

CAEP Consortium Fiscal Reporting 33 Monterey Peninsula CCD

2018-19 Fiscal Year

Certification

Certified By

Alan Crawford
Principal

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

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Carmel Unified	Submitted	Submitted	Submitted	Not Submitted
Monterey Peninsula CCD	Submitted	Submitted	Submitted	Not Submitted
Monterey Peninsula Unified	Submitted	Submitted	Submitted	Not Submitted
Pacific Grove Unified	Submitted	Submitted	Submitted	Not Submitted

Carmel Unified

Carmel 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	\$6,669	\$6,400	104.2%	\$32,000	20.84%	\$25,331
2000 - Non-Instructional Salaries	\$602	\$700	86%	\$2,800	21.5%	\$2,198
3000 - Employee Benefits	\$1,609	\$2,575	62.49%	\$10,300	15.62%	\$8,691
4000 - Supplies and Materials	\$0	\$1,100	0%	\$42,271	0%	\$42,271
5000 - Other Operating Expenses and Services	\$0	\$1,065	0%	\$4,800	0%	\$4,800
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$8,880	\$11,840	75%	\$92,171	9.63%	\$83,291

Corrective Action Plan

Carmel had fewer expenditures and did not spend any funds on materials and tech. We will spend more as the year progresses through Q3 and Q4.

Summary of Activities:

We are still below our expected income but have had more supplies needs. We will also have technology needs this year as well.

Status
Submitted

Carmel 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	\$10,004	\$6,400	156.31%	\$32,000	31.26%	\$21,996
2000 - Non-Instructional Salaries	\$2,408	\$700	344%	\$2,800	86%	\$392
3000 - Employee Benefits	\$3,269	\$2,575	126.95%	\$10,300	31.74%	\$7,031
4000 - Supplies and Materials	\$1,071	\$1,100	97.36%	\$42,271	2.53%	\$41,200
5000 - Other Operating Expenses and Services	\$0	\$1,065	0%	\$4,800	0%	\$4,800
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$16,752	\$11,840	141.49%	\$92,171	18.17%	\$75,419

Summary of Activities:

We continue to spend the bulk of our budget on our certificated instructor and benefits. We are looking to purchase more technology at the last quarter to assist our EL learners.

Status
Submitted

Allocation Year Closeout: 2016-17

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

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Tom Parry, Principal of Carmel Adult School

Carmel 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	\$10,004	\$9,600	104.21%	\$32,000	31.26%	\$21,996
2000 - Non-Instructional Salaries	\$2,408	\$700	344%	\$2,800	86%	\$392
3000 - Employee Benefits	\$3,269	\$2,575	126.95%	\$10,300	31.74%	\$7,031
4000 - Supplies and Materials	\$1,071	\$20,036	5.35%	\$42,271	2.53%	\$41,200
5000 - Other Operating Expenses and Services	\$0	\$1,335	0%	\$4,800	0%	\$4,800
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$16,752	\$34,246	48.92%	\$92,171	18.17%	\$75,419

Corrective Action Plan

Carmel Adult will spend more on salaries than expected at the end of the last quarter.

Status
Submitted

Carmel 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	\$10,004	\$9,600	104.21%	\$32,000	31.26%	\$21,996
2000 - Non-Instructional Salaries	\$2,408	\$700	344%	\$2,800	86%	\$392
3000 - Employee Benefits	\$3,269	\$2,575	126.95%	\$10,300	31.74%	\$7,031
4000 - Supplies and Materials	\$1,071	\$20,036	5.35%	\$42,271	2.53%	\$41,200
5000 - Other Operating Expenses and Services	\$0	\$1,335	0%	\$4,800	0%	\$4,800
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$16,752	\$34,246	48.92%	\$92,171	18.17%	\$75,419

