

CAEP Consortium Fiscal Reporting 27 Los Angeles Regional Adult Education Consortium

2020-21 Fiscal Year

Certification

Certified By

Lanzi Asturias

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

I certify that our consortium did not exceed 5% of the total allocation in administrative costs: Yes

Fiscal Report Submittal Status

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Burbank Unified	Submitted	Submitted	Submitted	Submitted
Culver City Unified	Submitted	Submitted	Submitted	Submitted
Los Angeles CCD	Submitted	Submitted	Submitted	Submitted
Los Angeles Unified	Submitted	Submitted	Submitted	Submitted
Montebello Unified	Submitted	Submitted	Submitted	Submitted

Burbank Unified

Burbank 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	\$132,481	\$220,512	60.08%	\$1,102,558	12.02%	\$970,077
2000 - Non-Instructional Salaries	\$73,532	\$114,266	64.35%	\$571,332	12.87%	\$497,800
3000 - Employee Benefits	\$68,914	\$114,313	60.29%	\$571,564	12.06%	\$502,650
4000 - Supplies and Materials	\$4,986	\$15,747	31.66%	\$157,474	3.17%	\$152,488
5000 - Other Operating Expenses and Services	\$48,209	\$23,020	209.42%	\$230,199	20.94%	\$181,990
6000 - Capital Outlay	\$0	\$0	100%	\$261,658	0%	\$261,658
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$32,914	0%	\$131,657	0%	\$131,657
Totals	\$328,122	\$520,772	63.01%	\$3,026,442	10.84%	\$2,698,320

Corrective Action Plan

BAS has just purchased an additional 80 laptops and Chromebooks to better serve our students and staff in the Distance Learning model. BAS' expenditures are also expected to increase in the coming semester. We have plans in place for CTE targeted marketing with the intention of increasing the programs' enrollment. In addition, there will be a new CTE course (Electrician) and an additional Pharmacy Technician program, both beginning in January. We will be running CTE programs in the spring, even with low enrollment, to better serve our students. BAS also plans to purchase supplies for these courses as well as alternative classroom furniture to allow for better physical distancing when students are able to return to campus.

Summary of Activities:

Burbank Adult School (BAS) expended just under 11% of the annual CAEP budget in the first quarter. These expenditures were utilized for instructional and non-instructional salaries and benefits to support programs provided to BAS students in accordance with the LARAEC Comprehensive Plan. BAS uses the CAEP funds to operate ABE, ASE, CTE, ESL and programs for Students with Disabilities. Many of our CTE classes received much lower enrollment than expected due to COVID-19 restrictions and distance learning issues causing BAS to cancel many CTE courses in the first semester.

Status
Submitted

Burbank 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	\$442,463	\$551,279	80.26%	\$1,102,558	40.13%	\$660,095
2000 - Non-Instructional Salaries	\$223,722	\$285,666	78.32%	\$571,332	39.16%	\$347,610
3000 - Employee Benefits	\$218,935	\$285,782	76.61%	\$571,564	38.3%	\$352,629
4000 - Supplies and Materials	\$9,255	\$62,990	14.69%	\$157,474	5.88%	\$148,219
5000 - Other Operating Expenses and Services	\$96,161	\$92,080	104.43%	\$230,199	41.77%	\$134,038
6000 - Capital Outlay	\$166,258	\$26,166	635.4%	\$261,658	63.54%	\$95,400
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$65,829	0%	\$131,657	0%	\$131,657
Totals	\$1,156,794	\$1,369,791	84.45%	\$3,026,442	38.22%	\$1,869,648

Summary of Activities:

Burbank Adult School has met and exceeded the target for the second quarter. We have continued our ESL, academic, adults with disabilities and some of our CTE programs within the LARAEC Comprehensive Program. Unfortunately due to the COVID-19 restrictions, a number of our CTE classes could not be run. The Lighting Improvement Program was paid in full this last quarter rather than in the 2019-2020 fiscal year.

