

CAEP Consortium Fiscal Reporting 21 Salinas Valley Adult Education Consortium

2019-20 Fiscal Year

Certification

Certified By

Ana Gonzalez

Director of Adult Education and Workforce Development

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
Gonzales Unified	Submitted	Submitted	Submitted	Submitted
Hartnell CCD	Submitted	Submitted	Submitted	Submitted
Monterey Co. Office of Education	Submitted	Submitted	Submitted	Submitted
North Monterey County Unified	Submitted	Submitted	Submitted	Submitted
Salinas Union High	Submitted	Submitted	Submitted	Submitted
Soledad Unified	Submitted	Submitted	Submitted	Submitted
South Monterey County Joint Union High	Submitted	Submitted	Submitted	Submitted

Gonzales Unified

Gonzales 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	\$47,957	\$0	100%	\$283,103	16.94%	\$235,146
2000 - Non-Instructional Salaries	\$3,802	\$0	100%	\$16,557	22.96%	\$12,755
3000 - Employee Benefits	\$20,246	\$0	100%	\$109,058	18.56%	\$88,812
4000 - Supplies and Materials	\$15,720	\$0	100%	\$31,675	49.63%	\$15,955
5000 - Other Operating Expenses and Services	\$2,367	\$0	100%	\$27,406	8.64%	\$25,039
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,505	\$0	100%	\$23,407	19.25%	\$18,902
Totals	\$94,597	\$0	100%	\$491,206	19.26%	\$396,609

Summary of Activities:

In Quarter 1, we served 168 unduplicated students in our AEBG program areas and are offering classes in the communities of Gonzales, Chualar and Greenfield. In Gonzales we offered ESL, HiSET/GED Test Prep, High School Diploma, ESL/Citizenship, Workforce Readiness activities, First Aid/CPR and Forklift Training. In Greenfield we offered HiSET/GED Test Prep, ESL/Citizenship, testing for HiSET. In Chualar, we offered ESL classes. Child care was provided as needed.

**Status
Submitted**

Gonzales 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	\$125,283	\$0	100%	\$283,103	44.25%	\$157,820
2000 - Non-Instructional Salaries	\$7,384	\$0	100%	\$16,557	44.6%	\$9,173
3000 - Employee Benefits	\$48,605	\$0	100%	\$109,058	44.57%	\$60,453
4000 - Supplies and Materials	\$21,320	\$0	100%	\$31,675	67.31%	\$10,355
5000 - Other Operating Expenses and Services	\$7,652	\$0	100%	\$27,406	27.92%	\$19,754
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,512	\$0	100%	\$23,407	44.91%	\$12,895
Totals	\$220,756	\$0	100%	\$491,206	44.94%	\$270,450

Summary of Activities:

In Quarter 2, we continued to serve students in our consortium-approved AEBG program areas in the communities of Gonzales, Chualar and Greenfield. In Gonzales we offered ESL, HiSET/GED Test Prep, High School Diploma, ESL/Citizenship, Workforce Readiness activities, First Aid/CPR and Forklift Training. In Greenfield we offered HiSET/GED Test Prep, ESL/Citizenship, testing for HiSET. In Chualar, we offered ESL classes. Child care was provided as needed.

**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

Candice Camacho

Llesenia Argueta Gonzales Unified School District, Director of Fiscal Services

Gonzales 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	\$202,763	\$0	100%	\$283,103	71.62%	\$80,340
2000 - Non-Instructional Salaries	\$11,214	\$0	100%	\$16,557	67.73%	\$5,343
3000 - Employee Benefits	\$78,130	\$0	100%	\$109,058	71.64%	\$30,928
4000 - Supplies and Materials	\$27,404	\$0	100%	\$31,675	86.52%	\$4,271
5000 - Other Operating Expenses and Services	\$17,429	\$0	100%	\$27,406	63.6%	\$9,977
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$16,847	\$0	100%	\$23,407	71.97%	\$6,560
Totals	\$353,787	\$0	100%	\$491,206	72.02%	\$137,419

Summary of Activities:

In Quarter 3, we continued to serve students in our consortium-approved AEBG program areas in the communities of Gonzales and Greenfield. In Gonzales we offered ESL, HiSET/GED Test Prep, High School Diploma, ESL/Citizenship, Workforce Readiness activities, First Aid/CPR and Forklift Training. In Greenfield we offered HiSET/GED Test Prep, ESL/Citizenship, testing for HiSET. Child care was provided as needed.

