

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

2018-19 Fiscal Year

## Certification

**Certified By**

Beth Gomez  
Vice President Business Services

|                  |                  |                  |                  |
|------------------|------------------|------------------|------------------|
| Quarter 1 Status | Quarter 2 Status | Quarter 3 Status | Quarter 4 Status |
| Certified        | Certified        | Certified        | Certified        |

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

## Fiscal Report Submittal Status

|   | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 |
|---|-----------|-----------|-----------|-----------|
| <a href="#">Banning Unified</a>                   | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Beaumont Unified</a>                  | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Hemet Unified</a>                     | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Lake Elsinore Unified</a>             | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Mt. San Jacinto CCD</a>               | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Murrieta Valley Unified</a>           | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Perris Union High</a>                 | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Riverside Co. Office of Education</a> | Submitted | Submitted | Submitted | Submitted |
| <a href="#">San Jacinto Unified</a>               | Submitted | Submitted | Submitted | Submitted |
| <a href="#">Temecula Valley Unified</a>           | 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              |
| <b>Totals</b>                                | \$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**

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### 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              |
| <b>Totals</b>                                | <b>\$69,822</b>                | <b>\$73,623</b> | <b>94.84%</b>              | <b>\$160,362</b> | <b>43.54%</b>                | <b>\$90,540</b>  |

**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              |
| <b>Totals</b>                                | <b>\$117,365</b>               | <b>\$117,460</b> | <b>99.92%</b>              | <b>\$160,362</b> | <b>73.19%</b>                | <b>\$42,997</b>  |

**Summary of Activities:**

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

**Status  
Submitted**

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**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              |
| <b>Totals</b>                                | <b>\$160,362</b>               | <b>\$160,362</b> | <b>100%</b>                | <b>\$160,362</b> | <b>100%</b>                  | <b>\$0</b>       |

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         |
| <b>Totals</b>                                | <b>\$166,811</b>               | <b>\$211,633</b> | <b>78.82%</b>              | <b>\$846,533</b> | <b>19.71%</b>                | <b>\$679,722</b> |

### 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

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### 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         |
| <b>Totals</b>                                | <b>\$382,565</b>               | <b>\$211,633</b> | <b>180.77%</b>             | <b>\$846,533</b> | <b>45.19%</b>                | <b>\$463,968</b> |

**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         |
| <b>Totals</b>                                | <b>\$484,383</b>               | <b>\$211,633</b> | <b>228.88%</b>             | <b>\$846,533</b> | <b>57.22%</b>                | <b>\$362,150</b> |

### 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**

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### 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         |
| <b>Totals</b>                                | <b>\$598,108</b>               | <b>\$211,633</b> | <b>282.62%</b>             | <b>\$846,533</b> | <b>70.65%</b>                | <b>\$248,425</b> |

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

Guidance: Yes

**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**

**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         |
| <b>Totals</b>                                | <b>\$111,302</b>               | <b>\$117,775</b> | <b>94.5%</b>               | <b>\$703,433</b> | <b>15.82%</b>                | <b>\$592,131</b> |

### 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         |
| <b>Totals</b>                                | <b>\$304,226</b>               | <b>\$301,062</b> | <b>101.05%</b>             | <b>\$703,433</b> | <b>43.25%</b>                | <b>\$399,207</b> |

### 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         |
| <b>Totals</b>                                | <b>\$489,606</b>               | <b>\$475,616</b> | <b>102.94%</b>             | <b>\$703,433</b> | <b>69.6%</b>                 | <b>\$213,827</b> |

**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              |
| <b>Totals</b>                                | <b>\$703,433</b>               | <b>\$669,937</b> | <b>105%</b>                | <b>\$703,433</b> | <b>100%</b>                  | <b>\$0</b>       |

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         |
| <b>Totals</b>                                | <b>\$143,750</b>               | <b>\$148,643</b> | <b>96.71%</b>              | <b>\$750,204</b> | <b>19.16%</b>                | <b>\$606,454</b> |

### 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**

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### 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         |
| <b>Totals</b>                                | <b>\$341,698</b>               | <b>\$350,361</b> | <b>97.53%</b>              | <b>\$750,204</b> | <b>45.55%</b>                | <b>\$408,506</b> |

**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         |
| <b>Totals</b>                                | <b>\$492,870</b>               | <b>\$513,082</b> | <b>96.06%</b>              | <b>\$750,204</b> | <b>65.7%</b>                 | <b>\$257,334</b> |

**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          |
| <b>Totals</b>                                | <b>\$615,169</b>               | <b>\$706,993</b> | <b>87.01%</b>              | <b>\$750,204</b> | <b>82%</b>                   | <b>\$135,035</b> |

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

Guidance: Yes

**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  
Submitted

**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           |
| <b>Totals</b>                                | <b>\$138,635</b>               | <b>\$20,968</b> | <b>661.18%</b>             | <b>\$2,371,880</b> | <b>5.84%</b>                 | <b>\$2,233,245</b> |

### 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           |
| <b>Totals</b>                                | <b>\$313,838</b>               | <b>\$20,968</b> | <b>1,496.77%</b>           | <b>\$2,371,880</b> | <b>13.23%</b>                | <b>\$2,058,042</b> |

