

# CAEP Consortium Fiscal Reporting 18 Gavilan Regional Adult Career and Education Services

2020-21 Fiscal Year

## Certification

**Certified By**

Rebecca Soto

Consortium Director

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

Certified            Certified            Uncertified        Uncertified

## Fiscal Report Submittal Status

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<a href="#">Gavilan Joint CCD</a>	Submitted	Submitted	Not Submitted	Not Submitted
<a href="#">Gilroy Unified</a>	Submitted	Submitted	Not Submitted	Not Submitted
<a href="#">Morgan Hill Unified</a>	Submitted	Submitted	Not Submitted	Not Submitted
<a href="#">San Benito High</a>	Submitted	Submitted	Not Submitted	Not Submitted

## Gavilan Joint CCD

**Gavilan Joint 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	\$27,456	\$61,450	44.68%	\$245,800	11.17%	\$218,344
2000 - Non-Instructional Salaries	\$35,147	\$42,921	81.89%	\$171,683	20.47%	\$136,536
3000 - Employee Benefits	\$22,149	\$29,988	73.86%	\$119,952	18.46%	\$97,803
4000 - Supplies and Materials	\$59	\$2,200	2.68%	\$9,500	0.62%	\$9,441
5000 - Other Operating Expenses and Services	\$842	\$8,250	10.21%	\$36,200	2.33%	\$35,358
6000 - Capital Outlay	\$0	\$0	100%	\$26,396	0%	\$26,396
7000 - Other Outgo	\$0	\$0	100%	\$35,000	0%	\$35,000
Indirect Costs	\$0	\$8,481	0%	\$33,923	0%	\$33,923
<b>Totals</b>	<b>\$85,653</b>	<b>\$153,290</b>	<b>55.88%</b>	<b>\$678,454</b>	<b>12.62%</b>	<b>\$592,801</b>

### Corrective Action Plan

Some areas are underspent due to shifting online. Additional supports such as books will be provided to support students. Also, other monies will be used to support new program development.

**Status**  
**Submitted**

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Gavilan Joint 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	\$67,547	\$122,900	54.96%	\$245,800	27.48%	\$178,253
2000 - Non-Instructional Salaries	\$83,082	\$85,842	96.79%	\$171,683	48.39%	\$88,601
3000 - Employee Benefits	\$45,913	\$59,976	76.55%	\$119,952	38.28%	\$74,039
4000 - Supplies and Materials	\$159	\$4,400	3.61%	\$9,500	1.67%	\$9,341
5000 - Other Operating Expenses and Services	\$1,270	\$16,500	7.7%	\$36,200	3.51%	\$34,930
6000 - Capital Outlay	\$5,450	\$0	100%	\$26,396	20.65%	\$20,946
7000 - Other Outgo	\$10,291	\$17,500	58.81%	\$35,000	29.4%	\$24,709
Indirect Costs	\$0	\$16,962	0%	\$33,923	0%	\$33,923
<b>Totals</b>	<b>\$213,712</b>	<b>\$324,079</b>	<b>65.94%</b>	<b>\$678,454</b>	<b>31.5%</b>	<b>\$464,742</b>

### Summary of Activities:

Adjusted expenditures due to shift online

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**

Randy Brown

Gavilan Joint 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	\$67,547	\$184,350	36.64%	\$245,800	27.48%	\$178,253
2000 - Non-Instructional Salaries	\$83,082	\$128,762	64.52%	\$171,683	48.39%	\$88,601
3000 - Employee Benefits	\$45,913	\$89,964	51.03%	\$119,952	38.28%	\$74,039
4000 - Supplies and Materials	\$159	\$6,600	2.41%	\$9,500	1.67%	\$9,341
5000 - Other Operating Expenses and Services	\$1,270	\$26,350	4.82%	\$36,200	3.51%	\$34,930
6000 - Capital Outlay	\$5,450	\$0	100%	\$26,396	20.65%	\$20,946
7000 - Other Outgo	\$10,291	\$17,500	58.81%	\$35,000	29.4%	\$24,709
Indirect Costs	\$0	\$25,442	0%	\$33,923	0%	\$33,923
<b>Totals</b>	<b>\$213,712</b>	<b>\$478,969</b>	<b>44.62%</b>	<b>\$678,454</b>	<b>31.5%</b>	<b>\$464,742</b>