**Status
Submitted**

Gonzales 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	\$283,103	\$0	100%	\$283,103	100%	\$0
2000 - Non-Instructional Salaries	\$14,959	\$0	100%	\$16,557	90.35%	\$1,598
3000 - Employee Benefits	\$109,058	\$0	100%	\$109,058	100%	\$0
4000 - Supplies and Materials	\$31,675	\$0	100%	\$31,675	100%	\$0
5000 - Other Operating Expenses and Services	\$23,339	\$0	100%	\$27,406	85.16%	\$4,067
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$22,007	\$0	100%	\$23,407	94.02%	\$1,400
Totals	\$484,141	\$0	100%	\$491,206	98.56%	\$7,065

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

Guidance: Yes

Summary of Activities:

In Quarter 4, Gonzales USD quickly responded to the COVID pandemic and transitioned most of our classes and students to meet virtually. We continued to serve students in our consortium-approved AEBG program areas in the communities of Gonzales and Greenfield. The classes that continued were ESL, HiSET/GED Test Prep, High School Diploma, and ESL/Citizenship. Extensive amounts of effort went towards staff professional development in the virtual classroom.

**Status
Submitted**

Hartnell CCD

Hartnell 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	\$40,533	\$0	100%	\$189,258	21.42%	\$148,725
2000 - Non-Instructional Salaries	\$28,034	\$0	100%	\$262,003	10.7%	\$233,969
3000 - Employee Benefits	\$25,153	\$0	100%	\$184,335	13.65%	\$159,182
4000 - Supplies and Materials	\$5,907	\$0	100%	\$26,886	21.97%	\$20,979
5000 - Other Operating Expenses and Services	\$1,724	\$0	100%	\$112,020	1.54%	\$110,296
6000 - Capital Outlay	\$0	\$0	100%	\$1,000	0%	\$1,000
7000 - Other Outgo	\$0	\$0	100%	\$6,673	0%	\$6,673
Indirect Costs	\$4,813	\$0	100%	\$41,290	11.66%	\$36,477
Totals	\$106,164	\$0	100%	\$823,465	12.89%	\$717,301

Summary of Activities:

Hartnell College Activities: Offered Noncredit ESL courses at various locations, reconfigured team to provide a full time matriculation specialist (College Pathways Coordinator) resulting in increased outreach and enrollment support for students, the director moved office location to be close to all team members, continued collaboration with HEP program to support students working towards their GED, contracted faculty to support noncredit ESL program, contracted to support data review and improved implementation. Collaborative Activities (Shared Consortium Funds): Consortium fiscal administration, technical assistance for Members, facilitation of collaborative activities, and partnership building (including Consortium Director and Program Assistant salaries/benefits, data support specialist, meeting/training/event expenses, office equipment & supplies, and ESL PLC); outreach and marketing; and professional development for Members and Consortium staff.

Status
Submitted

Hartnell 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	\$83,941	\$0	100%	\$189,258	44.35%	\$105,317
2000 - Non-Instructional Salaries	\$89,354	\$0	100%	\$262,003	34.1%	\$172,649
3000 - Employee Benefits	\$66,552	\$0	100%	\$184,335	36.1%	\$117,783
4000 - Supplies and Materials	\$8,043	\$0	100%	\$26,886	29.92%	\$18,843
5000 - Other Operating Expenses and Services	\$7,178	\$0	100%	\$112,020	6.41%	\$104,842
6000 - Capital Outlay	\$0	\$0	100%	\$1,000	0%	\$1,000
7000 - Other Outgo	\$0	\$0	100%	\$6,673	0%	\$6,673
Indirect Costs	\$12,495	\$0	100%	\$41,290	30.26%	\$28,795
Totals	\$267,563	\$0	100%	\$823,465	32.49%	\$555,902

Corrective Action Plan

Collaborative Activities (Shared Consortium Funds): The Shared Fund was underspent in Quarter 2 for the following reasons: one Program Assistant position was vacant Sept. 23 - Feb. 4 and a new Program Assistant position was not filled until Jan. 13; several marketing projects fell behind schedule; and the Members have not all submitted invoices for reimbursement for professional development or teacher participation in PLCs. This will be corrected by the following actions: \$50,000 of Shared Funds will be reallocated in Q3-4; progress will be made on marketing projects; the filling of all Consortium positions; and continuous reminders to Members to submit invoices for reimbursement from the Shared Fund.

Summary of Activities:

Hartnell Adult Ed: During Quarter 2 the Program Assistant Position was filled, collaboration with Hartnell's HEP program continued servicing students in Salinas and Gonzales, noncredit ESL courses were offered, peer-to-peer professional development took place with noncredit ESL instructors, curriculum development continued to support a noncredit high school equivalency course, and campus-wide advocacy for nontraditional adult students. Collaborative Activities (Shared Consortium Funds): Activities in Quarter 2 included Consortium fiscal administration; Consortium governance; technical assistance for Members (fiscal, data, programmatic); Consortium PLCs and Workgroups; collaborative professional development; collaborative outreach and recruitment; partnership building; and supplies & materials. Expenses included the salary/benefits for the Consortium Director and compensation of temporary consultants providing technical assistance (data support, outreach, and professional development).

