

# CAEP Consortium Fiscal Reporting

## 35 Southwest Riverside County Adult Education Regional Consortium

2020-21 Fiscal Year

### Certification

**Certified By**

Beth Gomez

Vice President Business Services

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

---

### Fiscal Report Submittal Status

Member Agency	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	Not Submitted	Not Submitted	Not Submitted
<a href="#">Lake Elsinore Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Mt. San Jacinto CCD</a>	Submitted	Submitted	Submitted	Not 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	\$5,000	\$6,240	80.13%	\$44,570	11.22%	\$39,570
2000 - Non-Instructional Salaries	\$7,694	\$7,248	106.15%	\$45,300	16.98%	\$37,606
3000 - Employee Benefits	\$7,889	\$6,480	121.74%	\$36,000	21.91%	\$28,111
4000 - Supplies and Materials	\$0	\$625	0%	\$2,500	0%	\$2,500
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$7,971	0%	\$7,971
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>	\$20,583	\$20,593	99.95%	\$136,341	15.1%	\$115,758

### Summary of Activities:

Expenses for this quarter were the cost of instructional and support salaries and benefits.

**Status**  
**Submitted**

---

### Banning Unified Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$17,856	\$18,274	97.71%	\$44,570	40.06%	\$26,714
2000 - Non-Instructional Salaries	\$19,190	\$19,026	100.86%	\$45,300	42.36%	\$26,110
3000 - Employee Benefits	\$17,646	\$15,840	111.4%	\$36,000	49.02%	\$18,354
4000 - Supplies and Materials	\$870	\$1,250	69.6%	\$2,500	34.8%	\$1,630
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$7,971	0%	\$7,971
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>	\$55,562	\$54,390	102.16%	\$136,341	40.75%	\$80,779

**Summary of Activities:**

Expenses for this quarter were the cost of instructional and support salaries and benefits.

**Status**  
**Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

David Sanchez  
Victor Herrera, Director of Fiscal Services  
Melissa Lee

**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	\$28,212	\$28,079	100.47%	\$44,570	63.3%	\$16,358
2000 - Non-Instructional Salaries	\$30,801	\$32,163	95.77%	\$45,300	67.99%	\$14,499
3000 - Employee Benefits	\$25,931	\$27,360	94.78%	\$36,000	72.03%	\$10,069
4000 - Supplies and Materials	\$870	\$1,875	46.4%	\$2,500	34.8%	\$1,630
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$7,971	0%	\$7,971
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>\$85,814</b>	<b>\$89,477</b>	<b>95.91%</b>	<b>\$136,341</b>	<b>62.94%</b>	<b>\$50,527</b>

**Summary of Activities:**

Continue to support the program with a teacher and support staff.

**Status  
Submitted**

---

**Banning Unified Q4 Report (4/1 - 6/30)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$42,140	\$44,570	94.55%	\$44,570	94.55%	\$2,430
2000 - Non-Instructional Salaries	\$45,268	\$45,300	99.93%	\$45,300	99.93%	\$32
3000 - Employee Benefits	\$35,937	\$36,000	99.83%	\$36,000	99.83%	\$63
4000 - Supplies and Materials	\$1,620	\$2,500	64.8%	\$2,500	64.8%	\$880
5000 - Other Operating Expenses and Services	\$395	\$7,971	4.96%	\$7,971	4.96%	\$7,576
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>	\$125,360	\$136,341	91.95%	\$136,341	91.95%	\$10,981

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

Guidance: Yes

**Summary of Activities:**

Summary of activities includes proving a teacher and support for the program in addition to supplies.

**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	\$37,161	\$72,834	51.02%	\$291,336	12.76%	\$254,175
2000 - Non-Instructional Salaries	\$43,981	\$44,712	98.37%	\$178,847	24.59%	\$134,866
3000 - Employee Benefits	\$36,796	\$42,254	87.08%	\$169,016	21.77%	\$132,220
4000 - Supplies and Materials	\$757	\$2,652	28.54%	\$10,609	7.14%	\$9,852
5000 - Other Operating Expenses and Services	\$2,290	\$2,500	91.6%	\$10,000	22.9%	\$7,710
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$32,990	0%	\$32,990
<b>Totals</b>	\$120,985	\$164,952	73.35%	\$692,798	17.46%	\$571,813

**Summary of Activities:**

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

**Status  
Submitted**

---

**Beaumont Unified Q2 Report (10/1 - 12/31)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$87,610	\$72,834	120.29%	\$291,336	30.07%	\$203,726
2000 - Non-Instructional Salaries	\$91,011	\$44,712	203.55%	\$178,847	50.89%	\$87,836
3000 - Employee Benefits	\$73,750	\$42,254	174.54%	\$169,016	43.63%	\$95,266
4000 - Supplies and Materials	\$1,405	\$2,652	52.97%	\$10,609	13.24%	\$9,204
5000 - Other Operating Expenses and Services	\$5,970	\$2,500	238.8%	\$10,000	59.7%	\$4,030
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$32,990	0%	\$32,990
<b>Totals</b>	<b>\$259,746</b>	<b>\$164,952</b>	<b>157.47%</b>	<b>\$692,798</b>	<b>37.49%</b>	<b>\$433,052</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: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

Debbie Flores, Assistant Director of Fiscal Services

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	\$153,655	\$72,834	210.97%	\$291,336	52.74%	\$137,681
2000 - Non-Instructional Salaries	\$127,172	\$44,712	284.43%	\$178,847	71.11%	\$51,675
3000 - Employee Benefits	\$118,467	\$42,254	280.37%	\$169,016	70.09%	\$50,549
4000 - Supplies and Materials	\$2,117	\$2,652	79.82%	\$10,609	19.95%	\$8,492
5000 - Other Operating Expenses and Services	\$6,875	\$2,500	275%	\$10,000	68.75%	\$3,125
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$32,990	0%	\$32,990
<b>Totals</b>	<b>\$408,286</b>	<b>\$164,952</b>	<b>247.52%</b>	<b>\$692,798</b>	<b>58.93%</b>	<b>\$284,512</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**