**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

Wendy Heard, Director, Adult Education, Burbank Unified School District

Burbank 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	\$717,969	\$882,046	81.4%	\$1,102,558	65.12%	\$384,589
2000 - Non-Instructional Salaries	\$371,426	\$457,066	81.26%	\$571,332	65.01%	\$199,906
3000 - Employee Benefits	\$366,199	\$457,251	80.09%	\$571,564	64.07%	\$205,365
4000 - Supplies and Materials	\$63,948	\$125,979	50.76%	\$157,474	40.61%	\$93,526
5000 - Other Operating Expenses and Services	\$123,453	\$184,159	67.04%	\$230,199	53.63%	\$106,746
6000 - Capital Outlay	\$166,258	\$183,161	90.77%	\$261,658	63.54%	\$95,400
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$98,743	0%	\$131,657	0%	\$131,657
Totals	\$1,809,253	\$2,388,405	75.75%	\$3,026,442	59.78%	\$1,217,189

Summary of Activities:

Expenditures for salaries went up from last quarter because of the nature of instructional hours during the quarter. All of our CTE courses are running. Supplies and materials included purchases of new laptops and Chromebooks. We've spent more than 59.78% of our budget.

Status
Submitted

Burbank Unified Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$1,049,556	\$1,102,558	95.19%	\$1,102,558	95.19%	\$53,002
2000 - Non-Instructional Salaries	\$549,510	\$571,332	96.18%	\$571,332	96.18%	\$21,822
3000 - Employee Benefits	\$533,528	\$571,564	93.35%	\$571,564	93.35%	\$38,036
4000 - Supplies and Materials	\$78,522	\$157,474	49.86%	\$157,474	49.86%	\$78,952
5000 - Other Operating Expenses and Services	\$150,122	\$230,199	65.21%	\$230,199	65.21%	\$80,077
6000 - Capital Outlay	\$166,258	\$261,658	63.54%	\$261,658	63.54%	\$95,400
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$117,812	\$131,657	89.48%	\$131,657	89.48%	\$13,845
Totals	\$2,645,308	\$3,026,442	87.41%	\$3,026,442	87.41%	\$381,134

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

Guidance: Yes

Summary of Activities:

Certificated and classified personnel were paid accordingly with all programs running. Programs ran online successfully. A budget adjustment was made due to an error in Other Outlay, which was for LVN program development materials.

**Status
Submitted**

Culver City Unified

Culver City 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	\$65,270	\$120,000	54.39%	\$1,200,000	5.44%	\$1,134,730
2000 - Non-Instructional Salaries	\$41,353	\$42,500	97.3%	\$425,000	9.73%	\$383,647
3000 - Employee Benefits	\$27,906	\$46,000	60.67%	\$460,000	6.07%	\$432,094
4000 - Supplies and Materials	\$13,167	\$11,765	111.92%	\$117,646	11.19%	\$104,479
5000 - Other Operating Expenses and Services	\$30,576	\$12,000	254.8%	\$120,000	25.48%	\$89,424
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$102,893	0%	\$102,893
Totals	\$178,272	\$232,265	76.75%	\$2,425,539	7.35%	\$2,247,267

Corrective Action Plan

Expenditures represent a small summer program and a fall start at the end of August. CCUSD is planning to expand program offerings in the spring which will include additional staffing, computers and materials.

Summary of Activities:

All activities supported the ESL, ABE and ASE classes for students and included certificated and classified staffing as well as instructional materials and technology which are aligned to the LARAEC Three Year Plan.

Status
Submitted

Culver City 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	\$242,650	\$360,000	67.4%	\$1,200,000	20.22%	\$957,350
2000 - Non-Instructional Salaries	\$119,466	\$127,500	93.7%	\$425,000	28.11%	\$305,534
3000 - Employee Benefits	\$121,737	\$138,000	88.22%	\$460,000	26.46%	\$338,263
4000 - Supplies and Materials	\$21,178	\$35,294	60%	\$117,646	18%	\$96,468
5000 - Other Operating Expenses and Services	\$62,160	\$36,000	172.67%	\$120,000	51.8%	\$57,840
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$102,893	0%	\$102,893
Totals	\$567,191	\$696,794	81.4%	\$2,425,539	23.38%	\$1,858,348

Corrective Action Plan

As a result of the pandemic, planned expansions have taken longer than expected. These expansions will take place in the spring.

