CAEP Consortium Fiscal Reporting 36 Napa Valley Adult Education Consortium

2019-20 Fiscal Year

Certification

Certified By

Elena Toscano Project Manager

Quarter 1 StatusQuarter 2 StatusQuarter 3 StatusQuarter 4 StatusCertifiedUncertifiedUncertified

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Calistoga Joint Unified	Submitted	Not Submitted	Not Submitted	Not Submitted
Napa Co. Office of Education	Submitted	Not Submitted	Not Submitted	Not Submitted
Napa Valley CCD	Submitted	Not Submitted	Not Submitted	Not Submitted
Napa Valley Unified	Submitted	Not Submitted	Not Submitted	Not Submitted
St. Helena Unified School District	Submitted	Not Submitted	Not Submitted	Not Submitted

Calistoga Joint Unified

Calistoga Joint 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	\$4,341	\$4,341	99.99%	\$28,942	15%	\$24,601
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$909	\$909	100.03%	\$6,058	15%	\$5,149
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$5,250	\$5,250	100%	\$35,000	15%	\$29,750

Summary of Activities:

Calistoga is currently partnering with Napa Valley Adult Education to offer two programs in Calistoga: 1) Construction housed at Calistoga High School; 2) English in the Workplace in partnership with UpValley Family Resource Center located adjacent to the Calistoga Elementary School Campus.

Status Submitted

Calistoga Joint 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	\$4,341	\$8,683	50%	\$28,942	15%	\$24,601
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$909	\$1,817	50.02%	\$6,058	15%	\$5,149
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$5,250	\$10,500	50%	\$35,000	15%	\$29,750

Calistoga Joint 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	\$4,341	\$13,024	33.33%	\$28,942	15%	\$24,601
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$909	\$2,726	33.34%	\$6,058	15%	\$5,149
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$5,250	\$15,750	33.33%	\$35,000	15%	\$29,750

Calistoga Joint Unified Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$4,341	\$17,365	25%	\$28,942	15%	\$24,601
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$909	\$3,635	25.01%	\$6,058	15%	\$5,149
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$5,250	\$21,000	25%	\$35,000	15%	\$29,750

Napa Co. Office of Education

Napa 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$18,061	\$0	100%	\$72,244	25%	\$54,183
3000 - Employee Benefits	\$3,983	\$0	100%	\$25,214	15.8%	\$21,231
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$22,044	\$0	100%	\$97,458	22.62%	\$75,414

Summary of Activities:

Funds are currently being used to cover salary of the Napa Valley Adult Education Consortium Transition Specialist.

Status

Submitted

Napa 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$18,061	\$0	100%	\$72,244	25%	\$54,183
3000 - Employee Benefits	\$3,983	\$0	100%	\$25,214	15.8%	\$21,231
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$22,044	\$0	100%	\$97,458	22.62%	\$75,414

Napa 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$18,061	\$0	100%	\$72,244	25%	\$54,183
3000 - Employee Benefits	\$3,983	\$0	100%	\$25,214	15.8%	\$21,231
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$22,044	\$0	100%	\$97,458	22.62%	\$75,414

Napa 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	\$0	\$0	100%	\$0	100%	\$0
2000 - Non-Instructional Salaries	\$18,061	\$0	100%	\$72,244	25%	\$54,183
3000 - Employee Benefits	\$3,983	\$0	100%	\$25,214	15.8%	\$21,231
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$22,044	\$0	100%	\$97,458	22.62%	\$75,414

Napa Valley CCD

Napa Valley 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	\$200	\$0	100%	\$100,000	0.2%	\$99,800
2000 - Non-Instructional Salaries	\$6,224	\$25,000	24.9%	\$100,000	6.22%	\$93,776
3000 - Employee Benefits	\$2,868	\$7,500	38.24%	\$50,000	5.74%	\$47,132
4000 - Supplies and Materials	\$17	\$15,000	0.11%	\$150,000	0.01%	\$149,983
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$200,000	0%	\$200,000
6000 - Capital Outlay	\$0	\$0	100%	\$134,640	0%	\$134,640
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$9,309	\$47,500	19.6%	\$734,640	1.27%	\$725,331

Corrective Action Plan

Activities lower than expected in first quarter due to summer break - activities will increase for the remainder of the fiscal year.

Status Submitted

Napa Valley 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	\$200	\$0	100%	\$100,000	0.2%	\$99,800
2000 - Non-Instructional Salaries	\$6,224	\$25,000	24.9%	\$100,000	6.22%	\$93,776
3000 - Employee Benefits	\$2,868	\$12,500	22.94%	\$50,000	5.74%	\$47,132
4000 - Supplies and Materials	\$17	\$45,000	0.04%	\$150,000	0.01%	\$149,983
5000 - Other Operating Expenses and Services	\$0	\$50,000	0%	\$200,000	0%	\$200,000
6000 - Capital Outlay	\$0	\$0	100%	\$134,640	0%	\$134,640
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$9,309	\$132,500	7.03%	\$734,640	1.27%	\$725,331

Napa Valley 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	\$200	\$0	100%	\$100,000	0.2%	\$99,800
2000 - Non-Instructional Salaries	\$6,224	\$25,000	24.9%	\$100,000	6.22%	\$93,776
3000 - Employee Benefits	\$2,868	\$15,000	19.12%	\$50,000	5.74%	\$47,132
4000 - Supplies and Materials	\$17	\$45,000	0.04%	\$150,000	0.01%	\$149,983
5000 - Other Operating Expenses and Services	\$0	\$100,000	0%	\$200,000	0%	\$200,000
6000 - Capital Outlay	\$0	\$0	100%	\$134,640	0%	\$134,640
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$9,309	\$185,000	5.03%	\$734,640	1.27%	\$725,331

