

# CAEP Consortium Fiscal Reporting

## 29 Marin County Adult Education Block Grant Consortium

2020-21 Fiscal Year

### Certification

#### Certified By

Kathleen Antokhin

Program Coordinator- Workforce Projects

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

### Fiscal Report Submittal Status

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<a href="#">Marin CCD</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Marin Co. Office of Education</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Novato Unified</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">San Rafael City High</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Shoreline Unified</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">Tamalpais Union High</a>	Submitted	Submitted	Submitted	Not Submitted

### Marin CCD

**Marin 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	\$1,628	\$12,593	12.93%	\$74,074	2.2%	\$72,446
2000 - Non-Instructional Salaries	\$0	\$5,958	0%	\$35,047	0%	\$35,047
3000 - Employee Benefits	\$475	\$2,746	17.3%	\$34,322	1.38%	\$33,847
4000 - Supplies and Materials	\$0	\$0	100%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$17,335	\$0	100%	\$108,667	15.95%	\$91,332
6000 - Capital Outlay	\$0	\$0	100%	\$11,051	0%	\$11,051
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$19,438</b>	<b>\$21,296</b>	<b>91.27%</b>	<b>\$273,161</b>	<b>7.12%</b>	<b>\$253,723</b>

### Corrective Action Plan

As of today's date, 11/13/2020, 27% of the Project Budget is expended, accounting for late submission of faculty timecards and anticipated Q2 expenses. To remedy late timecard submissions, monthly email reminders are now in place.

### Summary of Activities:

CTE Transition Counseling for MAEP adult schools; Education 2 Career- Construction Skills Cohort #5 began.

**Status**  
**Submitted**

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### Marin 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	\$20,553	\$25,926	79.28%	\$74,074	27.75%	\$53,521
2000 - Non-Instructional Salaries	\$0	\$12,266	0%	\$35,047	0%	\$35,047
3000 - Employee Benefits	\$3,722	\$5,492	67.78%	\$34,322	10.84%	\$30,600
4000 - Supplies and Materials	\$2,054	\$0	100%	\$10,000	20.54%	\$7,946
5000 - Other Operating Expenses and Services	\$43,335	\$0	100%	\$108,667	39.88%	\$65,332
6000 - Capital Outlay	\$3,997	\$0	100%	\$11,051	36.17%	\$7,054
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$73,661</b>	<b>\$43,684</b>	<b>168.62%</b>	<b>\$273,161</b>	<b>26.97%</b>	<b>\$199,500</b>

### Corrective Action Plan

Expenditures scheduled for an instructional salary and benefits did not occur as anticipated. The planned expenditures will be reviewed internally and/or with the consortium for reallocation to another area of growth or need.

### Summary of Activities:

To date: Fall 2020 Education 2 Career cohort completed, planning underway for Spring 2021 and Summer 2021 cohorts; Ongoing CTE Transitions Counseling for MAEP Adult Ed Schools; Fall ESL Tutor assignments completed.

**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

College of Marin Katheryn Horton, Director of Workforce Programs  
Kathleen Antokhin, Program Coordinator- Workforce Projects

**Marin 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	\$40,941	\$42,222	96.97%	\$74,074	55.27%	\$33,133
2000 - Non-Instructional Salaries	\$12,206	\$23,832	51.22%	\$35,047	34.83%	\$22,841
3000 - Employee Benefits	\$13,374	\$17,504	76.4%	\$34,322	38.97%	\$20,948
4000 - Supplies and Materials	\$2,323	\$5,000	46.46%	\$10,000	23.23%	\$7,677
5000 - Other Operating Expenses and Services	\$43,335	\$0	100%	\$108,667	39.88%	\$65,332
6000 - Capital Outlay	\$9,532	\$0	100%	\$11,051	86.25%	\$1,519
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$121,711</b>	<b>\$88,558</b>	<b>137.44%</b>	<b>\$273,161</b>	<b>44.56%</b>	<b>\$151,450</b>

**Corrective Action Plan**

Salaries and benefits less than originally anticipated total due to reallocation of funding to noncredit course instruction, supplies and materials. Total end-of-year expenditure expected to be 14-15% of budget total.

**Summary of Activities:**

Education 2 Career Construction Skills: 3+ cohorts, supplies, materials, contractual services and equipment; non-credit vocational Hospitality: instructional salary, materials and online certification exams; CTE Outreach transitions counseling for Marin adult schools and COM; ESL student tutors; ESL Summer Bridge Program (forthcoming); administrative activities.

