\$3,307,042</b>

### Corrective Action Plan

Expenditures accelerate in subsequent quarters as planned.

### Summary of Activities:

Coast Community College District continued the collaboration with the Adult Education Schools and various local organizations, providing workshops, college bridge days, outreach services as well as joint activities and programs. Coast Colleges provided noncredit instruction in various programs. Coast Colleges continued work to develop new enhanced noncredit programs. Worked collaboratively to develop and submit the 2019-20 annual plan.

**Status**  
**Submitted**

### Coast 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	\$214,919	\$283,102	75.92%	\$1,179,590	18.22%	\$964,671
2000 - Non-Instructional Salaries	\$238,918	\$230,907	103.47%	\$962,113	24.83%	\$723,195
3000 - Employee Benefits	\$169,029	\$184,481	91.62%	\$768,671	21.99%	\$599,642
4000 - Supplies and Materials	\$18,500	\$56,684	32.64%	\$236,182	7.83%	\$217,682
5000 - Other Operating Expenses and Services	\$36,134	\$58,926	61.32%	\$245,524	14.72%	\$209,390
6000 - Capital Outlay	\$748	\$7,172	10.43%	\$29,882	2.5%	\$29,134
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$219	\$0	100%	\$170,800	0.13%	\$170,581
<b>Totals</b>	<b>\$678,467</b>	<b>\$821,271</b>	<b>82.61%</b>	<b>\$3,592,762</b>	<b>18.88%</b>	<b>\$2,914,295</b>

**Corrective Action Plan**

Expenditures are proceeding as planned.

**Summary of Activities:**

Coast Community College District continued the collaboration with the Adult Education Schools and various local organizations, providing workshops, college bridge days, outreach services as well as joint activities and programs. Coast Colleges provided noncredit instruction in various programs and student support services. Coast Colleges continued work to develop new enhanced noncredit programs. Worked collaboratively to implement the objectives and strategies in the 2019-20 annual plan.

**Status  
Submitted**

**Allocation Year Closeout: 2017-18**

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

**2017-18 Reverted Funds:**

\$0

**2017-18 Status**

Closed

**Submitting Authority**

Dr. Andreea Serban, Vice Chancellor Educational Services and Technology

**Coast 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	\$423,398	\$424,652	99.7%	\$1,179,590	35.89%	\$756,192
2000 - Non-Instructional Salaries	\$373,816	\$346,361	107.93%	\$962,113	38.85%	\$588,297
3000 - Employee Benefits	\$306,326	\$276,722	110.7%	\$768,671	39.85%	\$462,345
4000 - Supplies and Materials	\$79,897	\$85,026	93.97%	\$236,182	33.83%	\$156,285
5000 - Other Operating Expenses and Services	\$65,159	\$88,389	73.72%	\$245,524	26.54%	\$180,365
6000 - Capital Outlay	\$2,888	\$10,758	26.85%	\$29,882	9.66%	\$26,994
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$587	\$0	100%	\$170,800	0.34%	\$170,213
<b>Totals</b>	<b>\$1,252,071</b>	<b>\$1,231,906</b>	<b>101.64%</b>	<b>\$3,592,762</b>	<b>34.85%</b>	<b>\$2,340,691</b>

**Corrective Action Plan**

Expenditures are proceeding as planned.

**Summary of Activities:**

Coast Community College District continued the collaboration with the Adult Education Schools and various local organizations, providing workshops, college bridge days, outreach services as well as joint activities and programs. Coast Colleges provided noncredit instruction in various programs and student support services. Coast Colleges continued work to develop new enhanced noncredit programs. Worked collaboratively to implement the objectives and strategies in the 2019-20 annual plan.

**Status**  
**Submitted**

**Coast 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	\$623,556	\$566,203	110.13%	\$1,179,590	52.86%	\$556,034
2000 - Non-Instructional Salaries	\$520,830	\$461,814	112.78%	\$962,113	54.13%	\$441,283
3000 - Employee Benefits	\$414,940	\$368,962	112.46%	\$768,671	53.98%	\$353,731
4000 - Supplies and Materials	\$134,944	\$113,367	119.03%	\$236,182	57.14%	\$101,238
5000 - Other Operating Expenses and Services	\$87,425	\$117,852	74.18%	\$245,524	35.61%	\$158,099
6000 - Capital Outlay	\$2,888	\$14,343	20.13%	\$29,882	9.66%	\$26,994
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,612	\$0	100%	\$170,800	0.94%	\$169,188
<b>Totals</b>	<b>\$1,786,195</b>	<b>\$1,642,542</b>	<b>108.75%</b>	<b>\$3,592,762</b>	<b>49.72%</b>	<b>\$1,806,567</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

Expenditures are proceeding as planned. Coast Community College District (CCCD) will use carry-over funds to cover the additional costs generated by the impact of COVID-19 in terms of additional technology equipment for students, instructors, and staff, additional software licenses, covering extension of licensing costs for applications that support online instruction and student services, additional professional development focused on online and remote instruction and student services, additional staff time needed to conduct e-testing, and other related costs. CCCD will continue to maintain a reserve of its carry-over funds to maintain the integrity of the program in case of future state funding reductions or deferments.

