

CAEP Consortium Fiscal Reporting 34 Mt. San Antonio Regional Consortium for Adult Education

2018-19 Fiscal Year

Certification

Certified By

Rosa Royce

Chief Compliance and College Budget Officer

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
Baldwin Park Unified	Submitted	Submitted	Submitted	Not Submitted
Bassett Unified	Submitted	Submitted	Submitted	Not Submitted
Charter Oak Unified	Submitted	Submitted	Submitted	Not Submitted
Covina-Valley Unified	Submitted	Submitted	Submitted	Submitted
East San Gabriel Valley ROP	Submitted	Submitted	Submitted	Submitted
Hacienda la Puente Unified	Submitted	Submitted	Submitted	Submitted
Mt. San Antonio CCD	Submitted	Submitted	Submitted	Submitted
Pomona Unified	Submitted	Submitted	Submitted	Submitted
Rowland Unified	Submitted	Submitted	Submitted	Submitted

Baldwin Park Unified

Baldwin Park 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	\$242,892	\$249,248	97.45%	\$2,265,894	10.72%	\$2,023,002
2000 - Non-Instructional Salaries	\$156,354	\$158,986	98.34%	\$1,445,323	10.82%	\$1,288,969
3000 - Employee Benefits	\$163,668	\$167,497	97.71%	\$1,522,702	10.75%	\$1,359,034
4000 - Supplies and Materials	\$39,477	\$38,218	103.3%	\$347,432	11.36%	\$307,955
5000 - Other Operating Expenses and Services	\$29,129	\$27,815	104.73%	\$252,861	11.52%	\$223,732
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	\$631,520	\$641,763	98.4%	\$5,834,212	10.82%	\$5,202,692

Status
Submitted

Baldwin Park 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	\$941,444	\$974,334	96.62%	\$2,265,894	41.55%	\$1,324,450
2000 - Non-Instructional Salaries	\$604,030	\$621,489	97.19%	\$1,445,323	41.79%	\$841,293
3000 - Employee Benefits	\$633,063	\$654,762	96.69%	\$1,522,702	41.57%	\$889,639
4000 - Supplies and Materials	\$152,509	\$149,396	102.08%	\$347,432	43.9%	\$194,923
5000 - Other Operating Expenses and Services	\$112,531	\$108,730	103.5%	\$252,861	44.5%	\$140,330
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	\$2,443,577	\$2,508,711	97.4%	\$5,834,212	41.88%	\$3,390,635

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

Veronica Valenzuela, Director of Adult and Community Education

Baldwin Park 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	\$1,661,881	\$1,722,079	96.5%	\$2,265,894	73.34%	\$604,013
2000 - Non-Instructional Salaries	\$1,065,732	\$1,098,445	97.02%	\$1,445,323	73.74%	\$379,591
3000 - Employee Benefits	\$1,117,162	\$1,157,254	96.54%	\$1,522,702	73.37%	\$405,540
4000 - Supplies and Materials	\$269,082	\$264,048	101.91%	\$347,432	77.45%	\$78,350
5000 - Other Operating Expenses and Services	\$198,546	\$192,174	103.32%	\$252,861	78.52%	\$54,315
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	\$4,312,403	\$4,434,001	97.26%	\$5,834,212	73.92%	\$1,521,809

Summary of Activities:

Status
Submitted

Baldwin Park 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	\$2,265,894	\$2,265,894	100%	\$2,265,894	100%	\$0
2000 - Non-Instructional Salaries	\$1,445,323	\$1,445,323	100%	\$1,445,323	100%	\$0
3000 - Employee Benefits	\$1,522,702	\$1,522,702	100%	\$1,522,702	100%	\$0
4000 - Supplies and Materials	\$347,432	\$347,432	100%	\$347,432	100%	\$0
5000 - Other Operating Expenses and Services	\$252,861	\$252,861	100%	\$252,861	100%	\$0
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	\$5,834,212	\$5,834,212	100%	\$5,834,212	100%	\$0

