

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

2020-21 Fiscal Year

Certification

Certified By

Kathleen Porter
Executive Director, Career Technical, Adult and Alternative Education

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

Member Agency	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	\$106,247	\$273,536	38.84%	\$1,094,145	9.71%	\$987,898
2000 - Non-Instructional Salaries	\$201,485	\$241,365	83.48%	\$965,458	20.87%	\$763,973
3000 - Employee Benefits	\$112,763	\$202,831	55.59%	\$811,324	13.9%	\$698,561
4000 - Supplies and Materials	\$0	\$3,250	0%	\$13,000	0%	\$13,000
5000 - Other Operating Expenses and Services	\$160	\$9,275	1.73%	\$37,101	0.43%	\$36,941
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$32,854	0%	\$131,414	0%	\$131,414
Indirect Costs	\$0	\$29,584	0%	\$118,336	0%	\$118,336
Totals	\$420,655	\$792,695	53.07%	\$3,170,778	13.27%	\$2,750,123

Corrective Action Plan

These items will be spent down later in fiscal year. Or, budget will be updated.

**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	\$354,216	\$273,536	129.5%	\$1,094,145	32.37%	\$739,929
2000 - Non-Instructional Salaries	\$388,230	\$241,365	160.85%	\$965,458	40.21%	\$577,228
3000 - Employee Benefits	\$279,147	\$202,831	137.63%	\$811,324	34.41%	\$532,177
4000 - Supplies and Materials	\$662	\$3,250	20.37%	\$13,000	5.09%	\$12,338
5000 - Other Operating Expenses and Services	\$550	\$9,275	5.93%	\$37,101	1.48%	\$36,551
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$32,854	0%	\$131,414	0%	\$131,414
Indirect Costs	\$0	\$29,584	0%	\$118,336	0%	\$118,336
Totals	\$1,022,805	\$792,695	129.03%	\$3,170,778	32.26%	\$2,147,973

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

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	\$583,751	\$273,536	213.41%	\$1,094,145	53.35%	\$510,394
2000 - Non-Instructional Salaries	\$535,090	\$241,365	221.69%	\$965,458	55.42%	\$430,368
3000 - Employee Benefits	\$419,632	\$202,831	206.89%	\$811,324	51.72%	\$391,692
4000 - Supplies and Materials	\$6,437	\$3,250	198.06%	\$13,000	49.52%	\$6,563
5000 - Other Operating Expenses and Services	\$13,280	\$9,275	143.18%	\$37,101	35.79%	\$23,821
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$32,854	0%	\$131,414	0%	\$131,414
Indirect Costs	\$0	\$29,584	0%	\$118,336	0%	\$118,336
Totals	\$1,558,190	\$792,695	196.57%	\$3,170,778	49.14%	\$1,612,588

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	\$867,353	\$273,536	317.09%	\$1,094,145	79.27%	\$226,792
2000 - Non-Instructional Salaries	\$704,556	\$241,365	291.91%	\$965,458	72.98%	\$260,902
3000 - Employee Benefits	\$607,678	\$202,831	299.6%	\$811,324	74.9%	\$203,646
4000 - Supplies and Materials	\$8,769	\$3,250	269.82%	\$13,000	67.45%	\$4,231
5000 - Other Operating Expenses and Services	\$37,101	\$9,275	400%	\$37,101	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$32,854	0%	\$131,414	0%	\$131,414
Indirect Costs	\$109,938	\$29,584	371.61%	\$118,336	92.9%	\$8,398
Totals	\$2,335,395	\$792,695	294.61%	\$3,170,778	73.65%	\$835,383

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

Guidance: Yes

Summary of Activities:

ASE/ABE/ESL/CTE classes. PLC Curriculum Development Launch

**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	\$64,948	\$38,279	169.67%	\$236,953	27.41%	\$172,005
2000 - Non-Instructional Salaries	\$13,672	\$11,723	116.63%	\$78,152	17.49%	\$64,480
3000 - Employee Benefits	\$28,848	\$18,847	153.06%	\$125,648	22.96%	\$96,800
4000 - Supplies and Materials	\$0	\$2,625	0%	\$10,500	0%	\$10,500
5000 - Other Operating Expenses and Services	\$5,373	\$11,252	47.75%	\$45,008	11.94%	\$39,635
6000 - Capital Outlay	\$0	\$1,250	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$36,428	0%	\$145,711	0%	\$145,711
Indirect Costs	\$0	\$6,470	0%	\$32,348	0%	\$32,348
Totals	\$112,841	\$126,873	88.94%	\$679,320	16.61%	\$566,479

Summary of Activities:

During Q1, Palomar continued to offer courses, all in an online environment. Over the summer, ESL instructors worked to create robust online offerings for noncredit courses using the guidelines developed with Palomar's work in the California Virtual Campus Online Education Initiative (CVC-OEI). Faculty and administration also worked to begin transcription of noncredit. As a consortium, ETCN has begun a data dialogue to look at instructional hours by race and gender over a two year period. Committee work to plan for a virtual Path to Palomar event is underway.

