

CAEP Consortium Fiscal Reporting

44 North Coast Adult Education Consortium

2021-22 Fiscal Year

Certification

Certified By

Prudence Ratliff

Director, Adult & Community Education

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
Del Norte County Unified	Submitted	Not Submitted	Not Submitted	Not Submitted
Eureka City Schools	Submitted	Not Submitted	Not Submitted	Not Submitted
Redwoods CCD	Submitted	Not Submitted	Not Submitted	Not Submitted

Del Norte County Unified

Del Norte County 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	\$5,475	\$0	100%	\$48,694	11.24%	\$43,219
2000 - