

CAEP Consortium Fiscal Reporting 40 Education to Career Network of North San Diego County (Palomar/Vista)

2019-20 Fiscal Year

Certification

Certified By

Elizabeth O'Shea-West

Principal

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
Escondido Union High	Submitted	Submitted	Submitted	Submitted
Palomar CCD	Submitted	Submitted	Submitted	Submitted
Poway Unified	Submitted	Submitted	Submitted	Submitted
Ramona City Unified	Submitted	Submitted	Submitted	Submitted
San Marcos Unified	Submitted	Submitted	Submitted	Submitted
Vista Unified	Submitted	Submitted	Submitted	Submitted

Escondido Union High

Escondido 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	\$112,023	\$90,263	124.11%	\$1,002,919	11.17%	\$890,896
2000 - Non-Instructional Salaries	\$159,748	\$240,220	66.5%	\$889,704	17.96%	\$729,956
3000 - Employee Benefits	\$102,203	\$126,425	80.84%	\$743,679	13.74%	\$641,476
4000 - Supplies and Materials	\$0	\$1	0%	\$1	0%	\$1
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$5,800	0%	\$5,800
6000 - Capital Outlay	\$0	\$1	0%	\$1	0%	\$1
7000 - Other Outgo	\$0	\$120,457	0%	\$120,457	0%	\$120,457
Indirect Costs	\$0	\$0	100%	\$137,800	0%	\$137,800
Totals	\$373,974	\$577,367	64.77%	\$2,900,361	12.89%	\$2,526,387

Corrective Action Plan

Anticipated back pay and pay increases for non-instructional salaries for this quarter will actually occur in the second quarter. Also, the hiring of an IT Support Technician was delayed three months until October.

Summary of Activities:

The school continued to offer a full range of of ABE/ASE and ESL programs. In addition, CTE programs continued to be offered such as Certified Nursing Assistant, Medical Assistant, Veterinary Assistant, Microsoft Office training etc.

Status
Submitted

Escondido 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	\$388,785	\$411,197	94.55%	\$1,002,919	38.77%	\$614,134
2000 - Non-Instructional Salaries	\$374,386	\$480,440	77.93%	\$889,704	42.08%	\$515,318
3000 - Employee Benefits	\$275,002	\$327,219	84.04%	\$743,679	36.98%	\$468,677
4000 - Supplies and Materials	\$0	\$1	0%	\$1	0%	\$1
5000 - Other Operating Expenses and Services	\$280	\$2,900	9.66%	\$5,800	4.83%	\$5,520
6000 - Capital Outlay	\$0	\$1	0%	\$1	0%	\$1
7000 - Other Outgo	\$0	\$120,457	0%	\$120,457	0%	\$120,457
Indirect Costs	\$0	\$0	100%	\$137,800	0%	\$137,800
Totals	\$1,038,453	\$1,342,215	77.37%	\$2,900,361	35.8%	\$1,861,908

Summary of Activities:

The school continued to offer a full range of of ABE/ASE and ESL programs. In addition, CTE programs continued to be offered such as Certified Nursing Assistant, Medical Assistant, Veterinary Assistant, Microsoft Office training etc.

Status
Submitted

Allocation Year Closeout: 2017-18

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

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Tom Allison, Co-Principal

Escondido 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	\$635,258	\$671,956	94.54%	\$1,002,919	63.34%	\$367,661
2000 - Non-Instructional Salaries	\$582,267	\$649,484	89.65%	\$889,704	65.45%	\$307,437
3000 - Employee Benefits	\$455,409	\$520,575	87.48%	\$743,679	61.24%	\$288,270
4000 - Supplies and Materials	\$0	\$1	0%	\$1	0%	\$1
5000 - Other Operating Expenses and Services	\$3,040	\$4,350	69.89%	\$5,800	52.41%	\$2,760
6000 - Capital Outlay	\$0	\$1	0%	\$1	0%	\$1
7000 - Other Outgo	\$0	\$120,457	0%	\$120,457	0%	\$120,457
Indirect Costs	\$0	\$0	100%	\$137,800	0%	\$137,800
Totals	\$1,675,974	\$1,966,824	85.21%	\$2,900,361	57.79%	\$1,224,387