**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	\$113,736	\$97,517	116.63%	\$236,953	48%	\$123,217
2000 - Non-Instructional Salaries	\$29,312	\$31,261	93.77%	\$78,152	37.51%	\$48,840
3000 - Employee Benefits	\$52,774	\$50,259	105%	\$125,648	42%	\$72,874
4000 - Supplies and Materials	\$0	\$5,250	0%	\$10,500	0%	\$10,500
5000 - Other Operating Expenses and Services	\$9,339	\$22,504	41.5%	\$45,008	20.75%	\$35,669
6000 - Capital Outlay	\$0	\$2,500	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$72,856	0%	\$145,711	0%	\$145,711
Indirect Costs	\$5,373	\$12,939	41.52%	\$32,348	16.61%	\$26,975
Totals	\$210,534	\$295,086	71.35%	\$679,320	30.99%	\$468,786

Summary of Activities:

During Q2, Palomar continued to offer courses, all in an online environment. All instructors that would be teaching in the Spring went through POET training to have the skills necessary to teach online. Faculty and administration finished work to begin transcription of noncredit, now in place. As a consortium, ETCN Leadership continued its data dialogue to look at the demographics of students and how they responded to the pandemic. The data was categorized by race, gender and age and if they were a new, returning or exiting student. Committee work continued to plan for the virtual Path to Palomar event, scheduled for March 9, 2021.

**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

Suzanne Sebring, Director, Occupational and Noncredit Programs

Susan Garland, Sr Grants Administrative Specialist

Pauline Moroz, 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	\$162,087	\$167,235	96.92%	\$236,953	68.4%	\$74,866
2000 - Non-Instructional Salaries	\$44,453	\$54,706	81.26%	\$78,152	56.88%	\$33,699
3000 - Employee Benefits	\$77,148	\$87,954	87.71%	\$125,648	61.4%	\$48,500
4000 - Supplies and Materials	\$0	\$7,875	0%	\$10,500	0%	\$10,500
5000 - Other Operating Expenses and Services	\$9,339	\$33,756	27.67%	\$45,008	20.75%	\$35,669
6000 - Capital Outlay	\$0	\$3,750	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$109,283	0%	\$145,711	0%	\$145,711
Indirect Costs	\$10,258	\$22,644	45.3%	\$32,348	31.71%	\$22,090
Totals	\$303,285	\$487,203	62.25%	\$679,320	44.65%	\$376,035

Corrective Action Plan

Our Q3 STM payroll and Q3 indirect have not yet been posted. In addition, we did not have expenses for supplies & materials this FY due to COVID. As we return to an on campus environment, this will adjust.

Summary of Activities:

During Q3, Palomar continued to offer courses, all in an online environment. All instructors completed POET training to have the skills necessary to teach online. The district began transcription of noncredit and the launch of a new noncredit Project Management program was finalized. As a consortium, ETCN Leadership continued its data dialogue to look at the demographics of students and how they responded to the pandemic. The data was categorized by race, gender and age and if they were a new, returning or exiting student. We also completed and submitted the Continuous Improvement Plan (CIP). The virtual Path to Palomar event, held on March 9, 2021, was a success. We have posted all information in CANVAS so students will have access to the information continually moving forward.

