

CAEP Consortium Fiscal Reporting 35 Southwest Riverside County Adult Education Regional Consortium

2018-19 Fiscal Year

Certification

Certified By

Elaine McCallen

Interim Financial and Technical Analyst

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
Banning Unified	Submitted	Submitted	Submitted	Submitted
Beaumont Unified	Submitted	Submitted	Submitted	Not Submitted
Hemet Unified	Submitted	Submitted	Submitted	Submitted
Lake Elsinore Unified	Submitted	Submitted	Submitted	Not Submitted
Mt. San Jacinto CCD	Submitted	Submitted	Submitted	Submitted
Murrieta Valley Unified	Submitted	Submitted	Submitted	Not Submitted
Perris Union High	Submitted	Submitted	Submitted	Not Submitted
Riverside Co. Office of Education	Submitted	Submitted	Submitted	Submitted
San Jacinto Unified	Submitted	Submitted	Submitted	Submitted
Temecula Valley Unified	Submitted	Submitted	Submitted	Submitted

Banning Unified

Banning 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	\$9,047	\$9,491	95.32%	\$63,272	14.3%	\$54,225
2000 - Non-Instructional Salaries	\$7,286	\$7,182	101.45%	\$39,899	18.26%	\$32,613
3000 - Employee Benefits	\$6,821	\$6,017	113.36%	\$33,429	20.4%	\$26,608
4000 - Supplies and Materials	\$5,474	\$2,573	212.77%	\$5,474	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$3,658	0%	\$18,288	0%	\$18,288
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	\$28,628	\$28,920	98.99%	\$160,362	17.85%	\$131,734

Summary of Activities:

Personnel (both instructional and clerical and their commensurate fixed costs. (Program 3.1a and Objectives 5.1a)).
Purchase scanner.

Status
Submitted

Banning 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	\$28,909	\$28,472	101.53%	\$63,272	45.69%	\$34,363
2000 - Non-Instructional Salaries	\$18,533	\$17,955	103.22%	\$39,899	46.45%	\$21,366
3000 - Employee Benefits	\$16,906	\$15,043	112.38%	\$33,429	50.57%	\$16,523
4000 - Supplies and Materials	\$5,474	\$3,558	153.85%	\$5,474	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$8,595	0%	\$18,288	0%	\$18,288
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	\$69,822	\$73,623	94.84%	\$160,362	43.54%	\$90,540

Summary of Activities:

Personnel (both instructional and clerical and their commensurate fixed costs. (Program 3.1a and Objectives 5.1a)).

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

David Sanchez

Christina Hoff, Supervisor of Fiscal Services

Banning 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	\$44,773	\$46,189	96.94%	\$63,272	70.76%	\$18,499
2000 - Non-Instructional Salaries	\$31,459	\$29,126	108.01%	\$39,899	78.85%	\$8,440
3000 - Employee Benefits	\$26,802	\$24,069	111.36%	\$33,429	80.18%	\$6,627
4000 - Supplies and Materials	\$5,474	\$4,543	120.48%	\$5,474	100%	\$0
5000 - Other Operating Expenses and Services	\$8,857	\$13,533	65.45%	\$18,288	48.43%	\$9,431
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	\$117,365	\$117,460	99.92%	\$160,362	73.19%	\$42,997

Summary of Activities:

Personnel (both instructional and clerical and their commensurate fixed costs. (Program 3.1a and Objectives 5.1a)).

**Status
Submitted**

Banning 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	\$63,272	\$63,272	100%	\$63,272	100%	\$0
2000 - Non-Instructional Salaries	\$39,899	\$39,899	100%	\$39,899	100%	\$0
3000 - Employee Benefits	\$33,429	\$33,429	100%	\$33,429	100%	\$0
4000 - Supplies and Materials	\$5,474	\$5,474	100%	\$5,474	100%	\$0
5000 - Other Operating Expenses and Services	\$18,288	\$18,288	100%	\$18,288	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	\$160,362	\$160,362	100%	\$160,362	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:

Personnel (both instructional and clerical and their commensurate fixed costs. (Program 3.1a and Objectives 5.1a)).
 Training of staff and software purchase to improve program.

Status
Submitted

Beaumont Unified

Beaumont 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	\$76,835	\$66,214	116.04%	\$264,854	29.01%	\$188,019
2000 - Non-Instructional Salaries	\$42,583	\$40,743	104.52%	\$162,971	26.13%	\$120,388
3000 - Employee Benefits	\$42,268	\$41,060	102.94%	\$164,239	25.74%	\$121,971
4000 - Supplies and Materials	\$0	\$29,560	0%	\$118,240	0%	\$118,240
5000 - Other Operating Expenses and Services	\$5,125	\$24,018	21.34%	\$96,072	5.33%	\$90,947
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,039	0%	\$40,157	0%	\$40,157
Totals	\$166,811	\$211,633	78.82%	\$846,533	19.71%	\$679,722

Corrective Action Plan

Corrective Action plan for expenditures 4XXX: Although expenditures for the first quarter of the 2018-19 school year did not meet the 25% requirement expenditures in this category, are scheduled for the remainder of the year. Due to annual billing and budgeting procedures the expenses will be made in quarters two, three, and four. Corrective Action plan for expenditures 5XXX: In this object code there are several expenses budgeted to be expended in the remaining quarters of the year. In particular, expenditures in software licensing and for conferences are scheduled to be made in the spring of 2019 including large ticket items like Edgenuity, our online learning system, and annual adult education conferences that occur in the spring time.

Summary of Activities:

Expenditures during this quarter all support the program areas of Adult Education, ESL, and Adults in the Workforce. Salaries and benefits of employees engaged in these program areas as well as supplies and technologies necessary to meet the objective of Seamless Transition from adult education to a career, or greater career opportunities, or higher education or training.