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

Ana Gonzalez, Director of Adult Education and Workforce Development

David Techaira, Controller

Kristen Arps, Director, Salinas Valley Adult Education Consortium

Clint Cowden

Mostafa Ghous

Maria De Leon, Program Assistant I

Hartnell 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	\$127,970	\$0	100%	\$189,258	67.62%	\$61,288
2000 - Non-Instructional Salaries	\$154,206	\$0	100%	\$262,003	58.86%	\$107,797
3000 - Employee Benefits	\$113,489	\$0	100%	\$184,335	61.57%	\$70,846
4000 - Supplies and Materials	\$12,273	\$0	100%	\$26,886	45.65%	\$14,613
5000 - Other Operating Expenses and Services	\$13,288	\$0	100%	\$112,020	11.86%	\$98,732
6000 - Capital Outlay	\$473	\$0	100%	\$1,000	47.3%	\$527
7000 - Other Outgo	\$0	\$0	100%	\$6,673	0%	\$6,673
Indirect Costs	\$21,062	\$0	100%	\$41,290	51.01%	\$20,228
Totals	\$442,761	\$0	100%	\$823,465	53.77%	\$380,704

Summary of Activities:

Hartnell Adult Ed: During Quarter 3, collaboration with Hartnell's HEP program continued servicing students in Salinas and Gonzales, noncredit ESL courses were offered, peer-to-peer professional development took place with noncredit ESL instructors, curriculum development continued to support a noncredit high school equivalency course, and campus-wide advocacy for nontraditional adult students. Collaborative Activities (Shared Consortium Funds): Activities in Quarter 3 included Consortium fiscal administration; Consortium governance; technical assistance for Members (fiscal, data, programmatic); Consortium PLCs and Workgroups; collaborative professional development; collaborative outreach and recruitment; partnership building; and supplies & materials. Expenses included the salary/benefits for the Consortium Director and compensation of temporary consultants providing technical assistance (data support, outreach, and professional development).

Status
Submitted

Hartnell 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	\$180,989	\$0	100%	\$189,258	95.63%	\$8,269
2000 - Non-Instructional Salaries	\$228,186	\$0	100%	\$262,003	87.09%	\$33,817
3000 - Employee Benefits	\$184,335	\$0	100%	\$184,335	100%	\$0
4000 - Supplies and Materials	\$13,809	\$0	100%	\$26,886	51.36%	\$13,077
5000 - Other Operating Expenses and Services	\$112,020	\$0	100%	\$112,020	100%	\$0
6000 - Capital Outlay	\$473	\$0	100%	\$1,000	47.3%	\$527
7000 - Other Outgo	\$0	\$0	100%	\$6,673	0%	\$6,673
Indirect Costs	\$41,290	\$0	100%	\$41,290	100%	\$0
Totals	\$761,102	\$0	100%	\$823,465	92.43%	\$62,363

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

Guidance: Yes

Summary of Activities:

Hartnell Adult Ed: During Quarter 4, programming and support had to quickly pivot due to COVID. Classes and services all transitioned from face-to-face to online. Noncredit ESL, GED courses continued, professional development was provided faculty to support the transition. Students were loaned Chromebooks, hotspots, textbooks; technical assistance was made available. Food pantry support services were provided. Collaborative Activities (Shared Consortium Funds): Activities in Quarter 4 included Consortium fiscal administration; Consortium governance; technical assistance for Members (fiscal, data, programmatic); Consortium PLCs and Workgroups; collaborative professional development; collaborative outreach and recruitment; partnership building; and supplies & materials. Expenses included the salary/benefits for the Consortium Director, two Consortium Program Assistants, and temporary consultants providing technical assistance (data support and professional development).

Status

Submitted

Monterey Co. Office of Education

Monterey 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	\$37,106	\$40,462	91.71%	\$161,848	22.93%	\$124,742
2000 - Non-Instructional Salaries	\$21,954	\$22,481	97.65%	\$89,925	24.41%	\$67,971
3000 - Employee Benefits	\$27,022	\$29,814	90.64%	\$119,255	22.66%	\$92,233
4000 - Supplies and Materials	\$644	\$0	100%	\$29,740	2.17%	\$29,096
5000 - Other Operating Expenses and Services	\$254	\$0	100%	\$38,963	0.65%	\$38,709
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,344	\$5,497	79.03%	\$21,987	19.76%	\$17,643
Totals	\$91,324	\$98,254	92.95%	\$461,718	19.78%	\$370,394

Summary of Activities:

Alt Ed supports adult learners through individual case management for HS completion, as well as, College and Career transition. MCOE provides WASC accredited curricula through coursework in the following areas: HS Diploma, Hi-SET, CTE, and Workforce Entry/Re-Entry services. MCOE supports adult learners, both incarcerated in the Mtry County Jail (MCJ) and in the community. CTE and Workforce Entry/Reentry courses, in addition to a comprehensive HS Diploma track curriculum, Hi-SET prep and testing, and transition support to College and Career. The Parent Program services continued for College and Career ready students, in the areas of CTE, post-secondary admissions support, Workforce Entry/Re-Entry, informational training, and job placement