Status
Submitted

Escondido 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	\$944,796	\$1,002,919	94.2%	\$1,002,919	94.2%	\$58,123
2000 - Non-Instructional Salaries	\$786,152	\$889,704	88.36%	\$889,704	88.36%	\$103,552
3000 - Employee Benefits	\$672,391	\$743,679	90.41%	\$743,679	90.41%	\$71,288
4000 - Supplies and Materials	\$0	\$1	0%	\$1	0%	\$1
5000 - Other Operating Expenses and Services	\$5,800	\$5,800	100%	\$5,800	100%	\$0
6000 - Capital Outlay	\$0	\$1	0%	\$1	0%	\$1
7000 - Other Outgo	\$120,457	\$120,457	100%	\$120,457	100%	\$0
Indirect Costs	\$0	\$137,800	0%	\$137,800	0%	\$137,800
Totals	\$2,529,596	\$2,900,361	87.22%	\$2,900,361	87.22%	\$370,765

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

Guidance: Yes

Status
Submitted

Palomar CCD

Palomar 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	\$42,754	\$34,682	123.28%	\$231,211	18.49%	\$188,457
2000 - Non-Instructional Salaries	\$17,692	\$4,275	413.85%	\$89,445	19.78%	\$71,753
3000 - Employee Benefits	\$22,458	\$25,718	87.33%	\$171,450	13.1%	\$148,992
4000 - Supplies and Materials	\$1,083	\$8,625	12.56%	\$34,500	3.14%	\$33,417
5000 - Other Operating Expenses and Services	\$9,380	\$12,186	76.97%	\$48,745	19.24%	\$39,365
6000 - Capital Outlay	\$1,242	\$375	331.2%	\$1,500	82.8%	\$258
7000 - Other Outgo	\$0	\$15,932	0%	\$63,729	0%	\$63,729
Indirect Costs	\$4,521	\$8,007	56.46%	\$32,029	14.12%	\$27,508
Totals	\$99,130	\$109,800	90.28%	\$672,609	14.74%	\$573,479

Summary of Activities:

In quarter one, Palomar College continued its work to implement integrated education and training through the pre-apprenticeship program being offered with partner San Marcos Adult School. The first cohort of students (10) all completed the program and we have seen a 70% increase in enrollment with the second cohort. We are now offering ESL on the new Fallbrook campus and continue to offer at community locations throughout our service area. One new offering, in Rainbow, had full enrollment from the first offering this fall and will continue to be offered in spring. With ETCN, we will be presenting twice at the California Adult Education Program summit this month on "Collaborative Curriculum Alignment" and "A Consortium Built for Collaboration." We have also begun to plan for our fourth annual Path to Palomar event to occur in quarter three.

Status
Submitted

Palomar 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	\$87,277	\$92,484	94.37%	\$231,211	37.75%	\$143,934
2000 - Non-Instructional Salaries	\$35,498	\$4,275	830.36%	\$89,445	39.69%	\$53,947
3000 - Employee Benefits	\$45,147	\$68,580	65.83%	\$171,450	26.33%	\$126,303
4000 - Supplies and Materials	\$3,585	\$17,250	20.78%	\$34,500	10.39%	\$30,915
5000 - Other Operating Expenses and Services	\$12,770	\$24,373	52.4%	\$48,745	26.2%	\$35,975
6000 - Capital Outlay	\$1,242	\$750	165.6%	\$1,500	82.8%	\$258
7000 - Other Outgo	\$0	\$31,865	0%	\$63,729	0%	\$63,729
Indirect Costs	\$4,521	\$16,015	28.23%	\$32,029	14.12%	\$27,508
Totals	\$190,040	\$255,591	74.35%	\$672,609	28.25%	\$482,569

Corrective Action Plan

For Q2, not all payroll is posted. Additionally, we have a new full-time employee that began 02/13. Our projection for Q3 is to be at 45% of budget.