Status
Unsubmitted

Bassett Unified

Bassett 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	\$104,701	\$0	100%	\$1,059,977	9.88%	\$955,276
2000 - Non-Instructional Salaries	\$114,100	\$0	100%	\$624,745	18.26%	\$510,645
3000 - Employee Benefits	\$66,521	\$0	100%	\$574,318	11.58%	\$507,797
4000 - Supplies and Materials	\$9,945	\$0	100%	\$350,000	2.84%	\$340,055
5000 - Other Operating Expenses and Services	\$17,304	\$0	100%	\$358,464	4.83%	\$341,160
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$37,072	0%	\$148,289	0%	\$148,289
Totals	\$312,571	\$37,072	843.14%	\$3,115,793	10.03%	\$2,803,222

Status
Submitted

Bassett 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	\$325,802	\$0	100%	\$1,059,977	30.74%	\$734,175
2000 - Non-Instructional Salaries	\$240,964	\$0	100%	\$624,745	38.57%	\$383,781
3000 - Employee Benefits	\$170,047	\$0	100%	\$574,318	29.61%	\$404,271
4000 - Supplies and Materials	\$31,067	\$0	100%	\$350,000	8.88%	\$318,933
5000 - Other Operating Expenses and Services	\$121,762	\$0	100%	\$358,464	33.97%	\$236,702
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$37,072	0%	\$148,289	0%	\$148,289
Totals	\$889,642	\$37,072	2,399.75%	\$3,115,793	28.55%	\$2,226,151

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

Albert Michel

Bassett 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	\$557,287	\$0	100%	\$1,059,977	52.58%	\$502,690
2000 - Non-Instructional Salaries	\$369,995	\$0	100%	\$624,745	59.22%	\$254,750
3000 - Employee Benefits	\$286,062	\$0	100%	\$574,318	49.81%	\$288,256
4000 - Supplies and Materials	\$34,641	\$0	100%	\$350,000	9.9%	\$315,359
5000 - Other Operating Expenses and Services	\$139,242	\$0	100%	\$358,464	38.84%	\$219,222
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$37,072	0%	\$148,289	0%	\$148,289
Totals	\$1,387,227	\$37,072	3,741.96%	\$3,115,793	44.52%	\$1,728,566

Status
Submitted

Bassett 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	\$858,488	\$0	100%	\$1,059,977	80.99%	\$201,489
2000 - Non-Instructional Salaries	\$491,109	\$0	100%	\$624,745	78.61%	\$133,636
3000 - Employee Benefits	\$399,849	\$0	100%	\$574,318	69.62%	\$174,469
4000 - Supplies and Materials	\$87,210	\$0	100%	\$350,000	24.92%	\$262,790
5000 - Other Operating Expenses and Services	\$256,439	\$0	100%	\$358,464	71.54%	\$102,025
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$104,655	\$37,072	282.3%	\$148,289	70.58%	\$43,634
Totals	\$2,197,750	\$37,072	5,928.29%	\$3,115,793	70.54%	\$918,043

Status
Unsubmitted

Charter Oak Unified

Charter Oak 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	\$73,341	\$89,006	82.4%	\$593,376	12.36%	\$520,035
2000 - Non-Instructional Salaries	\$29,538	\$41,721	70.8%	\$278,143	10.62%	\$248,605
3000 - Employee Benefits	\$32,216	\$37,419	86.09%	\$249,462	12.91%	\$217,246
4000 - Supplies and Materials	\$17,863	\$82,292	21.71%	\$411,461	4.34%	\$393,598
5000 - Other Operating Expenses and Services	\$50,865	\$76,528	66.47%	\$218,650	23.26%	\$167,785
6000 - Capital Outlay	\$643,348	\$1,320,000	48.74%	\$2,400,000	26.81%	\$1,756,652
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,191	\$13,730	74.23%	\$91,531	11.13%	\$81,340
Totals	\$857,362	\$1,660,697	51.63%	\$4,242,623	20.21%	\$3,385,261

Corrective Action Plan

We are approximately 49% below our quarter one expenditure target. A large percentage is due to the lower spending amounts in our 6000 object code. A \$1.6 million dollar facility upgrade construction project began in June 2018 and was completed in late October 2018. Many of the invoices for payment continue to come in past the Quarter 1 cut off. We anticipate paying off many of the remaining invoices during Quarter 2.