Status
Submitted

Monterey 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	\$76,822	\$40,462	189.86%	\$161,848	47.47%	\$85,026
2000 - Non-Instructional Salaries	\$43,908	\$22,481	195.31%	\$89,925	48.83%	\$46,017
3000 - Employee Benefits	\$57,012	\$29,814	191.23%	\$119,255	47.81%	\$62,243
4000 - Supplies and Materials	\$11,774	\$0	100%	\$29,740	39.59%	\$17,966
5000 - Other Operating Expenses and Services	\$6,773	\$0	100%	\$38,963	17.38%	\$32,190
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$9,829	\$5,497	178.81%	\$21,987	44.7%	\$12,158
Totals	\$206,118	\$98,254	209.78%	\$461,718	44.64%	\$255,600

Summary of Activities:

Alt Ed supports adult learners through individual case management for HS completion, as well as, College and Career transition. MCOE provides WASC accredited curricula through coursework in the following areas: HS Diploma, Hi-SET, CTE, and Workforce Entry/Re-Entry services. MCOE supports adult learners, both incarcerated in the Mtry County Jail (MCJ) and in the community. CTE and Workforce Entry/Reentry courses, in addition to a comprehensive HS Diploma track curriculum, Hi-SET prep and testing, and transition support to College and Career. The Parent Program services continued for College and Career ready students, in the areas of CTE, post-secondary admissions support, Workforce Entry/Re-Entry, informational training, and job placement

**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

Mr. Joseph DeRuosi, Coordinator
 Dawn Tovey, Director/Controller of Internal Services
 Chris Devers, Senior Director

Monterey 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	\$118,265	\$40,462	292.29%	\$161,848	73.07%	\$43,583
2000 - Non-Instructional Salaries	\$65,862	\$22,481	292.96%	\$89,925	73.24%	\$24,063
3000 - Employee Benefits	\$87,462	\$29,814	293.36%	\$119,255	73.34%	\$31,793
4000 - Supplies and Materials	\$12,609	\$0	100%	\$29,740	42.4%	\$17,131
5000 - Other Operating Expenses and Services	\$7,830	\$0	100%	\$38,963	20.1%	\$31,133
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$14,619	\$5,497	265.96%	\$21,987	66.49%	\$7,368
Totals	\$306,647	\$98,254	312.1%	\$461,718	66.41%	\$155,071

Summary of Activities:

Alt Ed supports adult learners through individual case management for HS completion, as well as, College and Career transition. MCOE provides WASC accredited curricula through coursework in the following areas: HS Diploma, Hi-SET, CTE, and Workforce Entry/Re-Entry services. MCOE supports adult learners, both incarcerated in the Mtry County Jail (MCJ) and in the community. CTE and Workforce Entry/Reentry courses, in addition to a comprehensive HS Diploma track curriculum, Hi-SET prep and testing, and transition support to College and Career. The Parent Program services continued for College and Career ready students, in the areas of CTE, post-secondary admissions support, Workforce Entry/Re-Entry, informational training, and job placement

Status
Submitted

Monterey 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	\$161,848	\$40,462	400%	\$161,848	100%	\$0
2000 - Non-Instructional Salaries	\$89,925	\$22,481	400%	\$89,925	100%	\$0
3000 - Employee Benefits	\$119,255	\$29,814	400%	\$119,255	100%	\$0
4000 - Supplies and Materials	\$29,740	\$0	100%	\$29,740	100%	\$0
5000 - Other Operating Expenses and Services	\$38,963	\$0	100%	\$38,963	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$21,987	\$5,497	400%	\$21,987	100%	\$0
Totals	\$461,718	\$98,254	469.92%	\$461,718	100%	\$0

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 MCOE Adult Ed Program supports adult learners through individualized case management in HS diploma (HSD), HS Equivalency (HSE), CTE, Workforce (WF) Readiness, Workforce Entry/Reentry, and College/Career transitions. After CA announced Shelter-in-Place (SIP) on March 13, 2020, teachers successfully transitioned from an in-person blended learning model of instruction to a virtual blended learning model for both incarcerated adults at the MC Jail and Independent Study (IS) adult learners in the community. On May 12, after the jail reopened for SIP classes, the AE teacher provided virtual instruction through Zoom to 16 female and male inmates using online curriculum for HSD, HSE, WF Readiness, and CTE; teacher provided educational services to a total of 185 incarcerated adult students through June 30. All teachers continued to prepare both groups of students to take Hi-SET exams, complete HSD requirements, earn industry certifications, transition to college and careers.