Summary of Activities:

In quarter two, Palomar College continued its integrated education and training through the pre-apprenticeship program being offered with partner San Marcos Adult School. The second cohort of students is proceeding well with positive outcomes. We are now offering ESL on the new Fallbrook campus and continue to offer at community locations throughout our service area. Our new ESL offering in Rainbow continues to be fully enrolled. With ETCN, we presented twice at the California Adult Education Program summit in late October on "Collaborative Curriculum Alignment" and "A Consortium Built for Collaboration." We are now finalizing plans for our fourth annual Path to Palomar event to occur on February 27th. We continue planning, as well, for our first annual consortium Education & Career Fair to be held at our Rancho Bernardo Education Center on April 29th. ETCN is also involved in collaborative pathway work with the regional Strong Workforce Program through our Super Region.

Status
Submitted

Allocation Year Closeout: 2017-18

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

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Suzanne Sebring, Director, Occupational and Noncredit Programs

Susan Garland, Sr Grants Administrative Specialist

Palomar 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	\$155,777	\$150,287	103.65%	\$231,211	67.37%	\$75,434
2000 - Non-Instructional Salaries	\$57,458	\$31,736	181.05%	\$89,445	64.24%	\$31,987
3000 - Employee Benefits	\$81,542	\$111,443	73.17%	\$171,450	47.56%	\$89,908
4000 - Supplies and Materials	\$5,265	\$25,875	20.35%	\$34,500	15.26%	\$29,235
5000 - Other Operating Expenses and Services	\$16,540	\$36,559	45.24%	\$48,745	33.93%	\$32,205
6000 - Capital Outlay	\$1,243	\$1,125	110.49%	\$1,500	82.87%	\$257
7000 - Other Outgo	\$0	\$47,797	0%	\$63,729	0%	\$63,729
Indirect Costs	\$9,214	\$24,022	38.36%	\$32,029	28.77%	\$22,815
Totals	\$327,039	\$428,843	76.26%	\$672,609	48.62%	\$345,570

Summary of Activities:

In Q3, Palomar College continued to offer programs and services to students. We hosted ETCN's annual Path to Palomar event, which were attended by over 240 students from our adult schools. Students were transported by school bus to the Palomar College campus, where they were greeted by the acting College President and learned about programs and services offered by the college. The event, as in past years, was very positively received by students - many of whom had never visited a college campus. During this quarter we had to quickly pivot to online education due to COVID-19. To help continue instruction for our students, Palomar's foundation offered laptops to students, resources for wifi, and noncredit ESL faculty created online courses housed in CANVAS for all instructors teaching the courses to use. They were designed using best-practices outline in the CVE-OEI Course Design Rubric and will be offered this summer in the new fully-online accessible (including captioning) modality.

Status
Submitted

Palomar 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	\$212,370	\$231,211	91.85%	\$231,211	91.85%	\$18,841
2000 - Non-Instructional Salaries	\$70,707	\$76,620	92.28%	\$89,445	79.05%	\$18,738
3000 - Employee Benefits	\$109,268	\$171,450	63.73%	\$171,450	63.73%	\$62,182
4000 - Supplies and Materials	\$5,265	\$34,500	15.26%	\$34,500	15.26%	\$29,235
5000 - Other Operating Expenses and Services	\$16,826	\$48,745	34.52%	\$48,745	34.52%	\$31,919
6000 - Capital Outlay	\$1,243	\$1,500	82.87%	\$1,500	82.87%	\$257
7000 - Other Outgo	\$0	\$63,729	0%	\$63,729	0%	\$63,729
Indirect Costs	\$20,767	\$32,029	64.84%	\$32,029	64.84%	\$11,262
Totals	\$436,446	\$659,784	66.15%	\$672,609	64.89%	\$236,163

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

Guidance: Yes

Summary of Activities:

Palomar College continues to offer programs and services to students while pivoting to online education due to COVID-19. To help continue instruction for our students, Palomar's foundation offered laptops to students, resources for wifi, and noncredit ESL faculty created online courses housed in CANVAS for all instructions teaching the courses to use. Additionally, the nursing department and EME department noticed several years back that the students applying for the programs needed background knowledge in a few key areas to ensure their success in the programs they eventually would to apply to. The two departments developed a three course series with the goal of helping students who are who are interested in a medical career to strengthen their knowledge in those particular categories, which can be taken through adult ed.