---

**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	\$243,118	\$72,834	333.8%	\$291,336	83.45%	\$48,218
2000 - Non-Instructional Salaries	\$160,421	\$44,712	358.79%	\$178,847	89.7%	\$18,426
3000 - Employee Benefits	\$167,174	\$42,254	395.64%	\$169,016	98.91%	\$1,842
4000 - Supplies and Materials	\$2,814	\$2,652	106.1%	\$10,609	26.52%	\$7,795
5000 - Other Operating Expenses and Services	\$7,751	\$2,500	310.04%	\$10,000	77.51%	\$2,249
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$29,064	\$32,990	88.1%	\$32,990	88.1%	\$3,926
<b>Totals</b>	<b>\$610,342</b>	<b>\$197,942</b>	<b>308.34%</b>	<b>\$692,798</b>	<b>88.1%</b>	<b>\$82,456</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	\$32,676	\$41,060	79.58%	\$273,733	11.94%	\$241,057
2000 - Non-Instructional Salaries	\$40,884	\$25,055	163.18%	\$167,035	24.48%	\$126,151
3000 - Employee Benefits	\$21,477	\$23,052	93.17%	\$153,683	13.97%	\$132,206
4000 - Supplies and Materials	\$1,363	\$2,250	60.58%	\$15,000	9.09%	\$13,637
5000 - Other Operating Expenses and Services	\$3,608	\$13,103	27.54%	\$87,351	4.13%	\$83,743
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$5,226	0%	\$34,840	0%	\$34,840
<b>Totals</b>	<b>\$100,008</b>	<b>\$109,746</b>	<b>91.13%</b>	<b>\$731,642</b>	<b>13.67%</b>	<b>\$631,634</b>

**Corrective Action Plan**

The expenditures will naturally increase in the coming quarters to fall within the projected percentage because school is in session during 100% of these quarters. The 1st quarter falls slightly short due to school not start until halfway through the 1st quarter.

**Summary of Activities:**

Summary of Quarter 1 activities: ESL classes are provided 100% online. High School Diploma and High School Equivalency provide all online program. Citizenship classes were discontinued. Students were referred to the program at our neighbor Adult Education School.. CTE Welding is being offered in partnership with our K-12 district. This class is offered 100%. Added OSHA-10 Certification to the program. CASAS testing has taken place in person in small groups. Testing has been suspended a few times when COVID levels have increased. Chrome Books and Hotspots have been ordered for student check-out. We are still waiting on delivery of some of the items.

**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	\$109,970	\$123,180	89.28%	\$273,733	40.17%	\$163,763
2000 - Non-Instructional Salaries	\$85,805	\$75,166	114.15%	\$167,035	51.37%	\$81,230
3000 - Employee Benefits	\$55,342	\$69,157	80.02%	\$153,683	36.01%	\$98,341
4000 - Supplies and Materials	\$1,653	\$6,750	24.49%	\$15,000	11.02%	\$13,347
5000 - Other Operating Expenses and Services	\$10,669	\$39,308	27.14%	\$87,351	12.21%	\$76,682
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$8,332	\$15,678	53.14%	\$34,840	23.92%	\$26,508
<b>Totals</b>	<b>\$271,771</b>	<b>\$329,239</b>	<b>82.55%</b>	<b>\$731,642</b>	<b>37.15%</b>	<b>\$459,871</b>

**Summary of Activities:**

2nd Quarter – Summary of Activities: · All classes are offered in a Distance Learning (online) model only · High School diploma has continued to show positive results. 60 graduates at this point. · High School equivalency and ESL enrollment and attendance is much lower with Distance Learning program. · CTE Welding program is showing a decrease in enrollment; however, all adult who completed Welding Tech 1 during the Fall Semester are continuing in the Welding Tech 2 Spring Semester class. · Welding Tech 1 students completed the OSHA-10 certification.

**Status**  
**Unsubmitted**

**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	\$176,813	\$205,300	86.12%	\$273,733	64.59%	\$96,920
2000 - Non-Instructional Salaries	\$130,774	\$125,276	104.39%	\$167,035	78.29%	\$36,261
3000 - Employee Benefits	\$99,235	\$115,262	86.09%	\$153,683	64.57%	\$54,448
4000 - Supplies and Materials	\$5,038	\$11,250	44.78%	\$15,000	33.59%	\$9,962
5000 - Other Operating Expenses and Services	\$12,367	\$65,513	18.88%	\$87,351	14.16%	\$74,984
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$12,904	\$26,130	49.38%	\$34,840	37.04%	\$21,936
<b>Totals</b>	<b>\$437,131</b>	<b>\$548,732</b>	<b>79.66%</b>	<b>\$731,642</b>	<b>59.75%</b>	<b>\$294,511</b>

**Summary of Activities:**

3rd Quarter – Summary of Activities: · The diploma, equivalency, and ESL classes continued as Distance Learning (online) model only · Welding classes changed to hybrid for the 3rd quarter. · Welding Tech 1 students completed the OSHA-10 certification. · High School diploma has continued to show positive results. 125 graduates at this point. · High School equivalency and ESL enrollment and attendance is much lower with the Distance Learning program.

**Status**  
**Unsubmitted**

**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	\$265,979	\$273,733	97.17%	\$273,733	97.17%	\$7,754
2000 - Non-Instructional Salaries	\$173,609	\$167,035	103.94%	\$167,035	103.94%	 -\$6,574
3000 - Employee Benefits	\$135,985	\$153,683	88.48%	\$153,683	88.48%	\$17,698
4000 - Supplies and Materials	\$9,754	\$15,000	65.03%	\$15,000	65.03%	\$5,246
5000 - Other Operating Expenses and Services	\$20,628	\$87,351	23.62%	\$87,351	23.62%	\$66,723
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$30,298	\$34,840	86.96%	\$34,840	86.96%	\$4,542
<b>Totals</b>	<b>\$636,253</b>	<b>\$731,642</b>	<b>86.96%</b>	<b>\$731,642</b>	<b>86.96%</b>	<b>\$95,389</b>

**Summary of Activities:**

4th Quarter – Summary of Activities: · The diploma, equivalency, and ESL classes continued as Distance Learning (online) model only · Welding classes changed to hybrid for the last seven week of the school year. · High School diploma has continued to show positive results setting a record of graduates; 148! · High School equivalency and ESL enrollment and attendance is much lower with the Distance Learning program. · Four staff members attended the CASAS Summer Institution conference.