### Summary of Activities:

Coast Community College District continued the collaboration with the Adult Education Schools and various local organizations, providing workshops, college bridge days, outreach services as well as joint activities and programs. Coast Colleges provided noncredit instruction in various programs and student support services. Coast Colleges continued work to develop new enhanced noncredit programs. Worked collaboratively to implement the objectives and strategies in the 2019-20 annual plan. In addition, Coast Colleges has had to deal with the impact of the COVID-19 pandemic on instruction, student services, and operations.

Status  
Submitted

Garden Grove Unified

**Garden Grove 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	\$12,502	\$12,460	100.34%	\$178,001	7.02%	\$165,499
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$4,921	\$5,550	88.67%	\$79,285	6.21%	\$74,364
4000 - Supplies and Materials	\$0	\$0	100%	\$46,796	0%	\$46,796
5000 - Other Operating Expenses and Services	\$295	\$361	81.64%	\$12,045	2.45%	\$11,750
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$886	\$790	112.11%	\$15,806	5.61%	\$14,920
<b>Totals</b>	<b>\$18,604</b>	<b>\$19,162</b>	<b>97.09%</b>	<b>\$331,933</b>	<b>5.6%</b>	<b>\$313,329</b>

**Summary of Activities:**

Expenditures associated with costs for Teacher on Special Assignment and Counselor, and materials and supplies needed to support instructional programs.

**Status**  
**Submitted**

**Garden Grove 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	\$32,892	\$62,300	52.8%	\$178,001	18.48%	\$145,109
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$11,362	\$27,750	40.94%	\$79,285	14.33%	\$67,923
4000 - Supplies and Materials	\$0	\$936	0%	\$46,796	0%	\$46,796
5000 - Other Operating Expenses and Services	\$295	\$3,614	8.16%	\$12,045	2.45%	\$11,750
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,227	\$4,742	46.97%	\$15,806	14.09%	\$13,579
<b>Totals</b>	<b>\$46,776</b>	<b>\$99,341</b>	<b>47.09%</b>	<b>\$331,933</b>	<b>14.09%</b>	<b>\$285,157</b>

**Corrective Action Plan**

We currently have a substitute counselor but anticipate to meet our target expenses this year.

**Summary of Activities:**

Expenditures associated with ongoing costs for personnel, materials, and services needed to support instructional programs, acceleration of students in meeting academic goals, and transitions to career and community college.

**Status**  
**Submitted**

**Allocation Year Closeout: 2017-18**

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

**2017-18 Reverted Funds:**

\$0

**2017-18 Status**

Closed

**Submitting Authority**

M'Liss Patterson, Director

**Garden Grove 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	\$97,764	\$94,341	103.63%	\$178,001	54.92%	\$80,237
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$28,964	\$42,021	68.93%	\$79,285	36.53%	\$50,321
4000 - Supplies and Materials	\$0	\$2,340	0%	\$46,796	0%	\$46,796
5000 - Other Operating Expenses and Services	\$295	\$4,818	6.12%	\$12,045	2.45%	\$11,750
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,351	\$6,322	100.45%	\$15,806	40.18%	\$9,455
<b>Totals</b>	<b>\$133,374</b>	<b>\$149,842</b>	<b>89.01%</b>	<b>\$331,933</b>	<b>40.18%</b>	<b>\$198,559</b>

### Corrective Action Plan

We currently have a substitute counselor but anticipate to meet our target expenses this year.

### Summary of Activities:

Expenditures associated with ongoing costs for personnel, conferences and services needed to support instructional programs, acceleration of students in meeting academic goals, and transitions to career and community college.

Status  
Submitted

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### Garden Grove 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	\$150,076	\$124,601	120.45%	\$178,001	84.31%	\$27,925
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$44,138	\$55,500	79.53%	\$79,285	55.67%	\$35,147
4000 - Supplies and Materials	\$436	\$4,680	9.32%	\$46,796	0.93%	\$46,360
5000 - Other Operating Expenses and Services	\$12,045	\$7,227	166.67%	\$12,045	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,335	\$9,484	108.98%	\$15,806	65.39%	\$5,471
<b>Totals</b>	<b>\$217,030</b>	<b>\$201,490</b>	<b>107.71%</b>	<b>\$331,933</b>	<b>65.38%</b>	<b>\$114,903</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:**

Expenditures associated with ongoing costs for personnel, materials and supplies, conferences and services needed to support instructional programs, acceleration of students in meeting academic goals, and transitions to career and community college.