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	\$219,491	\$236,953	92.63%	\$236,953	92.63%	\$17,462
2000 - Non-Instructional Salaries	\$68,476	\$78,152	87.62%	\$78,152	87.62%	\$9,676
3000 - Employee Benefits	\$101,557	\$125,648	80.83%	\$125,648	80.83%	\$24,091
4000 - Supplies and Materials	\$0	\$10,500	0%	\$10,500	0%	\$10,500
5000 - Other Operating Expenses and Services	\$10,239	\$45,008	22.75%	\$45,008	22.75%	\$34,769
6000 - Capital Outlay	\$0	\$5,000	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$145,711	0%	\$145,711	0%	\$145,711
Indirect Costs	\$17,271	\$32,348	53.39%	\$32,348	53.39%	\$15,077
Totals	\$417,034	\$679,320	61.39%	\$679,320	61.39%	\$262,286

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, Palomar continued to offer courses, all in an online environment. All instructors completed POET training to have the skills necessary to teach online. A new noncredit Project Management program was launched and students will continue through spring of 2022 to complete the certificate and prepare for PMP certifications. As a consortium, ETCN held our annual planning retreat to reflect on goals set and achieved during FY 20-21, and collaborate to set goals for our FY 21-22 annual plan.

**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	\$144,667	\$137,124	105.5%	\$914,157	15.83%	\$769,490
2000 - Non-Instructional Salaries	\$35,875	\$27,966	128.28%	\$186,439	19.24%	\$150,564
3000 - Employee Benefits	\$54,501	\$69,410	78.52%	\$462,735	11.78%	\$408,234
4000 - Supplies and Materials	\$311	\$1,368	22.73%	\$9,123	3.41%	\$8,812
5000 - Other Operating Expenses and Services	\$9,714	\$3,777	257.2%	\$25,179	38.58%	\$15,465
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$11,806	0%	\$78,709	0%	\$78,709
Totals	\$245,068	\$251,451	97.46%	\$1,676,342	14.62%	\$1,431,274

Corrective Action Plan

Due to the fact that the funding has still not been received from the state, our district has had to front the money for our adult education programs to operate. Therefore, we have limited expenditures to only those things that are absolutely necessary for the program (i.e., staff salaries). Once funding is received, we have planned expenditures and expect to fully expend the CAEP funds within the timeframe allotted for the funding.

Summary of Activities:

During Q1, Poway Adult School has continued to offer classes and support services to our adult students through distance learning. When necessary (and requested by students), we are hosting small groups of students (with PPE and social distancing) on campus for testing, some orientations or individual counseling meetings, and/or for technical instruction (e.g., learning how to access their Canvas courses online). We also hosted a drive-through "meet your teacher event" at the beginning of the quarter for students to meet their teachers and pick up curriculum for the month. We have hosted a meet the employer event and continue to assist students seeking work with job leads and interviewing skills. As a school, we have also reconvened our Data Dialogue team, which will meet throughout the year to review and analyze student performance data.

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	\$394,205	\$438,795	89.84%	\$914,157	43.12%	\$519,952
2000 - Non-Instructional Salaries	\$81,926	\$89,491	91.55%	\$186,439	43.94%	\$104,513
3000 - Employee Benefits	\$161,494	\$268,386	60.17%	\$462,735	34.9%	\$301,241
4000 - Supplies and Materials	\$1,156	\$4,379	26.4%	\$9,123	12.67%	\$7,967
5000 - Other Operating Expenses and Services	\$10,559	\$12,086	87.37%	\$25,179	41.94%	\$14,620
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$37,780	0%	\$78,709	0%	\$78,709
Totals	\$649,340	\$850,918	76.31%	\$1,676,342	38.74%	\$1,027,002

Summary of Activities:

Continued offering face-to-face and online classes. Have brought small groups of students in for instruction and testing. Have provided one-to-one devices for students who were experiencing connectivity issues. Participated in CALPRO Equity training and are exploring new curriculum as a result.

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

Kathleen Porter, Executive Director, Career Technical, Adult and Alternative Education

Poway 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	\$638,292	\$740,467	86.2%	\$914,157	69.82%	\$275,865
2000 - Non-Instructional Salaries	\$126,015	\$151,016	83.45%	\$186,439	67.59%	\$60,424
3000 - Employee Benefits	\$266,246	\$374,815	71.03%	\$462,735	57.54%	\$196,489
4000 - Supplies and Materials	\$1,156	\$7,390	15.64%	\$9,123	12.67%	\$7,967
5000 - Other Operating Expenses and Services	\$17,188	\$20,395	84.28%	\$25,179	68.26%	\$7,991
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$63,754	0%	\$78,709	0%	\$78,709
Totals	\$1,048,897	\$1,357,837	77.25%	\$1,676,342	62.57%	\$627,445

Summary of Activities:

Continued offering face-to-face and online classes. Continued bringing small groups of students in for instruction and testing. Continued to provide one-to-one devices for students who were experiencing connectivity issues. Continue to explore new equity curriculum. Held a virtual Open House called Path to Palomar for Adult Ed students helping to transition them to higher education and training. Researched braided funding opportunities with Perkins V for the consortium. Participated in the CCAE State Conference for teacher, staff and Admin professional development.