**Status
Submitted**

Poway Unified

Poway 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	\$153,355	\$169,316	90.57%	\$940,647	16.3%	\$787,292
2000 - Non-Instructional Salaries	\$44,699	\$34,145	130.91%	\$189,694	23.56%	\$144,995
3000 - Employee Benefits	\$58,075	\$75,601	76.82%	\$420,007	13.83%	\$361,932
4000 - Supplies and Materials	\$4,794	\$2,586	185.38%	\$14,367	33.37%	\$9,573
5000 - Other Operating Expenses and Services	\$6,010	\$12,214	49.21%	\$67,855	8.86%	\$61,845
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$79,169	0%	\$79,169
Totals	\$266,933	\$293,863	90.84%	\$1,711,739	15.59%	\$1,444,806

Summary of Activities:

During the first quarter, Poway Adult School has continued making progress in all of our consortium goal areas. In August, at our Leadership Council meeting, consortium staff participated in creating a month-by-month work plan for the year. We held a back-to-school in-service for teachers and staff on August 23, 2019. Our ESL and academic program quarter began the week of August 26, and the majority of our CTE programs began on Tuesday, September 23, 2019. We have continued providing advising time for ESL students at the beginning of each quarter in order to set and monitor progress toward goals. All of our academic teachers (ESL, ABE and ASE) have continued with monthly release time to meet in PLC groups. We have also continued our schoolwide Data Dialogue to examine data and determine implications for teaching and learning, as well as our schoolwide structures. Our student council also continued meeting and organized a drive to collect business clothes for needy job seekers.

Status
Submitted

Poway 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	\$393,931	\$216,349	182.08%	\$940,647	41.88%	\$546,716
2000 - Non-Instructional Salaries	\$96,271	\$43,630	220.66%	\$189,694	50.75%	\$93,423
3000 - Employee Benefits	\$161,652	\$96,602	167.34%	\$420,007	38.49%	\$258,355
4000 - Supplies and Materials	\$4,794	\$3,304	145.08%	\$14,367	33.37%	\$9,573
5000 - Other Operating Expenses and Services	\$14,231	\$15,607	91.19%	\$67,855	20.97%	\$53,624
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$79,169	0%	\$79,169
Totals	\$670,879	\$375,491	178.67%	\$1,711,739	39.19%	\$1,040,860

Summary of Activities:

During Q2, Poway Adult School continued its offerings in ESL, ASE, ABE and CTE. PAS is continuing to implement IET programs and has expanded CTE offerings and issuing of certificates. PAS staff attended a variety of professional development, including the CAEP summit and CCAE section conferences for both the southern section and the south coast section. Additionally, our career education specialist planned several student networking events with local employers. PAS has continued holding staff Data Dialogues to examine our performance data in the interest of improving programs and informing instruction in real time.

**Status
Submitted**

Allocation Year Closeout: 2017-18

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

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Kathleen Porter, Executive Director, Career Technical, Adult and Alternative 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	\$608,482	\$216,349	281.25%	\$940,647	64.69%	\$332,165
2000 - Non-Instructional Salaries	\$135,725	\$43,630	311.08%	\$189,694	71.55%	\$53,969
3000 - Employee Benefits	\$262,580	\$96,602	271.82%	\$420,007	62.52%	\$157,427
4000 - Supplies and Materials	\$4,794	\$3,304	145.08%	\$14,367	33.37%	\$9,573
5000 - Other Operating Expenses and Services	\$19,903	\$15,607	127.53%	\$67,855	29.33%	\$47,952
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$39,445	\$0	100%	\$79,169	49.82%	\$39,724
Totals	\$1,070,929	\$375,491	285.21%	\$1,711,739	62.56%	\$640,810

Summary of Activities:

In Q3, Poway Adult School has continued to offer expanded programs and services to students in its ESL, ABE, ASE, and CTE programs. We hosted networking events for students with local employers - to practice interview skills. Poway Adult School, along with other consortium members, participated in our ETCN's annual Path to Palomar event. Students were transported by school bus to the Palomar College campus, where they were greeted by the acting College President and learned about programs and services offered by the college. The event, as in past years, was very positively received by students - many of whom had never visited a college campus. We also participated in a social media advertising campaign to promote specific courses in our Information and Communication Technology pathway.