Status
Submitted

Charter Oak 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	\$191,881	\$237,350	80.84%	\$593,376	32.34%	\$401,495
2000 - Non-Instructional Salaries	\$66,990	\$111,257	60.21%	\$278,143	24.08%	\$211,153
3000 - Employee Benefits	\$95,669	\$99,785	95.88%	\$249,462	38.35%	\$153,793
4000 - Supplies and Materials	\$92,777	\$164,584	56.37%	\$411,461	22.55%	\$318,684
5000 - Other Operating Expenses and Services	\$85,554	\$109,325	78.26%	\$218,650	39.13%	\$133,096
6000 - Capital Outlay	\$1,577,245	\$1,920,000	82.15%	\$2,400,000	65.72%	\$822,755
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$26,644	\$36,612	72.77%	\$91,531	29.11%	\$64,887
Totals	\$2,136,760	\$2,678,914	79.76%	\$4,242,623	50.36%	\$2,105,863

Corrective Action Plan

Capital outlay, salaries, supply and material expenditures were lower than projected. Additional construction costs needed for interior renovations and infrastructure of the new school site were delayed until Spring 2019 and will be reflected in Q3 and Q4 expenditures. As programs continue to be developed, additional staffing will be hired, and materials and supplies will be purchased for new courses/programs.

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

Debra Black

Ivan Ayro, Director of Adult & Career Technical Education

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$307,479	\$385,694	79.72%	\$593,376	51.82%	\$285,897
2000 - Non-Instructional Salaries	\$100,201	\$180,793	55.42%	\$278,143	36.02%	\$177,942
3000 - Employee Benefits	\$158,147	\$162,150	97.53%	\$249,462	63.4%	\$91,315
4000 - Supplies and Materials	\$228,997	\$267,450	85.62%	\$411,461	55.65%	\$182,464
5000 - Other Operating Expenses and Services	\$115,893	\$163,988	70.67%	\$218,650	53%	\$102,757
6000 - Capital Outlay	\$1,824,621	\$2,160,000	84.47%	\$2,400,000	76.03%	\$575,379
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$45,536	\$59,495	76.54%	\$91,531	49.75%	\$45,995
Totals	\$2,780,874	\$3,379,570	82.28%	\$4,242,623	65.55%	\$1,461,749

Corrective Action Plan

Salaries, benefits, capital outlay, and material expenditures were lower than projected. Construction costs needed for interior renovations were delayed until late April, and will be reflected in Q4 expenditures. Once relocated into the new facility, we will have the classroom space needed to develop new programs, hire additional staffing and purchase materials and supplies for new courses and programs utilizing the remaining funds.

**Status
Submitted**

Charter Oak 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	\$461,221	\$593,376	77.73%	\$593,376	77.73%	\$132,155
2000 - Non-Instructional Salaries	\$143,042	\$278,143	51.43%	\$278,143	51.43%	\$135,101
3000 - Employee Benefits	\$230,690	\$249,462	92.48%	\$249,462	92.48%	\$18,772
4000 - Supplies and Materials	\$260,162	\$411,461	63.23%	\$411,461	63.23%	\$151,299
5000 - Other Operating Expenses and Services	\$155,313	\$218,650	71.03%	\$218,650	71.03%	\$63,337
6000 - Capital Outlay	\$2,086,584	\$2,400,000	86.94%	\$2,400,000	86.94%	\$313,416
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$62,521	\$91,531	68.31%	\$91,531	68.31%	\$29,010
Totals	\$3,399,533	\$4,242,623	80.13%	\$4,242,623	80.13%	\$843,090

Status
Unsubmitted

Covina-Valley Unified

Covina-Valley 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	\$149,707	\$0	100%	\$1,910,000	7.84%	\$1,760,293
2000 - Non-Instructional Salaries	\$121,330	\$0	100%	\$1,226,000	9.9%	\$1,104,670
3000 - Employee Benefits	\$76,209	\$0	100%	\$897,628	8.49%	\$821,419
4000 - Supplies and Materials	\$4,150	\$0	100%	\$350,000	1.19%	\$345,850
5000 - Other Operating Expenses and Services	\$22,406	\$0	100%	\$684,938	3.27%	\$662,532
6000 - Capital Outlay	\$42,711	\$0	100%	\$42,711	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,826	\$0	100%	\$156,263	13.33%	\$135,437
Totals	\$437,339	\$0	100%	\$5,267,540	8.3%	\$4,830,201