**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	\$822,642	\$914,157	89.99%	\$914,157	89.99%	\$91,515
2000 - Non-Instructional Salaries	\$172,602	\$186,439	92.58%	\$186,439	92.58%	\$13,837
3000 - Employee Benefits	\$369,456	\$462,735	79.84%	\$462,735	79.84%	\$93,279
4000 - Supplies and Materials	\$9,123	\$9,123	100%	\$9,123	100%	\$0
5000 - Other Operating Expenses and Services	\$20,175	\$25,179	80.13%	\$25,179	80.13%	\$5,004
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$69,700	\$78,709	88.55%	\$78,709	88.55%	\$9,009
Totals	\$1,463,698	\$1,676,342	87.31%	\$1,676,342	87.31%	\$212,644

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

Guidance: Yes

Summary of Activities:

Continued offering classes and support services to adult education students. Hosted several meet the employer events. Teachers and staff participated in Equity training and have participated in monthly coaching as a result.

**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	\$0	\$0	100%	\$10,000	0%	\$10,000
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$9,000	0%	\$9,000
3000 - Employee Benefits	\$0	\$0	100%	\$3,000	0%	\$3,000
4000 - Supplies and Materials	\$0	\$0	100%	\$23,593	0%	\$23,593
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$1,000	0%	\$1,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,330	0%	\$2,330
Totals	\$0	\$0	100%	\$48,923	0%	\$48,923

Corrective Action Plan

Due to COVID 19 we delayed starting our programs. Our classes have now begun and we will be using Q1 funds to support our classes and students.

Summary of Activities:

GED in person learning with appropriate safety measures. Adult Diploma class in session. Gathering interest in the OSHA online construction safety classes.

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	\$2,033	\$0	100%	\$10,000	20.33%	\$7,967
2000 - Non-Instructional Salaries	\$2,778	\$0	100%	\$9,000	30.87%	\$6,222
3000 - Employee Benefits	\$560	\$0	100%	\$3,000	18.67%	\$2,440
4000 - Supplies and Materials	\$653	\$0	100%	\$23,593	2.77%	\$22,940
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$1,000	0%	\$1,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$301	\$0	100%	\$2,330	12.92%	\$2,029
Totals	\$6,325	\$0	100%	\$48,923	12.93%	\$42,598

Corrective Action Plan

Due to Pandemic we have not been able to conduct all of our CTE courses and therefore the funds that were scripted for those programs has not been used. We are researching different CTE courses we can offer that may be more Pandemic friendly (ability to social distance, on-line, etc.) and service our community.

Summary of Activities:

Ramona continued offering face-to-face Adult Education tutoring, GED tutoring and GED preparation classes. Chromebooks were provided to students for use during Adult Education and GED prep class. Chromebooks were available for Adult Education students to borrow who did not have their own device. GED testing was offered in person (with our Pearson approved testing center) practicing social distancing. CTE OSHA-10 on line classes were offered Q2 as well.

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

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

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	\$3,816	\$0	100%	\$10,000	38.16%	\$6,184
2000 - Non-Instructional Salaries	\$4,214	\$0	100%	\$9,000	46.82%	\$4,786
3000 - Employee Benefits	\$1,086	\$0	100%	\$3,000	36.2%	\$1,914
4000 - Supplies and Materials	\$15,302	\$0	100%	\$23,593	64.86%	\$8,291
5000 - Other Operating Expenses and Services	\$1	\$0	100%	\$1,000	0.1%	\$999
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$301	\$0	100%	\$2,330	12.92%	\$2,029
Totals	\$24,720	\$0	100%	\$48,923	50.53%	\$24,203

Summary of Activities:

The Ramona Adult School utilized our funds to provide in-person learning since October of 2020 for our Adult School students. Additionally, our funding covered the cost of teachers, support staff, technology, and materials for our program.

