

# CAEP Consortium Fiscal Reporting 14 Desert Regional Consortium

2018-19 Fiscal Year

## Certification

**Certified By**

Guillermo Mendoza  
Project Manager

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="#">Coachella Valley Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Desert CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Desert Sands Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Palm Springs Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Riverside Co. Office of Education</a>	Submitted	Submitted	Submitted	Submitted

## Coachella Valley Unified

Coachella Valley 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	\$159,773	\$170,602	93.65%	\$682,409	23.41%	\$522,636
2000 - Non-Instructional Salaries	\$91,277	\$125,312	72.84%	\$501,247	18.21%	\$409,970
3000 - Employee Benefits	\$107,370	\$114,835	93.5%	\$459,339	23.37%	\$351,969
4000 - Supplies and Materials	\$6,040	\$11,766	51.34%	\$77,772	7.77%	\$71,732
5000 - Other Operating Expenses and Services	\$55,482	\$56,377	98.41%	\$211,782	26.2%	\$156,300
6000 - Capital Outlay	\$0	\$0	100%	\$10,000	0%	\$10,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$21,165	\$0	100%	\$97,127	21.79%	\$75,962
<b>Totals</b>	<b>\$441,107</b>	<b>\$478,891</b>	<b>92.11%</b>	<b>\$2,039,676</b>	<b>21.63%</b>	<b>\$1,598,569</b>

### Summary of Activities:

During the 2018-19 Fiscal Year Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, Citizenship Preparation and pre-apprenticeship . In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**Status**  
**Submitted**

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### Coachella Valley 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	\$194,807	\$341,205	57.09%	\$682,409	28.55%	\$487,602
2000 - Non-Instructional Salaries	\$171,813	\$250,624	68.55%	\$501,247	34.28%	\$329,434
3000 - Employee Benefits	\$194,343	\$229,670	84.62%	\$459,339	42.31%	\$264,996
4000 - Supplies and Materials	\$32,593	\$31,209	104.44%	\$77,772	41.91%	\$45,179
5000 - Other Operating Expenses and Services	\$55,482	\$104,400	53.14%	\$211,782	26.2%	\$156,300
6000 - Capital Outlay	\$0	\$5,000	0%	\$10,000	0%	\$10,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$32,413	\$0	100%	\$97,127	33.37%	\$64,714
<b>Totals</b>	<b>\$681,451</b>	<b>\$962,107</b>	<b>70.83%</b>	<b>\$2,039,676</b>	<b>33.41%</b>	<b>\$1,358,225</b>

**Corrective Action Plan**

AEBG funds were not received by the district until January 2019 creating a cash flow issue in fund 11. Some of the AEBG expenses for quarter 2 were temporarily transferred to the district general fund to resolve the cash flow matter. The expense transfers were reversed in January 2019 once the AEBG funds were received. These expenses will be reported in quarter 3.

**Summary of Activities:**

During the 2018-19 Fiscal Year Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, Citizenship Preparation and pre-apprenticeship . In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**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**

Jereme Weischedel

**Coachella Valley 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	\$453,763	\$511,807	88.66%	\$682,409	66.49%	\$228,646
2000 - Non-Instructional Salaries	\$260,256	\$375,935	69.23%	\$501,247	51.92%	\$240,991
3000 - Employee Benefits	\$317,477	\$344,504	92.15%	\$459,339	69.12%	\$141,862
4000 - Supplies and Materials	\$56,454	\$47,581	118.65%	\$77,772	72.59%	\$21,318
5000 - Other Operating Expenses and Services	\$128,488	\$152,424	84.3%	\$211,782	60.67%	\$83,294
6000 - Capital Outlay	\$0	\$7,500	0%	\$10,000	0%	\$10,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$61,308	\$0	100%	\$97,127	63.12%	\$35,819
<b>Totals</b>	<b>\$1,277,746</b>	<b>\$1,439,751</b>	<b>88.75%</b>	<b>\$2,039,676</b>	<b>62.64%</b>	<b>\$761,930</b>

**Corrective Action Plan**

CVAS will provide a summer school program and offer summer courses with AEBG funds.