Summary of Activities:

All activities supported the ESL, ABE and ASE classes for students and included certificated and classified staffing as well as instructional materials and technology which are aligned to the LARAEC Three Year Plan.

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
Veronica Montes 8424300, Prinicpal

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$422,215	\$600,000	70.37%	\$1,200,000	35.18%	\$777,785
2000 - Non-Instructional Salaries	\$197,896	\$212,500	93.13%	\$425,000	46.56%	\$227,104
3000 - Employee Benefits	\$214,094	\$230,000	93.08%	\$460,000	46.54%	\$245,906
4000 - Supplies and Materials	\$26,486	\$58,823	45.03%	\$117,646	22.51%	\$91,160
5000 - Other Operating Expenses and Services	\$77,887	\$60,000	129.81%	\$120,000	64.91%	\$42,113
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$102,893	0%	\$102,893
Totals	\$938,578	\$1,161,323	80.82%	\$2,425,539	38.7%	\$1,486,961

Corrective Action Plan

The impact of the COVID-19 pandemic has resulted in hiring challenges in replacing staff who left and staff who are on a leave. We are planning to replace and hire new staff to start in the fall.

Summary of Activities:

All activities supported the ESL, ABE and ASE classes for students and included certificated and classified staffing as well as instructional materials and technology which are aligned to the LARAEC Three Year Plan.

Status
Submitted

Culver City 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	\$655,292	\$900,000	72.81%	\$1,200,000	54.61%	\$544,708
2000 - Non-Instructional Salaries	\$280,846	\$318,750	88.11%	\$425,000	66.08%	\$144,154
3000 - Employee Benefits	\$316,745	\$345,000	91.81%	\$460,000	68.86%	\$143,255
4000 - Supplies and Materials	\$41,811	\$88,235	47.39%	\$117,646	35.54%	\$75,835
5000 - Other Operating Expenses and Services	\$87,565	\$90,000	97.29%	\$120,000	72.97%	\$32,435
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$61,243	\$102,893	59.52%	\$102,893	59.52%	\$41,650
Totals	\$1,443,502	\$1,844,878	78.24%	\$2,425,539	59.51%	\$982,037

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

Guidance: Yes

Corrective Action Plan

For the 2020-2021 school year, expenditures fell less than ½ % below the target. Due to the pandemic, there were delays in rehiring and filling new positions. Most positions were filled at the end of the year and therefore those expenditures will be reflective for the entire next school year including a new part-time counselor. In addition to sustaining existing ESL, ABE, and ASE programs for students, CCUSD will use some funds to continue to collaborate with LAUSD on the adoption of its FSI program, and expand this partnership to include the development of up to four CTE pathways.

Summary of Activities:

During the 2020-2021 school year, Culver City Adult School utilized allocated funds for technological responses to the pandemic, which included additional computer hardware (such as Chromebooks and laptops) and digital platform purchases, including, but not limited to: APEX licenses, Burlington licenses, Aztec licenses, Canvas, and Calendly. All activities supported the ESL, ABE and ASE classes and programs for students and included certificated and classified staffing as well as instructional materials and technology which were aligned to the LARAEC Three Year Plan.

Status
Submitted

Los Angeles CCD

Los Angeles 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	\$717,075	\$623,386	115.03%	\$4,155,905	17.25%	\$3,438,830
2000 - Non-Instructional Salaries	\$418,221	\$274,748	152.22%	\$1,831,655	22.83%	\$1,413,434
3000 - Employee Benefits	\$350,286	\$239,618	146.19%	\$1,597,453	21.93%	\$1,247,167
4000 - Supplies and Materials	\$43,389	\$93,126	46.59%	\$620,839	6.99%	\$577,450
5000 - Other Operating Expenses and Services	\$26,879	\$122,766	21.89%	\$818,443	3.28%	\$791,564
6000 - Capital Outlay	\$29,534	\$30,240	97.66%	\$201,602	14.65%	\$172,068
7000 - Other Outgo	\$0	\$0	100%	\$2,652,788	0%	\$2,652,788
Indirect Costs	\$10,649	\$89,090	11.95%	\$593,934	1.79%	\$583,285
Totals	\$1,596,033	\$1,472,975	108.35%	\$12,472,619	12.8%	\$10,876,586

Corrective Action Plan

Some district staff salaries and benefits are not reflected in Q1; however, will be reflected in Q2. There was a delay in posting of JVs.