**Status**  
**Unsubmitted**

**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	\$37,194	\$47,090	78.99%	\$313,932	11.85%	\$276,738
2000 - Non-Instructional Salaries	\$14,149	\$15,181	93.2%	\$101,209	13.98%	\$87,060
3000 - Employee Benefits	\$20,267	\$20,887	97.03%	\$139,246	14.55%	\$118,979
4000 - Supplies and Materials	\$575	\$43,762	1.31%	\$291,749	0.2%	\$291,174
5000 - Other Operating Expenses and Services	\$1,151	\$5,681	20.26%	\$37,875	3.04%	\$36,724
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$44,200	0%	\$44,200
<b>Totals</b>	\$73,336	\$132,602	55.31%	\$928,211	7.9%	\$854,875

### Corrective Action Plan

Our major expenditure focused on purchasing technology devices to support our staff and students to access our online instruction. This changes impacted our usual expenditures for this quarter. We will continue assessing our needs under the current circumstances and will adjust our budget as needed.

### Summary of Activities:

Due to the challenges imposed by the pandemic, our program faced difficulties in offering all of our usual programs. We were not able to launch our Welding program and some of our ESL sections. We will continue to follow our district's guidance in regards to the safest way to offer our programs.

**Status**  
**Submitted**

### Lake Elsinore Unified Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$89,511	\$94,180	95.04%	\$313,932	28.51%	\$224,421
2000 - Non-Instructional Salaries	\$29,790	\$30,363	98.11%	\$101,209	29.43%	\$71,419
3000 - Employee Benefits	\$44,546	\$41,774	106.64%	\$139,246	31.99%	\$94,700
4000 - Supplies and Materials	\$16,606	\$87,525	18.97%	\$291,749	5.69%	\$275,143
5000 - Other Operating Expenses and Services	\$5,299	\$11,363	46.64%	\$37,875	13.99%	\$32,576
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$44,200	0%	\$44,200
<b>Totals</b>	<b>\$185,752</b>	<b>\$265,203</b>	<b>70.04%</b>	<b>\$928,211</b>	<b>20.01%</b>	<b>\$742,459</b>

**Corrective Action Plan**

The purchase of technology presented delays as items were backordered and vendors were not able to meet delivery dates. Our campus continues to be closed due to the pandemic. Our enrollment has not improved since last quarter which has affected the offering of all course sections. We will continue to assess the needs of each of our programs as the year progresses under the current circumstances.

**Summary of Activities:**

Our ESL and ASE program continue offering virtual learning. Our efforts are focused on improving our outreach in order to increase enrollment for all programs. We developed a plan to support students who do not have a device to participate in our program, distribution of devices will start in January. We continue supporting the salaries and benefits of all certificated and classified staff. Facilities are strictly used for testing purposes only.

**Status  
Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

Nohora Vazquez, Assistant Principal  
 Patrick McGee, Senior Accountant  
 Arleen Sanchez, Chief Business Official  
 Harvey Olsingch, Director Fiscal Support Services



### 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	\$132,933	\$141,269	94.1%	\$313,932	42.34%	\$180,999
2000 - Non-Instructional Salaries	\$44,785	\$45,544	98.33%	\$101,209	44.25%	\$56,424
3000 - Employee Benefits	\$66,963	\$62,661	106.87%	\$139,246	48.09%	\$72,283
4000 - Supplies and Materials	\$17,545	\$131,287	13.36%	\$291,749	6.01%	\$274,204
5000 - Other Operating Expenses and Services	\$6,054	\$17,044	35.52%	\$37,875	15.98%	\$31,821
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$44,200	0%	\$44,200
<b>Totals</b>	<b>\$268,280</b>	<b>\$397,805</b>	<b>67.44%</b>	<b>\$928,211</b>	<b>28.9%</b>	<b>\$659,931</b>

### Corrective Action Plan

Our program continues to be restricted in capacity due to the pandemic. We will continue monitoring the access to in-person instruction authorization in order to resume our normal activities and expenditures.

### Summary of Activities:

Our programs continued to be offered under the Online modality for ESL, and ASE. We were not able to resume our Welding program yet. Expenditures supported the purchase of technology for our online programs. We also covered the salaries and benefits for teachers and support staff.

**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	\$183,077	\$188,359	97.2%	\$313,932	58.32%	\$130,855
2000 - Non-Instructional Salaries	\$54,846	\$60,725	90.32%	\$101,209	54.19%	\$46,363
3000 - Employee Benefits	\$87,815	\$83,548	105.11%	\$139,246	63.06%	\$51,431
4000 - Supplies and Materials	\$19,264	\$175,049	11%	\$291,749	6.6%	\$272,485
5000 - Other Operating Expenses and Services	\$6,695	\$22,725	29.46%	\$37,875	17.68%	\$31,180
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$17,574	\$0	100%	\$44,200	39.76%	\$26,626
<b>Totals</b>	<b>\$369,271</b>	<b>\$530,407</b>	<b>69.62%</b>	<b>\$928,211</b>	<b>39.78%</b>	<b>\$558,940</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**

Our program continues to be restricted in capacity due to the pandemic. Our program will resume normal program activities in August which will allow our agency to stay on track with our expenditures.

**Summary of Activities:**

Our HSD program was very successful with 170 graduates. All our classes ended under a virtual modality. Students from all programs were provided with the opportunity to check out an electronic device in order to successfully participate in our online classes. The ESL program provided students with a summer session using a new online platform. Our ESL program showed an increase in student retention when compared to first semester. After an end of the year student survey, it is our plan to offer in-person instruction and continue with online instruction for the next school year.

**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	\$93,664	\$101,835	91.98%	\$783,343	11.96%	\$689,679
2000 - Non-Instructional Salaries	\$19,718	\$30,787	64.05%	\$205,249	9.61%	\$185,531
3000 - Employee Benefits	\$30,334	\$39,074	77.63%	\$260,494	11.64%	\$230,160
4000 - Supplies and Materials	\$257	\$0	100%	\$123,967	0.21%	\$123,710
5000 - Other Operating Expenses and Services	\$797	\$0	100%	\$671,891	0.12%	\$671,094
6000 - Capital Outlay	\$0	\$0	100%	\$7,554	0%	\$7,554
7000 - Other Outgo	\$0	\$0	100%	\$264,692	0%	\$264,692
Indirect Costs	\$6,213	\$6,010	103.38%	\$75,124	8.27%	\$68,911
<b>Totals</b>	<b>\$150,983</b>	<b>\$177,706</b>	<b>84.96%</b>	<b>\$2,392,314</b>	<b>6.31%</b>	<b>\$2,241,331</b>

**Corrective Action Plan**

Current CAEP expenditures for first term were below expected spend out due to several issues this semester. With COVID, we delayed the start of our fall semester. This reduced our payroll expenditures. We also put on hold most additional 4000 and 5000 expenses as we explored resources needed for online learning. We now are planning to make additional instructional purchases along with offering enrichment courses during our winter term. These should increase our expenditures in a mindful way moving forward.