Status
Submitted

Covina-Valley 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	\$476,775	\$0	100%	\$1,910,000	24.96%	\$1,433,225
2000 - Non-Instructional Salaries	\$336,306	\$0	100%	\$1,226,000	27.43%	\$889,694
3000 - Employee Benefits	\$275,149	\$0	100%	\$897,628	30.65%	\$622,479
4000 - Supplies and Materials	\$103,315	\$0	100%	\$350,000	29.52%	\$246,685
5000 - Other Operating Expenses and Services	\$102,098	\$0	100%	\$684,938	14.91%	\$582,840
6000 - Capital Outlay	\$42,711	\$0	100%	\$42,711	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$64,682	\$0	100%	\$156,263	41.39%	\$91,581
Totals	\$1,401,036	\$0	100%	\$5,267,540	26.6%	\$3,866,504

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

CCAEC California Council for Adult Education Virginia Espana, Assistant Principal

Covina-Valley 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	\$805,641	\$0	100%	\$1,910,000	42.18%	\$1,104,359
2000 - Non-Instructional Salaries	\$534,624	\$0	100%	\$1,226,000	43.61%	\$691,376
3000 - Employee Benefits	\$516,515	\$0	100%	\$897,628	57.54%	\$381,113
4000 - Supplies and Materials	\$137,332	\$0	100%	\$350,000	39.24%	\$212,668
5000 - Other Operating Expenses and Services	\$185,368	\$0	100%	\$684,938	27.06%	\$499,570
6000 - Capital Outlay	\$42,711	\$0	100%	\$42,711	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$108,974	\$0	100%	\$156,263	69.74%	\$47,289
Totals	\$2,331,165	\$0	100%	\$5,267,540	44.26%	\$2,936,375

Status
Submitted

Covina-Valley 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	\$1,136,199	\$0	100%	\$1,910,000	59.49%	\$773,801
2000 - Non-Instructional Salaries	\$733,227	\$0	100%	\$1,226,000	59.81%	\$492,773
3000 - Employee Benefits	\$744,344	\$0	100%	\$897,628	82.92%	\$153,284
4000 - Supplies and Materials	\$161,594	\$0	100%	\$350,000	46.17%	\$188,406
5000 - Other Operating Expenses and Services	\$349,903	\$0	100%	\$684,938	51.09%	\$335,035
6000 - Capital Outlay	\$42,711	\$0	100%	\$42,711	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$156,263	\$0	100%	\$156,263	100%	\$0
Totals	\$3,324,241	\$0	100%	\$5,267,540	63.11%	\$1,943,299

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

Guidance: Yes

Status
Submitted

East San Gabriel Valley ROP

East San Gabriel Valley ROP 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	\$533	0%	\$10,652	0%	\$10,652
2000 - Non-Instructional Salaries	\$15,532	\$15,720	98.8%	\$62,881	24.7%	\$47,349
3000 - Employee Benefits	\$6,046	\$9,094	66.49%	\$36,375	16.62%	\$30,329
4000 - Supplies and Materials	\$0	\$1,524	0%	\$6,096	0%	\$6,096
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$2,682	0%	\$2,682
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	\$21,578	\$26,871	80.3%	\$118,686	18.18%	\$97,108

Corrective Action Plan

Benefits are lower than projected. No supplies charged to the grant 1st quarter. Supplies will be charged to the grant 2nd quarter.

Summary of Activities:

Career counselor activities for job placements and supportive services to help students complete their program. Job interview skills and resume building was also provided to students.

Status
Submitted

East San Gabriel Valley ROP 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	\$3,196	0%	\$10,652	0%	\$10,652
2000 - Non-Instructional Salaries	\$26,054	\$31,441	82.87%	\$62,881	41.43%	\$36,827
3000 - Employee Benefits	\$12,191	\$18,188	67.03%	\$36,375	33.51%	\$24,184
4000 - Supplies and Materials	\$0	\$2,134	0%	\$6,096	0%	\$6,096
5000 - Other Operating Expenses and Services	\$0	\$939	0%	\$2,682	0%	\$2,682
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	\$38,245	\$55,896	68.42%	\$118,686	32.22%	\$80,441

Corrective Action Plan

Salaries & benefits are lower than projected. The ROP will continue to monitor the budget and make necessary adjustments if needed by 3rd quarter. Review of supplies/materials and other operating expense needs will be conducted in March. It is anticipated that expenses will be incurred during 3rd quarter.