**Status**  
**Unsubmitted**

Gavilan Joint 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	\$67,547	\$245,800	27.48%	\$245,800	27.48%	\$178,253
2000 - Non-Instructional Salaries	\$83,082	\$171,683	48.39%	\$171,683	48.39%	\$88,601
3000 - Employee Benefits	\$45,913	\$119,952	38.28%	\$119,952	38.28%	\$74,039
4000 - Supplies and Materials	\$159	\$9,500	1.67%	\$9,500	1.67%	\$9,341
5000 - Other Operating Expenses and Services	\$1,270	\$36,200	3.51%	\$36,200	3.51%	\$34,930
6000 - Capital Outlay	\$5,450	\$26,396	20.65%	\$26,396	20.65%	\$20,946
7000 - Other Outgo	\$10,291	\$35,000	29.4%	\$35,000	29.4%	\$24,709
Indirect Costs	\$0	\$33,923	0%	\$33,923	0%	\$33,923
<b>Totals</b>	<b>\$213,712</b>	<b>\$678,454</b>	<b>31.5%</b>	<b>\$678,454</b>	<b>31.5%</b>	<b>\$464,742</b>

**Status**  
Unsubmitted

## Gilroy Unified

Gilroy 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	\$31,179	\$33,245	93.79%	\$132,979	23.45%	\$101,800
2000 - Non-Instructional Salaries	\$6,654	\$7,683	86.61%	\$30,732	21.65%	\$24,078
3000 - Employee Benefits	\$8,067	\$11,360	71.01%	\$45,439	17.75%	\$37,372
4000 - Supplies and Materials	\$22,337	\$9,798	227.98%	\$97,976	22.8%	\$75,639
5000 - Other Operating Expenses and Services	\$575	\$2,723	21.12%	\$10,890	5.28%	\$10,315
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$7,417	0%	\$7,417
<b>Totals</b>	<b>\$68,812</b>	<b>\$64,808</b>	<b>106.18%</b>	<b>\$325,433</b>	<b>21.14%</b>	<b>\$256,621</b>

### Summary of Activities:

A drop in Diploma program teacher pay and classroom expense as it pertains to distance learning and as we lost teachers due to retirement, resignation. Three new teachers have been hired in October and work is picking up and continuing.

**Status  
Submitted**

### Gilroy 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	\$65,920	\$33,245	198.29%	\$132,979	49.57%	\$67,059
2000 - Non-Instructional Salaries	\$13,308	\$7,683	173.21%	\$30,732	43.3%	\$17,424
3000 - Employee Benefits	\$18,961	\$11,360	166.91%	\$45,439	41.73%	\$26,478
4000 - Supplies and Materials	\$22,435	\$9,798	228.98%	\$97,976	22.9%	\$75,541
5000 - Other Operating Expenses and Services	\$1,208	\$2,723	44.37%	\$10,890	11.09%	\$9,682
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$7,417	0%	\$7,417
<b>Totals</b>	<b>\$121,832</b>	<b>\$64,808</b>	<b>187.99%</b>	<b>\$325,433</b>	<b>37.44%</b>	<b>\$203,601</b>

### Summary of Activities:

With all online learning and less than 25% of staff going into the office, all others working from home, expenses have diminished, but work continues and we will have a healthy graduating class this May.

**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**

Greg Camacho-Light, Administrator of Alternative Educational Programs

### Gilroy 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	\$65,920	\$33,245	198.29%	\$132,979	49.57%	\$67,059
2000 - Non-Instructional Salaries	\$13,308	\$7,683	173.21%	\$30,732	43.3%	\$17,424
3000 - Employee Benefits	\$18,961	\$11,360	166.91%	\$45,439	41.73%	\$26,478
4000 - Supplies and Materials	\$22,435	\$9,798	228.98%	\$97,976	22.9%	\$75,541
5000 - Other Operating Expenses and Services	\$1,208	\$2,723	44.37%	\$10,890	11.09%	\$9,682
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$7,417	0%	\$7,417
<b>Totals</b>	<b>\$121,832</b>	<b>\$64,808</b>	<b>187.99%</b>	<b>\$325,433</b>	<b>37.44%</b>	<b>\$203,601</b>