**Status**  
**Submitted**

**Marin 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	\$40,941	\$74,074	55.27%	\$74,074	55.27%	\$33,133
2000 - Non-Instructional Salaries	\$12,206	\$35,047	34.83%	\$35,047	34.83%	\$22,841
3000 - Employee Benefits	\$13,374	\$34,322	38.97%	\$34,322	38.97%	\$20,948
4000 - Supplies and Materials	\$2,323	\$10,000	23.23%	\$10,000	23.23%	\$7,677
5000 - Other Operating Expenses and Services	\$43,335	\$0	100%	\$108,667	39.88%	\$65,332
6000 - Capital Outlay	\$9,532	\$0	100%	\$11,051	86.25%	\$1,519
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$121,711</b>	<b>\$153,443</b>	<b>79.32%</b>	<b>\$273,161</b>	<b>44.56%</b>	<b>\$151,450</b>

**Status**  
Unsubmitted

## Marin Co. Office of Education

### Marin 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	\$0	\$2,500	0%	\$10,000	0%	\$10,000
2000 - Non-Instructional Salaries	\$14,402	\$35,000	41.15%	\$140,000	10.29%	\$125,598
3000 - Employee Benefits	\$5,701	\$13,000	43.85%	\$52,000	10.96%	\$46,299
4000 - Supplies and Materials	\$0	\$2,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$0	\$30,219	0%	\$100,730	0%	\$100,730
6000 - Capital Outlay	\$0	\$2,000	0%	\$8,000	0%	\$8,000
7000 - Other Outgo	\$0	\$858	0%	\$3,430	0%	\$3,430
Indirect Costs	\$1,667	\$1,667	100.01%	\$6,667	25%	\$5,000
<b>Totals</b>	<b>\$21,770</b>	<b>\$87,243</b>	<b>24.95%</b>	<b>\$328,827</b>	<b>6.62%</b>	<b>\$307,057</b>

### Corrective Action Plan

Remote learning classes are under development for parents in areas such as ESL, Google classroom and other technology support. In the new year, adult education classes supporting parents in K12 success will be offered in our largest districts with CAEP support, contracting with community partners and agencies providing the series of classes. In addition, parents in all of our alternative education programs are receiving individualized support, tech training, and referral to appropriate supports. services.

**Status**  
**Submitted**

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### Marin 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	\$0	\$5,000	0%	\$10,000	0%	\$10,000
2000 - Non-Instructional Salaries	\$27,443	\$70,000	39.2%	\$140,000	19.6%	\$112,557
3000 - Employee Benefits	\$11,402	\$26,000	43.85%	\$52,000	21.93%	\$40,598
4000 - Supplies and Materials	\$0	\$4,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$40,000	\$60,438	66.18%	\$100,730	39.71%	\$60,730
6000 - Capital Outlay	\$0	\$4,000	0%	\$8,000	0%	\$8,000
7000 - Other Outgo	\$0	\$1,715	0%	\$3,430	0%	\$3,430
Indirect Costs	\$1,667	\$3,334	50.01%	\$6,667	25%	\$5,000
<b>Totals</b>	<b>\$80,512</b>	<b>\$174,487</b>	<b>46.14%</b>	<b>\$328,827</b>	<b>24.48%</b>	<b>\$248,315</b>

### Corrective Action Plan

Program start up in spring and summer will result in significant use of unspent funds. Parent engagement and support will be essential as schools reopen to in-person learning.

**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**

Ken Lippi

### Marin 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	\$0	\$7,500	0%	\$10,000	0%	\$10,000
2000 - Non-Instructional Salaries	\$43,267	\$105,000	41.21%	\$140,000	30.91%	\$96,733
3000 - Employee Benefits	\$17,771	\$39,000	45.57%	\$52,000	34.18%	\$34,229
4000 - Supplies and Materials	\$0	\$6,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$40,832	\$90,657	45.04%	\$100,730	40.54%	\$59,898
6000 - Capital Outlay	\$0	\$6,000	0%	\$8,000	0%	\$8,000
7000 - Other Outgo	\$0	\$2,573	0%	\$3,430	0%	\$3,430
Indirect Costs	\$1,667	\$5,000	33.34%	\$6,667	25%	\$5,000
<b>Totals</b>	<b>\$103,537</b>	<b>\$261,730</b>	<b>39.56%</b>	<b>\$328,827</b>	<b>31.49%</b>	<b>\$225,290</b>

### Corrective Action Plan

Additional expenditures will be reported in the 4th Quarter for existing and expanding program.,

### Summary of Activities:

Activities during this period included extensive parent support and engagement for more that 100 families in MCOE alternative education programs especially challenged during the COVI-19 pandemic, and, in support of Marin's Community School students who are 18 and over. Planning also occurred during this period for a paraeducator training for adult students wishing to enter the field of education as classified employees and classroom instructional aids.