Summary of Activities:

Career counselor activities for job placements and supportive services to help students complete their program. Job interview skills and resume building is also provided to students. Career counselor also secures and places students in internship sites.

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

leticia Covarrubias, CBO

East San Gabriel Valley ROP 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	\$7,989	0%	\$10,652	0%	\$10,652
2000 - Non-Instructional Salaries	\$41,837	\$47,161	88.71%	\$62,881	66.53%	\$21,044
3000 - Employee Benefits	\$21,408	\$27,281	78.47%	\$36,375	58.85%	\$14,967
4000 - Supplies and Materials	\$0	\$3,048	0%	\$6,096	0%	\$6,096
5000 - Other Operating Expenses and Services	\$0	\$939	0%	\$2,682	0%	\$2,682
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	\$63,245	\$86,418	73.19%	\$118,686	53.29%	\$55,441

Corrective Action Plan

#1000 - instructional salaries for teachers will be charged during final quarter #4000 - supplies and materials will be charged to the program during final quarter #5000 - professional development activities for instructors will be charged during final quarter

Summary of Activities:

Career counseling activities for job placements and supportive services to help students complete the program has been provided. Job interview skills and resume building was also provide to students.

Status
Submitted

East San Gabriel Valley ROP 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	\$10,652	\$10,652	100%	\$10,652	100%	\$0
2000 - Non-Instructional Salaries	\$62,881	\$62,881	100%	\$62,881	100%	\$0
3000 - Employee Benefits	\$36,375	\$36,375	100%	\$36,375	100%	\$0
4000 - Supplies and Materials	\$6,096	\$6,096	100%	\$6,096	100%	\$0
5000 - Other Operating Expenses and Services	\$2,682	\$2,682	100%	\$2,682	100%	\$0
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	\$118,686	\$118,686	100%	\$118,686	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:

Activities to support job placement included; career placement specialist, job placement activities. Certificated salaries included costs to deliver high quality AEP program, through oversight.

**Status
Submitted**

Hacienda la Puente Unified

Hacienda la Puente 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	\$703,856	\$1,244,851	56.54%	\$4,979,404	14.14%	\$4,275,548
2000 - Non-Instructional Salaries	\$567,846	\$704,517	80.6%	\$2,818,067	20.15%	\$2,250,221
3000 - Employee Benefits	\$476,154	\$717,460	66.37%	\$2,869,839	16.59%	\$2,393,685
4000 - Supplies and Materials	\$90,225	\$187,983	48%	\$751,933	12%	\$661,708
5000 - Other Operating Expenses and Services	\$240,779	\$879,610	27.37%	\$3,518,438	6.84%	\$3,277,659
6000 - Capital Outlay	\$89,880	\$267,316	33.62%	\$1,069,262	8.41%	\$979,382
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$103,943	\$186,721	55.67%	\$746,884	13.92%	\$642,941
Totals	\$2,272,683	\$4,188,457	54.26%	\$16,753,827	13.57%	\$14,481,144

Corrective Action Plan

Currently, there are open purchase orders that will be complete and pay in future quarters to meet our expenditures forecast.

Status
Submitted

Hacienda la Puente 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	\$2,091,132	\$1,244,851	167.98%	\$4,979,404	42%	\$2,888,272
2000 - Non-Instructional Salaries	\$1,260,075	\$704,517	178.86%	\$2,818,067	44.71%	\$1,557,992
3000 - Employee Benefits	\$1,256,230	\$717,460	175.09%	\$2,869,839	43.77%	\$1,613,609
4000 - Supplies and Materials	\$246,113	\$187,983	130.92%	\$751,933	32.73%	\$505,820
5000 - Other Operating Expenses and Services	\$555,753	\$879,610	63.18%	\$3,518,438	15.8%	\$2,962,685
6000 - Capital Outlay	\$89,880	\$267,316	33.62%	\$1,069,262	8.41%	\$979,382
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$265,971	\$186,721	142.44%	\$746,884	35.61%	\$480,913
Totals	\$5,765,154	\$4,188,457	137.64%	\$16,753,827	34.41%	\$10,988,673