Status
Submitted

North Monterey County Unified

North Monterey County 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	\$72,933	\$36,320	200.8%	\$242,136	30.12%	\$169,203
2000 - Non-Instructional Salaries	\$3,226	\$9,923	32.51%	\$99,226	3.25%	\$96,000
3000 - Employee Benefits	\$17,014	\$10,863	156.62%	\$72,421	23.49%	\$55,407
4000 - Supplies and Materials	\$4,166	\$3,714	112.18%	\$37,138	11.22%	\$32,972
5000 - Other Operating Expenses and Services	\$4,936	\$1,981	249.17%	\$39,620	12.46%	\$34,684
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,019	\$3,679	109.24%	\$24,526	16.39%	\$20,507
Totals	\$106,294	\$66,480	159.89%	\$515,067	20.64%	\$408,773

Summary of Activities:

In Q1 North Monterey County USD provided ESL, Citizenship, HSD, English and Spanish GED and Computer Skills classes. We conducted orientation and placement meetings and enrollment on Saturdays to meet the needs of our students. The expenditure is adjusted to reflect a \$50,344 difference from what was reported in 2017-18, which was added to the 2018-2019 fiscal reporting.

**Status
Submitted**

North Monterey County 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	\$124,201	\$96,854	128.23%	\$242,136	51.29%	\$117,935
2000 - Non-Instructional Salaries	\$22,773	\$29,768	76.5%	\$99,226	22.95%	\$76,453
3000 - Employee Benefits	\$36,240	\$28,968	125.1%	\$72,421	50.04%	\$36,181
4000 - Supplies and Materials	\$6,481	\$14,855	43.63%	\$37,138	17.45%	\$30,657
5000 - Other Operating Expenses and Services	\$4,936	\$5,943	83.06%	\$39,620	12.46%	\$34,684
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$9,732	\$9,810	99.2%	\$24,526	39.68%	\$14,794
Totals	\$204,363	\$186,199	109.76%	\$515,067	39.68%	\$310,704

Summary of Activities:

In Q2 North Monterey County USD provided ESL, Citizenship, HSD, English and Spanish GED, Computer Literacy Skills , and Driver's Ed preparation classes. We conducted orientation and placement meetings and enrollment on Saturdays to meet the needs of our students.

**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

North Monterey County Unified School District Emily Brownfield, Director, 21st Century Learning & Innovation
 Margarita Palacios, Assistant Principal
 Aida Ramirez, Director Educational Options

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$169,219	\$145,282	116.48%	\$242,136	69.89%	\$72,917
2000 - Non-Instructional Salaries	\$34,216	\$59,536	57.47%	\$99,226	34.48%	\$65,010
3000 - Employee Benefits	\$51,830	\$43,453	119.28%	\$72,421	71.57%	\$20,591
4000 - Supplies and Materials	\$12,778	\$22,283	57.34%	\$37,138	34.41%	\$24,360
5000 - Other Operating Expenses and Services	\$12,777	\$23,772	53.75%	\$39,620	32.25%	\$26,843
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$14,041	\$14,716	95.42%	\$24,526	57.25%	\$10,485
Totals	\$294,861	\$309,040	95.41%	\$515,067	57.25%	\$220,206

Summary of Activities:

NMCUSD continues providing ESL and Citizenship instruction, Hi-Set and High School Diploma. A new addition in collaboration with ACTS has been to offer a series of 12 hour/computer classes in which participants are able to obtain certificates including Microsoft Word, Power Point and Microsoft Excel Level 1 and Level 2. K-12 program was supported by providing a beg. computer class and teaming up with the Migrant Program to offer workshops in several academic areas such as reading comprehension and art and also ways to support the social emotional growth of students.

Status
Submitted

North Monterey County 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	\$234,019	\$217,922	107.39%	\$242,136	96.65%	\$8,117
2000 - Non-Instructional Salaries	\$44,811	\$89,303	50.18%	\$99,226	45.16%	\$54,415
3000 - Employee Benefits	\$71,584	\$65,179	109.83%	\$72,421	98.84%	\$837
4000 - Supplies and Materials	\$12,944	\$33,424	38.73%	\$37,138	34.85%	\$24,194
5000 - Other Operating Expenses and Services	\$20,130	\$35,658	56.45%	\$39,620	50.81%	\$19,490
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$16,671	\$22,073	75.53%	\$24,526	67.97%	\$7,855
Totals	\$400,159	\$463,560	86.32%	\$515,067	77.69%	\$114,908

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

Guidance: Yes

Summary of Activities:

North Monterey County Unified School District successfully transitioned its classes to Distance Learning due to COVID-19. We were able to continue ESL, Citizenship, GED Spanish, High School Diploma, Computer Classes for Beginners, several classes of our Prep to Driver's Ed and the Microsoft Office Certificates. Several students were not able to continue attending because they did not have internet access at home. For others, We provided chromebooks and helped them apply for services through the companies serving our area.