**Summary of Activities:**

During the 2018-19 Fiscal Year Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, Citizenship Preparation and pre-apprenticeship . In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**Status**  
**Submitted**

**Coachella Valley 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	\$647,544	\$682,409	94.89%	\$682,409	94.89%	\$34,865
2000 - Non-Instructional Salaries	\$384,259	\$501,247	76.66%	\$501,247	76.66%	\$116,988
3000 - Employee Benefits	\$427,262	\$459,339	93.02%	\$459,339	93.02%	\$32,077
4000 - Supplies and Materials	\$77,577	\$77,772	99.75%	\$77,772	99.75%	\$195
5000 - Other Operating Expenses and Services	\$180,301	\$211,782	85.14%	\$211,782	85.14%	\$31,481
6000 - Capital Outlay	\$0	\$10,000	0%	\$10,000	0%	\$10,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$85,847	\$97,127	88.39%	\$97,127	88.39%	\$11,280
<b>Totals</b>	<b>\$1,802,790</b>	<b>\$2,039,676</b>	<b>88.39%</b>	<b>\$2,039,676</b>	<b>88.39%</b>	<b>\$236,886</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**

Our program provides child care for students who need it, we planned to provide more than was needed. We will continue to monitor expenses and make budget revisions as needed in the future to maximize use of available resources. We also did not replace the flooring as originally planned since the proposals that we received were very expensive and over the approved amount.

**Summary of Activities:**

During the 2018-19 Fiscal Year Coachella Valley Adult School (CVAS) started the year offering Adult Education courses in July with summer school and the regular school year began in mid August. CVAS offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation, Career Technical Education, Citizenship Preparation and pre-apprenticeship . In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, CVAS offered an array of adult education services including: child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services and fee assistance programs and transportation assistance.

**Status  
Submitted**

**Desert CCD**

**Desert 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	\$7,532	\$25,861	29.13%	\$172,405	4.37%	\$164,873
2000 - Non-Instructional Salaries	\$3,245	\$41,478	7.82%	\$276,522	1.17%	\$273,277
3000 - Employee Benefits	\$3,702	\$22,636	16.35%	\$150,907	2.45%	\$147,205
4000 - Supplies and Materials	\$957	\$1,650	58%	\$11,000	8.7%	\$10,043
5000 - Other Operating Expenses and Services	\$879	\$20,609	4.27%	\$137,392	0.64%	\$136,513
6000 - Capital Outlay	\$0	\$9,663	0%	\$64,420	0%	\$64,420
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$816	\$5,079	16.07%	\$33,861	2.41%	\$33,045
<b>Totals</b>	<b>\$17,131</b>	<b>\$126,976</b>	<b>13.49%</b>	<b>\$846,507</b>	<b>2.02%</b>	<b>\$829,376</b>

**Corrective Action Plan**

Have yet to hire key positions to support Adult Education Programs (positions are planned later in the fiscal year/Spring 2019). Larger technology purchases are also planned for later in the fiscal year.

**Summary of Activities:**

Continued operation and maintenance of Adult Education Programs (Adult Secondary Education/GED Prep, English-as-a-Second Language - Non-Credit). Activities include providing adult education programs at the Palm Desert Campus, Indio Campus, and through partnerships with consortium members at various west Coachella Valley locations.

**Status**  
**Submitted**

**Desert 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	\$18,830	\$51,722	36.41%	\$172,405	10.92%	\$153,575
2000 - Non-Instructional Salaries	\$6,306	\$82,957	7.6%	\$276,522	2.28%	\$270,216
3000 - Employee Benefits	\$10,628	\$45,272	23.48%	\$150,907	7.04%	\$140,279
4000 - Supplies and Materials	\$1,506	\$3,300	45.64%	\$11,000	13.69%	\$9,494
5000 - Other Operating Expenses and Services	\$4,080	\$41,218	9.9%	\$137,392	2.97%	\$133,312
6000 - Capital Outlay	\$3,104	\$19,326	16.06%	\$64,420	4.82%	\$61,316
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,223	\$10,158	21.88%	\$33,861	6.57%	\$31,638
<b>Totals</b>	<b>\$46,677</b>	<b>\$253,952</b>	<b>18.38%</b>	<b>\$846,507</b>	<b>5.51%</b>	<b>\$799,830</b>

### Corrective Action Plan

Delay in hiring non-instructional staff has caused expenditures to fall below target. The program will hire additional staff in the Spring 2019 semester.