Summary of Activities:

The AE Deans created platforms to outreach to students and enroll into NC/AE courses. The AE Deans are working with their campus community to offer hard to convert NC CTE Programs remotely. Burlington English is being implemented to support the NC ESL Program across the colleges.

**Status
Submitted**

Los Angeles 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	\$1,757,908	\$1,246,772	141%	\$4,155,905	42.3%	\$2,397,997
2000 - Non-Instructional Salaries	\$887,322	\$549,497	161.48%	\$1,831,655	48.44%	\$944,333
3000 - Employee Benefits	\$751,605	\$479,236	156.83%	\$1,597,453	47.05%	\$845,848
4000 - Supplies and Materials	\$119,015	\$186,252	63.9%	\$620,839	19.17%	\$501,824
5000 - Other Operating Expenses and Services	\$430,134	\$245,533	175.18%	\$818,443	52.56%	\$388,309
6000 - Capital Outlay	\$70,047	\$60,481	115.82%	\$201,602	34.75%	\$131,555
7000 - Other Outgo	\$0	\$0	100%	\$2,652,788	0%	\$2,652,788
Indirect Costs	\$24,259	\$178,180	13.61%	\$593,934	4.08%	\$569,675
Totals	\$4,040,290	\$2,945,949	137.15%	\$12,472,619	32.39%	\$8,432,329

Summary of Activities:

The AE Deans continue to roll-out the annual plan. Activities were developed across the nine colleges for recruitment and outreach. Support was provided to AE students to continue in classes and support programs.

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

Ryan Cortnner

Adrienne Ann Mullen Ed.D., Dean, Adult, Commuity & Continuing Education

Los Angeles 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	\$2,911,114	\$1,870,157	155.66%	\$4,155,905	70.05%	\$1,244,791
2000 - Non-Instructional Salaries	\$1,238,904	\$824,245	150.31%	\$1,831,655	67.64%	\$592,751
3000 - Employee Benefits	\$1,172,955	\$718,854	163.17%	\$1,597,453	73.43%	\$424,498
4000 - Supplies and Materials	\$167,963	\$279,378	60.12%	\$620,839	27.05%	\$452,876
5000 - Other Operating Expenses and Services	\$497,096	\$368,299	134.97%	\$818,443	60.74%	\$321,347
6000 - Capital Outlay	\$70,197	\$90,721	77.38%	\$201,602	34.82%	\$131,405
7000 - Other Outgo	\$0	\$0	100%	\$2,652,788	0%	\$2,652,788
Indirect Costs	\$53,593	\$267,270	20.05%	\$593,934	9.02%	\$540,341
Totals	\$6,111,822	\$4,418,924	138.31%	\$12,472,619	49%	\$6,360,797

Summary of Activities:

LACCD representatives of faculty and staff members participated in the LARAEC Action Planning Teams as well as the The Edge Conference. All nine colleges are participating in a professional development training curriculum review to build additional IET programs. Colleges continue to engage with AE students to provide support during remote learning.