**Status**  
**Unsubmitted**

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**Gilroy 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	\$65,920	\$33,245	198.29%	\$132,979	49.57%	\$67,059
2000 - Non-Instructional Salaries	\$13,308	\$7,683	173.21%	\$30,732	43.3%	\$17,424
3000 - Employee Benefits	\$18,961	\$11,360	166.91%	\$45,439	41.73%	\$26,478
4000 - Supplies and Materials	\$22,435	\$68,583	32.71%	\$97,976	22.9%	\$75,541
5000 - Other Operating Expenses and Services	\$1,208	\$2,723	44.37%	\$10,890	11.09%	\$9,682
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,417	0%	\$7,417	0%	\$7,417
<b>Totals</b>	<b>\$121,832</b>	<b>\$131,010</b>	<b>92.99%</b>	<b>\$325,433</b>	<b>37.44%</b>	<b>\$203,601</b>

**Status**  
Unsubmitted

### Morgan Hill Unified

Morgan Hill 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	\$45,876	\$70,260	65.29%	\$281,039	16.32%	\$235,163
2000 - Non-Instructional Salaries	\$25,137	\$27,229	92.32%	\$108,916	23.08%	\$83,779
3000 - Employee Benefits	\$23,545	\$29,881	78.8%	\$119,524	19.7%	\$95,979
4000 - Supplies and Materials	\$25	\$14,250	0.18%	\$57,000	0.04%	\$56,975
5000 - Other Operating Expenses and Services	\$1,264	\$30,085	4.2%	\$120,341	1.05%	\$119,077
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$34,341	0%	\$34,341
<b>Totals</b>	<b>\$95,847</b>	<b>\$171,705</b>	<b>55.82%</b>	<b>\$721,161</b>	<b>13.29%</b>	<b>\$625,314</b>

### Corrective Action Plan

Due to COVID-19, we are low in enrollment so we are also low for hiring. We are projecting enrollment to increase due to being open for in-person learning but there is no way to guarantee enrollment. We will be spending more on curriculum and supplies in Q2.

### Summary of Activities:

Q1 was spent on salaries for certificated and classified employees, benefits, WASC membership, and maintenance agreements.

**Status**  
**Submitted**

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### Morgan Hill 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	\$115,973	\$70,260	165.06%	\$281,039	41.27%	\$165,066
2000 - Non-Instructional Salaries	\$53,385	\$27,229	196.06%	\$108,916	49.01%	\$55,531
3000 - Employee Benefits	\$51,979	\$29,881	173.95%	\$119,524	43.49%	\$67,545
4000 - Supplies and Materials	\$1,235	\$14,250	8.67%	\$57,000	2.17%	\$55,765
5000 - Other Operating Expenses and Services	\$1,295	\$30,085	4.3%	\$120,341	1.08%	\$119,046
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$34,341	0%	\$34,341
<b>Totals</b>	<b>\$223,867</b>	<b>\$171,705</b>	<b>130.38%</b>	<b>\$721,161</b>	<b>31.04%</b>	<b>\$497,294</b>

### Summary of Activities:

This total covers salaries, benefits, and basic contracts that support school and office functions.

**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**

Shannon Lane, Principal

### Morgan Hill 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	\$115,973	\$70,260	165.06%	\$281,039	41.27%	\$165,066
2000 - Non-Instructional Salaries	\$53,385	\$27,229	196.06%	\$108,916	49.01%	\$55,531
3000 - Employee Benefits	\$51,979	\$29,881	173.95%	\$119,524	43.49%	\$67,545
4000 - Supplies and Materials	\$1,235	\$14,250	8.67%	\$57,000	2.17%	\$55,765
5000 - Other Operating Expenses and Services	\$1,295	\$30,085	4.3%	\$120,341	1.08%	\$119,046
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$34,341	0%	\$34,341
<b>Totals</b>	<b>\$223,867</b>	<b>\$171,705</b>	<b>130.38%</b>	<b>\$721,161</b>	<b>31.04%</b>	<b>\$497,294</b>