Napa Valley 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	\$200	\$0	100%	\$100,000	0.2%	\$99,800
2000 - Non-Instructional Salaries	\$6,224	\$25,000	24.9%	\$100,000	6.22%	\$93,776
3000 - Employee Benefits	\$2,868	\$15,000	19.12%	\$50,000	5.74%	\$47,132
4000 - Supplies and Materials	\$17	\$45,000	0.04%	\$150,000	0.01%	\$149,983
5000 - Other Operating Expenses and Services	\$0	\$100,000	0%	\$200,000	0%	\$200,000
6000 - Capital Outlay	\$0	\$0	100%	\$134,640	0%	\$134,640
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$9,309	\$185,000	5.03%	\$734,640	1.27%	\$725,331

Napa Valley Unified

Napa 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	\$207,172	\$233,486	88.73%	\$1,556,570	13.31%	\$1,349,398
2000 - Non-Instructional Salaries	\$162,815	\$112,802	144.34%	\$752,011	21.65%	\$589,196
3000 - Employee Benefits	\$108,398	\$84,552	128.2%	\$563,681	19.23%	\$455,283
4000 - Supplies and Materials	\$22,588	\$27,716	81.5%	\$184,771	12.22%	\$162,183
5000 - Other Operating Expenses and Services	\$35,504	\$39,370	90.18%	\$262,468	13.53%	\$226,964
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,397	\$24,896	110.04%	\$165,975	16.51%	\$138,578
Totals	\$563,874	\$522,821	107.85%	\$3,485,476	16.18%	\$2,921,602

Status Submitted

Napa 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	\$207,172	\$466,971	44.37%	\$1,556,570	13.31%	\$1,349,398
2000 - Non-Instructional Salaries	\$162,815	\$225,603	72.17%	\$752,011	21.65%	\$589,196
3000 - Employee Benefits	\$108,398	\$169,104	64.1%	\$563,681	19.23%	\$455,283
4000 - Supplies and Materials	\$22,588	\$55,431	40.75%	\$184,771	12.22%	\$162,183
5000 - Other Operating Expenses and Services	\$35,504	\$78,740	45.09%	\$262,468	13.53%	\$226,964
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,397	\$58,091	47.16%	\$165,975	16.51%	\$138,578
Totals	\$563,874	\$1,053,942	53.5%	\$3,485,476	16.18%	\$2,921,602

Napa 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	\$207,172	\$700,457	29.58%	\$1,556,570	13.31%	\$1,349,398
2000 - Non-Instructional Salaries	\$162,815	\$338,405	48.11%	\$752,011	21.65%	\$589,196
3000 - Employee Benefits	\$108,398	\$253,656	42.73%	\$563,681	19.23%	\$455,283
4000 - Supplies and Materials	\$22,588	\$83,147	27.17%	\$184,771	12.22%	\$162,183
5000 - Other Operating Expenses and Services	\$35,504	\$118,111	30.06%	\$262,468	13.53%	\$226,964
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,397	\$82,988	33.01%	\$165,975	16.51%	\$138,578
Totals	\$563,874	\$1,576,763	35.76%	\$3,485,476	16.18%	\$2,921,602

Napa 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	\$207,172	\$933,942	22.18%	\$1,556,570	13.31%	\$1,349,398
2000 - Non-Instructional Salaries	\$162,815	\$451,207	36.08%	\$752,011	21.65%	\$589,196
3000 - Employee Benefits	\$108,398	\$338,209	32.05%	\$563,681	19.23%	\$455,283
4000 - Supplies and Materials	\$22,588	\$110,863	20.37%	\$184,771	12.22%	\$162,183
5000 - Other Operating Expenses and Services	\$35,504	\$157,481	22.54%	\$262,468	13.53%	\$226,964
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$27,397	\$124,481	22.01%	\$165,975	16.51%	\$138,578
Totals	\$563,874	\$2,116,182	26.65%	\$3,485,476	16.18%	\$2,921,602

St. Helena Unified School District

St. Helena Unified School District 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	\$2,925	\$2,925	100%	\$19,500	15%	\$16,575
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$647	\$647	100.08%	\$4,310	15.01%	\$3,663
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	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%	\$1,190	0%	\$1,190
Totals	\$3,572	\$3,572	100.01%	\$25,000	14.29%	\$21,428

Summary of Activities:

Funds are being used in partnership with the Napa Valley Adult Education program to provide a High School Diploma class in St. Helena at the Upvalley Campus of Napa Valley College.

Status Submitted

St. Helena Unified School District Q2 Report (10/1 - 12/31)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$2,925	\$5,850	50%	\$19,500	15%	\$16,575
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$647	\$1,293	50.04%	\$4,310	15.01%	\$3,663
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	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%	\$1,190	0%	\$1,190
Totals	\$3,572	\$7,143	50.01%	\$25,000	14.29%	\$21,428

St. Helena Unified School District 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	\$2,925	\$8,775	33.33%	\$19,500	15%	\$16,575
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$647	\$1,940	33.36%	\$4,310	15.01%	\$3,663
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	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%	\$1,190	0%	\$1,190
Totals	\$3,572	\$10,715	33.34%	\$25,000	14.29%	\$21,428

St. Helena Unified School District Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$2,925	\$11,700	25%	\$19,500	15%	\$16,575
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$647	\$2,586	25.02%	\$4,310	15.01%	\$3,663
4000 - Supplies and Materials	\$0	\$0	100%	\$0	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	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%	\$1,190	0%	\$1,190
Totals	\$3,572	\$14,286	25%	\$25,000	14.29%	\$21,428





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