Status
Submitted

Beaumont 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	\$192,634	\$66,214	290.93%	\$264,854	72.73%	\$72,220
2000 - Non-Instructional Salaries	\$83,049	\$40,743	203.84%	\$162,971	50.96%	\$79,922
3000 - Employee Benefits	\$88,337	\$41,060	215.14%	\$164,239	53.79%	\$75,902
4000 - Supplies and Materials	\$9,614	\$29,560	32.52%	\$118,240	8.13%	\$108,626
5000 - Other Operating Expenses and Services	\$8,004	\$24,018	33.33%	\$96,072	8.33%	\$88,068
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$927	\$10,039	9.23%	\$40,157	2.31%	\$39,230
Totals	\$382,565	\$211,633	180.77%	\$846,533	45.19%	\$463,968

Summary of Activities:

Expenditures during this quarter all support the program areas of Adult Education, ESL, and Adults in the Workforce. Salaries and benefits of employees engaged in these program areas as well as supplies and technologies necessary to meet the objective of Seamless Transition from adult education to a career, or greater career opportunities, or higher education or training.

**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

Debbie Flores, Assistant Director of Fiscal Services
 Ebon Brown Ed.D, Director of College and Career Readiness
 Melanie Petago, Principal, Adult 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	\$193,375	\$66,214	292.05%	\$264,854	73.01%	\$71,479
2000 - Non-Instructional Salaries	\$119,110	\$40,743	292.35%	\$162,971	73.09%	\$43,861
3000 - Employee Benefits	\$117,375	\$41,060	285.86%	\$164,239	71.47%	\$46,864
4000 - Supplies and Materials	\$12,617	\$29,560	42.68%	\$118,240	10.67%	\$105,623
5000 - Other Operating Expenses and Services	\$23,685	\$24,018	98.61%	\$96,072	24.65%	\$72,387
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$18,221	\$10,039	181.5%	\$40,157	45.37%	\$21,936
Totals	\$484,383	\$211,633	228.88%	\$846,533	57.22%	\$362,150

Summary of Activities:

Expenditures during this quarter all support the program areas of Adult Education, ESL, and Adults in the Workforce. Salaries and benefits of employees engaged in these program areas as well as supplies and technologies necessary to meet the objective of Seamless Transition from adult education to a career, or greater career opportunities, or higher education or training.

Status
Submitted

Beaumont 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	\$214,285	\$66,214	323.63%	\$264,854	80.91%	\$50,569
2000 - Non-Instructional Salaries	\$159,789	\$40,743	392.19%	\$162,971	98.05%	\$3,182
3000 - Employee Benefits	\$148,945	\$41,060	362.75%	\$164,239	90.69%	\$15,294
4000 - Supplies and Materials	\$16,882	\$29,560	57.11%	\$118,240	14.28%	\$101,358
5000 - Other Operating Expenses and Services	\$29,726	\$24,018	123.77%	\$96,072	30.94%	\$66,346
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$28,481	\$10,039	283.7%	\$40,157	70.92%	\$11,676
Totals	\$598,108	\$211,633	282.62%	\$846,533	70.65%	\$248,425

Summary of Activities:

Expenditures during this quarter all support the program areas of Adult Education, ESL, and Adults in the Workforce. Salaries and benefits of employees engaged in these program areas as well as supplies and technologies necessary to meet the objective of Seamless Transition from adult education to a career, or greater career opportunities, or higher education or training.

Status
Unsubmitted

Hemet Unified

Hemet 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	\$33,953	\$39,370	86.24%	\$302,846	11.21%	\$268,893
2000 - Non-Instructional Salaries	\$37,187	\$31,801	116.94%	\$167,375	22.22%	\$130,188
3000 - Employee Benefits	\$24,570	\$30,373	80.89%	\$121,492	20.22%	\$96,922
4000 - Supplies and Materials	\$10,733	\$8,994	119.34%	\$29,980	35.8%	\$19,247
5000 - Other Operating Expenses and Services	\$4,859	\$7,237	67.14%	\$48,244	10.07%	\$43,385
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$33,496	0%	\$33,496
Totals	\$111,302	\$117,775	94.5%	\$703,433	15.82%	\$592,131

Summary of Activities:

Quarter 1 Summary of Activities: 3.1a High School Diploma enrollment and attendance began year with strong numbers. New teacher quickly integrated himself into the program. Applied and was accepted to have Initial WASC Visit in January of 2019. Committee formed to write Initial WASC Report. 3.1a High School Equivalency; new schedule of class instruction implemented to provide more days of direct instruction. 3.1b ESL went through re-structuring to promote achievement. Citizenship classes began year with increased enrollment. 3.1e Consult/Monitor services were provided to four students with a learning disability. 3.1f One CTE course offered at this time; Public Safety Personnel - 1st Aid & CPR. New and efficient procedures put in place to gather student data.

**Status
Submitted**

Hemet 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	\$126,997	\$124,167	102.28%	\$302,846	41.93%	\$175,849
2000 - Non-Instructional Salaries	\$82,275	\$83,688	98.31%	\$167,375	49.16%	\$85,100
3000 - Employee Benefits	\$57,613	\$60,746	94.84%	\$121,492	47.42%	\$63,879
4000 - Supplies and Materials	\$22,033	\$17,988	122.49%	\$29,980	73.49%	\$7,947
5000 - Other Operating Expenses and Services	\$15,308	\$14,473	105.77%	\$48,244	31.73%	\$32,936
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$33,496	0%	\$33,496
Totals	\$304,226	\$301,062	101.05%	\$703,433	43.25%	\$399,207

Summary of Activities:

Quarter 2 Summary of Activities: 3.1a High School Diploma enrollment and attendance began year with strong numbers. New teacher quickly integrated himself into the program. Applied and was accepted to have Initial WASC Visit in January of 2019. Committee formed to write Initial WASC Report. 3.1a High School Equivalency; new schedule of class instruction implemented to provide more days of direct instruction. 3.1b ESL went through re-structuring to promote achievement. Citizenship classes began year with increased enrollment. 3.1e Consult/Monitor services were provided to four students with a learning disability. 3.1f One CTE course offered at this time; Public Safety Personnel - 1st Aid & CPR. New and efficient procedures put in place to gather student data.