**Summary of Activities:**

Instructional staff in the areas of ABE, ESL, and career education. We offered numerous staff development opportunities throughout the term for our staff and our consortium staff. Support services offered in every class and program. This also included support services for all of our consortium programs weekly as well. These services were provided by our counseling team. Materials were purchased for our construction and culinary classes. Additional online materials were also purchased. Moving forward we are looking to purchase MiFi materials as resources for our students who have limited to no technology access.

**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	\$191,555	\$219,336	87.33%	\$783,343	24.45%	\$591,788
2000 - Non-Instructional Salaries	\$43,642	\$61,575	70.88%	\$205,249	21.26%	\$161,607
3000 - Employee Benefits	\$61,497	\$78,148	78.69%	\$260,494	23.61%	\$198,997
4000 - Supplies and Materials	\$3,031	\$2,479	122.25%	\$123,967	2.45%	\$120,936
5000 - Other Operating Expenses and Services	\$142,783	\$100,784	141.67%	\$671,891	21.25%	\$529,108
6000 - Capital Outlay	\$0	\$0	100%	\$7,554	0%	\$7,554
7000 - Other Outgo	\$0	\$0	100%	\$264,692	0%	\$264,692
Indirect Costs	\$13,153	\$12,771	102.99%	\$75,124	17.51%	\$61,971
<b>Totals</b>	<b>\$455,661</b>	<b>\$475,093</b>	<b>95.91%</b>	<b>\$2,392,314</b>	<b>19.05%</b>	<b>\$1,936,653</b>

**Corrective Action Plan**

This term we have been able to increase instructional activities including supplemental workshops for students. We also have been given authorization to purchase some much needed replacement technology devices for online and in person classes. These activities, along with the addition of our upcoming summer term, should enable us to continue to increase our spend out.

**Summary of Activities:**

Over the last reporting period, CAEP funds have been used to support ESL, HSE and career instruction. We have been able to increase our career and HSE offerings to meet an uptake in student demand. We also supported consortium wide staff professional development aligned to our three year plan and ongoing student professional development to support unexpected online learning needs. We also purchased some online instructional materials and some support materials for instructors to use in our career courses and ESL programs.

**Status**  
**Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

Joyce Johnson, Dean, Career Technical Education  
 Ms. Amy Campbell, Director of Adult Education Non-Credit  
 Beth Gomez, Vice President Business Services

Riana Seto, Financial and Technical Analyst  
 Gail Jensen, Assoc Dean of Business Services  
 Tatyana Dmitriyeva, Accounting Assistant IV  
 Jasmine Port, Coordinator of Adult Ed and Non-Credit Programs

**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	\$297,190	\$344,938	86.16%	\$783,343	37.94%	\$486,153
2000 - Non-Instructional Salaries	\$65,794	\$92,362	71.23%	\$205,249	32.06%	\$139,455
3000 - Employee Benefits	\$93,064	\$117,222	79.39%	\$260,494	35.73%	\$167,430
4000 - Supplies and Materials	\$20,678	\$18,890	109.47%	\$123,967	16.68%	\$103,289
5000 - Other Operating Expenses and Services	\$150,059	\$100,784	148.89%	\$671,891	22.33%	\$521,832
6000 - Capital Outlay	\$0	\$0	100%	\$7,554	0%	\$7,554
7000 - Other Outgo	\$0	\$0	100%	\$264,692	0%	\$264,692
Indirect Costs	\$21,165	\$21,035	100.62%	\$75,124	28.17%	\$53,959
<b>Totals</b>	<b>\$647,950</b>	<b>\$695,231</b>	<b>93.2%</b>	<b>\$2,392,314</b>	<b>27.08%</b>	<b>\$1,744,364</b>

**Corrective Action Plan**

During COVID we have continued to try and maintain our program levels even with remote online learning. We offered a supplemental summer session to also support students with an increase in course offerings. This term we also offered supplemental student development workshops to ease technology access issues for students and to strengthen student success. Lastly, we are looking at progress in hiring open staff assignments and with this progress in staffing we should begin to increase our spend down.

**Summary of Activities:**

Over the last reporting period, CAEP funds have been used to support ESL, HSE and career instruction. We have been able to increase our career and HSE offerings to meet an uptake in student demand. We also supported consortium wide staff professional development aligned to our three year plan and ongoing student professional development to support unexpected online learning needs.

Status  
Submitted

**Mt. San Jacinto CCD Q4 Report (4/1 - 6/30)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$411,976	\$470,006	87.65%	\$783,343	52.59%	\$371,367
2000 - Non-Instructional Salaries	\$87,917	\$123,149	71.39%	\$205,249	42.83%	\$117,332
3000 - Employee Benefits	\$126,279	\$156,296	80.79%	\$260,494	48.48%	\$134,215
4000 - Supplies and Materials	\$47,780	\$49,587	96.36%	\$123,967	38.54%	\$76,187
5000 - Other Operating Expenses and Services	\$155,829	\$107,503	144.95%	\$671,891	23.19%	\$516,062
6000 - Capital Outlay	\$7,553	\$7,554	99.99%	\$7,554	99.99%	\$1
7000 - Other Outgo	\$0	\$132,346	0%	\$264,692	0%	\$264,692
Indirect Costs	\$30,425	\$30,050	101.25%	\$75,124	40.5%	\$44,699
<b>Totals</b>	<b>\$867,759</b>	<b>\$1,076,491</b>	<b>80.61%</b>	<b>\$2,392,314</b>	<b>36.27%</b>	<b>\$1,524,555</b>

**Corrective Action Plan**

During COVID we have continued to try and maintain our program levels even with remote online learning. We offered a supplemental summer session to also support students with an increase in course offerings. This term we also offered supplemental student development workshops to ease technology access issues for students and to strengthen student success. Lastly, we are looking at progress in hiring open staff assignments and with this progress in staffing we should begin to increase our spend down.