**Status
Submitted**

Salinas Union High

Salinas 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	\$132,722	\$0	100%	\$619,443	21.43%	\$486,721
2000 - Non-Instructional Salaries	\$63,113	\$0	100%	\$291,709	21.64%	\$228,596
3000 - Employee Benefits	\$76,405	\$0	100%	\$411,049	18.59%	\$334,644
4000 - Supplies and Materials	\$0	\$0	100%	\$40,115	0%	\$40,115
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$55,476	0%	\$55,476
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,744	\$0	100%	\$40,407	19.16%	\$32,663
Totals	\$279,984	\$0	100%	\$1,458,199	19.2%	\$1,178,215

Summary of Activities:

In Quarter 1, Salinas Adult School provided ESL, Citizenship, ABE, HSD, Spanish GED classes and Computer Skills classes. SAS Program Specialists conducted student orientations and placement. Our clerical staff served students and members of the community at the Welcome Center and a Registrar assisted HSD students. SAS Student Information Specialist maintained student records and submitted data reports. All full-time members of the staff received employee benefits.

**Status
Submitted**

Salinas 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	\$325,394	\$0	100%	\$619,443	52.53%	\$294,049
2000 - Non-Instructional Salaries	\$142,101	\$0	100%	\$291,709	48.71%	\$149,608
3000 - Employee Benefits	\$205,034	\$0	100%	\$411,049	49.88%	\$206,015
4000 - Supplies and Materials	\$451	\$0	100%	\$40,115	1.12%	\$39,664
5000 - Other Operating Expenses and Services	\$25,340	\$0	100%	\$55,476	45.68%	\$30,136
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$19,903	\$0	100%	\$40,407	49.26%	\$20,504
Totals	\$718,223	\$0	100%	\$1,458,199	49.25%	\$739,976

Summary of Activities:

In Quarter 2, Salinas Adult School provided ESL, Citizenship, ABE, HSD, Spanish GED classes and Computer Skills classes. SAS Program Specialists conducted student orientations and placement. Our clerical staff served students and members of the community at the Welcome Center and a Registrar assisted HSD students. SAS Student Information Specialist maintained student records and submitted data reports. Career Advisor organized a Resource Fair and helped students with transitions. All full-time members of the staff received employee benefits. SAS continued to lease classrooms at St. Mary's Church. Apart from that, the program renewed 100 Burlington English licenses and developed, published and distributed Fall 2019 brochure.

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

Tatiana Roganova, Director

Ana Aguillon, CBO

Salinas 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	\$481,656	\$0	100%	\$619,443	77.76%	\$137,787
2000 - Non-Instructional Salaries	\$224,461	\$0	100%	\$291,709	76.95%	\$67,248
3000 - Employee Benefits	\$311,062	\$0	100%	\$411,049	75.68%	\$99,987
4000 - Supplies and Materials	\$451	\$0	100%	\$40,115	1.12%	\$39,664
5000 - Other Operating Expenses and Services	\$38,489	\$0	100%	\$55,476	69.38%	\$16,987
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$30,100	\$0	100%	\$40,407	74.49%	\$10,307
Totals	\$1,086,219	\$0	100%	\$1,458,199	74.49%	\$371,980

Summary of Activities:

In Quarter 2, Salinas Adult School provided ESL, Citizenship, ABE, HSD, Spanish GED classes and Computer Skills classes. SAS Program Specialists conducted student orientations and placement. Our clerical staff served students and members of the community at the Welcome Center and a Registrar assisted HSD students. SAS Student Information Specialist maintained student records and submitted data reports. Career Advisor organized a Job Fair and helped students with transitions. All full-time members of the staff received employee benefits. SAS continued to lease classrooms at St. Mary's Church. As of March 16, instruction in all classes was provided via Distance Learning since the school followed the Governor's order to "shelter in place".

**Status
Submitted**

Salinas 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	\$619,443	\$0	100%	\$619,443	100%	\$0
2000 - Non-Instructional Salaries	\$291,709	\$0	100%	\$291,709	100%	\$0
3000 - Employee Benefits	\$411,049	\$0	100%	\$411,049	100%	\$0
4000 - Supplies and Materials	\$40,115	\$0	100%	\$40,115	100%	\$0
5000 - Other Operating Expenses and Services	\$55,476	\$0	100%	\$55,476	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$40,407	\$0	100%	\$40,407	100%	\$0
Totals	\$1,458,199	\$0	100%	\$1,458,199	100%	\$0

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

Guidance: Yes

Summary of Activities:

In Quarter 4, instruction in all classes was provided via Distance Learning since the school followed the Governor's order to "shelter in place". Salinas Adult School continued to offer ESL, Citizenship, ABE, HSD, Spanish GED classes and Computer Skills classes. A Culinary Pathway class with ESL support was offered online. At the end of the course the students took an industry certified Fundamentals Cook exam. SAS offered 2 ESL and 2 ASE online Summer School classes. SAS Student Information Specialist maintained student records and submitted data reports. All full-time members of the staff received employee benefits.