**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

Tara O'Malley
Hemet Unified School District Erica Jennings, Accountant

Hemet 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	\$207,956	\$211,992	98.1%	\$302,846	68.67%	\$94,890
2000 - Non-Instructional Salaries	\$126,078	\$117,163	107.61%	\$167,375	75.33%	\$41,297
3000 - Employee Benefits	\$88,824	\$91,119	97.48%	\$121,492	73.11%	\$32,668
4000 - Supplies and Materials	\$27,011	\$23,984	112.62%	\$29,980	90.1%	\$2,969
5000 - Other Operating Expenses and Services	\$21,691	\$31,359	69.17%	\$48,244	44.96%	\$26,553
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$18,046	\$0	100%	\$33,496	53.88%	\$15,450
Totals	\$489,606	\$475,616	102.94%	\$703,433	69.6%	\$213,827

Summary of Activities:

3rd Quarter Summary of Activities: · Continue to provide High School Diploma and High School Equivalency support through blended learning services. · Continue to provide Adult Basic Education support classes for English and Math. · Continue to provide ESL and Citizenship support classes. · Continue to provide short-term CTE class in Public Safety Services. · Hired CTE Welding teacher and began developing program with Fall of 2019 start date established. · Continue to provide data services in ASAP, TopsPro, CASAS, and survey collection. · Continue to provide Counseling Services to develop an Educational Plan for new enrollees and a Transition Plan for graduates.

Status
Submitted

Hemet 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	\$302,846	\$302,846	100%	\$302,846	100%	\$0
2000 - Non-Instructional Salaries	\$167,375	\$167,375	100%	\$167,375	100%	\$0
3000 - Employee Benefits	\$121,492	\$121,492	100%	\$121,492	100%	\$0
4000 - Supplies and Materials	\$29,980	\$29,980	100%	\$29,980	100%	\$0
5000 - Other Operating Expenses and Services	\$48,244	\$48,244	100%	\$48,244	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$33,496	\$0	100%	\$33,496	100%	\$0
Totals	\$703,433	\$669,937	105%	\$703,433	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:

4th QTR Summary of Activities -Continue to provide High School Diploma and High School Equivalency support through blended learning services. · Continue to provide Adult Basic Education support classes for English and Math. · Continue to provide ESL and Citizenship support classes. · Continue to provide short-term CTE class in Public Safety Services. · Hired CTE Welding teacher and began developing program with Fall of 2019 start date established. · Continue to provide data services in ASAP, TopsPro, CASAS, and survey collection. · Continue to provide Counseling Services to develop an Educational Plan for new enrollees and a Transition Plan for graduates.

Status
Submitted

Lake Elsinore Unified

Lake Elsinore 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	\$59,752	\$60,898	98.12%	\$320,515	18.64%	\$260,763
2000 - Non-Instructional Salaries	\$36,985	\$37,051	99.82%	\$161,091	22.96%	\$124,106
3000 - Employee Benefits	\$41,950	\$40,807	102.8%	\$185,485	22.62%	\$143,535
4000 - Supplies and Materials	\$3,873	\$5,448	71.09%	\$27,240	14.22%	\$23,367
5000 - Other Operating Expenses and Services	\$1,190	\$4,440	26.8%	\$20,180	5.9%	\$18,990
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$35,693	0%	\$35,693
Totals	\$143,750	\$148,643	96.71%	\$750,204	19.16%	\$606,454

Summary of Activities:

Our year started with funds supporting classes in the ESL and ASE programs. Instructional salaries, textbooks, and printing were covered with the AEP funds. We also continue to support all of our programs with funds earmarked for salaries for our office and instructional support staff, as well as for services to students such as child care. These activities aligned to area 3.1a & b and objective 5.1a.

Status
Submitted

Lake Elsinore 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	\$145,574	\$144,232	100.93%	\$320,515	45.42%	\$174,941
2000 - Non-Instructional Salaries	\$78,778	\$80,546	97.81%	\$161,091	48.9%	\$82,313
3000 - Employee Benefits	\$92,529	\$89,033	103.93%	\$185,485	49.88%	\$92,956
4000 - Supplies and Materials	\$18,016	\$10,896	165.35%	\$27,240	66.14%	\$9,224
5000 - Other Operating Expenses and Services	\$6,801	\$8,879	76.59%	\$20,180	33.7%	\$13,379
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$16,776	0%	\$35,693	0%	\$35,693
Totals	\$341,698	\$350,361	97.53%	\$750,204	45.55%	\$408,506

Summary of Activities:

We were able to support the salaries and benefits of Instructional staff from our ESL and Welding classes. We also covered the salaries and benefits of our 2 ASE paraeducators and 3 clerical staff. Instructional materials expenses included the purchase of Picture Dictionaries for our ESL classes and classroom supplies. In addition, we purchased around \$7,000 in materials for our Welding class to get our students ready for their certifications. Operating expenses included our WASC accreditation, the attendance of staff to professional development activities such as the Annual Consortium PD and CASAS Institute, and lastly we covered our program's printing needs.