### Summary of Activities:

The second quarter of the 2018-19 program year focused on continued program operation, specifically offering adult education courses in English-as-a-Second Language (ESL) and Adult Secondary Education (ASE). Courses included Comprehensive ESL, Vocational ESL, Computer Courses in ESL, Conversation, Pronunciation, and Adult High School Diploma and GED preparation. Locations of courses included Palm Desert, Indio, and Desert Hot Springs and Cathedral City.

**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

Dean Papas, Dean, Communications & Humanities

Lindsay Vance, Director, Non-Credit & Adult Basic Education Programs

Jorge Rodriguez, Grants Technician

**Desert 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	\$30,127	\$77,582	38.83%	\$172,405	17.47%	\$142,278
2000 - Non-Instructional Salaries	\$10,567	\$124,435	8.49%	\$276,522	3.82%	\$265,955
3000 - Employee Benefits	\$17,594	\$67,908	25.91%	\$150,907	11.66%	\$133,313
4000 - Supplies and Materials	\$4,529	\$4,950	91.49%	\$11,000	41.17%	\$6,471
5000 - Other Operating Expenses and Services	\$11,608	\$61,826	18.78%	\$137,392	8.45%	\$125,784
6000 - Capital Outlay	\$3,104	\$28,989	10.71%	\$64,420	4.82%	\$61,316
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$3,907	\$15,237	25.64%	\$33,861	11.54%	\$29,954
<b>Totals</b>	<b>\$81,436</b>	<b>\$380,928</b>	<b>21.38%</b>	<b>\$846,507</b>	<b>9.62%</b>	<b>\$765,071</b>

**Corrective Action Plan**

The Adult Education Program office is in the process of hiring administrative support to help with program operations in June 2019 using AEBG funds. Additionally, we will retain student workers in the summer to assist with CASAS testing and organizing program activities. Summer 2019 we will offer GED preparation courses and adult secondary education courses. Additionally, we will offer ESLN conversation, pronunciation, vocational English and computer courses. Finally, program funding will be leveraged to re-institute in-class tutoring and support for adult learners.

**Summary of Activities:**

The third quarter of the 2018-19 program year focused on continued program operation, specifically offering adult education courses in English-as-a-Second Language (ESL) and Adult Secondary Education (ASE). Courses included Comprehensive ESL, Vocational ESL, Computer Courses in ESL, Conversation, Pronunciation, and Adult High School Diploma and GED preparation. Locations of courses include Palm Desert, Indio, and Desert Hot Springs and Cathedral City. To enable student persistence and success, the program offered tutoring, counseling, career/workforce development support, childcare, and transportation to students.

**Status**  
**Submitted**

**Desert 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	\$38,311	\$103,443	37.04%	\$172,405	22.22%	\$134,094
2000 - Non-Instructional Salaries	\$14,504	\$165,913	8.74%	\$276,522	5.25%	\$262,018
3000 - Employee Benefits	\$23,786	\$90,544	26.27%	\$150,907	15.76%	\$127,121
4000 - Supplies and Materials	\$10,818	\$6,600	163.91%	\$11,000	98.35%	\$182
5000 - Other Operating Expenses and Services	\$107,055	\$82,435	129.87%	\$137,392	77.92%	\$30,337
6000 - Capital Outlay	\$3,104	\$38,652	8.03%	\$64,420	4.82%	\$61,316
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,296	\$20,317	35.91%	\$33,861	21.55%	\$26,565
<b>Totals</b>	<b>\$204,874</b>	<b>\$507,904</b>	<b>40.34%</b>	<b>\$846,507</b>	<b>24.2%</b>	<b>\$641,633</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**

Plan to add additional support services and staff in the following program year to remove barriers to learning for students and expand educational opportunity as well as transitions to college and/or career.