**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	\$7,216	\$0	100%	\$10,000	72.16%	\$2,784
2000 - Non-Instructional Salaries	\$5,375	\$0	100%	\$9,000	59.72%	\$3,625
3000 - Employee Benefits	\$1,857	\$0	100%	\$3,000	61.9%	\$1,143
4000 - Supplies and Materials	\$15,993	\$0	100%	\$23,593	67.79%	\$7,600
5000 - Other Operating Expenses and Services	\$91	\$0	100%	\$1,000	9.1%	\$909
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,498	\$0	100%	\$2,330	64.29%	\$832
Totals	\$32,030	\$0	100%	\$48,923	65.47%	\$16,893

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

Guidance: Yes

Summary of Activities:

Ramona continued offering face-to-face Adult Education tutoring, GED tutoring and GED preparation classes. Tutors were provided for students that needed additional support in content areas of math, English, and/or science. Chromebooks were provided to students for use during Adult Education and GED prep class. Chromebooks were available for Adult Education students to borrow who did not have their own device. GED testing was offered in person (with our Pearson approved testing center) practicing social distancing. CTE OSHA-10 on line classes were offered Q2 as well.

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	\$6,545	\$0	100%	\$45,788	14.29%	\$39,243
2000 - Non-Instructional Salaries	\$3,046	\$0	100%	\$24,861	12.25%	\$21,815
3000 - Employee Benefits	\$2,682	\$0	100%	\$15,525	17.28%	\$12,843
4000 - Supplies and Materials	\$0	\$0	100%	\$12,073	0%	\$12,073
5000 - Other Operating Expenses and Services	\$2,826	\$0	100%	\$4,327	65.31%	\$1,501
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$3,439	0%	\$3,439
Totals	\$15,099	\$0	100%	\$106,013	14.24%	\$90,914

Corrective Action Plan

Some expenditures have not posted causing estimated expenditures to fall below target.

**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	\$16,808	\$0	100%	\$45,788	36.71%	\$28,980
2000 - Non-Instructional Salaries	\$7,499	\$0	100%	\$24,861	30.16%	\$17,362
3000 - Employee Benefits	\$6,416	\$0	100%	\$15,525	41.33%	\$9,109
4000 - Supplies and Materials	\$0	\$0	100%	\$12,073	0%	\$12,073
5000 - Other Operating Expenses and Services	\$2,826	\$0	100%	\$4,327	65.31%	\$1,501
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$3,439	0%	\$3,439
Totals	\$33,549	\$0	100%	\$106,013	31.65%	\$72,464

Summary of Activities:

Our expenses are directly related to adult students working to earn their high school diploma and/or take advantage of our English Language Learner classes and resources. Expenditures also include two teachers, a clerk, and administration to facilitate instruction for 60-80 students.

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

Cyndi Etnyre, Office Manager
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	\$27,936	\$0	100%	\$45,788	61.01%	\$17,852
2000 - Non-Instructional Salaries	\$11,971	\$0	100%	\$24,861	48.15%	\$12,890
3000 - Employee Benefits	\$10,347	\$0	100%	\$15,525	66.65%	\$5,178
4000 - Supplies and Materials	\$0	\$0	100%	\$12,073	0%	\$12,073
5000 - Other Operating Expenses and Services	\$2,826	\$0	100%	\$4,327	65.31%	\$1,501
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$3,439	0%	\$3,439
Totals	\$53,080	\$0	100%	\$106,013	50.07%	\$52,933

Summary of Activities:

Our expenses are directly related to adult students working to earn their high school diploma and/or take advantage of our English Language Learner classes and resources. Expenditures also include two teachers, a clerk, and administration to facilitate instruction for 60-80 students.

**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	\$44,306	\$0	100%	\$45,788	96.76%	\$1,482
2000 - Non-Instructional Salaries	\$18,066	\$0	100%	\$24,861	72.67%	\$6,795
3000 - Employee Benefits	\$15,525	\$0	100%	\$15,525	100%	\$0
4000 - Supplies and Materials	\$0	\$0	100%	\$12,073	0%	\$12,073
5000 - Other Operating Expenses and Services	\$3,249	\$0	100%	\$4,327	75.09%	\$1,078
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,775	\$0	100%	\$3,439	80.69%	\$664
Totals	\$83,921	\$0	100%	\$106,013	79.16%	\$22,092

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

Guidance: Yes

Summary of Activities:

Our expenses are directly related to adult students working to earn their high school diploma and/or take advantage of our English Language Learner classes and resources. Expenditures also include two teachers, a clerk, and administration to facilitate instruction for 60-80 students.