**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

Nohora Vazquez, Assistant Principal
Dr. Greg Cleave, Principal

Lake Elsinore 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	\$209,131	\$208,335	100.38%	\$320,515	65.25%	\$111,384
2000 - Non-Instructional Salaries	\$117,546	\$120,818	97.29%	\$161,091	72.97%	\$43,545
3000 - Employee Benefits	\$134,590	\$129,840	103.66%	\$185,485	72.56%	\$50,895
4000 - Supplies and Materials	\$20,246	\$16,344	123.87%	\$27,240	74.32%	\$6,994
5000 - Other Operating Expenses and Services	\$11,357	\$13,117	86.58%	\$20,180	56.28%	\$8,823
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$24,628	0%	\$35,693	0%	\$35,693
Totals	\$492,870	\$513,082	96.06%	\$750,204	65.7%	\$257,334

Summary of Activities:

This quarter, we continue supporting classes in the ESL and ASE programs. Instructional salaries, textbooks, and printing were covered with the AEP funds. We also covered the salaries for our office and instructional support staff. We covered expenses for printing and instructional supplies and as well as materials and certifications for our Welding classes. We were short \$143 in the 5K object code due to the cost of welding certifications.

Status
Submitted

Lake Elsinore 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	\$246,336	\$304,489	80.9%	\$320,515	76.86%	\$74,179
2000 - Non-Instructional Salaries	\$139,173	\$153,036	90.94%	\$161,091	86.39%	\$21,918
3000 - Employee Benefits	\$159,125	\$176,211	90.3%	\$185,485	85.79%	\$26,360
4000 - Supplies and Materials	\$23,868	\$21,792	109.53%	\$27,240	87.62%	\$3,372
5000 - Other Operating Expenses and Services	\$17,374	\$17,557	98.96%	\$20,180	86.1%	\$2,806
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$29,293	\$33,908	86.39%	\$35,693	82.07%	\$6,400
Totals	\$615,169	\$706,993	87.01%	\$750,204	82%	\$135,035

Corrective Action Plan

The budget was adjusted to cover for the short amount in the 5000 object code

Summary of Activities:

The expenses cover Salaries for certificated and classified staff. Our program continued supporting the offering of our Welding certifications. Professional development activities such as CASAS Institute, Consortium and local in-service help all our staff to maintain the level of professionalism needed to serve all our students.

Status
Unsubmitted

Mt. San Jacinto CCD

Mt. San Jacinto 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	\$87,807	\$0	100%	\$1,084,165	8.1%	\$996,358
2000 - Non-Instructional Salaries	\$21,136	\$0	100%	\$261,689	8.08%	\$240,553
3000 - Employee Benefits	\$22,793	\$0	100%	\$309,399	7.37%	\$286,606
4000 - Supplies and Materials	\$720	\$0	100%	\$53,692	1.34%	\$52,972
5000 - Other Operating Expenses and Services	\$2,693	\$0	100%	\$240,204	1.12%	\$237,511
6000 - Capital Outlay	\$185	\$0	100%	\$14,463	1.28%	\$14,278
7000 - Other Outgo	\$0	\$0	100%	\$324,397	0%	\$324,397
Indirect Costs	\$3,301	\$20,968	15.74%	\$83,871	3.94%	\$80,570
Totals	\$138,635	\$20,968	661.18%	\$2,371,880	5.84%	\$2,233,245

Summary of Activities:

We have used our funds to support counseling push in services throughout our program and all of our consortium members. Funds have covered instructor costs, and support staff salaries and benefits. Funds have also been used for instructional supplies and data materials.

**Status
Submitted**

Mt. San Jacinto 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	\$197,295	\$0	100%	\$1,084,165	18.2%	\$886,870
2000 - Non-Instructional Salaries	\$41,996	\$0	100%	\$261,689	16.05%	\$219,693
3000 - Employee Benefits	\$53,866	\$0	100%	\$309,399	17.41%	\$255,533
4000 - Supplies and Materials	\$751	\$0	100%	\$53,692	1.4%	\$52,941
5000 - Other Operating Expenses and Services	\$13,160	\$0	100%	\$240,204	5.48%	\$227,044
6000 - Capital Outlay	\$535	\$0	100%	\$14,463	3.7%	\$13,928
7000 - Other Outgo	\$0	\$0	100%	\$324,397	0%	\$324,397
Indirect Costs	\$6,235	\$20,968	29.74%	\$83,871	7.43%	\$77,636
Totals	\$313,838	\$20,968	1,496.77%	\$2,371,880	13.23%	\$2,058,042

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

- Joyce Johnson, Dean, Career Technical Education
- Ms. Amy Campbell, Director of Adult Education Non-Credit
- Beth Gomez, Vice President Business Services
- Elaine McCallen, Interim Financial and Technical Analyst
- Gail Jensen, Assoc Dean of Business Services

Mt. San Jacinto 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	\$269,190	\$0	100%	\$1,084,165	24.83%	\$814,975
2000 - Non-Instructional Salaries	\$67,122	\$0	100%	\$261,689	25.65%	\$194,567
3000 - Employee Benefits	\$81,001	\$0	100%	\$309,399	26.18%	\$228,398
4000 - Supplies and Materials	\$39,762	\$0	100%	\$53,692	74.06%	\$13,930
5000 - Other Operating Expenses and Services	\$48,793	\$0	100%	\$240,204	20.31%	\$191,411
6000 - Capital Outlay	\$9,970	\$0	100%	\$14,463	68.93%	\$4,493
7000 - Other Outgo	\$0	\$0	100%	\$324,397	0%	\$324,397
Indirect Costs	\$16,957	\$20,968	80.87%	\$83,871	20.22%	\$66,914
Totals	\$532,795	\$20,968	2,541.02%	\$2,371,880	22.46%	\$1,839,085

Summary of Activities:

This term we have been able to continue our course offerings with over 70 ESL, HSE and business classes being offered. We also have created new courses under career education. These new classes include construction Pre-Apprenticeship, child development, and business classes. These classes will allow our students to transition into post-secondary and career training.