**Summary of Activities:**

Over the last reporting period, CAEP funds have been used to support ESL, HSE and career instruction. We have been able to increase our career and HSE offerings to meet an uptake in student demand. We also supported consortium wide staff professional development aligned to our three year plan and ongoing student professional development to support unexpected online learning needs

**Status**  
**Unsubmitted**

**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	\$13,965	\$16,281	85.78%	\$65,123	21.44%	\$51,158
2000 - Non-Instructional Salaries	\$25,256	\$27,393	92.2%	\$109,572	23.05%	\$84,316
3000 - Employee Benefits	\$13,933	\$14,767	94.35%	\$59,067	23.59%	\$45,134
4000 - Supplies and Materials	\$40	\$677	5.91%	\$6,768	0.59%	\$6,728
5000 - Other Operating Expenses and Services	\$13,857	\$9,899	139.98%	\$39,597	35%	\$25,740
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,502	0%	\$14,006	0%	\$14,006
<b>Totals</b>	<b>\$67,051</b>	<b>\$72,518</b>	<b>92.46%</b>	<b>\$294,133</b>	<b>22.8%</b>	<b>\$227,082</b>

### Summary of Activities:

Salaries and benefits to support GED, ASE ESL programs. Operating expenses include APEX learning software and accreditation costs.

**Status**  
**Submitted**

---

### Murrieta Valley Unified Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$29,911	\$16,281	183.72%	\$65,123	45.93%	\$35,212
2000 - Non-Instructional Salaries	\$51,534	\$27,393	188.13%	\$109,572	47.03%	\$58,038
3000 - Employee Benefits	\$28,556	\$14,767	193.38%	\$59,067	48.35%	\$30,511
4000 - Supplies and Materials	\$5,381	\$1,354	397.53%	\$6,768	79.51%	\$1,387
5000 - Other Operating Expenses and Services	\$28,296	\$9,899	285.84%	\$39,597	71.46%	\$11,301
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,502	0%	\$14,006	0%	\$14,006
<b>Totals</b>	<b>\$143,678</b>	<b>\$73,195</b>	<b>196.3%</b>	<b>\$294,133</b>	<b>48.85%</b>	<b>\$150,455</b>

**Summary of Activities:**

Salaries and benefits to support GED, ASE, ESL programs. Operating expenses include APEX learning software, English training software, and accreditation costs.

**Status**  
**Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

Matt Bean, Principal

Steve Rausa, Assistant Principal

Jolie Lindemeyer, Accountant/Budget Analyst

**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	\$47,562	\$16,281	292.14%	\$65,123	73.03%	\$17,561
2000 - Non-Instructional Salaries	\$77,636	\$27,393	283.42%	\$109,572	70.85%	\$31,936
3000 - Employee Benefits	\$43,291	\$14,767	293.17%	\$59,067	73.29%	\$15,776
4000 - Supplies and Materials	\$6,585	\$1,692	389.18%	\$6,768	97.3%	\$183
5000 - Other Operating Expenses and Services	\$29,347	\$9,899	296.46%	\$39,597	74.11%	\$10,250
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,502	0%	\$14,006	0%	\$14,006
<b>Totals</b>	<b>\$204,421</b>	<b>\$73,533</b>	<b>278%</b>	<b>\$294,133</b>	<b>69.5%</b>	<b>\$89,712</b>

**Status  
Submitted**

---

**Murrieta Valley Unified Q4 Report (4/1 - 6/30)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$65,123	\$16,281	400%	\$65,123	100%	\$0
2000 - Non-Instructional Salaries	\$109,572	\$27,393	400%	\$109,572	100%	\$0
3000 - Employee Benefits	\$59,067	\$14,767	400%	\$59,067	100%	\$0
4000 - Supplies and Materials	\$6,590	\$1,692	389.48%	\$6,768	97.37%	\$178
5000 - Other Operating Expenses and Services	\$30,228	\$9,899	305.36%	\$39,597	76.34%	\$9,369
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,529	\$3,502	386.38%	\$14,006	96.59%	\$477
<b>Totals</b>	<b>\$284,109</b>	<b>\$73,533</b>	<b>386.37%</b>	<b>\$294,133</b>	<b>96.59%</b>	<b>\$10,024</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:**

Salaries and benefits to support GED, ASE, ESL programs. Operating expenses include APEX learning software, English training software, and accreditation costs.

**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	\$9,540	\$26,026	36.66%	\$65,066	14.66%	\$55,526
2000 - Non-Instructional Salaries	\$1,737	\$4,054	42.85%	\$10,135	17.14%	\$8,398
3000 - Employee Benefits	\$1,064	\$6,078	17.51%	\$15,194	7%	\$14,130
4000 - Supplies and Materials	\$0	\$69,201	0%	\$173,002	0%	\$173,002
5000 - Other Operating Expenses and Services	\$0	\$1,320	0%	\$3,300	0%	\$3,300
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$568	\$5,333	10.65%	\$13,333	4.26%	\$12,765
<b>Totals</b>	<b>\$12,909</b>	<b>\$112,012</b>	<b>11.52%</b>	<b>\$280,030</b>	<b>4.61%</b>	<b>\$267,121</b>

**Corrective Action Plan**

Expenditures will be allocated to instructional and non-instructional salaries and benefits to support program areas of Adult Education to ensure outcomes are achieved.

**Summary of Activities:**

Expenditures during this quarter all support the program areas of Adult Education in the High School Diploma, GED, and the Medical Assistant Programs. Salaries and benefits of employees engaged in these program areas to meet the objective of a seamless transition from adult education to a promotion, new career opportunities, training or higher education.

**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	\$25,080	\$26,026	96.36%	\$65,066	38.55%	\$39,986
2000 - Non-Instructional Salaries	\$4,661	\$4,054	114.97%	\$10,135	45.99%	\$5,474
3000 - Employee Benefits	\$4,307	\$6,078	70.87%	\$15,194	28.35%	\$10,887
4000 - Supplies and Materials	\$2,100	\$69,201	3.03%	\$173,002	1.21%	\$170,902
5000 - Other Operating Expenses and Services	\$1,046	\$1,320	79.24%	\$3,300	31.7%	\$2,254
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,662	\$5,333	31.16%	\$13,333	12.47%	\$11,671
<b>Totals</b>	<b>\$38,856</b>	<b>\$112,012</b>	<b>34.69%</b>	<b>\$280,030</b>	<b>13.88%</b>	<b>\$241,174</b>

**Corrective Action Plan**

Expenditures will be allocated to instructional and non-instructional salaries and benefits to support program areas of Adult Education to ensure outcomes are achieved.