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

Dr. Greg Buckner Ed.D, Executive Director

Micah Goins

Liz Hernandez, Secretary II

Lorraine Molina, Budgeting Supervisor

Hacienda la Puente 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	\$3,657,266	\$1,244,851	293.79%	\$4,979,404	73.45%	\$1,322,138
2000 - Non-Instructional Salaries	\$2,092,738	\$704,517	297.05%	\$2,818,067	74.26%	\$725,329
3000 - Employee Benefits	\$2,166,309	\$717,460	301.94%	\$2,869,839	75.49%	\$703,530
4000 - Supplies and Materials	\$474,915	\$187,983	252.64%	\$751,933	63.16%	\$277,018
5000 - Other Operating Expenses and Services	\$779,993	\$879,610	88.67%	\$3,518,438	22.17%	\$2,738,445
6000 - Capital Outlay	\$359,344	\$267,316	134.43%	\$1,069,262	33.61%	\$709,918
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$458,651	\$186,721	245.63%	\$746,884	61.41%	\$288,233
Totals	\$9,989,216	\$4,188,457	238.49%	\$16,753,827	59.62%	\$6,764,611

Status
Submitted

Hacienda la Puente 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	\$4,979,404	\$1,244,851	400%	\$4,979,404	100%	\$0
2000 - Non-Instructional Salaries	\$2,818,067	\$704,517	400%	\$2,818,067	100%	\$0
3000 - Employee Benefits	\$2,869,839	\$717,460	400%	\$2,869,839	100%	\$0
4000 - Supplies and Materials	\$751,933	\$187,983	400%	\$751,933	100%	\$0
5000 - Other Operating Expenses and Services	\$3,518,438	\$879,610	400%	\$3,518,438	100%	\$0
6000 - Capital Outlay	\$1,069,262	\$267,316	400%	\$1,069,262	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$746,884	\$186,721	400%	\$746,884	100%	\$0
Totals	\$16,753,827	\$4,188,457	400%	\$16,753,827	100%	\$0

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

Guidance: Yes

Status
Submitted

Mt. San Antonio CCD

Mt. San Antonio 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	\$7,180	\$0	100%	\$196,012	3.66%	\$188,832
2000 - Non-Instructional Salaries	\$24,719	\$0	100%	\$733,292	3.37%	\$708,573
3000 - Employee Benefits	\$7,793	\$0	100%	\$164,161	4.75%	\$156,368
4000 - Supplies and Materials	\$24	\$0	100%	\$30,566	0.08%	\$30,542
5000 - Other Operating Expenses and Services	\$6,117	\$0	100%	\$236,070	2.59%	\$229,953
6000 - Capital Outlay	\$0	\$0	100%	\$132,014	0%	\$132,014
7000 - Other Outgo	\$88,569	\$0	100%	\$112,500	78.73%	\$23,931
Indirect Costs	\$0	\$0	100%	\$61,209	0%	\$61,209
Totals	\$134,402	\$0	100%	\$1,665,824	8.07%	\$1,531,422

Summary of Activities:

Expenses somewhat below what we had planned but purchase orders are outstanding and additional carryover affected expenditures. Emphasis this quarter was placed on data analysis and ensuring that outcomes were reported accurately and completely. Coursework is being created to assist students in entering college better prepared. Also, in this quarter the Consortium held a professional development conference emphasizing alignment. A significant sum was spent on a modular classroom that will house a computer lab for vocational courses and group educational planning.

Status
Submitted

Mt. San Antonio 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	\$34,579	\$0	100%	\$196,012	17.64%	\$161,433
2000 - Non-Instructional Salaries	\$137,234	\$0	100%	\$733,292	18.71%	\$596,058
3000 - Employee Benefits	\$39,876	\$0	100%	\$164,161	24.29%	\$124,285
4000 - Supplies and Materials	\$19,594	\$0	100%	\$30,566	64.1%	\$10,972
5000 - Other Operating Expenses and Services	\$52,094	\$0	100%	\$236,070	22.07%	\$183,976
6000 - Capital Outlay	\$26,070	\$0	100%	\$132,014	19.75%	\$105,944
7000 - Other Outgo	\$88,569	\$0	100%	\$112,500	78.73%	\$23,931
Indirect Costs	\$17,481	\$0	100%	\$61,209	28.56%	\$43,728
Totals	\$415,497	\$0	100%	\$1,665,824	24.94%	\$1,250,327