Status
Submitted

Los Angeles 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	\$4,109,033	\$2,493,543	164.79%	\$4,155,905	98.87%	\$46,872
2000 - Non-Instructional Salaries	\$1,457,463	\$1,098,993	132.62%	\$1,831,655	79.57%	\$374,192
3000 - Employee Benefits	\$1,597,453	\$958,472	166.67%	\$1,597,453	100%	\$0
4000 - Supplies and Materials	\$360,689	\$372,503	96.83%	\$620,839	58.1%	\$260,150
5000 - Other Operating Expenses and Services	\$561,206	\$491,066	114.28%	\$818,443	68.57%	\$257,237
6000 - Capital Outlay	\$177,308	\$120,961	146.58%	\$201,602	87.95%	\$24,294
7000 - Other Outgo	\$0	\$0	100%	\$2,652,788	0%	\$2,652,788
Indirect Costs	\$64,696	\$356,360	18.15%	\$593,934	10.89%	\$529,238
Totals	\$8,327,848	\$5,891,899	141.34%	\$12,472,619	66.77%	\$4,144,771

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 nine colleges continued to build programs and supports to foster student success with online learning. Curriculum teams were identified across the nine colleges to build IET Curriculum starting in June 2021. College AE programs continued to develop outreach programs to recruit and retain students.

**Status
Submitted**

Los Angeles Unified

Los Angeles 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	\$8,282,780	\$8,063,533	102.72%	\$47,308,963	17.51%	\$39,026,183
2000 - Non-Instructional Salaries	\$3,053,453	\$3,174,678	96.18%	\$15,087,989	20.24%	\$12,034,536
3000 - Employee Benefits	\$6,073,448	\$5,589,576	108.66%	\$29,383,553	20.67%	\$23,310,105
4000 - Supplies and Materials	\$208,201	\$828,122	25.14%	\$16,700,888	1.25%	\$16,492,687
5000 - Other Operating Expenses and Services	\$319,350	\$56,850	561.74%	\$5,440,846	5.87%	\$5,121,496
6000 - Capital Outlay	\$45,569	\$36,435	125.07%	\$1,214,490	3.75%	\$1,168,921
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$765,890	\$777,279	98.53%	\$4,864,480	15.74%	\$4,098,590
Totals	\$18,748,691	\$18,526,473	101.2%	\$120,001,209	15.62%	\$101,252,518

Summary of Activities:

LAUSD: - 93% of program expenditures went to instructional and non-instructional salaries and benefits to support the programs and expenditures provided to DACE students according to the strategies outlined in the LARAEC's Regional Comprehensive Plan. - A little over 1% of the expenditures were used to support DACE programs with supplies, instructional materials, and non-capitalized equipment. - Approximately 2% of the expenditures were used for contracts; other operating expenses such as: utilities, conferences, mileage, facility rental, maintenance and repair of facilities, maintenance and rental of equipment, software licenses, supportive services and other professional services; and capital outlay projects. LARAEC Office: - Approximately 96% of the expenditures were used to pay for the salaries and benefits of the LARAEC staff supporting the activities and strategies outlined in the LARAEC's Regional Comprehensive Plan and a minimal amount was paid for the note taker

**Status
Submitted**

Los Angeles 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	\$22,493,273	\$20,824,348	108.01%	\$47,308,963	47.55%	\$24,815,690
2000 - Non-Instructional Salaries	\$6,534,268	\$6,943,575	94.11%	\$15,087,989	43.31%	\$8,553,721
3000 - Employee Benefits	\$13,924,595	\$12,637,162	110.19%	\$29,383,553	47.39%	\$15,458,958
4000 - Supplies and Materials	\$528,819	\$2,155,541	24.53%	\$16,700,888	3.17%	\$16,172,069
5000 - Other Operating Expenses and Services	\$1,790,934	\$2,397,803	74.69%	\$5,440,846	32.92%	\$3,649,912
6000 - Capital Outlay	\$227,365	\$230,753	98.53%	\$1,214,490	18.72%	\$987,125
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,933,110	\$1,988,726	97.2%	\$4,864,480	39.74%	\$2,931,370
Totals	\$47,432,364	\$47,177,907	100.54%	\$120,001,209	39.53%	\$72,568,845

Summary of Activities:

LAUSD: 89% of program expenditures went to instructional and non-instructional salaries and benefits to support the programs and expenditures provided to DACE students according to the strategies outlined in the LARAEC's Regional Comprehensive Plan. A little over 2% of the expenditures were used to support DACE programs with supplies, instructional materials, and non-capitalized equipment. A little over 4% of the expenditures were used for contracts; other operating expenses such as: utilities, conferences, mileage, facility rental, maintenance and repair of facilities, maintenance and rental of equipment, software licenses, supportive services and other professional services; and capital outlay projects. LARAEC: Approximately 94% of the expenditures were used to pay for the salaries and benefits of the LARAEC staff. Approximately 2% of the exp were spent on supplies, equipment, and contracts to support the activities and strategies outlined in the LARAEC's RCP.