**Status**  
**Submitted**

### Marin 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	\$0	\$10,000	0%	\$10,000	0%	\$10,000
2000 - Non-Instructional Salaries	\$43,267	\$140,000	30.91%	\$140,000	30.91%	\$96,733
3000 - Employee Benefits	\$17,771	\$52,000	34.18%	\$52,000	34.18%	\$34,229
4000 - Supplies and Materials	\$0	\$8,000	0%	\$8,000	0%	\$8,000
5000 - Other Operating Expenses and Services	\$40,832	\$100,730	40.54%	\$100,730	40.54%	\$59,898
6000 - Capital Outlay	\$0	\$8,000	0%	\$8,000	0%	\$8,000
7000 - Other Outgo	\$0	\$3,430	0%	\$3,430	0%	\$3,430
Indirect Costs	\$1,667	\$6,667	25%	\$6,667	25%	\$5,000
<b>Totals</b>	<b>\$103,537</b>	<b>\$328,827</b>	<b>31.49%</b>	<b>\$328,827</b>	<b>31.49%</b>	<b>\$225,290</b>

**Status**  
**Unsubmitted**

## Novato Unified

Novato 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	\$46,639	\$45,081	103.46%	\$180,322	25.86%	\$133,683
2000 - Non-Instructional Salaries	\$4,924	\$1,275	386.2%	\$5,100	96.55%	\$176
3000 - Employee Benefits	\$9,499	\$8,762	108.41%	\$35,047	27.1%	\$25,548
4000 - Supplies and Materials	\$389	\$500	77.8%	\$2,000	19.45%	\$1,611
5000 - Other Operating Expenses and Services	\$5,369	\$959	560%	\$3,835	140%	 -\$1,534
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,780	0%	\$7,118	0%	\$7,118
Indirect Costs	\$0	\$1,244	0%	\$4,974	0%	\$4,974
<b>Totals</b>	<b>\$66,820</b>	<b>\$59,599</b>	<b>112.12%</b>	<b>\$238,396</b>	<b>28.03%</b>	<b>\$171,576</b>

### Summary of Activities:

Due to COVID, Novato Adult School has been operating under a distance learning model. Programs, staff and students were transitioned from onsite to online resulting in a need to recreate entire systems and protocols. Teachers and the support staff have successfully registered 100+ students, using a "drive-in" registration process. Tech Literacy and Equity student outreach has mitigated some student attrition; however, internet and device access continues to have impact.

**Status  
Submitted**

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### Novato 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	\$60,354	\$45,081	133.88%	\$180,322	33.47%	\$119,968
2000 - Non-Instructional Salaries	\$5,911	\$1,275	463.61%	\$5,100	115.9%	 -\$811
3000 - Employee Benefits	\$12,143	\$8,762	138.59%	\$35,047	34.65%	\$22,904
4000 - Supplies and Materials	\$530	\$500	106%	\$2,000	26.5%	\$1,470
5000 - Other Operating Expenses and Services	\$5,369	\$959	560%	\$3,835	140%	 -\$1,534
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,780	0%	\$7,118	0%	\$7,118
Indirect Costs	\$0	\$1,244	0%	\$4,974	0%	\$4,974
<b>Totals</b>	<b>\$84,307</b>	<b>\$59,599</b>	<b>141.46%</b>	<b>\$238,396</b>	<b>35.36%</b>	<b>\$154,089</b>

### Summary of Activities:

Due to COVID, Novato Adult School has been operating under a distance learning model. Programs, staff, and students were transitioned from onsite to online learning resulting in a need to recreate entire systems and protocols. Teachers and the support staff successfully registered 100+ students using a "drive-in" registration process. Tech Literacy and Equity student outreach have mitigated some student attrition; however, internet and device access continue to have an impact on the program.