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

Dr. Madelyn Arballo Dr., Associate Vice-President, School of Continuing Education

Mt. San Antonio 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	\$68,338	\$0	100%	\$196,012	34.86%	\$127,674
2000 - Non-Instructional Salaries	\$211,866	\$0	100%	\$733,292	28.89%	\$521,426
3000 - Employee Benefits	\$63,658	\$0	100%	\$164,161	38.78%	\$100,503
4000 - Supplies and Materials	\$21,144	\$0	100%	\$30,566	69.17%	\$9,422
5000 - Other Operating Expenses and Services	\$56,165	\$0	100%	\$236,070	23.79%	\$179,905
6000 - Capital Outlay	\$35,914	\$0	100%	\$132,014	27.2%	\$96,100
7000 - Other Outgo	\$91,069	\$0	100%	\$112,500	80.95%	\$21,431
Indirect Costs	\$32,778	\$0	100%	\$61,209	53.55%	\$28,431
Totals	\$580,932	\$0	100%	\$1,665,824	34.87%	\$1,084,892

Status
Submitted

Mt. San Antonio 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	\$92,035	\$0	100%	\$196,012	46.95%	\$103,977
2000 - Non-Instructional Salaries	\$296,880	\$0	100%	\$733,292	40.49%	\$436,412
3000 - Employee Benefits	\$91,487	\$0	100%	\$164,161	55.73%	\$72,674
4000 - Supplies and Materials	\$22,143	\$0	100%	\$30,566	72.44%	\$8,423
5000 - Other Operating Expenses and Services	\$74,565	\$0	100%	\$236,070	31.59%	\$161,505
6000 - Capital Outlay	\$35,914	\$0	100%	\$132,014	27.2%	\$96,100
7000 - Other Outgo	\$91,069	\$0	100%	\$112,500	80.95%	\$21,431
Indirect Costs	\$32,778	\$0	100%	\$61,209	53.55%	\$28,431
Totals	\$736,871	\$0	100%	\$1,665,824	44.23%	\$928,953

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

Guidance: Yes

Status
Submitted

Pomona Unified

Pomona 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	\$95,710	\$0	100%	\$657,213	14.56%	\$561,503
2000 - Non-Instructional Salaries	\$142,922	\$0	100%	\$561,940	25.43%	\$419,018
3000 - Employee Benefits	\$90,357	\$0	100%	\$505,672	17.87%	\$415,315
4000 - Supplies and Materials	\$7,490	\$0	100%	\$36,552	20.49%	\$29,062
5000 - Other Operating Expenses and Services	\$49,504	\$0	100%	\$165,062	29.99%	\$115,558
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$84,401	0%	\$84,401
Totals	\$385,983	\$0	100%	\$2,010,840	19.2%	\$1,624,857

Status
Submitted

Pomona 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	\$255,305	\$0	100%	\$657,213	38.85%	\$401,908
2000 - Non-Instructional Salaries	\$274,890	\$0	100%	\$561,940	48.92%	\$287,050
3000 - Employee Benefits	\$221,327	\$0	100%	\$505,672	43.77%	\$284,345
4000 - Supplies and Materials	\$24,098	\$0	100%	\$36,552	65.93%	\$12,454
5000 - Other Operating Expenses and Services	\$77,360	\$0	100%	\$165,062	46.87%	\$87,702
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$84,401	0%	\$84,401
Totals	\$852,980	\$0	100%	\$2,010,840	42.42%	\$1,157,860

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

Enrique Medina

Emily Madrid, Fiscal Services Analyst

Pomona 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	\$454,257	\$0	100%	\$657,213	69.12%	\$202,956
2000 - Non-Instructional Salaries	\$423,798	\$0	100%	\$561,940	75.42%	\$138,142
3000 - Employee Benefits	\$362,696	\$0	100%	\$505,672	71.73%	\$142,976
4000 - Supplies and Materials	\$27,971	\$0	100%	\$36,552	76.52%	\$8,581
5000 - Other Operating Expenses and Services	\$101,863	\$0	100%	\$165,062	61.71%	\$63,199
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$84,401	0%	\$84,401
Totals	\$1,370,585	\$0	100%	\$2,010,840	68.16%	\$640,255