Status
Submitted

Soledad Unified

Soledad 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	\$15,941	\$0	100%	\$173,023	9.21%	\$157,082
2000 - Non-Instructional Salaries	\$8,362	\$0	100%	\$56,599	14.77%	\$48,237
3000 - Employee Benefits	\$6,670	\$0	100%	\$56,432	11.82%	\$49,762
4000 - Supplies and Materials	\$6,068	\$0	100%	\$10,445	58.09%	\$4,377
5000 - Other Operating Expenses and Services	\$5,170	\$0	100%	\$11,506	44.93%	\$6,336
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,110	\$0	100%	\$15,400	13.7%	\$13,290
Totals	\$44,321	\$0	100%	\$323,405	13.7%	\$279,084

Summary of Activities:

In Qrt 1, Soledad Adult School provided ESL, Citizenship, ABE, HSD and Basic Computer Skills classes. Students reached milestones in there education progress. Provided Babysitting when needed.

Status
Submitted

Soledad 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	\$79,405	\$0	100%	\$173,023	45.89%	\$93,618
2000 - Non-Instructional Salaries	\$25,854	\$0	100%	\$56,599	45.68%	\$30,745
3000 - Employee Benefits	\$25,266	\$0	100%	\$56,432	44.77%	\$31,166
4000 - Supplies and Materials	\$7,173	\$0	100%	\$10,445	68.67%	\$3,272
5000 - Other Operating Expenses and Services	\$6,706	\$0	100%	\$11,506	58.28%	\$4,800
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,220	\$0	100%	\$15,400	46.88%	\$8,180
Totals	\$151,624	\$0	100%	\$323,405	46.88%	\$171,781

Summary of Activities:

Soledad Adult School continued to provide ESL, Citizenship, ABE, HSD, Spanish GED classes.

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

Jeff Lopez

Francisco Pinedo Jr, Adult Education Lead Instructor

Guadalupe Reyes, Accountant

Soledad 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	\$145,010	\$0	100%	\$173,023	83.81%	\$28,013
2000 - Non-Instructional Salaries	\$42,471	\$0	100%	\$56,599	75.04%	\$14,128
3000 - Employee Benefits	\$44,777	\$0	100%	\$56,432	79.35%	\$11,655
4000 - Supplies and Materials	\$10,445	\$0	100%	\$10,445	100%	\$0
5000 - Other Operating Expenses and Services	\$11,506	\$0	100%	\$11,506	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$12,711	\$0	100%	\$15,400	82.54%	\$2,689
Totals	\$266,920	\$0	100%	\$323,405	82.53%	\$56,485

Status
Submitted

Soledad 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	\$173,023	\$0	100%	\$173,023	100%	\$0
2000 - Non-Instructional Salaries	\$56,599	\$0	100%	\$56,599	100%	\$0
3000 - Employee Benefits	\$56,432	\$0	100%	\$56,432	100%	\$0
4000 - Supplies and Materials	\$10,445	\$0	100%	\$10,445	100%	\$0
5000 - Other Operating Expenses and Services	\$11,506	\$0	100%	\$11,506	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$15,400	\$0	100%	\$15,400	100%	\$0
Totals	\$323,405	\$0	100%	\$323,405	100%	\$0

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

Guidance: Yes

Summary of Activities:

ESL, ABE, ASE, Computer Lit, and Dental Careers continued serving students during school closures. Staff and students learned new ways to teach and learn. We retained about 70% of students in each class. Students were very happy we continued offering classes virtually during this difficult time.

**Status
Submitted**

South Monterey County Joint Union High

South Monterey County Joint 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	\$0	\$3,452	0%	\$69,032	0%	\$69,032
2000 - Non-Instructional Salaries	\$58	\$607	9.56%	\$12,136	0.48%	\$12,078
3000 - Employee Benefits	\$17	\$1,135	1.5%	\$22,705	0.07%	\$22,688
4000 - Supplies and Materials	\$0	\$2,760	0%	\$55,200	0%	\$55,200
5000 - Other Operating Expenses and Services	\$295	\$0	100%	\$14,170	2.08%	\$13,875
6000 - Capital Outlay	\$0	\$0	100%	\$1	0%	\$1
7000 - Other Outgo	\$0	\$0	100%	\$10,000	0%	\$10,000
Indirect Costs	\$0	\$422	0%	\$8,436	0%	\$8,436
Totals	\$370	\$8,375	4.42%	\$191,680	0.19%	\$191,310

Corrective Action Plan

It is difficult to spend the funds in the first quarter. Our program aligns with the District's school calendar.

Summary of Activities:

Expenditures are the start up cost for advertising classes.