**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

Kessa Early

Jennifer Marsh Russell, Assistant Principal

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$93,171	\$45,081	206.68%	\$180,322	51.67%	\$87,151
2000 - Non-Instructional Salaries	\$7,233	\$1,275	567.29%	\$5,100	141.82%	⌈ -\$2,133
3000 - Employee Benefits	\$19,177	\$8,762	218.87%	\$35,047	54.72%	\$15,870
4000 - Supplies and Materials	\$680	\$500	136%	\$2,000	34%	\$1,320
5000 - Other Operating Expenses and Services	\$8,755	\$959	913.17%	\$3,835	228.29%	⌈ -\$4,920
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,780	0%	\$7,118	0%	\$7,118
Indirect Costs	\$0	\$1,244	0%	\$4,974	0%	\$4,974
<b>Totals</b>	\$129,016	\$59,599	216.47%	\$238,396	54.12%	\$109,380

**Status**  
Submitted

Novato 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	\$93,171	\$45,081	206.68%	\$180,322	51.67%	\$87,151
2000 - Non-Instructional Salaries	\$7,233	\$1,275	567.29%	\$5,100	141.82%	⌵ -\$2,133
3000 - Employee Benefits	\$19,177	\$8,762	218.87%	\$35,047	54.72%	\$15,870
4000 - Supplies and Materials	\$680	\$500	136%	\$2,000	34%	\$1,320
5000 - Other Operating Expenses and Services	\$8,755	\$959	913.17%	\$3,835	228.29%	⌵ -\$4,920
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,780	0%	\$7,118	0%	\$7,118
Indirect Costs	\$0	\$1,244	0%	\$4,974	0%	\$4,974
<b>Totals</b>	<b>\$129,016</b>	<b>\$59,599</b>	<b>216.47%</b>	<b>\$238,396</b>	<b>54.12%</b>	<b>\$109,380</b>

### Corrective Action Plan

Expenditures provided are as of 12/02/20.

Status  
Unsubmitted

## San Rafael City High

San Rafael City 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	\$22,362	\$17,520	127.64%	\$70,080	31.91%	\$47,718
2000 - Non-Instructional Salaries	\$11,220	\$28,460	39.42%	\$113,838	9.86%	\$102,618
3000 - Employee Benefits	\$8,674	\$8,059	107.63%	\$32,237	26.91%	\$23,563
4000 - Supplies and Materials	\$19,504	\$3,100	629.16%	\$12,400	157.29%	 -\$7,104
5000 - Other Operating Expenses and Services	\$0	\$50	0%	\$200	0%	\$200
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,287	0%	\$5,147	0%	\$5,147
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	\$61,760	\$58,476	105.62%	\$233,902	26.4%	\$172,142

### Summary of Activities:

HSD program for aged out Newcomer high school seniors. 90 students enrolled for Q1 and Q2 fall semester. 10 graduates in Q1, anticipating 10 graduates in Q2.

**Status**  
**Submitted**

### San Rafael City 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	\$48,355	\$17,520	276%	\$70,080	69%	\$21,725
2000 - Non-Instructional Salaries	\$23,225	\$28,460	81.61%	\$113,838	20.4%	\$90,613
3000 - Employee Benefits	\$18,543	\$8,059	230.08%	\$32,237	57.52%	\$13,694
4000 - Supplies and Materials	\$20,087	\$3,100	647.97%	\$12,400	161.99%	 -\$7,687
5000 - Other Operating Expenses and Services	\$0	\$50	0%	\$200	0%	\$200
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,287	0%	\$5,147	0%	\$5,147
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$110,210</b>	<b>\$58,476</b>	<b>188.47%</b>	<b>\$233,902</b>	<b>47.12%</b>	<b>\$123,692</b>

### Summary of Activities:

HSD completion for aged out Newcomer ELL students from San Rafael High School and Terra Linda High School. Instruction migrated to Zoom with the use of Google Classroom tools in order to continue classes following COVID protocols. Twenty (20) students earned their HSD in November, 2020. New students were enrolled during the quarter as space became available.