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

Joseph Stark

Men Le

Los Angeles 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	\$33,830,655	\$33,580,960	100.74%	\$47,308,963	71.51%	\$13,478,308
2000 - Non-Instructional Salaries	\$9,846,341	\$10,714,022	91.9%	\$15,087,989	65.26%	\$5,241,648
3000 - Employee Benefits	\$20,551,094	\$19,974,115	102.89%	\$29,383,553	69.94%	\$8,832,459
4000 - Supplies and Materials	\$901,317	\$3,147,211	28.64%	\$16,700,888	5.4%	\$15,799,571
5000 - Other Operating Expenses and Services	\$2,546,645	\$2,761,572	92.22%	\$5,440,846	46.81%	\$2,894,201
6000 - Capital Outlay	\$385,139	\$327,912	117.45%	\$1,214,490	31.71%	\$829,351
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,889,756	\$3,103,923	93.1%	\$4,864,480	59.41%	\$1,974,724
Totals	\$70,950,947	\$73,609,714	96.39%	\$120,001,209	59.13%	\$49,050,262

Summary of Activities:

LAUSD - 91% of program expenditures went to instructional and non-instructional salaries and benefits to support the programs and expenditures provided to DACE students according to the strategies outlined in the LARAEC's Regional Comprehensive Plan. - A little over 1% of the expenditures were used to support DACE programs with supplies, instructional materials, and non-capitalized equipment. - A little over 4% of the expenditures were used for contracts; other operating expenses such as: utilities, conferences, mileage, facility rental, maintenance and repair of facilities, maintenance and rental of equipment, software licenses, supportive services and other professional services; and capital outlay projects. LARAEC - Approximately 90% of the expenditures were used to pay for the salaries and benefits of the LARAEC staff. - Approximately 5% of the expenditures were spent on supplies, equipment, and contracts to

**Status
Submitted**

Los Angeles 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	\$43,935,179	\$44,478,829	98.78%	\$47,308,963	92.87%	\$3,373,784
2000 - Non-Instructional Salaries	\$14,232,225	\$13,736,270	103.61%	\$15,087,989	94.33%	\$855,764
3000 - Employee Benefits	\$27,039,007	\$26,146,895	103.41%	\$29,383,553	92.02%	\$2,344,546
4000 - Supplies and Materials	\$1,769,647	\$4,469,437	39.59%	\$16,700,888	10.6%	\$14,931,241
5000 - Other Operating Expenses and Services	\$4,061,892	\$4,587,739	88.54%	\$5,440,846	74.66%	\$1,378,954
6000 - Capital Outlay	\$643,008	\$485,796	132.36%	\$1,214,490	52.94%	\$571,482
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$3,887,317	\$4,123,387	94.27%	\$4,864,480	79.91%	\$977,163
Totals	\$95,568,275	\$98,028,353	97.49%	\$120,001,209	79.64%	\$24,432,934

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

Guidance: Yes

Summary of Activities:

LAUSD - 89% of program exp. went to instructional and non-instructional salaries and benefits to support the programs and expenditures provided to DACE students according to the strategies outlined in the LARAEC's Regional Comprehensive Plan. - Approximately 2% of the expenditures were used to support DACE programs with supplies, instructional materials, and non-capitalized equipment. - Approximately 5% of the expenditures were used for contracts; other operating expenses such as: utilities, conferences, mileage, facility rental, maintenance and repair of facilities, maintenance and rental of equipment, software licenses, supportive services and other professional services; and capital outlay projects. - Approximately 4% of the expenditures were spent on IDC. LARAEC - Approximately 91% of the expenditures were used to pay for the salaries and benefits of the LARAEC staff. - Approximately 5% of the expenditures were spent on supplies, equipment, and co