**Summary of Activities:**

This program year, College of the Desert offered morning and evening ESLN and Adult Secondary Education Courses. We expanded childcare hours to remove barriers for students. Further, we provided additional instructional materials to support a variety of classroom activities and active learning. CAEP funding supported .5 FTE ESLN instructor and .5 FTE bilingual secretary to assist with supporting our English Language Learner population.

**Status**  
**Submitted**

**Desert Sands Unified**

**Desert Sands 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	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$10,276	\$14,446	71.13%	\$144,463	7.11%	\$134,187
3000 - Employee Benefits	\$7,645	\$7,910	96.65%	\$79,096	9.67%	\$71,451
4000 - Supplies and Materials	\$897	\$1,279	70.14%	\$12,789	7.01%	\$11,892
5000 - Other Operating Expenses and Services	\$165	\$28,000	0.59%	\$280,000	0.06%	\$279,835
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$864	\$1,235	69.98%	\$12,346	7%	\$11,482
<b>Totals</b>	<b>\$19,847</b>	<b>\$52,869</b>	<b>37.54%</b>	<b>\$528,694</b>	<b>3.75%</b>	<b>\$508,847</b>

### Corrective Action Plan

Please include the following: CV Adult School SubContract Invoice for services rendered between 7/1/18 and 9/30/18 was received following the Q1 service period and further contributed to expenditures falling below target.

### Summary of Activities:

2000-Non-Instructional Salaries: Career Guidance Specialist 3000-Employee Benefits for Career Guidance Specialist 4000-File Cabinets for John Glenn Middle School location. 5000-Travel/Conference costs to RCOE \$100 & Communications expenses \$64.88 7000-Indirect Costs @ 4.55% on the above.

**Status**  
**Submitted**

### Desert Sands 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	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$49,167	\$43,339	113.45%	\$144,463	34.03%	\$95,296
3000 - Employee Benefits	\$34,593	\$23,729	145.78%	\$79,096	43.74%	\$44,503
4000 - Supplies and Materials	\$1,488	\$3,837	38.78%	\$12,789	11.63%	\$11,301
5000 - Other Operating Expenses and Services	\$107,520	\$84,000	128%	\$280,000	38.4%	\$172,480
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,323	\$3,704	143.72%	\$12,346	43.12%	\$7,023
<b>Totals</b>	<b>\$198,091</b>	<b>\$158,608</b>	<b>124.89%</b>	<b>\$528,694</b>	<b>37.47%</b>	<b>\$330,603</b>

**Summary of Activities:**

2000's Clerical, Technical Salaries= \$49,167 3000's Employee Benefits -Fixed charges & Health & Welfare= \$34,593 4000's Supplies= Staff Supplies \$1182.24, Operations supplies \$306.17 5100 SubAgreements= \$81568.11 5000's= Operation Costs (Conference Costs \$199.80, Mileage\$ 284.72, Printing 259.90, Consultant Services 25,000, Communications \$173.92, M&O Services \$32.58 7000's= Indirect Costs @4.55% During the 2018-19 Fiscal Year Desert Sands USD started the year offering Adult Education courses in August. DSUSD Adult Ed offers courses in the areas of Adult High School Diploma, English as a Second Language (ESL), High School Equivalency Preparation. In an effort to increase student completions, transitions, eliminate educational obstacles, and eliminate gaps in service areas, DSUSD offers child care, career counseling and transition services, testing, tutoring, marketing/communication, professional development, data management, contract services.

**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**

Larry Bellanich, Director, Child Welfare and Attendance

**Desert Sands 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	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$60,472	\$43,339	139.53%	\$144,463	41.86%	\$83,991
3000 - Employee Benefits	\$41,073	\$23,729	173.09%	\$79,096	51.93%	\$38,023
4000 - Supplies and Materials	\$1,591	\$3,837	41.47%	\$12,789	12.44%	\$11,198
5000 - Other Operating Expenses and Services	\$107,837	\$84,000	128.38%	\$280,000	38.51%	\$172,163
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,890	\$3,704	159.03%	\$12,346	47.71%	\$6,456
<b>Totals</b>	<b>\$216,863</b>	<b>\$158,608</b>	<b>136.73%</b>	<b>\$528,694</b>	<b>41.02%</b>	<b>\$311,831</b>