**Status
Submitted**

Mt. San Jacinto 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	\$462,175	\$0	100%	\$1,084,165	42.63%	\$621,990
2000 - Non-Instructional Salaries	\$88,667	\$0	100%	\$261,689	33.88%	\$173,022
3000 - Employee Benefits	\$124,477	\$0	100%	\$309,399	40.23%	\$184,922
4000 - Supplies and Materials	\$39,929	\$0	100%	\$53,692	74.37%	\$13,763
5000 - Other Operating Expenses and Services	\$71,882	\$0	100%	\$240,204	29.93%	\$168,322
6000 - Capital Outlay	\$12,774	\$0	100%	\$14,463	88.32%	\$1,689
7000 - Other Outgo	\$0	\$0	100%	\$324,397	0%	\$324,397
Indirect Costs	\$30,297	\$20,968	144.49%	\$83,871	36.12%	\$53,574
Totals	\$830,201	\$20,968	3,959.42%	\$2,371,880	35%	\$1,541,679

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

Guidance: Yes

Summary of Activities:

MSJC was able to increase career education course offerings with new classe - culinary and a pre-apprenticeship. We focused on increasing our career education program along with implementing our first pre-apprenticeship for our consortium and looked at new courses within the ABE program area. This allowed us to bridge between credit and non-credit adult education and to support post-secondary transitions. We increased our instructional materials and student access to higher-level curriculum and teacher access through a resource library. Lastly, we put a large emphasis on staff development to ensure our team was prepared for these program advancements and course offerings. As a consortium we continue to use our funds to support collective practices. We supported all members attending the CASAS Summer Institute for consistency and data collection consortium-wide as well as other regional staff development and training. We hosted a consortium showcase and community forum.

**Status
Submitted**

Murrieta Valley Unified

Murrieta 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	\$13,129	\$0	100%	\$56,198	23.36%	\$43,069
2000 - Non-Instructional Salaries	\$23,204	\$0	100%	\$93,754	24.75%	\$70,550
3000 - Employee Benefits	\$10,903	\$0	100%	\$45,158	24.14%	\$34,255
4000 - Supplies and Materials	\$0	\$0	100%	\$25,657	0%	\$25,657
5000 - Other Operating Expenses and Services	\$26,096	\$0	100%	\$66,032	39.52%	\$39,936
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$14,340	0%	\$14,340
Totals	\$73,332	\$0	100%	\$301,139	24.35%	\$227,807

Summary of Activities:

Funding is used to pay for staffing, instructional and non-instructional salaries, accreditation, Apex learning licensing software, travel and conference cost, interpreting services, Certiport software and advertising.

**Status
Submitted**

Murrieta 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	\$26,298	\$0	100%	\$56,198	46.8%	\$29,900
2000 - Non-Instructional Salaries	\$47,901	\$0	100%	\$93,754	51.09%	\$45,853
3000 - Employee Benefits	\$22,286	\$0	100%	\$45,158	49.35%	\$22,872
4000 - Supplies and Materials	\$638	\$0	100%	\$25,657	2.49%	\$25,019
5000 - Other Operating Expenses and Services	\$54,161	\$0	100%	\$66,032	82.02%	\$11,871
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$14,340	0%	\$14,340
Totals	\$151,284	\$0	100%	\$301,139	50.24%	\$149,855

Summary of Activities:

Funding is used to pay for staffing, instructional and non-instructional salaries, Burlington English software, travel and conference cost, Xerox print clicks, mail charges and interpreting services.

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

Martina Beach, Principal
Dawn Cherry, Coordinator, Fiscal Services
Shane Sands, Assistant Principal

Murrieta 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	\$39,427	\$0	100%	\$56,198	70.16%	\$16,771
2000 - Non-Instructional Salaries	\$66,088	\$0	100%	\$93,754	70.49%	\$27,666
3000 - Employee Benefits	\$31,977	\$0	100%	\$45,158	70.81%	\$13,181
4000 - Supplies and Materials	\$638	\$0	100%	\$25,657	2.49%	\$25,019
5000 - Other Operating Expenses and Services	\$55,086	\$0	100%	\$66,032	83.42%	\$10,946
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$14,340	0%	\$14,340
Totals	\$193,216	\$0	100%	\$301,139	64.16%	\$107,923

Summary of Activities:

Funding is used to pay for staffing, instructional and non-instructional salaries, burlington English software, travel and conference cost, xerox print clicks, mail charges, interpreting services and calcard related expenses.

**Status
Submitted**

Murrieta 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	\$53,082	\$0	100%	\$56,198	94.46%	\$3,116
2000 - Non-Instructional Salaries	\$93,754	\$0	100%	\$93,754	100%	\$0
3000 - Employee Benefits	\$45,061	\$0	100%	\$45,158	99.79%	\$97
4000 - Supplies and Materials	\$25,657	\$0	100%	\$25,657	100%	\$0
5000 - Other Operating Expenses and Services	\$55,932	\$0	100%	\$66,032	84.7%	\$10,100
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,674	\$0	100%	\$14,340	95.36%	\$666
Totals	\$287,160	\$0	100%	\$301,139	95.36%	\$13,979

Summary of Activities:

Funding is used to pay for staffing, instructional and non-instructional salaries, Burlington English software, travel and conference cost, xerox print clicks, mail charges, interpreting services, computers, Calcard related expenses and accrediting commission fees

Status
Unsubmitted

Perris Union High

Perris 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	\$9,029	\$17,870	50.53%	\$71,480	12.63%	\$62,451
2000 - Non-Instructional Salaries	\$13,174	\$14,021	93.96%	\$56,083	23.49%	\$42,909
3000 - Employee Benefits	\$7,403	\$9,419	78.6%	\$37,676	19.65%	\$30,273
4000 - Supplies and Materials	\$6,501	\$28,412	22.88%	\$113,649	5.72%	\$107,148
5000 - Other Operating Expenses and Services	\$37	\$2,260	1.64%	\$9,038	0.41%	\$9,001
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,295	\$3,599	63.77%	\$14,396	15.94%	\$12,101
Totals	\$38,439	\$75,581	50.86%	\$302,322	12.71%	\$263,883

Corrective Action Plan

Budget will be realigned to match the correct expenditures for each quarter.