Status
Submitted

Poway 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	\$940,647	\$338,633	277.78%	\$940,647	100%	\$0
2000 - Non-Instructional Salaries	\$189,694	\$68,290	277.78%	\$189,694	100%	\$0
3000 - Employee Benefits	\$404,774	\$151,203	267.7%	\$420,007	96.37%	\$15,233
4000 - Supplies and Materials	\$14,367	\$5,172	277.78%	\$14,367	100%	\$0
5000 - Other Operating Expenses and Services	\$67,855	\$24,428	277.78%	\$67,855	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$78,441	\$79,169	99.08%	\$79,169	99.08%	\$728
Totals	\$1,695,778	\$666,894	254.28%	\$1,711,739	99.07%	\$15,961

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

Guidance: Yes

Summary of Activities:

During Q4, in response to school closures amidst COVID-19, Poway Adult School staff worked to convert offerings in ESL, ASE, ABE and CTE to a 100% online format. This involved PD for teachers and providing software and equipment to ensure access for both teachers and students. In this distance learning format, PAS continued to implement IET programs and expand CTE offerings. Supports for students were also provided online and included check out of devices, counseling appointments, and time to meet with our career education specialist for job search via Zoom.

**Status
Submitted**

Ramona City Unified

Ramona City 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	\$1,580	\$3,279	48.19%	\$16,394	9.64%	\$14,814
2000 - Non-Instructional Salaries	\$2,035	\$2,496	81.53%	\$12,480	16.31%	\$10,445
3000 - Employee Benefits	\$446	\$591	75.52%	\$2,953	15.1%	\$2,507
4000 - Supplies and Materials	\$149	\$2,005	7.43%	\$10,025	1.49%	\$9,876
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	\$211	\$0	100%	\$2,000	10.55%	\$1,789
Totals	\$4,421	\$8,370	52.82%	\$43,852	10.08%	\$39,431

Corrective Action Plan

Materials for welding have not been applied to this quarter yet. Payroll has not went through for all employees yet. Both will be resolved soon.

Status
Submitted

Ramona City 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	\$5,411	\$3,279	165.03%	\$16,394	33.01%	\$10,983
2000 - Non-Instructional Salaries	\$4,276	\$2,496	171.31%	\$12,480	34.26%	\$8,204
3000 - Employee Benefits	\$1,237	\$591	209.45%	\$2,953	41.89%	\$1,716
4000 - Supplies and Materials	\$2,700	\$2,005	134.66%	\$10,025	26.93%	\$7,325
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	\$681	\$0	100%	\$2,000	34.05%	\$1,319
Totals	\$14,305	\$8,370	170.9%	\$43,852	32.62%	\$29,547

Summary of Activities:

Year to date payroll expenses and supplies to run AEBG program

Status
Submitted

Allocation Year Closeout: 2017-18

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

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Mrs. Erin Kent, Secretary, Ramona
Pauline Leavitt, Principal
Melissa Satterlee

Ramona City 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	\$9,392	\$4,918	190.96%	\$16,394	57.29%	\$7,002
2000 - Non-Instructional Salaries	\$6,796	\$3,744	181.52%	\$12,480	54.46%	\$5,684
3000 - Employee Benefits	\$2,049	\$591	346.94%	\$2,953	69.39%	\$904
4000 - Supplies and Materials	\$2,842	\$3,008	94.5%	\$10,025	28.35%	\$7,183
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	\$1,054	\$0	100%	\$2,000	52.7%	\$946
Totals	\$22,133	\$12,260	180.53%	\$43,852	50.47%	\$21,719