**Summary of Activities:**

2000 Non-Instructional Salaries: Salaries for one Career Guidance Specialist, two Clerical Office Technicians providing Support Services at the Eisenhower Community Education Center (ECEC), and two Custodians providing Custodial Support Services as needed at the ECEC. 3000 Employee Benefits: Benefits associated with the aforementioned salaries and services to the Adult Education Program. 4000 Supplies and Materials: Materials and supplies necessary for the operation of DSUSD's Adult Education Program including custodial supplies necessary for the upkeep of DSUSD's ECEC facility. 5000 Other Operating Expenses and Services: Expenses in this object series include Contractual Services rendered by Coachella Valley Adult School (CVAS), conference/workshop registration fees, and related costs, mileage, reprographic, communication and maintenance costs. 7000 Indirect Costs: Indirect costs at 5.44% on the aforementioned expenses, excluding Contractual Services provided by CVAS.

**Status**  
**Submitted**

**Desert Sands 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	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$69,781	\$43,339	161.01%	\$144,463	48.3%	\$74,682
3000 - Employee Benefits	\$44,697	\$23,729	188.37%	\$79,096	56.51%	\$34,399
4000 - Supplies and Materials	\$4,698	\$3,837	122.45%	\$12,789	36.73%	\$8,091
5000 - Other Operating Expenses and Services	\$176,810	\$84,000	210.49%	\$280,000	63.15%	\$103,190
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,683	\$3,704	180.44%	\$12,346	54.13%	\$5,663
<b>Totals</b>	<b>\$302,669</b>	<b>\$158,608</b>	<b>190.83%</b>	<b>\$528,694</b>	<b>57.25%</b>	<b>\$226,025</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:**

DSUSD partnered with CVAS to provide ESL, High School Diploma, GED, and Citizenship classes to the local community. Currently, there are four evening programs for ESL and two daytime programs for ESL. DSUSD offers two classes of both GED and High School Diploma, one during the daytime and one in the evening. DSUSD utilizes a transition counselor hired using Adult Education funds to support the students in these various programs and work towards transitioning students to the next levels of career and/or education.

**Status  
Submitted**

**Palm Springs Unified**

**Palm Springs 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	\$10,540	\$15,716	67.06%	\$58,208	18.11%	\$47,668
2000 - Non-Instructional Salaries	\$3,303	\$4,163	79.33%	\$15,420	21.42%	\$12,117
3000 - Employee Benefits	\$8,764	\$10,752	81.51%	\$39,823	22.01%	\$31,059
4000 - Supplies and Materials	\$88	\$13,345	0.66%	\$266,893	0.03%	\$266,805
5000 - Other Operating Expenses and Services	\$256	\$0	100%	\$192,972	0.13%	\$192,716
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,147	\$6,647	17.26%	\$26,589	4.31%	\$25,442
<b>Totals</b>	<b>\$24,098</b>	<b>\$50,624</b>	<b>47.6%</b>	<b>\$599,905</b>	<b>4.02%</b>	<b>\$575,807</b>

### Corrective Action Plan

Work with partners in the consortium to determine additional classes to offer.

### Summary of Activities:

Have worked with Consortium partners to modify or memorandums of understanding to enable the addition of 2 additional ESL classes. Continue to offer ESL and high school diploma classes through a partnership with other consortium partners. A transitions counselor is on board to help students find and enroll in the appropriate classes.

**Status**  
**Submitted**

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### Palm Springs 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	\$31,859	\$33,179	96.02%	\$58,208	54.73%	\$26,349
2000 - Non-Instructional Salaries	\$7,546	\$8,327	90.62%	\$15,420	48.94%	\$7,874
3000 - Employee Benefits	\$22,457	\$21,504	104.43%	\$39,823	56.39%	\$17,366
4000 - Supplies and Materials	\$158	\$93,413	0.17%	\$266,893	0.06%	\$266,735
5000 - Other Operating Expenses and Services	\$26,365	\$0	100%	\$192,972	13.66%	\$166,607
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,419	\$13,295	33.24%	\$26,589	16.62%	\$22,170
<b>Totals</b>	<b>\$92,804</b>	<b>\$169,717</b>	<b>54.68%</b>	<b>\$599,905</b>	<b>15.47%</b>	<b>\$507,101</b>

**Corrective Action Plan**

Adding additional sections to meet growing demand. As a result, added new instructor, increased maintenance costs and increased supplies costs.