**Status  
Submitted**

**Huntington Beach Union High**

**Huntington Beach Union High Q1 Report (7/1 - 9/30)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$188,218	\$284,685	66.11%	\$1,897,900	9.92%	\$1,709,682
2000 - Non-Instructional Salaries	\$94,780	\$182,700	51.88%	\$1,218,000	7.78%	\$1,123,220
3000 - Employee Benefits	\$204,433	\$205,625	99.42%	\$1,370,831	14.91%	\$1,166,398
4000 - Supplies and Materials	\$6,979	\$30,900	22.59%	\$206,000	3.39%	\$199,021
5000 - Other Operating Expenses and Services	\$41,748	\$65,385	63.85%	\$435,900	9.58%	\$394,152
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$67,275	0%	\$448,500	0%	\$448,500
Indirect Costs	\$0	\$0	100%	\$245,400	0%	\$245,400
<b>Totals</b>	<b>\$536,158</b>	<b>\$836,570</b>	<b>64.09%</b>	<b>\$5,822,531</b>	<b>9.21%</b>	<b>\$5,286,373</b>

### Corrective Action Plan

Will pick up spending.

Status  
Submitted

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### Huntington Beach Union High Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$756,764	\$474,475	159.5%	\$1,897,900	39.87%	\$1,141,136
2000 - Non-Instructional Salaries	\$448,384	\$304,500	147.25%	\$1,218,000	36.81%	\$769,616
3000 - Employee Benefits	\$591,516	\$411,249	143.83%	\$1,370,831	43.15%	\$779,315
4000 - Supplies and Materials	\$51,500	\$51,500	100%	\$206,000	25%	\$154,500
5000 - Other Operating Expenses and Services	\$108,975	\$108,975	100%	\$435,900	25%	\$326,925
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$198,000	\$112,125	176.59%	\$448,500	44.15%	\$250,500
Indirect Costs	\$0	\$0	100%	\$245,400	0%	\$245,400
<b>Totals</b>	<b>\$2,155,139</b>	<b>\$1,462,824</b>	<b>147.33%</b>	<b>\$5,822,531</b>	<b>37.01%</b>	<b>\$3,667,392</b>

**Status**  
**Submitted**

**Allocation Year Closeout: 2017-18**

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

**2017-18 Reverted Funds:**

\$0

**2017-18 Status**

Closed

**Submitting Authority**

Steve Curiel, Principal

**Huntington Beach Union High Q3 Report (1/1 - 3/31)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$1,222,169	\$569,370	214.65%	\$1,897,900	64.4%	\$675,731
2000 - Non-Instructional Salaries	\$760,634	\$365,400	208.16%	\$1,218,000	62.45%	\$457,366
3000 - Employee Benefits	\$935,922	\$411,249	227.58%	\$1,370,831	68.27%	\$434,909
4000 - Supplies and Materials	\$60,000	\$61,800	97.09%	\$206,000	29.13%	\$146,000
5000 - Other Operating Expenses and Services	\$214,546	\$130,770	164.06%	\$435,900	49.22%	\$221,354
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$198,000	\$134,550	147.16%	\$448,500	44.15%	\$250,500
Indirect Costs	\$0	\$0	100%	\$245,400	0%	\$245,400
<b>Totals</b>	<b>\$3,391,271</b>	<b>\$1,673,139</b>	<b>202.69%</b>	<b>\$5,822,531</b>	<b>58.24%</b>	<b>\$2,431,260</b>

### Summary of Activities:

Continue to offer education and support services as per the 2019-20 CAEC plan.

Status  
Submitted

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### Huntington Beach Union High Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$1,735,323	\$569,370	304.78%	\$1,897,900	91.43%	\$162,577
2000 - Non-Instructional Salaries	\$1,194,312	\$365,400	326.85%	\$1,218,000	98.06%	\$23,688
3000 - Employee Benefits	\$1,305,031	\$1,370,831	95.2%	\$1,370,831	95.2%	\$65,800
4000 - Supplies and Materials	\$69,801	\$61,800	112.95%	\$206,000	33.88%	\$136,199
5000 - Other Operating Expenses and Services	\$313,774	\$130,770	239.94%	\$435,900	71.98%	\$122,126
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$448,500	\$134,550	333.33%	\$448,500	100%	\$0
Indirect Costs	\$231,654	\$245,400	94.4%	\$245,400	94.4%	\$13,746
<b>Totals</b>	<b>\$5,298,395</b>	<b>\$2,878,121</b>	<b>184.09%</b>	<b>\$5,822,531</b>	<b>91%</b>	<b>\$524,136</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:**

Continue to provide education and services as per the 2019-20 CAEC plan.

**Status**  
**Submitted**



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