Status
Submitted

Ramona City 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	\$9,541	\$4,918	193.99%	\$16,394	58.2%	\$6,853
2000 - Non-Instructional Salaries	\$7,385	\$3,744	197.25%	\$12,480	59.17%	\$5,095
3000 - Employee Benefits	\$2,104	\$591	356.25%	\$2,953	71.25%	\$849
4000 - Supplies and Materials	\$3,167	\$3,008	105.3%	\$10,025	31.59%	\$6,858
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	\$1,110	\$0	100%	\$2,000	55.5%	\$890
Totals	\$23,307	\$12,260	190.1%	\$43,852	53.15%	\$20,545

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

Guidance: Yes

Corrective Action Plan

During Q4, as school closures were mandated due to COVID-19, the Ramona Adult program continued to provide on-line services to our diploma bound students through Edgenuity. The Ramona Adult program temporarily closed the GED support center and CTE program. The Ramona Adult program will re-open the GED support center and offer the CTE programs with safety protocols in place Q1.

Summary of Activities:

Payroll and supplies to run AEBG Program

**Status
Submitted**

San Marcos Unified

San Marcos 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	\$4,621	\$0	100%	\$46,566	9.92%	\$41,945
2000 - Non-Instructional Salaries	\$3,070	\$0	100%	\$25,395	12.09%	\$22,325
3000 - Employee Benefits	\$2,057	\$0	100%	\$16,639	12.36%	\$14,582
4000 - Supplies and Materials	\$617	\$0	100%	\$1,157	53.33%	\$540
5000 - Other Operating Expenses and Services	\$3,778	\$0	100%	\$4,189	90.19%	\$411
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$3,737	0%	\$3,737
Totals	\$14,143	\$0	100%	\$97,683	14.48%	\$83,540

Status
Submitted

San Marcos 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	\$16,423	\$0	100%	\$46,566	35.27%	\$30,143
2000 - Non-Instructional Salaries	\$7,597	\$0	100%	\$25,395	29.92%	\$17,798
3000 - Employee Benefits	\$6,453	\$0	100%	\$16,639	38.78%	\$10,186
4000 - Supplies and Materials	\$817	\$0	100%	\$1,157	70.61%	\$340
5000 - Other Operating Expenses and Services	\$3,778	\$0	100%	\$4,189	90.19%	\$411
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$3,737	0%	\$3,737
Totals	\$35,068	\$0	100%	\$97,683	35.9%	\$62,615

Status
Submitted

Allocation Year Closeout: 2017-18

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

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Joanne Wimsatt 2902538, Office Manager, Principal's Secretary
 Shauna Wright, Accountant
 Garth Phillips, Interim Principal

San Marcos 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	\$27,327	\$0	100%	\$46,566	58.68%	\$19,239
2000 - Non-Instructional Salaries	\$13,609	\$0	100%	\$25,395	53.59%	\$11,786
3000 - Employee Benefits	\$10,830	\$0	100%	\$16,639	65.09%	\$5,809
4000 - Supplies and Materials	\$1,109	\$0	100%	\$1,157	95.85%	\$48
5000 - Other Operating Expenses and Services	\$3,778	\$0	100%	\$4,189	90.19%	\$411
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$3,737	0%	\$3,737
Totals	\$56,653	\$0	100%	\$97,683	58%	\$41,030

Status
Submitted

San Marcos 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	\$40,107	\$0	100%	\$46,566	86.13%	\$6,459
2000 - Non-Instructional Salaries	\$19,372	\$0	100%	\$25,395	76.28%	\$6,023
3000 - Employee Benefits	\$15,432	\$0	100%	\$16,639	92.75%	\$1,207
4000 - Supplies and Materials	\$1,109	\$0	100%	\$1,157	95.85%	\$48
5000 - Other Operating Expenses and Services	\$4,189	\$0	100%	\$4,189	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$3,064	\$0	100%	\$3,737	81.99%	\$673
Totals	\$83,273	\$0	100%	\$97,683	85.25%	\$14,410