**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

Kathy Takemoto, Program Outreach & Support Coordinator

Tyler Graff San Rafael City Schools, Director of Secondary Education

### San Rafael City 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	\$74,899	\$17,520	427.51%	\$70,080	106.88%	⤴ -\$4,819
2000 - Non-Instructional Salaries	\$35,275	\$28,460	123.95%	\$113,838	30.99%	\$78,563
3000 - Employee Benefits	\$28,521	\$8,059	353.89%	\$32,237	88.47%	\$3,716
4000 - Supplies and Materials	\$20,087	\$3,100	647.97%	\$12,400	161.99%	⤴ -\$7,687
5000 - Other Operating Expenses and Services	\$1,660	\$50	3,320%	\$200	830%	⤴ -\$1,460
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,287	0%	\$5,147	0%	\$5,147
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$160,442</b>	<b>\$58,476</b>	<b>274.37%</b>	<b>\$233,902</b>	<b>68.59%</b>	<b>\$73,460</b>

### Summary of Activities:

High school diploma completion for aged out Newcomer students. End of year transition planning for expected graduates with college and career discussions and planning. Current waiting list of 45 students.

**Status**  
**Submitted**

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### San Rafael City 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	\$74,899	\$17,520	427.51%	\$70,080	106.88%	⤴ -\$4,819
2000 - Non-Instructional Salaries	\$35,275	\$28,460	123.95%	\$113,838	30.99%	\$78,563
3000 - Employee Benefits	\$28,521	\$8,059	353.89%	\$32,237	88.47%	\$3,716
4000 - Supplies and Materials	\$20,087	\$3,100	647.97%	\$12,400	161.99%	⤴ -\$7,687
5000 - Other Operating Expenses and Services	\$1,660	\$50	3,320%	\$200	830%	⤴ -\$1,460
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$1,287	0%	\$5,147	0%	\$5,147
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$160,442</b>	<b>\$58,476</b>	<b>274.37%</b>	<b>\$233,902</b>	<b>68.59%</b>	<b>\$73,460</b>

**Status**  
**Unsubmitted**

## Shoreline Unified

Shoreline 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	\$7,200	\$7,196	100.05%	\$28,785	25.01%	\$21,585
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$1,780	\$1,799	98.94%	\$7,196	24.74%	\$5,416
4000 - Supplies and Materials	\$2,280	\$2,279	100.03%	\$3,039	75.02%	\$759
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$980	\$980	100%	\$980	100%	\$0
<b>Totals</b>	\$12,240	\$12,255	99.88%	\$40,000	30.6%	\$27,760

### Summary of Activities:

in partnership with our local public library, we are providing adult ESL classes in Point Reyes Station and Tomales.

**Status**  
**Submitted**

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### Shoreline 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	\$14,400	\$7,196	200.1%	\$28,785	50.03%	\$14,385
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$3,560	\$1,799	197.89%	\$7,196	49.47%	\$3,636
4000 - Supplies and Materials	\$3,039	\$2,583	117.65%	\$3,039	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$980	\$980	100%	\$980	100%	\$0
<b>Totals</b>	<b>\$21,979</b>	<b>\$12,558</b>	<b>175.01%</b>	<b>\$40,000</b>	<b>54.95%</b>	<b>\$18,021</b>

### Summary of Activities:

Virtual ESL classes

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**

Adam Jennings

Logan Martin, Director of Fiscal Services

### Shoreline 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	\$14,400	\$7,196	200.1%	\$28,785	50.03%	\$14,385
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$3,560	\$1,799	197.89%	\$7,196	49.47%	\$3,636
4000 - Supplies and Materials	\$3,039	\$2,887	105.26%	\$3,039	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$980	\$980	100%	\$980	100%	\$0
<b>Totals</b>	<b>\$21,979</b>	<b>\$12,862</b>	<b>170.88%</b>	<b>\$40,000</b>	<b>54.95%</b>	<b>\$18,021</b>

### Summary of Activities:

Quarter 3 and Quarter 4 data will be reported in Quarter 4 due to recent leadership changes at SUSD. -Kathleen Antokhin, Fiscal Reporter at College of Marin/Fiscal Agent.