**Summary of Activities:**

Added additional sections of ESL. 2 new instructors added.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Dr. Deanna Keuilian, College & Career Readiness  
Rosa Barroso-Hurtado

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$42,399	\$47,148	89.93%	\$58,208	72.84%	\$15,809
2000 - Non-Instructional Salaries	\$9,631	\$12,490	77.11%	\$15,420	62.46%	\$5,789
3000 - Employee Benefits	\$29,280	\$32,257	90.77%	\$39,823	73.53%	\$10,543
4000 - Supplies and Materials	\$158	\$146,791	0.11%	\$266,893	0.06%	\$266,735
5000 - Other Operating Expenses and Services	\$30,937	\$0	100%	\$192,972	16.03%	\$162,035
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,620	\$19,942	28.18%	\$26,589	21.14%	\$20,969
<b>Totals</b>	<b>\$118,025</b>	<b>\$258,628</b>	<b>45.64%</b>	<b>\$599,905</b>	<b>19.67%</b>	<b>\$481,880</b>

### Corrective Action Plan

Have added new sections which will require an increase to the MOU amount between PSUSD and our partners, CVAS and COD. We will continue recruitment efforts in partnership with our Parent Engagement center to look at continued program expansion.

### Summary of Activities:

The adult education and transitions counselor has partnered with the Parent Engagement coordinator to expand recruitment efforts more intentionally among the parent community. This has increased enrollment justifying adding more sections of ESL and high school diploma courses.

**Status  
Submitted**

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### Palm Springs 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	\$58,208	\$58,208	100%	\$58,208	100%	\$0
2000 - Non-Instructional Salaries	\$15,420	\$15,420	100%	\$15,420	100%	\$0
3000 - Employee Benefits	\$39,823	\$39,823	100%	\$39,823	100%	\$0
4000 - Supplies and Materials	\$1,308	\$266,893	0.49%	\$266,893	0.49%	\$265,585
5000 - Other Operating Expenses and Services	\$105,617	\$0	100%	\$192,972	54.73%	\$87,355
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,285	\$26,589	27.4%	\$26,589	27.4%	\$19,304
<b>Totals</b>	<b>\$227,661</b>	<b>\$406,933</b>	<b>55.95%</b>	<b>\$599,905</b>	<b>37.95%</b>	<b>\$372,244</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**

We will continue to look for opportunities to expand course offerings which will require adding more instructors and getting rooms available.

**Summary of Activities:**

Added 3 more sections of ESL and high school diploma programs. Added new technology to support data reporting and tracking. Recruitment efforts have expanded to include a partnership with the district parent center.

**Status  
Submitted**

**Riverside Co. Office of Education**

Riverside 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	\$30,741	\$21,825	140.85%	\$145,502	21.13%	\$114,761
2000 - Non-Instructional Salaries	\$30,357	\$23,080	131.53%	\$153,865	19.73%	\$123,508
3000 - Employee Benefits	\$21,838	\$16,474	132.56%	\$109,825	19.88%	\$87,987
4000 - Supplies and Materials	\$556	\$13,237	4.2%	\$88,247	0.63%	\$87,691
5000 - Other Operating Expenses and Services	\$2,366	\$16,064	14.73%	\$107,094	2.21%	\$104,728
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$4,534	0%	\$30,227	0%	\$30,227
<b>Totals</b>	<b>\$85,858</b>	<b>\$95,214</b>	<b>90.17%</b>	<b>\$634,760</b>	<b>13.53%</b>	<b>\$548,902</b>

### Summary of Activities:

Part-time teacher to work with students on HS Diploma or HSE exam and to teach CTE class. Salaries for Admissions Tech, Registration Clerk, Student Account Tech, ARTS and Coordinator of Assessments to oversee data collection and entry. Benefits on the salaries charged. Classroom supplies. Rental fee for student recognition ceremony, mileage, iCEV license fees, food handlers permit.