Summary of Activities:

The Perris Community Adult School services students 18 and older in the Perris community. Educational programs offered include High School Diploma, GED Preparation classes, and Allied Health courses. Services provided include; child care, tutoring, workshops in the area of post-graduation, work development and mental health resources. Funding is used to pay for staffing, child care, tutors, instructional supplies and instructional services.

Status
Submitted

Perris 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	\$30,571	\$17,870	171.07%	\$71,480	42.77%	\$40,909
2000 - Non-Instructional Salaries	\$26,651	\$14,021	190.08%	\$56,083	47.52%	\$29,432
3000 - Employee Benefits	\$17,465	\$9,419	185.42%	\$37,676	46.36%	\$20,211
4000 - Supplies and Materials	\$16,916	\$28,412	59.54%	\$113,649	14.88%	\$96,733
5000 - Other Operating Expenses and Services	\$5,936	\$2,260	262.71%	\$9,038	65.68%	\$3,102
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,683	\$3,599	130.12%	\$14,396	32.53%	\$9,713
Totals	\$102,222	\$75,581	135.25%	\$302,322	33.81%	\$200,100

Summary of Activities:

The Perris Community Adult School services students 18 and older in the Perris community. Educational programs offered include High School Diploma, GED Preparation classes, Construction Preparation course, and Allied Health courses. Services provided include; child care, tutoring, workshops in the area of post-graduation, work development and mental health resources. Funding is used to pay for staffing, child care, tutors, instructional supplies and instructional services.

**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

Jennifer Prince, Accountant
BRITTANY ROSS, ACCOUNTING TECHNICIAN
Arlette Klauer

Perris 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	\$45,817	\$17,870	256.39%	\$71,480	64.1%	\$25,663
2000 - Non-Instructional Salaries	\$40,724	\$14,021	290.46%	\$56,083	72.61%	\$15,359
3000 - Employee Benefits	\$26,576	\$9,419	282.15%	\$37,676	70.54%	\$11,100
4000 - Supplies and Materials	\$29,496	\$28,412	103.81%	\$113,649	25.95%	\$84,153
5000 - Other Operating Expenses and Services	\$6,002	\$2,260	265.63%	\$9,038	66.41%	\$3,036
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,501	\$3,599	208.42%	\$14,396	52.1%	\$6,895
Totals	\$156,116	\$75,581	206.56%	\$302,322	51.64%	\$146,206

Summary of Activities:

PCAS offers courses in high school diploma, GED preparation, Allied Health courses, and a Construction Professional preparation course. Funding is used to hire teachers, child care, and tutors. Funding is also used for professional development opportunities for all adult education staff. instructional supplies have been purchased for our courses such as classroom supplies and textbooks have been purchased for the GED and Allied Health programs.

Status
Submitted

Perris 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	\$71,480	\$17,870	400%	\$71,480	100%	\$0
2000 - Non-Instructional Salaries	\$56,083	\$14,021	400%	\$56,083	100%	\$0
3000 - Employee Benefits	\$37,676	\$9,419	400%	\$37,676	100%	\$0
4000 - Supplies and Materials	\$32,164	\$28,412	113.2%	\$113,649	28.3%	\$81,485
5000 - Other Operating Expenses and Services	\$9,038	\$2,260	400%	\$9,038	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,322	\$3,599	286.8%	\$14,396	71.7%	\$4,074
Totals	\$216,763	\$75,581	286.8%	\$302,322	71.7%	\$85,559

Summary of Activities:

Funds were allocated for instructional and non-instructional salaries, employee benefits, materials and supplies to maintain and sustain educational programs offered through the Perris Adult Education Program, and indirect costs paid to the Perris Union High School District. Perris Community Adult School staffed with one administrator, one secretary, one tutor, two child care providers, 6 part-time instructors to service approximately 425 students in the following areas: high school diploma, the high school equivalency exam preparation, front and back medical office and construction professional preparation. All certificated and classified staff participated in providing educational services to all students in class, classified staff conducted assessments, all staff participated in data collection, all staff professional development workshops and conferences, and all staff participated in staff meetings.

Status
Unsubmitted

Riverside Co. Office of Education

Riverside 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	\$95,629	\$59,041	161.97%	\$393,605	24.3%	\$297,976
2000 - Non-Instructional Salaries	\$26,047	\$17,400	149.69%	\$116,002	22.45%	\$89,955
3000 - Employee Benefits	\$37,688	\$25,163	149.78%	\$167,753	22.47%	\$130,065
4000 - Supplies and Materials	\$0	\$7,725	0%	\$51,503	0%	\$51,503
5000 - Other Operating Expenses and Services	\$1,878	\$3,581	52.44%	\$23,873	7.87%	\$21,995
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$5,646	0%	\$37,637	0%	\$37,637
Totals	\$161,242	\$118,556	136%	\$790,373	20.4%	\$629,131

Summary of Activities:

Salary for teacher for HiSet/Diploma, ESL/ABE and welding. Salary for ART (enter test scores, updates and transcripts), Coordinator of Assessments (oversee data submission) and Program Asst to administer HiSet testing. Benefits on salaries charged. Mileage, Food handlers permits and ICEV software license.

**Status
Submitted**

Riverside 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	\$186,373	\$118,082	157.83%	\$393,605	47.35%	\$207,232
2000 - Non-Instructional Salaries	\$55,084	\$34,801	158.28%	\$116,002	47.49%	\$60,918
3000 - Employee Benefits	\$78,064	\$50,326	155.12%	\$167,753	46.54%	\$89,689
4000 - Supplies and Materials	\$627	\$15,451	4.06%	\$51,503	1.22%	\$50,876
5000 - Other Operating Expenses and Services	\$3,698	\$7,162	51.63%	\$23,873	15.49%	\$20,175
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,990	\$11,291	70.76%	\$37,637	21.23%	\$29,647
Totals	\$331,836	\$237,112	139.95%	\$790,373	41.98%	\$458,537

Summary of Activities:

Salary for teacher for HiSet/Diploma, ESL/ABE and welding. Salary for percent of ART (enter test scores, updates and transcripts), Coordinator of Assessments (oversee data submission) and Program Asst to administer HiSet testing. Benefits on salaries charged. Scanner, office supplies, CASAS training, food handlers permit.