**Status
Submitted**

South Monterey County Joint 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	\$17,523	\$24,161	72.53%	\$69,032	25.38%	\$51,509
2000 - Non-Instructional Salaries	\$2,867	\$4,248	67.5%	\$12,136	23.62%	\$9,269
3000 - Employee Benefits	\$4,317	\$7,947	54.32%	\$22,705	19.01%	\$18,388
4000 - Supplies and Materials	\$1,739	\$27,600	6.3%	\$55,200	3.15%	\$53,461
5000 - Other Operating Expenses and Services	\$4,843	\$0	100%	\$14,170	34.18%	\$9,327
6000 - Capital Outlay	\$0	\$0	100%	\$1	0%	\$1
7000 - Other Outgo	\$0	\$0	100%	\$10,000	0%	\$10,000
Indirect Costs	\$0	\$2,953	0%	\$8,436	0%	\$8,436
Totals	\$31,289	\$66,908	46.76%	\$191,680	16.32%	\$160,391

Corrective Action Plan

We have recently purchased our Surface Cart and 25 Surfaces for our program which was not purchased by the end of the quarter. It will show in Q3. In addition, we purchased more ESL books during the 3rd quarter as well.

Summary of Activities:

ESL courses are continuing to progress. Our Beginning High class has finished level 3 of Ventures and therefore we purchased level 4 and Transition level books. We are encouraged that these students will eventually move onto the Hartnell courses by Spring of 2021 and our Computer Literacy course. Our Computer Literacy class has increased in numbers as well we are up to 10 enrolled. For Citizenship, we had one student who has passed their citizenship with 2 in waiting for their interviews. For Hi-Set we have an increase in enrollment as well as our Diploma track.

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

Paige Leebrick

Eugene Miller

Sherrie Castellanos, Chief Business Official

South Monterey County Joint 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	\$29,457	\$44,871	65.65%	\$69,032	42.67%	\$39,575
2000 - Non-Instructional Salaries	\$6,950	\$7,888	88.1%	\$12,136	57.27%	\$5,186
3000 - Employee Benefits	\$7,691	\$14,758	52.11%	\$22,705	33.87%	\$15,014
4000 - Supplies and Materials	\$6,079	\$41,400	14.68%	\$55,200	11.01%	\$49,121
5000 - Other Operating Expenses and Services	\$5,392	\$0	100%	\$14,170	38.05%	\$8,778
6000 - Capital Outlay	\$0	\$0	100%	\$1	0%	\$1
7000 - Other Outgo	\$0	\$0	100%	\$10,000	0%	\$10,000
Indirect Costs	\$0	\$5,483	0%	\$8,436	0%	\$8,436
Totals	\$55,569	\$114,401	48.57%	\$191,680	28.99%	\$136,111

Corrective Action Plan

Because of COVID-19, AE came to a stand still for several weeks until we could develop a distance learning program. We were able to provide laptops and wifi and initiated classes in late April. We have extended our program until June 30th to accommodate the loss of learning time.

Summary of Activities:

Hi-Set, Citizenship, ESL, HS Diploma classes and basic computer literacy class PD Trainings for AE instructors to provide distance learning for all students.

Status
Submitted

South Monterey County Joint 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	\$45,399	\$69,032	65.77%	\$69,032	65.77%	\$23,633
2000 - Non-Instructional Salaries	\$12,136	\$12,136	100%	\$12,136	100%	\$0
3000 - Employee Benefits	\$12,202	\$22,705	53.74%	\$22,705	53.74%	\$10,503
4000 - Supplies and Materials	\$50,799	\$55,200	92.03%	\$55,200	92.03%	\$4,401
5000 - Other Operating Expenses and Services	\$5,392	\$0	100%	\$14,170	38.05%	\$8,778
6000 - Capital Outlay	\$0	\$0	100%	\$1	0%	\$1
7000 - Other Outgo	\$10,000	\$10,000	100%	\$10,000	100%	\$0
Indirect Costs	\$6,296	\$8,436	74.63%	\$8,436	74.63%	\$2,140
Totals	\$142,224	\$177,509	80.12%	\$191,680	74.2%	\$49,456

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

Guidance: Yes

Summary of Activities:

In Quarter 4, instruction in all classes was provided via Distance Learning since the school followed the Governor's order to "shelter in place" on March 13, 2020. Classes did not resume until mid- April because of technology needs and teacher and student training regarding distant learning. Teacher participated in Distance Learning PLC throughout the school year and until June 30th. Hi-Set, ESL, Basic Computer literacy, HSD, and Citizenship classes continued until June 30th to mitigate learning loss from class closure for one month. Additionally, support staff and teachers participated in CASAS, OTAN, and TopsPro workshops. . We purchased hotspots and more computers for the shift to online, this is the cause of negative budget for supplies and material. In addition, support staff worked overtime in order to supply students with technology needs. The remaining funds are set aside to purchase further technology and hotspots as we continue to offer courses online.

Status
Submitted



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