**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	\$220,633	\$244,549	90.22%	\$978,196	22.56%	\$757,563
2000 - Non-Instructional Salaries	\$130,161	\$136,916	95.07%	\$547,663	23.77%	\$417,502
3000 - Employee Benefits	\$120,958	\$121,683	99.4%	\$486,730	24.85%	\$365,772
4000 - Supplies and Materials	\$16,710	\$114,024	14.65%	\$456,097	3.66%	\$439,387
5000 - Other Operating Expenses and Services	\$178,647	\$147,644	121%	\$590,576	30.25%	\$411,929
6000 - Capital Outlay	\$87,953	\$142,590	61.68%	\$570,360	15.42%	\$482,407
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,020	\$29,828	67.12%	\$119,313	16.78%	\$99,293
Totals	\$775,082	\$937,234	82.7%	\$3,748,935	20.67%	\$2,973,853

**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	\$379,421	\$244,549	155.15%	\$978,196	38.79%	\$598,775
2000 - Non-Instructional Salaries	\$205,212	\$136,916	149.88%	\$547,663	37.47%	\$342,451
3000 - Employee Benefits	\$197,823	\$121,683	162.57%	\$486,730	40.64%	\$288,907
4000 - Supplies and Materials	\$57,774	\$114,024	50.67%	\$456,097	12.67%	\$398,323
5000 - Other Operating Expenses and Services	\$250,446	\$147,644	169.63%	\$590,576	42.41%	\$340,130
6000 - Capital Outlay	\$87,953	\$142,590	61.68%	\$570,360	15.42%	\$482,407
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$53,512	\$29,828	179.4%	\$119,313	44.85%	\$65,801
Totals	\$1,232,141	\$937,234	131.47%	\$3,748,935	32.87%	\$2,516,794

Summary of Activities:

Includes a total of \$143,593.02 consortia expenses. Capital Outlay costs include the Culinary Arts Kitchen expenses.

**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

Vista Adult School Elizabeth O'Shea-West, Prinicpal

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	\$616,651	\$244,549	252.16%	\$978,196	63.04%	\$361,545
2000 - Non-Instructional Salaries	\$299,770	\$136,916	218.94%	\$547,663	54.74%	\$247,893
3000 - Employee Benefits	\$306,644	\$121,683	252%	\$486,730	63%	\$180,086
4000 - Supplies and Materials	\$65,573	\$114,024	57.51%	\$456,097	14.38%	\$390,524
5000 - Other Operating Expenses and Services	\$321,936	\$147,644	218.05%	\$590,576	54.51%	\$268,640
6000 - Capital Outlay	\$98,281	\$142,590	68.93%	\$570,360	17.23%	\$472,079
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$79,507	\$29,828	266.55%	\$119,313	66.64%	\$39,806
Totals	\$1,788,362	\$937,234	190.81%	\$3,748,935	47.7%	\$1,960,573

Summary of Activities:

Vista Adult School falls under the estimated 3rd Quarter budget due to the unpaid expenses that are connected to the construction of the new Culinary Kitchen

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	\$866,264	\$244,549	354.23%	\$978,196	88.56%	\$111,932
2000 - Non-Instructional Salaries	\$429,281	\$136,916	313.54%	\$547,663	78.38%	\$118,382
3000 - Employee Benefits	\$423,199	\$121,683	347.79%	\$486,730	86.95%	\$63,531
4000 - Supplies and Materials	\$149,222	\$114,024	130.87%	\$456,097	32.72%	\$306,875
5000 - Other Operating Expenses and Services	\$454,751	\$147,644	308.01%	\$590,576	77%	\$135,825
6000 - Capital Outlay	\$182,433	\$142,590	127.94%	\$570,360	31.99%	\$387,927
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$99,142	\$29,828	332.38%	\$119,313	83.09%	\$20,171
Totals	\$2,604,292	\$937,234	277.87%	\$3,748,935	69.47%	\$1,144,643

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 \$286,059 in Fiscal Agent Expenses During Q4, Vista Adult School continued to teach virtually with a couple medical skills class on-site. We worked on preparing the site for student and staff return to site in the Fall 2021. Preparing included removing old computers and investing in laptops for student use in the classroom and PPE supplies. VAS also finished paying for the Culinary Skills Lab which is now ready to use for training students. VAS also invested in Swivl cameras for the classrooms which would allow teachers to record lectures for students to view if they were unable to attend class or allow students to listen to the lecture at a later date. This had been placed on hold as teachers telecommuted this fiscal year.

Status
Submitted



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