**Status
Submitted**

Montebello Unified

Montebello 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	\$570,809	\$0	100%	\$4,413,953	12.93%	\$3,843,144
2000 - Non-Instructional Salaries	\$312,946	\$0	100%	\$2,024,193	15.46%	\$1,711,247
3000 - Employee Benefits	\$326,771	\$0	100%	\$2,906,758	11.24%	\$2,579,987
4000 - Supplies and Materials	\$350	\$0	100%	\$2,931,497	0.01%	\$2,931,147
5000 - Other Operating Expenses and Services	\$225,173	\$0	100%	\$3,675,132	6.13%	\$3,449,959
6000 - Capital Outlay	\$236,898	\$0	100%	\$6,061,776	3.91%	\$5,824,878
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$767,269	0%	\$767,269
Totals	\$1,672,947	\$0	100%	\$22,780,578	7.34%	\$21,107,631

Corrective Action Plan

We are collaborating with the County Office and the District office to move forward with all approved Capital Outlay projects that are in progress and have been delayed due to the COVID 19 restrictions. With limited personnel on site has created delays in processing invoices and as a consequence our expenditures fell below the targeted rate. We are working with the MUSD accounts payables and Cabinet to expedite the internal process. The expenditures on capital outlay, technology purchases and salaries will be reflected on Q2.

Summary of Activities:

Even when Covid-19 has altered our delivery of instruction, MCAS has implemented distance learning and all activities are supported the ESL, ABE, ASE, CTE, and Students with Disabilities that are aligned to the LARAEC Three Year Plan. Classes have received lower enrollment than expected due to the pandemic. MCAS has been actively engaging personnel in different on-line platforms to support student learning.

Status
Submitted

Montebello Unified Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$1,462,268	\$0	100%	\$4,413,953	33.13%	\$2,951,685
2000 - Non-Instructional Salaries	\$884,741	\$0	100%	\$2,024,193	43.71%	\$1,139,452
3000 - Employee Benefits	\$1,074,394	\$0	100%	\$2,906,758	36.96%	\$1,832,364
4000 - Supplies and Materials	\$22,361	\$0	100%	\$2,931,497	0.76%	\$2,909,136
5000 - Other Operating Expenses and Services	\$341,445	\$0	100%	\$3,675,132	9.29%	\$3,333,687
6000 - Capital Outlay	\$469,510	\$0	100%	\$6,061,776	7.75%	\$5,592,266
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$767,269	0%	\$767,269
Totals	\$4,254,719	\$0	100%	\$22,780,578	18.68%	\$18,525,859

Corrective Action Plan

We continue collaborating with the County Office and the District office to move forward with all approved Capital Outlay projects that are in progress and have been delayed due to the COVID 19 restrictions. Some of the projects have been delayed and at times stopped, because of the Covid-19 infections. Thus, the limited availability of outside companies has also negatively impacted our progress. The district continues to function with limited personnel on-site. This necessary health approach continues to create delays in the processing of invoices and expenditures resulting in reporting expenditures below the target quarter expectations. We are working with the MUSD accounts payables and Cabinet to expedite the internal process. The expenditures on capital outlay, technology purchases, and salaries will be reflected in Q3.

Summary of Activities:

The impact of Covid-19 infections and deaths has negatively influenced our personnel and students. Even when Covid-19 has altered our delivery of instruction, MCAS has implemented distance learning and all activities are supported by the ESL, ABE, ASE, CTE, and Students with Disabilities that are aligned to the LARAEC Three Year Plan. Classes have received lower enrollment than expected due to the pandemic. MCAS has been actively engaging personnel in different on-line platforms to support student learning. The MCAS Personnel continues to collaborate with each other and continue to have an open dialogue with the students to be able to meet the needs of all our students.