**Status  
Submitted**

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### Riverside 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	\$68,126	\$43,651	156.07%	\$145,502	46.82%	\$77,376
2000 - Non-Instructional Salaries	\$64,424	\$46,160	139.57%	\$153,865	41.87%	\$89,441
3000 - Employee Benefits	\$48,031	\$32,948	145.78%	\$109,825	43.73%	\$61,794
4000 - Supplies and Materials	\$556	\$26,474	2.1%	\$88,247	0.63%	\$87,691
5000 - Other Operating Expenses and Services	\$4,951	\$32,128	15.41%	\$107,094	4.62%	\$102,143
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,847	\$9,068	64.48%	\$30,227	19.34%	\$24,380
<b>Totals</b>	<b>\$191,935</b>	<b>\$190,428</b>	<b>100.79%</b>	<b>\$634,760</b>	<b>30.24%</b>	<b>\$442,825</b>

**Summary of Activities:**

.5 fte teacher to work with students on HS Diploma or HSE exam and 1 fte to teach CTE class. Salaries for Admissions Tech, Registration Clerk, Student Account Tech, ARTS and Coordinator of Assessments to oversee data collection and entry. Benefits on the salaries charged. Mileage, software and food handlers permit.

**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**

Ms. Lucie Gonzalez, Principal

**Riverside 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	\$106,898	\$65,476	163.26%	\$145,502	73.47%	\$38,604
2000 - Non-Instructional Salaries	\$107,485	\$69,239	155.24%	\$153,865	69.86%	\$46,380
3000 - Employee Benefits	\$78,597	\$49,421	159.03%	\$109,825	71.57%	\$31,228
4000 - Supplies and Materials	\$2,052	\$39,711	5.17%	\$88,247	2.33%	\$86,195
5000 - Other Operating Expenses and Services	\$57,033	\$48,192	118.34%	\$107,094	53.26%	\$50,061
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$11,652	\$13,602	85.66%	\$30,227	38.55%	\$18,575
<b>Totals</b>	<b>\$363,717</b>	<b>\$285,642</b>	<b>127.33%</b>	<b>\$634,760</b>	<b>57.3%</b>	<b>\$271,043</b>

### Summary of Activities:

.5 fte teacher to work with students on HS Diploma or HSE exam and 1 fte to teach CTE class. Salaries for Admissions Tech, Registration Clerk, Student Account Tech, ARTS and Coordinator of Assessments to oversee data collection and entry. Benefits on the salaries charged. Laptop to be used by teacher @ Desert Edge. Mileage scholarship payments, Testing vouchers for the Admin Office Professional class.

**Status  
Submitted**

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### Riverside 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	\$141,959	\$87,301	162.61%	\$145,502	97.56%	\$3,543
2000 - Non-Instructional Salaries	\$146,143	\$92,319	158.3%	\$153,865	94.98%	\$7,722
3000 - Employee Benefits	\$108,594	\$65,895	164.8%	\$109,825	98.88%	\$1,231
4000 - Supplies and Materials	\$6,984	\$52,948	13.19%	\$88,247	7.91%	\$81,263
5000 - Other Operating Expenses and Services	\$94,116	\$64,256	146.47%	\$107,094	87.88%	\$12,978
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$24,879	\$18,136	137.18%	\$30,227	82.31%	\$5,348
<b>Totals</b>	<b>\$522,675</b>	<b>\$380,856</b>	<b>137.24%</b>	<b>\$634,760</b>	<b>82.34%</b>	<b>\$112,085</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:**

.5 fte teacher to work with students on HS Diploma or HSE exam and 1 fte to teach CTE class. Salaries for Admissions Tech, Registration Clerk, Student Account Tech, ARTS and Coordinator of Assessments to oversee data collection and entry. Benefits on the salaries charged. Mileage and CASAS training.

**Status**  
**Submitted**



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