Status
Unsubmitted

Monterey Peninsula CCD

Monterey Peninsula 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	\$0	\$5,600	0%	\$22,400	0%	\$22,400
2000 - Non-Instructional Salaries	\$0	\$6,436	0%	\$46,159	0%	\$46,159
3000 - Employee Benefits	\$0	\$2,080	0%	\$30,169	0%	\$30,169
4000 - Supplies and Materials	\$0	\$238	0%	\$8,313	0%	\$8,313
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$5,000	0%	\$5,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$900	0%	\$3,600	0%	\$3,600
Totals	\$0	\$15,254	0%	\$115,641	0%	\$115,641

Corrective Action Plan

Due to the start of the semester, delay in setting up AEP budgets, and hiring processes in progress expenses were delayed until Q2. Other funds (from Perkins and SEA) were used to cover expenses related to adult education goals (paying for academic pathway coordination, outreach, and counseling). AEP funds will be used primarily beginning Q2 and Q3 to fund the planned activities.

Summary of Activities:

Faculty professional development, pathways planning in ESL, program planning, data analysis, developing marketing strategy for ESL, establishing college and career counseling and outreach services at the adult school location.

Status
Submitted

Monterey Peninsula 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	\$0	\$5,600	0%	\$22,400	0%	\$22,400
2000 - Non-Instructional Salaries	\$1,917	\$6,436	29.79%	\$46,159	4.15%	\$44,242
3000 - Employee Benefits	\$0	\$2,080	0%	\$30,169	0%	\$30,169
4000 - Supplies and Materials	\$0	\$238	0%	\$8,313	0%	\$8,313
5000 - Other Operating Expenses and Services	\$708	\$0	100%	\$5,000	14.16%	\$4,292
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$29	\$900	3.22%	\$3,600	0.81%	\$3,571
Totals	\$2,654	\$15,254	17.4%	\$115,641	2.3%	\$112,987

Corrective Action Plan

Employees began planned work in late Q2, expenses will be reflected in Q3

Summary of Activities:

Program planning, pathway development, college and career counseling services, and professional development.

Status

Submitted

Allocation Year Closeout: 2016-17

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

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Jon Knolle, Dean of Instruction

Monterey Peninsula 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	\$11,200	\$5,600	200%	\$22,400	50%	\$11,200
2000 - Non-Instructional Salaries	\$17,492	\$16,644	105.1%	\$46,159	37.9%	\$28,667
3000 - Employee Benefits	\$6,985	\$13,005	53.71%	\$30,169	23.15%	\$23,184
4000 - Supplies and Materials	\$0	\$3,918	0%	\$8,313	0%	\$8,313
5000 - Other Operating Expenses and Services	\$727	\$0	100%	\$5,000	14.54%	\$4,273
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$29	\$900	3.22%	\$3,600	0.81%	\$3,571
Totals	\$36,433	\$40,066	90.93%	\$115,641	31.51%	\$79,208

Status
Submitted

Monterey Peninsula 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	\$11,200	\$5,600	200%	\$22,400	50%	\$11,200
2000 - Non-Instructional Salaries	\$17,492	\$16,644	105.1%	\$46,159	37.9%	\$28,667
3000 - Employee Benefits	\$6,985	\$13,005	53.71%	\$30,169	23.15%	\$23,184
4000 - Supplies and Materials	\$0	\$3,918	0%	\$8,313	0%	\$8,313
5000 - Other Operating Expenses and Services	\$727	\$0	100%	\$5,000	14.54%	\$4,273
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$29	\$900	3.22%	\$3,600	0.81%	\$3,571
Totals	\$36,433	\$40,066	90.93%	\$115,641	31.51%	\$79,208

Status
Unsubmitted

Monterey Peninsula Unified

Monterey Peninsula 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	\$84,101	\$104,872	80.19%	\$419,487	20.05%	\$335,386
2000 - Non-Instructional Salaries	\$34,680	\$39,840	87.05%	\$159,360	21.76%	\$124,680
3000 - Employee Benefits	\$40,174	\$48,016	83.67%	\$192,062	20.92%	\$151,888
4000 - Supplies and Materials	\$1,203	\$25,392	4.74%	\$169,280	0.71%	\$168,077
5000 - Other Operating Expenses and Services	\$7,809	\$11,000	70.99%	\$55,000	14.2%	\$47,191
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$49,759	0%	\$49,759
Totals	\$167,967	\$229,119	73.31%	\$1,044,948	16.07%	\$876,981

Corrective Action Plan

The start time of several classes were delayed to second quarter due to hiring needs; as such, the spending of instructional materials and staffing expenses were delay until second quarter.