**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           |
| <b>Totals</b>                                | <b>\$532,795</b>               | <b>\$20,968</b> | <b>2,541.02%</b>           | <b>\$2,371,880</b> | <b>22.46%</b>                | <b>\$1,839,085</b> |

### 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**

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### 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           |
| <b>Totals</b>                                | <b>\$830,201</b>               | <b>\$20,968</b> | <b>3,959.42%</b>           | <b>\$2,371,880</b> | <b>35%</b>                   | <b>\$1,541,679</b> |

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         |
| <b>Totals</b>                                | <b>\$73,332</b>                | <b>\$0</b>   | <b>100%</b>                | <b>\$301,139</b> | <b>24.35%</b>                | <b>\$227,807</b> |

### 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**

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### 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         |
| <b>Totals</b>                                | <b>\$151,284</b>               | <b>\$0</b>   | <b>100%</b>                | <b>\$301,139</b> | <b>50.24%</b>                | <b>\$149,855</b> |

### 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         |
| <b>Totals</b>                                | <b>\$193,216</b>               | <b>\$0</b>   | <b>100%</b>                | <b>\$301,139</b> | <b>64.16%</b>                | <b>\$107,923</b> |

### 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**

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### 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            |
| <b>Totals</b>                                | <b>\$287,160</b>               | <b>\$0</b>   | <b>100%</b>                | <b>\$301,139</b> | <b>95.36%</b>                | <b>\$13,979</b>  |

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

Guidance: Yes

**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  
Submitted**

**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         |
| <b>Totals</b>                                | <b>\$38,439</b>                | <b>\$75,581</b> | <b>50.86%</b>              | <b>\$302,322</b> | <b>12.71%</b>                | <b>\$263,883</b> |

### 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          |
| <b>Totals</b>                                | <b>\$102,222</b>               | <b>\$75,581</b> | <b>135.25%</b>             | <b>\$302,322</b> | <b>33.81%</b>                | <b>\$200,100</b> |

**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          |
| <b>Totals</b>                                | <b>\$156,116</b>               | <b>\$75,581</b> | <b>206.56%</b>             | <b>\$302,322</b> | <b>51.64%</b>                | <b>\$146,206</b> |

**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          |
| <b>Totals</b>                                | <b>\$216,763</b>               | <b>\$75,581</b> | <b>286.8%</b>              | <b>\$302,322</b> | <b>71.7%</b>                 | <b>\$85,559</b>  |

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

Guidance: Yes

**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  
Submitted**

**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         |
| <b>Totals</b>                                | <b>\$161,242</b>               | <b>\$118,556</b> | <b>136%</b>                | <b>\$790,373</b> | <b>20.4%</b>                 | <b>\$629,131</b> |

### 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         |
| <b>Totals</b>                                | <b>\$331,836</b>               | <b>\$237,112</b> | <b>139.95%</b>             | <b>\$790,373</b> | <b>41.98%</b>                | <b>\$458,537</b> |

**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         |
| <b>Totals</b>                                | <b>\$503,168</b>               | <b>\$355,668</b> | <b>141.47%</b>             | <b>\$790,373</b> | <b>63.66%</b>                | <b>\$287,205</b> |

### 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**

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### 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          |
| <b>Totals</b>                                | <b>\$686,595</b>               | <b>\$474,224</b> | <b>144.78%</b>             | <b>\$790,373</b> | <b>86.87%</b>                | <b>\$103,778</b> |

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         |
| <b>Totals</b>                                | <b>\$74,903</b>                | <b>\$114,959</b> | <b>65.16%</b>              | <b>\$482,251</b> | <b>15.53%</b>                | <b>\$407,348</b> |

### 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         |
| <b>Totals</b>                                | <b>\$165,209</b>               | <b>\$229,918</b> | <b>71.86%</b>              | <b>\$482,251</b> | <b>34.26%</b>                | <b>\$317,042</b> |

**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         |
| <b>Totals</b>                                | <b>\$282,678</b>               | <b>\$344,876</b> | <b>81.97%</b>              | <b>\$482,251</b> | <b>58.62%</b>                | <b>\$199,573</b> |

**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          |
| <b>Totals</b>                                | <b>\$435,573</b>               | <b>\$482,251</b> | <b>90.32%</b>              | <b>\$482,251</b> | <b>90.32%</b>                | <b>\$46,678</b>  |

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         |
| <b>Totals</b>                                | <b>\$36,759</b>                | <b>\$36,718</b> | <b>100.11%</b>             | <b>\$273,160</b> | <b>13.46%</b>                | <b>\$236,401</b> |

**Summary of Activities:**

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

**Status  
Submitted**

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**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         |
| <b>Totals</b>                                | <b>\$79,531</b>                | <b>\$73,531</b> | <b>108.16%</b>             | <b>\$273,160</b> | <b>29.12%</b>                | <b>\$193,629</b> |

**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         |
| <b>Totals</b>                                | <b>\$119,469</b>               | <b>\$112,771</b> | <b>105.94%</b>             | <b>\$273,160</b> | <b>43.74%</b>                | <b>\$153,691</b> |

### 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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### 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          |
| <b>Totals</b>                                | <b>\$171,166</b>               | <b>\$164,829</b> | <b>103.84%</b>             | <b>\$273,160</b> | <b>62.66%</b>                | <b>\$101,994</b> |

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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Colleges



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