**Summary of Activities:**

Expenditures during this quarter all support the program areas of Adult Education in the High School Diploma, GED, and the Medical Assistant Programs. Salaries and benefits of employees engaged in these program areas to meet the objective of a seamless transition from adult education to a promotion, new career opportunities, training or higher education.

**Status**  
**Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

Jennifer Prince, Accountant  
 Dr. Pauline Garcia 5911557, Principal  
 Brianna Camarillo, Accounting Technician  
 Lee Alfred

### 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	\$38,613	\$26,026	148.36%	\$65,066	59.34%	\$26,453
2000 - Non-Instructional Salaries	\$6,437	\$4,054	158.78%	\$10,135	63.51%	\$3,698
3000 - Employee Benefits	\$6,501	\$6,078	106.97%	\$15,194	42.79%	\$8,693
4000 - Supplies and Materials	\$2,100	\$69,201	3.03%	\$173,002	1.21%	\$170,902
5000 - Other Operating Expenses and Services	\$1,576	\$1,320	119.39%	\$3,300	47.76%	\$1,724
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,465	\$5,333	46.22%	\$13,333	18.49%	\$10,868
<b>Totals</b>	<b>\$57,692</b>	<b>\$112,012</b>	<b>51.51%</b>	<b>\$280,030</b>	<b>20.6%</b>	<b>\$222,338</b>

### Corrective Action Plan

Expenditures will be allocated to instructional and non-instructional salaries and benefits to support program areas of Adult Education to ensure outcomes are achieved.

### Summary of Activities:

Expenditures during this quarter all support the program areas of Adult Education in the High School Diploma, GED, and the Medical Assistant Programs. Salaries and benefits of employees engaged in these program areas to meet the objective of a seamless transition from adult education to a promotion, new career opportunities, training or higher education.

**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	\$65,066	\$26,026	250%	\$65,066	100%	\$0
2000 - Non-Instructional Salaries	\$8,426	\$4,054	207.84%	\$10,135	83.14%	\$1,709
3000 - Employee Benefits	\$10,678	\$6,078	175.69%	\$15,194	70.28%	\$4,516
4000 - Supplies and Materials	\$3,828	\$69,201	5.53%	\$173,002	2.21%	\$169,174
5000 - Other Operating Expenses and Services	\$2,460	\$1,320	186.36%	\$3,300	74.55%	\$840
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,522	\$5,333	84.79%	\$13,333	33.92%	\$8,811
<b>Totals</b>	<b>\$94,980</b>	<b>\$112,012</b>	<b>84.79%</b>	<b>\$280,030</b>	<b>33.92%</b>	<b>\$185,050</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**

Corrective Action Plan Expenditures fall below target. Please provide the action steps that will be taken to address this issue. Expenditures will be allocated to instructional and non-instructional salaries and benefits to support program areas of Adult Education to ensure outcomes are achieved.

**Summary of Activities:**

Summary of Activities Expenditures during this quarter all support the program areas of Adult Education in the High School Diploma, GED, and the Medical Assistant Programs. Salaries and benefits of employees engaged in these program areas to meet the objective of a seamless transition from adult education to a promotion, new career opportunities, training or higher education.

**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	\$94,203	\$57,825	162.91%	\$385,500	24.44%	\$291,297
2000 - Non-Instructional Salaries	\$9,496	\$7,344	129.3%	\$48,961	19.4%	\$39,465
3000 - Employee Benefits	\$32,715	\$21,086	155.15%	\$140,576	23.27%	\$107,861
4000 - Supplies and Materials	\$0	\$240	0%	\$1,600	0%	\$1,600
5000 - Other Operating Expenses and Services	\$0	\$906	0%	\$6,041	0%	\$6,041
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$4,370	0%	\$29,134	0%	\$29,134
<b>Totals</b>	<b>\$136,414</b>	<b>\$91,772</b>	<b>148.64%</b>	<b>\$611,812</b>	<b>22.3%</b>	<b>\$475,398</b>

**Summary of Activities:**

Salaries and benefits for teachers and support staff serving ABE, ASE, ESL and CTE students at Smith Correctional Facility, Cois Byrd Detention Center and Temecula Day Reporting Center.

**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	\$193,656	\$115,650	167.45%	\$385,500	50.24%	\$191,844
2000 - Non-Instructional Salaries	\$22,945	\$14,688	156.21%	\$48,961	46.86%	\$26,016
3000 - Employee Benefits	\$69,044	\$42,173	163.72%	\$140,576	49.12%	\$71,532
4000 - Supplies and Materials	\$1,527	\$480	318.13%	\$1,600	95.44%	\$73
5000 - Other Operating Expenses and Services	\$0	\$1,812	0%	\$6,041	0%	\$6,041
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$12,201	\$8,740	139.6%	\$29,134	41.88%	\$16,933
<b>Totals</b>	<b>\$299,373</b>	<b>\$183,544</b>	<b>163.11%</b>	<b>\$611,812</b>	<b>48.93%</b>	<b>\$312,439</b>

**Summary of Activities:**

Instructional and non-instructional salaries and benefits for teachers, instructional assistant, program assistants and program specialist to support ABE/ASE, ESL, CTE and GED/HiSET at Smith Correctional Facility in Banning, Cois Byrd Detention Center in Murrieta, and Temecula Day Reporting Center. Necessary supplies and instructional materials including printing costs for distance learning instruction at the jail sites. All instruction is held in a distance learning model. Online instruction is available at Day Reporting Center location only. The educational program in the detention centers is conducted entirely in a distance learning model without student internet access due to Riverside County Sheriff policy. COVID-19 cases and necessary precautions in the jails continue to affect RCOE's efforts to provide services to students in custody in the county.