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

Status
Submitted

Vista Unified

Vista 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	\$263,788	\$279,368	94.42%	\$1,117,473	23.61%	\$853,685
2000 - Non-Instructional Salaries	\$166,882	\$157,155	106.19%	\$628,618	26.55%	\$461,736
3000 - Employee Benefits	\$143,240	\$141,779	101.03%	\$567,115	25.26%	\$423,875
4000 - Supplies and Materials	\$22,641	\$106,349	21.29%	\$425,395	5.32%	\$402,754
5000 - Other Operating Expenses and Services	\$152,628	\$172,666	88.39%	\$690,665	22.1%	\$538,037
6000 - Capital Outlay	\$0	\$142,058	0%	\$568,231	0%	\$568,231
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$37,443	\$49,182	76.13%	\$196,727	19.03%	\$159,284
Totals	\$786,622	\$1,048,556	75.02%	\$4,194,224	18.75%	\$3,407,602

Corrective Action Plan

Vista Adult School is moving forward in building a Culinary Kitchen that will enable our students to be trained in Culinary Arts and work in this field. The 5000 and 6000 will be expended as we move forward in each quarter. Please note that the above budget includes the Fiscal Agent funds.

Summary of Activities:

Includes \$55,058.92 in fiscal agent expenses.

Status
Submitted

Vista 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	\$543,430	\$279,368	194.52%	\$1,117,473	48.63%	\$574,043
2000 - Non-Instructional Salaries	\$299,013	\$157,155	190.27%	\$628,618	47.57%	\$329,605
3000 - Employee Benefits	\$283,127	\$141,779	199.7%	\$567,115	49.92%	\$283,988
4000 - Supplies and Materials	\$35,121	\$106,349	33.02%	\$425,395	8.26%	\$390,274
5000 - Other Operating Expenses and Services	\$286,696	\$172,666	166.04%	\$690,665	41.51%	\$403,969
6000 - Capital Outlay	\$65,076	\$142,058	45.81%	\$568,231	11.45%	\$503,155
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$72,369	\$49,182	147.15%	\$196,727	36.79%	\$124,358
Totals	\$1,584,832	\$1,048,556	151.14%	\$4,194,224	37.79%	\$2,609,392

Summary of Activities:

Vista Adult School is building our Culinary Kitchen on campus and we are using CAEP funds as agreed along with District and VAS fees.

Status
Submitted

Allocation Year Closeout: 2017-18

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

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Vista Adult School Elizabeth O'Shea-West, Principal

Vista 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	\$758,148	\$279,368	271.38%	\$1,117,473	67.84%	\$359,325
2000 - Non-Instructional Salaries	\$396,254	\$157,155	252.14%	\$628,618	63.04%	\$232,364
3000 - Employee Benefits	\$388,501	\$141,779	274.02%	\$567,115	68.5%	\$178,614
4000 - Supplies and Materials	\$41,289	\$106,349	38.82%	\$425,395	9.71%	\$384,106
5000 - Other Operating Expenses and Services	\$372,824	\$172,666	215.92%	\$690,665	53.98%	\$317,841
6000 - Capital Outlay	\$123,417	\$142,058	86.88%	\$568,231	21.72%	\$444,814
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$97,835	\$49,182	198.93%	\$196,727	49.73%	\$98,892
Totals	\$2,178,268	\$1,048,556	207.74%	\$4,194,224	51.93%	\$2,015,956

Status
Submitted

Vista Unified Q4 Report (4/1 - 6/30)

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$1,085,033	\$279,368	388.39%	\$1,117,473	97.1%	\$32,440
2000 - Non-Instructional Salaries	\$553,601	\$157,155	352.27%	\$628,618	88.07%	\$75,017
3000 - Employee Benefits	\$540,620	\$141,779	381.31%	\$567,115	95.33%	\$26,495
4000 - Supplies and Materials	\$59,201	\$106,349	55.67%	\$425,395	13.92%	\$366,194
5000 - Other Operating Expenses and Services	\$543,845	\$172,666	314.97%	\$690,665	78.74%	\$146,820
6000 - Capital Outlay	\$531,286	\$142,058	373.99%	\$568,231	93.5%	\$36,945
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$139,099	\$49,182	282.83%	\$196,727	70.71%	\$57,628
Totals	\$3,452,685	\$1,048,556	329.28%	\$4,194,224	82.32%	\$741,539

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

Guidance: Yes

Summary of Activities:

Includes \$289,555.65 of Fiscal Agent Expenses

Status
Submitted



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