**Status**  
**Unsubmitted**

Morgan Hill 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	\$115,973	\$70,260	165.06%	\$281,039	41.27%	\$165,066
2000 - Non-Instructional Salaries	\$53,385	\$27,229	196.06%	\$108,916	49.01%	\$55,531
3000 - Employee Benefits	\$51,979	\$29,881	173.95%	\$119,524	43.49%	\$67,545
4000 - Supplies and Materials	\$1,235	\$14,250	8.67%	\$57,000	2.17%	\$55,765
5000 - Other Operating Expenses and Services	\$1,295	\$30,085	4.3%	\$120,341	1.08%	\$119,046
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$34,341	0%	\$34,341	0%	\$34,341
<b>Totals</b>	<b>\$223,867</b>	<b>\$206,046</b>	<b>108.65%</b>	<b>\$721,161</b>	<b>31.04%</b>	<b>\$497,294</b>

**Status**  
**Unsubmitted**

## San Benito High

San Benito 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	\$5,557	\$12,625	44.02%	\$50,500	11%	\$44,943
2000 - Non-Instructional Salaries	\$6,064	\$6,250	97.02%	\$25,000	24.26%	\$18,936
3000 - Employee Benefits	\$3,689	\$8,698	42.41%	\$34,791	10.6%	\$31,102
4000 - Supplies and Materials	\$0	\$2,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$2	\$0	100%	\$0	100%	ⓘ -\$2
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$6,225	0%	\$6,225
<b>Totals</b>	<b>\$15,312</b>	<b>\$29,573</b>	<b>51.78%</b>	<b>\$124,516</b>	<b>12.3%</b>	<b>\$109,204</b>

### Corrective Action Plan

Due to COVID-19 we are currently distance learning

Status  
Submitted

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### San Benito 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	\$9,854	\$12,625	78.05%	\$50,500	19.51%	\$40,646
2000 - Non-Instructional Salaries	\$10,997	\$6,250	175.95%	\$25,000	43.99%	\$14,003
3000 - Employee Benefits	\$6,527	\$8,698	75.04%	\$34,791	18.76%	\$28,264
4000 - Supplies and Materials	\$0	\$2,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$8	\$0	100%	\$0	100%	ⓘ -\$8
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$6,225	0%	\$6,225
<b>Totals</b>	<b>\$27,386</b>	<b>\$29,573</b>	<b>92.61%</b>	<b>\$124,516</b>	<b>21.99%</b>	<b>\$97,130</b>

**Corrective Action Plan**

Due to COVID and distance learning, expenditures are below average

**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**

Elaine Klauer

**San Benito 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	\$9,854	\$12,625	78.05%	\$50,500	19.51%	\$40,646
2000 - Non-Instructional Salaries	\$10,997	\$6,250	175.95%	\$25,000	43.99%	\$14,003
3000 - Employee Benefits	\$6,527	\$8,698	75.04%	\$34,791	18.76%	\$28,264
4000 - Supplies and Materials	\$0	\$2,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$8	\$0	100%	\$0	100%	ⓘ -\$8
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$6,225	0%	\$6,225
<b>Totals</b>	\$27,386	\$29,573	92.61%	\$124,516	21.99%	\$97,130

**Status**  
Unsubmitted

San Benito 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	\$9,854	\$12,625	78.05%	\$50,500	19.51%	\$40,646
2000 - Non-Instructional Salaries	\$10,997	\$6,250	175.95%	\$25,000	43.99%	\$14,003
3000 - Employee Benefits	\$6,527	\$8,698	75.04%	\$34,791	18.76%	\$28,264
4000 - Supplies and Materials	\$0	\$2,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$8	\$0	100%	\$0	100%	ⓘ -\$8
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$6,225	0%	\$6,225	0%	\$6,225
<b>Totals</b>	<b>\$27,386</b>	<b>\$35,798</b>	<b>76.5%</b>	<b>\$124,516</b>	<b>21.99%</b>	<b>\$97,130</b>

**Status**  
Unsubmitted



California  
Community  
Colleges



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NOVA Site Version: [4.29.10-1-g6045aad4a](#)