Status
Submitted

Monterey Peninsula 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	\$184,417	\$104,872	175.85%	\$419,487	43.96%	\$235,070
2000 - Non-Instructional Salaries	\$73,312	\$39,840	184.02%	\$159,360	46%	\$86,048
3000 - Employee Benefits	\$85,030	\$48,016	177.09%	\$192,062	44.27%	\$107,032
4000 - Supplies and Materials	\$7,624	\$25,392	30.03%	\$169,280	4.5%	\$161,656
5000 - Other Operating Expenses and Services	\$23,445	\$11,000	213.14%	\$55,000	42.63%	\$31,555
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$17,359	\$0	100%	\$49,759	34.89%	\$32,400
Totals	\$391,187	\$229,119	170.74%	\$1,044,948	37.44%	\$653,761

Summary of Activities:

During second quarter we continued our ESL courses and expanded an evening Beginner ESL class due to a large waitlist. We continued HSD/GED courses, Computer CTE courses and Computer classes for Adults with Disabilities. We opened our Hospitality CTE courses, Kitchen Fundamentals and Foundations in Hospitality in the second quarter. We also expanded the hours of student support services through our College and Career Center. Support staff continued to operate the front office including enrollment and reporting. We were charged an indirect fee of 5%

Status
Submitted

Allocation Year Closeout: 2016-17

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

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Alan Crawford, 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	\$288,515	\$104,872	275.11%	\$419,487	68.78%	\$130,972
2000 - Non-Instructional Salaries	\$111,913	\$39,840	280.91%	\$159,360	70.23%	\$47,447
3000 - Employee Benefits	\$132,501	\$48,016	275.95%	\$192,062	68.99%	\$59,561
4000 - Supplies and Materials	\$10,721	\$59,248	18.1%	\$169,280	6.33%	\$158,559
5000 - Other Operating Expenses and Services	\$73,918	\$16,500	447.99%	\$55,000	134.4%	 -\$18,918
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$17,359	\$0	100%	\$49,759	34.89%	\$32,400
Totals	\$634,927	\$268,475	236.49%	\$1,044,948	60.76%	\$410,021

Summary of Activities:

In Quarter 3 Monterey Adult School continued to offer three levels of ESL classes, both in the morning and in the evening, two satellite multi level ESL courses in Monterey and Marina. We continued to offer ASE classes, both GED and High School Diploma both in the morning and at night. We also offered CTE courses in hospitality and information technology. Finally we offered computer courses for adults with disabilities. To reduce barriers we offer free childcare for students attending class, free bus passes and open enrollment. We invested in technology, including interactive TV's, chromebooks, Ipads for each classroom to meet the current technological needs for instruction. Overall, the majority of our spending was for salaries and benefits. Finally, we had indirect costs of 5% from the district.

Status
Submitted

Monterey Peninsula 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	\$391,705	\$104,872	373.51%	\$419,487	93.38%	\$27,782
2000 - Non-Instructional Salaries	\$156,856	\$39,840	393.71%	\$159,360	98.43%	\$2,504
3000 - Employee Benefits	\$180,257	\$48,016	375.41%	\$192,062	93.85%	\$11,805
4000 - Supplies and Materials	\$127,806	\$59,248	215.71%	\$169,280	75.5%	\$41,474
5000 - Other Operating Expenses and Services	\$78,494	\$16,500	475.72%	\$55,000	142.72%	 -\$23,494
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$17,359	\$0	100%	\$49,759	34.89%	\$32,400
Totals	\$952,477	\$268,475	354.77%	\$1,044,948	91.15%	\$92,471