**Status**  
**Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

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



### Riverside Co. Office of Education Q3 Report (1/1 - 3/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$289,615	\$173,475	166.95%	\$385,500	75.13%	\$95,885
2000 - Non-Instructional Salaries	\$35,042	\$22,032	159.05%	\$48,961	71.57%	\$13,919
3000 - Employee Benefits	\$104,384	\$63,259	165.01%	\$140,576	74.25%	\$36,192
4000 - Supplies and Materials	\$1,527	\$720	212.08%	\$1,600	95.44%	\$73
5000 - Other Operating Expenses and Services	\$3,008	\$2,718	110.65%	\$6,041	49.79%	\$3,033
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$14,585	\$13,110	111.25%	\$29,134	50.06%	\$14,549
<b>Totals</b>	<b>\$448,161</b>	<b>\$275,315</b>	<b>162.78%</b>	<b>\$611,812</b>	<b>73.25%</b>	<b>\$163,651</b>

#### Summary of Activities:

Instructional and non-instructional salaries and benefits for teachers, instructional assistant, program assistants and program specialist to support ABE/ASE, ESL, CTE and GED/HiSET at Smith Correctional Facility in Banning, Cois Byrd Detention Center in Murrieta, and Temecula Day Reporting Center. Necessary supplies and instructional materials including printing costs for in-person and distance learning instruction at the jail sites. Online instruction is available at Day Reporting Center location only. The educational program in the detention centers is conducted in an independent study, one-on-one or small group setting (no more than four students at a time) due to Riverside County Sheriff policy. COVID-19 cases have reduced to low levels in the jail; COVID precautions in the jails continue to affect RCOE's efforts to provide services to students in custody in the county.

**Status**  
**Submitted**

### Riverside Co. Office of Education Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$385,417	\$231,300	166.63%	\$385,500	99.98%	\$83
2000 - Non-Instructional Salaries	\$48,027	\$29,377	163.49%	\$48,961	98.09%	\$934
3000 - Employee Benefits	\$139,710	\$84,346	165.64%	\$140,576	99.38%	\$866
4000 - Supplies and Materials	\$1,527	\$960	159.06%	\$1,600	95.44%	\$73
5000 - Other Operating Expenses and Services	\$4,811	\$3,625	132.73%	\$6,041	79.64%	\$1,230
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$28,974	\$17,480	165.75%	\$29,134	99.45%	\$160
<b>Totals</b>	<b>\$608,466</b>	<b>\$367,087</b>	<b>165.76%</b>	<b>\$611,812</b>	<b>99.45%</b>	<b>\$3,346</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:**

Instructional and non-instructional salaries and benefits for teachers, instructional assistant, program assistants and program specialist to support ABE/ASE, ESL, CTE and GED/HISET at Smith Correctional Facility in Banning, Cois Byrd Detention Center in Murrieta, and Temecula Day Reporting Center. Necessary supplies and instructional materials including printing costs for in-person and distance learning instruction at the jail sites. Online instruction is available at Day Reporting Center location only. The educational program in the detention centers is conducted in an independent study, one-on-one or small group setting (no more than four students at a time) due to Riverside County Sheriff policy. COVID-19 cases reduced to low levels in the jail; COVID precautions in the jails continue to affect RCOE's efforts to provide services to students in custody in the county.

**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	\$10,592	\$63,213	16.76%	\$252,853	4.19%	\$242,261
2000 - Non-Instructional Salaries	\$7,957	\$12,000	66.31%	\$60,000	13.26%	\$52,043
3000 - Employee Benefits	\$9,368	\$19,520	47.99%	\$78,078	12%	\$68,710
4000 - Supplies and Materials	\$678	\$22,612	3%	\$90,446	0.75%	\$89,768
5000 - Other Operating Expenses and Services	\$2,750	\$11,943	23.03%	\$47,770	5.76%	\$45,020
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$26,457	0%	\$26,457
<b>Totals</b>	<b>\$31,345</b>	<b>\$129,287</b>	<b>24.24%</b>	<b>\$555,604</b>	<b>5.64%</b>	<b>\$524,259</b>

**Corrective Action Plan**

Expenditures will be allocated to instructional and non-instructional salaries to ensure outcomes are achieved. Expenditures will also go to professional development to achieve goals.

**Summary of Activities:**

New Registrar was hired to fill the vacancy. Online professional developments will be attended in lieu of the in person professional developments that were cancelled due to COVID shutdown. Technology, devices and internet connectivity for online student learning will be purchased.

**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	\$62,362	\$63,213	98.65%	\$252,853	24.66%	\$190,491
2000 - Non-Instructional Salaries	\$26,559	\$15,000	177.06%	\$60,000	44.27%	\$33,441
3000 - Employee Benefits	\$28,945	\$19,520	148.29%	\$78,078	37.07%	\$49,133
4000 - Supplies and Materials	\$10,568	\$22,612	46.74%	\$90,446	11.68%	\$79,878
5000 - Other Operating Expenses and Services	\$3,610	\$11,943	30.23%	\$47,770	7.56%	\$44,160
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$26,457	0%	\$26,457
<b>Totals</b>	<b>\$132,044</b>	<b>\$132,287</b>	<b>99.82%</b>	<b>\$555,604</b>	<b>23.77%</b>	<b>\$423,560</b>

**Corrective Action Plan**

Expenditures will be allocated to instructional and non-instructional salaries to ensure outcomes are achieved. Expenditures will also go to professional development to achieve goals. More devices for students will be purchased to assist with online learning.

**Summary of Activities:**

New Registrar was hired to fill the vacancy. Online professional developments will be attended in lieu of the in person professional developments that were cancelled due to COVID shutdown. Technology, devices and internet connectivity for online student learning will be purchased.

**Status**  
**Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

Ken Swanson

Shelley Ruzzamenti San Jacinto Unified School District, Accounting Technician

Brittany Ross

**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	\$103,224	\$63,213	163.29%	\$252,853	40.82%	\$149,629
2000 - Non-Instructional Salaries	\$43,427	\$15,000	289.51%	\$60,000	72.38%	\$16,573
3000 - Employee Benefits	\$46,112	\$19,520	236.24%	\$78,078	59.06%	\$31,966
4000 - Supplies and Materials	\$17,072	\$22,612	75.5%	\$90,446	18.88%	\$73,374
5000 - Other Operating Expenses and Services	\$8,212	\$11,943	68.76%	\$47,770	17.19%	\$39,558
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$26,457	0%	\$26,457
<b>Totals</b>	<b>\$218,047</b>	<b>\$132,287</b>	<b>164.83%</b>	<b>\$555,604</b>	<b>39.25%</b>	<b>\$337,557</b>

**Corrective Action Plan**

Due to the global pandemic in person courses were not able to be taken. We are in the process of purchasing online career education classes that all students can access at home. These purchases will allow access to career education courses leading to a certificate. We were able to hire our new registrar so we will be able to service more students. In addition to the pandemic's impacts, our school received funding from the Riverside County Board of Supervisors to purchase technology for our students to use at home. These expenses would have normally been paid out of our CAEP funds.