**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

Julie Carter, Financial Manager
 Ms. Lucie Gonzalez, Principal
 Blair Bradley, Program Specialist

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$275,111	\$177,122	155.32%	\$393,605	69.9%	\$118,494
2000 - Non-Instructional Salaries	\$76,300	\$52,201	146.17%	\$116,002	65.77%	\$39,702
3000 - Employee Benefits	\$117,400	\$75,489	155.52%	\$167,753	69.98%	\$50,353
4000 - Supplies and Materials	\$4,794	\$23,176	20.68%	\$51,503	9.31%	\$46,709
5000 - Other Operating Expenses and Services	\$7,532	\$10,743	70.11%	\$23,873	31.55%	\$16,341
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$22,031	\$16,937	130.08%	\$37,637	58.54%	\$15,606
Totals	\$503,168	\$355,668	141.47%	\$790,373	63.66%	\$287,205

Summary of Activities:

Salary for teacher for HiSet/Diploma, ESL/ABE and welding. Salary for ART (enter test scores, updates and transcripts), Coordinator of Assessments (Oversee data submission) and Program Asst to administer HiSet testing. Benefits on salaries charged. Mileage, Food handlers permits and iCEV software license. Laptop for teacher @ Desert Edge, office supplies, printer used for student lessons. Mileage, workshops, CPR training, software for graphic tech print shop.

**Status
Submitted**

Riverside 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	\$366,566	\$236,163	155.22%	\$393,605	93.13%	\$27,039
2000 - Non-Instructional Salaries	\$102,045	\$69,601	146.61%	\$116,002	87.97%	\$13,957
3000 - Employee Benefits	\$160,858	\$100,652	159.82%	\$167,753	95.89%	\$6,895
4000 - Supplies and Materials	\$6,055	\$30,902	19.59%	\$51,503	11.76%	\$45,448
5000 - Other Operating Expenses and Services	\$18,376	\$14,324	128.29%	\$23,873	76.97%	\$5,497
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$32,695	\$22,582	144.78%	\$37,637	86.87%	\$4,942
Totals	\$686,595	\$474,224	144.78%	\$790,373	86.87%	\$103,778

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

Guidance: Yes

Summary of Activities:

Salary for teacher for HiSET/Diploma, ESL/ABE and welding. Salary for ART (enter test scores, updates and transcripts, Coordinator of Assessments (oversee data submission)and Program Assistant to administer HiSET testing. Benefits on Salaries Charged. Supplies and materials for teachers. Mileage and CASAS training.

**Status
Submitted**

San Jacinto Unified

San Jacinto 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	\$28,696	\$43,750	65.59%	\$175,000	16.4%	\$146,304
2000 - Non-Instructional Salaries	\$17,255	\$19,750	87.37%	\$79,000	21.84%	\$61,745
3000 - Employee Benefits	\$20,080	\$18,959	105.91%	\$75,835	26.48%	\$55,755
4000 - Supplies and Materials	\$5,066	\$20,000	25.33%	\$80,000	6.33%	\$74,934
5000 - Other Operating Expenses and Services	\$3,806	\$12,500	30.45%	\$50,000	7.61%	\$46,194
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$22,416	0%	\$22,416
Totals	\$74,903	\$114,959	65.16%	\$482,251	15.53%	\$407,348

Corrective Action Plan

Instructional Salaries/Extra Duty/Subs ended up being less than what was projected. Some of our bigger materials and supplies purchases haven't happened yet but as soon they do, our 4000 series will be better spent.

Summary of Activities:

Instructional and Certificated Salaries, general classroom and office supplies, student assessments, computers, installation of computers so students have access to enroll in the adult ed program, adult ed program signage outside of the office building, conferences.

**Status
Submitted**

San Jacinto 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	\$59,458	\$87,500	67.95%	\$175,000	33.98%	\$115,542
2000 - Non-Instructional Salaries	\$29,428	\$39,500	74.5%	\$79,000	37.25%	\$49,572
3000 - Employee Benefits	\$32,933	\$37,918	86.85%	\$75,835	43.43%	\$42,902
4000 - Supplies and Materials	\$28,098	\$40,000	70.25%	\$80,000	35.12%	\$51,902
5000 - Other Operating Expenses and Services	\$15,292	\$25,000	61.17%	\$50,000	30.58%	\$34,708
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$22,416	0%	\$22,416
Totals	\$165,209	\$229,918	71.86%	\$482,251	34.26%	\$317,042

Corrective Action Plan

Instructional Salary cost was less than what was anticipated for the first 2 quarters. Savings were spent on additional conference costs for staff.

Summary of Activities:

Instructional/certificated salaries and benefits. Instructional aides, Campus Security and Office staff salaries and benefits. Classroom furniture and supplies. Conferences and travel costs.

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

Ken Swanson
Ashley Oostdam, Accounting Technician

San Jacinto 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	\$106,481	\$131,250	81.13%	\$175,000	60.85%	\$68,519
2000 - Non-Instructional Salaries	\$48,207	\$59,250	81.36%	\$79,000	61.02%	\$30,793
3000 - Employee Benefits	\$52,282	\$56,876	91.92%	\$75,835	68.94%	\$23,553
4000 - Supplies and Materials	\$44,539	\$60,000	74.23%	\$80,000	55.67%	\$35,461
5000 - Other Operating Expenses and Services	\$31,169	\$37,500	83.12%	\$50,000	62.34%	\$18,831
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$22,416	0%	\$22,416
Totals	\$282,678	\$344,876	81.97%	\$482,251	58.62%	\$199,573

Corrective Action Plan

A budget revision will be done to address the underspending in materials and supplies and the overspending in other operating expenditures. The cost of our conferences was higher than anticipated so budget will need to be realigned.