Status
Submitted

Pomona 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	\$633,789	\$0	100%	\$657,213	96.44%	\$23,424
2000 - Non-Instructional Salaries	\$545,013	\$0	100%	\$561,940	96.99%	\$16,927
3000 - Employee Benefits	\$467,512	\$0	100%	\$505,672	92.45%	\$38,160
4000 - Supplies and Materials	\$36,552	\$0	100%	\$36,552	100%	\$0
5000 - Other Operating Expenses and Services	\$162,290	\$0	100%	\$165,062	98.32%	\$2,772
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$80,905	\$0	100%	\$84,401	95.86%	\$3,496
Totals	\$1,926,061	\$0	100%	\$2,010,840	95.78%	\$84,779

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

Guidance: Yes

Status
Submitted

Rowland Unified

Rowland 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	\$207,426	\$198,113	104.7%	\$792,451	26.18%	\$585,025
2000 - Non-Instructional Salaries	\$73,438	\$90,048	81.55%	\$360,190	20.39%	\$286,752
3000 - Employee Benefits	\$82,717	\$92,469	89.45%	\$369,877	22.36%	\$287,160
4000 - Supplies and Materials	\$64,191	\$33,584	191.14%	\$134,335	47.78%	\$70,144
5000 - Other Operating Expenses and Services	\$18,106	\$36,893	49.08%	\$147,570	12.27%	\$129,464
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,325	\$15,097	134.63%	\$60,387	33.66%	\$40,062
Totals	\$466,203	\$466,203	100%	\$1,864,810	25%	\$1,398,607

Status
Submitted

Rowland 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	\$403,232	\$198,113	203.54%	\$792,451	50.88%	\$389,219
2000 - Non-Instructional Salaries	\$158,664	\$90,048	176.2%	\$360,190	44.05%	\$201,526
3000 - Employee Benefits	\$164,813	\$92,469	178.24%	\$369,877	44.56%	\$205,064
4000 - Supplies and Materials	\$64,191	\$33,584	191.14%	\$134,335	47.78%	\$70,144
5000 - Other Operating Expenses and Services	\$18,106	\$36,893	49.08%	\$147,570	12.27%	\$129,464
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,325	\$15,097	134.63%	\$60,387	33.66%	\$40,062
Totals	\$829,331	\$466,203	177.89%	\$1,864,810	44.47%	\$1,035,479

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

Rocky Bettar, Director Adult Education/Career Preparation

Rowland 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	\$403,232	\$198,113	203.54%	\$792,451	50.88%	\$389,219
2000 - Non-Instructional Salaries	\$158,664	\$90,048	176.2%	\$360,190	44.05%	\$201,526
3000 - Employee Benefits	\$164,813	\$92,469	178.24%	\$369,877	44.56%	\$205,064
4000 - Supplies and Materials	\$64,191	\$33,584	191.14%	\$134,335	47.78%	\$70,144
5000 - Other Operating Expenses and Services	\$18,106	\$36,893	49.08%	\$147,570	12.27%	\$129,464
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,325	\$15,097	134.63%	\$60,387	33.66%	\$40,062
Totals	\$829,331	\$466,203	177.89%	\$1,864,810	44.47%	\$1,035,479

Status
Submitted

Rowland 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	\$694,691	\$198,113	350.65%	\$792,451	87.66%	\$97,760
2000 - Non-Instructional Salaries	\$262,429	\$90,048	291.43%	\$360,190	72.86%	\$97,761
3000 - Employee Benefits	\$272,115	\$92,469	294.28%	\$369,877	73.57%	\$97,762
4000 - Supplies and Materials	\$68,756	\$33,584	204.73%	\$134,335	51.18%	\$65,579
5000 - Other Operating Expenses and Services	\$49,807	\$36,893	135.01%	\$147,570	33.75%	\$97,763
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$60,387	\$15,097	400%	\$60,387	100%	\$0
Totals	\$1,408,185	\$466,203	302.05%	\$1,864,810	75.51%	\$456,625

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

Guidance: Yes

Status
Submitted



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