**Summary of Activities:**

Due to the global pandemic in person courses were not able to be taken. We are in the process of purchasing online career education classes that all students can access at home. These purchases will allow access to career education courses leading to a certificate. More technology will be purchased to support our career education courses. New registrar was hired. SJ adult will operate an extended school year to reach more students that were impacted by the global pandemic.

**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	\$163,112	\$63,213	258.03%	\$252,853	64.51%	\$89,741
2000 - Non-Instructional Salaries	\$59,292	\$18,000	329.4%	\$60,000	98.82%	\$708
3000 - Employee Benefits	\$64,653	\$19,520	331.22%	\$78,078	82.81%	\$13,425
4000 - Supplies and Materials	\$31,030	\$22,612	137.23%	\$90,446	34.31%	\$59,416
5000 - Other Operating Expenses and Services	\$12,973	\$11,943	108.63%	\$47,770	27.16%	\$34,797
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$16,553	\$26,457	62.57%	\$26,457	62.57%	\$9,904
<b>Totals</b>	<b>\$347,613</b>	<b>\$161,744</b>	<b>214.92%</b>	<b>\$555,604</b>	<b>62.56%</b>	<b>\$207,991</b>

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

Guidance: Yes

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	\$25,763	\$0	100%	\$165,993	15.52%	\$140,230
2000 - Non-Instructional Salaries	\$5,272	\$0	100%	\$43,000	12.26%	\$37,728
3000 - Employee Benefits	\$9,155	\$0	100%	\$61,100	14.98%	\$51,945
4000 - Supplies and Materials	\$53	\$0	100%	\$22,619	0.23%	\$22,566
5000 - Other Operating Expenses and Services	\$9,012	\$0	100%	\$22,000	40.96%	\$12,988
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$10,732	0%	\$10,732
<b>Totals</b>	\$49,255	\$0	100%	\$325,444	15.13%	\$276,189

**Summary of Activities:**

Besides payroll for certificated and classified staff, online software (Apex) licenses were purchased for 60 students.

**Status  
Submitted**

---

**Temecula Valley Unified Q2 Report (10/1 - 12/31)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$50,452	\$0	100%	\$165,993	30.39%	\$115,541
2000 - Non-Instructional Salaries	\$12,500	\$0	100%	\$43,000	29.07%	\$30,500
3000 - Employee Benefits	\$18,955	\$0	100%	\$61,100	31.02%	\$42,145
4000 - Supplies and Materials	\$208	\$0	100%	\$22,619	0.92%	\$22,411
5000 - Other Operating Expenses and Services	\$9,020	\$0	100%	\$22,000	41%	\$12,980
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$10,732	0%	\$10,732
<b>Totals</b>	<b>\$91,135</b>	<b>\$0</b>	<b>100%</b>	<b>\$325,444</b>	<b>28%</b>	<b>\$234,309</b>

**Corrective Action Plan**

The indirect cost has not been added yet, we do that at year-end. If that was added, it would take the percentage to 29.68%. Due to covid 19 only 10% of our supply budget has been spent. Hopefully, during the 3rd and 4th quarter we will make the goal of 60% by year end.

**Summary of Activities:**

The 2nd quarter expenditures included certificated and classified salaries, some supplies from Jostens and copy charges. There are charges for Data Impressions in the amount of \$2277.23 that will be transferred to resource 9010, the Cares Act funds that were received for chromebooks and computer accessories. Fund 11 received \$20,246.01 under the Cares Act and those funds and expenditures are placed in resource 9010.

**Status**  
**Submitted**

**Allocation Year Closeout: 2018-19**

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

**2018-19 Reverted Funds:**

\$0

**2018-19 Status**

Closed

**Submitting Authority**

Tim Dignan, Director of CTE and Alternative education  
Nathan Camara, Accountant



**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	\$78,598	\$0	100%	\$165,993	47.35%	\$87,395
2000 - Non-Instructional Salaries	\$18,821	\$0	100%	\$43,000	43.77%	\$24,179
3000 - Employee Benefits	\$28,705	\$0	100%	\$61,100	46.98%	\$32,395
4000 - Supplies and Materials	\$278	\$0	100%	\$22,619	1.23%	\$22,341
5000 - Other Operating Expenses and Services	\$11,114	\$0	100%	\$22,000	50.52%	\$10,886
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$10,732	0%	\$10,732
<b>Totals</b>	<b>\$137,516</b>	<b>\$0</b>	<b>100%</b>	<b>\$325,444</b>	<b>42.25%</b>	<b>\$187,928</b>

**Corrective Action Plan**

The indirect cost has not been added yet, we do that at year-end. If that was added, it would take the percentage to 43.70%. Due to COVID-19 only 1% of the supply budget has been spent. Target goal is to spend 18% in 4th quarter to make the year end goal of 60% budget expenditure.

**Summary of Activities:**

The 3rd quarter expenditures consisted mainly of certificated and classified salaries, a Jostens supply order, WASC invoice and copy charges. The charges for Data Impressions in the amount of \$2277.23 was transferred to resource 9010, the Cares Act funds that were received for Chromebooks and computer accessories.

**Status**  
**Submitted**

**Temecula Valley Unified Q4 Report (4/1 - 6/30)**

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$103,287	\$0	100%	\$165,993	62.22%	\$62,706
2000 - Non-Instructional Salaries	\$23,155	\$0	100%	\$43,000	53.85%	\$19,845
3000 - Employee Benefits	\$35,935	\$0	100%	\$61,100	58.81%	\$25,165
4000 - Supplies and Materials	\$420	\$0	100%	\$22,619	1.86%	\$22,199
5000 - Other Operating Expenses and Services	\$11,241	\$0	100%	\$22,000	51.1%	\$10,759
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,935	\$0	100%	\$10,732	55.3%	\$4,797
<b>Totals</b>	<b>\$179,973</b>	<b>\$0</b>	<b>100%</b>	<b>\$325,444</b>	<b>55.3%</b>	<b>\$145,471</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**

With instruction being outside of the classroom environment for majority of the year, there was a decrease to the supplies and materials budget. Technology was purchased for the adult education program using CAEP funds and was transferred out to Resource 9010, funds received from the CARES ACT.

**Summary of Activities:**

Expenses this quarter consisted of salaries & related benefits for employees operating the adult education program. In addition to these costs were charges for printing and small supply purchases.

**Status**  
**Submitted**



California  
Community  
Colleges