Status
Submitted

San Jacinto 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	\$160,632	\$175,000	91.79%	\$175,000	91.79%	\$14,368
2000 - Non-Instructional Salaries	\$66,768	\$79,000	84.52%	\$79,000	84.52%	\$12,232
3000 - Employee Benefits	\$71,310	\$75,835	94.03%	\$75,835	94.03%	\$4,525
4000 - Supplies and Materials	\$71,365	\$80,000	89.21%	\$80,000	89.21%	\$8,635
5000 - Other Operating Expenses and Services	\$44,756	\$50,000	89.51%	\$50,000	89.51%	\$5,244
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,742	\$22,416	92.53%	\$22,416	92.53%	\$1,674
Totals	\$435,573	\$482,251	90.32%	\$482,251	90.32%	\$46,678

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

Guidance: Yes

Summary of Activities:

San Jacinto Adult Education provided services to 454 students by the end of the fourth quarter. Staff participated in professional development activities and conferences to better serve our adult learners. SJAЕ provided counseling services to all students enrolled. Assessments were conducted to show academic growth of the students via CASAS. 77 adult learners earned a high school diploma by the end of the fourth quarter. WASC accreditation was maintained. 124 students participated in workforce readiness courses by the end of the fourth quarter. All services, materials and courses are provided free of charge to all adult learners. Supplies, technology, curriculum and learning environments were upgraded, maintained or improved during the 4th quarter. Math intervention services were provided to adult learners. 30 adult learners participated in HiSET prep courses. 28 adults with disability were provided services.

**Status
Submitted**

Temecula Valley Unified

Temecula 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	\$23,240	\$23,295	99.76%	\$155,301	14.96%	\$132,061
2000 - Non-Instructional Salaries	\$5,025	\$5,051	99.49%	\$31,567	15.92%	\$26,542
3000 - Employee Benefits	\$8,490	\$8,372	101.41%	\$39,868	21.3%	\$31,378
4000 - Supplies and Materials	\$0	\$0	100%	\$28,688	0%	\$28,688
5000 - Other Operating Expenses and Services	\$4	\$0	100%	\$4,729	0.08%	\$4,725
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$13,007	0%	\$13,007
Totals	\$36,759	\$36,718	100.11%	\$273,160	13.46%	\$236,401

Summary of Activities:

Full-time teacher and part-time clerical position. Clerical working extra 3 hours most days.

Status
Submitted

Temecula 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	\$46,479	\$46,590	99.76%	\$155,301	29.93%	\$108,822
2000 - Non-Instructional Salaries	\$12,418	\$10,101	122.93%	\$31,567	39.34%	\$19,149
3000 - Employee Benefits	\$17,785	\$16,745	106.21%	\$39,868	44.61%	\$22,083
4000 - Supplies and Materials	\$62	\$0	100%	\$28,688	0.22%	\$28,626
5000 - Other Operating Expenses and Services	\$2,787	\$95	2,946.71%	\$4,729	58.93%	\$1,942
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$13,007	0%	\$13,007
Totals	\$79,531	\$73,531	108.16%	\$273,160	29.12%	\$193,629

Summary of Activities:

Purchased CASAS Student Assessment Systems. Clerical position continuing to work up to 3 hours extra duty most days.

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

Cheryl Gray, Accountant
Tim Dignan

Temecula 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	\$70,004	\$69,885	100.17%	\$155,301	45.08%	\$85,297
2000 - Non-Instructional Salaries	\$18,524	\$15,152	122.25%	\$31,567	58.68%	\$13,043
3000 - Employee Benefits	\$26,770	\$25,117	106.58%	\$39,868	67.15%	\$13,098
4000 - Supplies and Materials	\$848	\$1,434	59.12%	\$28,688	2.96%	\$27,840
5000 - Other Operating Expenses and Services	\$3,323	\$1,182	281.07%	\$4,729	70.27%	\$1,406
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$13,007	0%	\$13,007
Totals	\$119,469	\$112,771	105.94%	\$273,160	43.74%	\$153,691

Summary of Activities:

Our funds this quarter have been used for multiple continuing and new activities. We have over 70 classes offering ESL, Citizenship and HSE classes. Along with these program offerings we have implemented new courses this term. Our first construction class was offered along with an expansion of our new child development and business classes that are also offered under our non credit adult education program. With our funds we have been able to expand our program offerings and increase our student's access to career training and matriculation into post-secondary programs.

Status

Submitted

Temecula 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	\$95,350	\$93,181	102.33%	\$155,301	61.4%	\$59,951
2000 - Non-Instructional Salaries	\$26,295	\$20,203	130.15%	\$31,567	83.3%	\$5,272
3000 - Employee Benefits	\$36,421	\$33,489	108.75%	\$39,868	91.35%	\$3,447
4000 - Supplies and Materials	\$1,591	\$2,869	55.46%	\$28,688	5.55%	\$27,097
5000 - Other Operating Expenses and Services	\$3,358	\$2,081	161.38%	\$4,729	71.01%	\$1,371
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$8,151	\$13,007	62.67%	\$13,007	62.67%	\$4,856
Totals	\$171,166	\$164,829	103.84%	\$273,160	62.66%	\$101,994

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

Guidance: Yes

Summary of Activities:

Our funds this quarter have been used for multiple continuing and new activities. We have over 70 classes offering ESL, Citizenship and HSE classes. Along with these program offerings we have implemented new courses this term. Our first construction class was offered along with an expansion of our new child development and business classes that are also offered under our non credit adult education program. With our funds we have been able to expand our program offerings and increase our student's access to career training and matriculation into post-secondary programs.

Status
Submitted



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