Status
Unsubmitted

Pacific Grove Unified

Pacific Grove 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	\$50,774	\$0	100%	\$635,073	7.99%	\$584,299
2000 - Non-Instructional Salaries	\$35,315	\$0	100%	\$339,014	10.42%	\$303,699
3000 - Employee Benefits	\$15,517	\$0	100%	\$185,077	8.38%	\$169,560
4000 - Supplies and Materials	\$30,499	\$0	100%	\$361,593	8.43%	\$331,094
5000 - Other Operating Expenses and Services	\$9,358	\$0	100%	\$193,944	4.83%	\$184,586
6000 - Capital Outlay	\$391,965	\$0	100%	\$883,190	44.38%	\$491,225
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$110,000	0%	\$110,000
Totals	\$533,428	\$0	100%	\$2,707,891	19.7%	\$2,174,463

Status
Submitted

Pacific Grove 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	\$117,560	\$0	100%	\$635,073	18.51%	\$517,513
2000 - Non-Instructional Salaries	\$125,579	\$0	100%	\$339,014	37.04%	\$213,435
3000 - Employee Benefits	\$46,688	\$0	100%	\$185,077	25.23%	\$138,389
4000 - Supplies and Materials	\$103,259	\$0	100%	\$361,593	28.56%	\$258,334
5000 - Other Operating Expenses and Services	\$35,030	\$0	100%	\$193,944	18.06%	\$158,914
6000 - Capital Outlay	\$426,856	\$0	100%	\$883,190	48.33%	\$456,334
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$110,000	0%	\$110,000
Totals	\$854,972	\$0	100%	\$2,707,891	31.57%	\$1,852,919

Status
Submitted

Allocation Year Closeout: 2016-17

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

2016-17 Reverted Funds:

\$0

2016-17 Status

Closed

Submitting Authority

Barbara Martinez, Principal
Song Chin-Bendib

Pacific Grove 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	\$202,734	\$0	100%	\$635,073	31.92%	\$432,339
2000 - Non-Instructional Salaries	\$249,846	\$0	100%	\$339,014	73.7%	\$89,168
3000 - Employee Benefits	\$98,287	\$0	100%	\$185,077	53.11%	\$86,790
4000 - Supplies and Materials	\$112,025	\$0	100%	\$361,593	30.98%	\$249,568
5000 - Other Operating Expenses and Services	\$53,891	\$0	100%	\$193,944	27.79%	\$140,053
6000 - Capital Outlay	\$428,868	\$0	100%	\$883,190	48.56%	\$454,322
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$110,000	0%	\$110,000
Totals	\$1,145,651	\$0	100%	\$2,707,891	42.31%	\$1,562,240

Status
Submitted

Pacific Grove 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	\$510,176	\$0	100%	\$635,073	80.33%	\$124,897
2000 - Non-Instructional Salaries	\$549,294	\$0	100%	\$339,014	162.03%	! -\$210,280
3000 - Employee Benefits	\$248,506	\$0	100%	\$185,077	134.27%	! -\$63,429
4000 - Supplies and Materials	\$214,772	\$0	100%	\$361,593	59.4%	\$146,821
5000 - Other Operating Expenses and Services	\$78,332	\$0	100%	\$193,944	40.39%	\$115,612
6000 - Capital Outlay	\$453,868	\$0	100%	\$883,190	51.39%	\$429,322
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$110,000	\$110,000	100%	\$110,000	100%	\$0
Totals	\$2,164,948	\$110,000	1,968.13%	\$2,707,891	79.95%	\$542,943

Summary of Activities:

Within object code 2100, are instructional aides for programs in Parent Education K-12 Success, ESL and Adults with Disabilities, which amount to \$224,716 of the projected budget. Out of the total \$549,294, only \$324,578 is non instructional. The same applies to the employee benefits as they also include benefits for our instructional assistants. Having 542,943 remaining as carryover has been encumbered in two incomplete capital outlay projects from the previous year. Materials and equipment were delayed in shipment to the district. Completion of the project is estimated August, 2019.

Status
Unsubmitted



California
Community
Colleges



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