**Status**  
**Submitted**

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Shoreline 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	\$14,400	\$7,196	200.1%	\$28,785	50.03%	\$14,385
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$3,560	\$1,799	197.89%	\$7,196	49.47%	\$3,636
4000 - Supplies and Materials	\$3,039	\$3,039	100%	\$3,039	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$980	\$980	100%	\$980	100%	\$0
<b>Totals</b>	<b>\$21,979</b>	<b>\$13,014</b>	<b>168.88%</b>	<b>\$40,000</b>	<b>54.95%</b>	<b>\$18,021</b>

**Status**  
Unsubmitted

## Tamalpais Union High

Tamalpais 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	\$39,545	\$65,108	60.74%	\$217,027	18.22%	\$177,482
2000 - Non-Instructional Salaries	\$37,284	\$57,474	64.87%	\$191,581	19.46%	\$154,297
3000 - Employee Benefits	\$31,499	\$55,002	57.27%	\$183,339	17.18%	\$151,840
4000 - Supplies and Materials	\$11,389	\$11,747	96.95%	\$39,157	29.09%	\$27,768
5000 - Other Operating Expenses and Services	\$10,285	\$6,828	150.63%	\$22,760	45.19%	\$12,475
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$5,072	0%	\$34,905	0%	\$34,905
Indirect Costs	\$0	\$0	100%	\$20,015	0%	\$20,015
<b>Totals</b>	<b>\$130,002</b>	<b>\$201,231</b>	<b>64.6%</b>	<b>\$708,784</b>	<b>18.34%</b>	<b>\$578,782</b>

### Summary of Activities:

Summer school. All ESL, GED and HSE classes started September 8 online.

Status  
Submitted

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### Tamalpais 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	\$100,154	\$130,216	76.91%	\$217,027	46.15%	\$116,873
2000 - Non-Instructional Salaries	\$79,237	\$114,949	68.93%	\$191,581	41.36%	\$112,344
3000 - Employee Benefits	\$72,637	\$110,003	66.03%	\$183,339	39.62%	\$110,702
4000 - Supplies and Materials	\$12,655	\$23,494	53.86%	\$39,157	32.32%	\$26,502
5000 - Other Operating Expenses and Services	\$15,921	\$13,656	116.59%	\$22,760	69.95%	\$6,839
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$10,143	0%	\$34,905	0%	\$34,905
Indirect Costs	\$0	\$10,008	0%	\$20,015	0%	\$20,015
<b>Totals</b>	<b>\$280,604</b>	<b>\$412,469</b>	<b>68.03%</b>	<b>\$708,784</b>	<b>39.59%</b>	<b>\$428,180</b>

### Summary of Activities:

Increased PD training for instructors on online programs and equity. Holding ESL, GED and HSE class in distance learning setting for the quarter.

**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**

Jaemi Naish, Director

### Tamalpais 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	\$148,606	\$162,770	91.3%	\$217,027	68.47%	\$68,421
2000 - Non-Instructional Salaries	\$122,273	\$143,686	85.1%	\$191,581	63.82%	\$69,308
3000 - Employee Benefits	\$111,773	\$137,504	81.29%	\$183,339	60.97%	\$71,566
4000 - Supplies and Materials	\$13,057	\$29,368	44.46%	\$39,157	33.35%	\$26,100
5000 - Other Operating Expenses and Services	\$16,571	\$17,070	97.08%	\$22,760	72.81%	\$6,189
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$21,679	0%	\$34,905	0%	\$34,905
Indirect Costs	\$0	\$15,011	0%	\$20,015	0%	\$20,015
<b>Totals</b>	<b>\$412,280</b>	<b>\$527,088</b>	<b>78.22%</b>	<b>\$708,784</b>	<b>58.17%</b>	<b>\$296,504</b>

### Summary of Activities:

ESL, GED, HSD and CTE classes preformed.

Status  
Submitted

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### Tamalpais 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	\$148,606	\$217,027	68.47%	\$217,027	68.47%	\$68,421
2000 - Non-Instructional Salaries	\$122,273	\$191,581	63.82%	\$191,581	63.82%	\$69,308
3000 - Employee Benefits	\$111,773	\$183,339	60.97%	\$183,339	60.97%	\$71,566
4000 - Supplies and Materials	\$13,057	\$39,157	33.35%	\$39,157	33.35%	\$26,100
5000 - Other Operating Expenses and Services	\$16,571	\$22,760	72.81%	\$22,760	72.81%	\$6,189
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$34,905	0%	\$34,905	0%	\$34,905
Indirect Costs	\$0	\$20,015	0%	\$20,015	0%	\$20,015
<b>Totals</b>	<b>\$412,280</b>	<b>\$708,784</b>	<b>58.17%</b>	<b>\$708,784</b>	<b>58.17%</b>	<b>\$296,504</b>

**Status**  
Unsubmitted



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