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

Dr. Angel Gallardo, Director, Adult Education & Student Support Services

Montebello 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	\$2,294,941	\$0	100%	\$4,413,953	51.99%	\$2,119,012
2000 - Non-Instructional Salaries	\$1,336,648	\$0	100%	\$2,024,193	66.03%	\$687,545
3000 - Employee Benefits	\$1,797,811	\$0	100%	\$2,906,758	61.85%	\$1,108,947
4000 - Supplies and Materials	\$55,204	\$0	100%	\$2,931,497	1.88%	\$2,876,293
5000 - Other Operating Expenses and Services	\$556,946	\$0	100%	\$3,675,132	15.15%	\$3,118,186
6000 - Capital Outlay	\$1,083,239	\$0	100%	\$6,061,776	17.87%	\$4,978,537
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$767,269	0%	\$767,269
Totals	\$7,124,789	\$0	100%	\$22,780,578	31.28%	\$15,655,789

Corrective Action Plan

We continue collaborating with the County Office and the District office to move forward with all approved Capital Outlay projects that are in progress and have been delayed due to the COVID 19 restrictions. Some of the projects have been delayed and at times stopped, because of the Covid-19 infections. Thus, the limited availability of outside companies has also negatively impacted our progress. The district continues to function with limited personnel on-site. This necessary health approach continues to create delays in the processing of invoices and expenditures resulting in reporting expenditures below the target quarter expectations. We are working with the MUSD accounts payables and Cabinet to expedite the internal process. The expenditures on capital outlay, technology purchases, and salaries will be reflected in Q3.

Summary of Activities:

The impact of Covid-19 infections and deaths has negatively influenced our personnel and students. Even when Covid-19 has altered our delivery of instruction, MCAS has implemented distance learning and all activities are supported by the ESL, ABE, ASE, CTE, and Students with Disabilities that are aligned to the LARAEC Three Year Plan. Classes have received lower enrollment than expected due to the pandemic. MCAS has been actively engaging personnel in different on-line platforms to support student learning. The MCAS Personnel continues to collaborate with each other and continue to have an open dialogue with the students to be able to meet the needs of all our students.

Status
Submitted

Montebello 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	\$3,557,102	\$0	100%	\$4,413,953	80.59%	\$856,851
2000 - Non-Instructional Salaries	\$1,838,509	\$0	100%	\$2,024,193	90.83%	\$185,684
3000 - Employee Benefits	\$2,897,487	\$0	100%	\$2,906,758	99.68%	\$9,271
4000 - Supplies and Materials	\$445,403	\$0	100%	\$2,931,497	15.19%	\$2,486,094
5000 - Other Operating Expenses and Services	\$988,639	\$0	100%	\$3,675,132	26.9%	\$2,686,493
6000 - Capital Outlay	\$1,795,963	\$0	100%	\$6,061,776	29.63%	\$4,265,813
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$451,812	\$767,269	58.89%	\$767,269	58.89%	\$315,457
Totals	\$11,974,915	\$767,269	1,560.72%	\$22,780,578	52.57%	\$10,805,663

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

Guidance: Yes

Corrective Action Plan

2020-2021 has been a most challenging year for education. Montebello Adult School continues to collaborate with the district office and county authorities to move forward with all approved capital outlay projects that have been in progress and due to the Pandemic, the projects were delayed in the completion deadlines. The district has been working on getting all k-12 sites and Adult ready after the closures. The processing of invoices and projects were continued, but it is taking longer than expected. This delay is one of the causes of expenditures reporting below the target quarter expectations. We are working with the MUSD accounts payables and Cabinet to expedite the internal process. The expenditures on capital outlay, technology purchases, and salaries will be reflected in the 2021-2022 school year.

Summary of Activities:

The return to sites from the Pandemic has negatively impacted the in-person instruction. As we return to our sites, we now must effectively equip every classroom with the necessary technology, equipment, and staff development for both classified and certificated personnel, to meet the unique needs of our Adult students. Instructional delivery methods have been changed and they will continue to evolve. MCAS has implemented distance and in-person learning opportunities and all activities are supported by the ESL, ABE, ASE, CTE, and Students with Disabilities that are aligned to the LARAEC Three Year Plan. One of our major challenges is to connect with students and to provide updated facilities that deliver effective education programs to all our students.

Status
Submitted



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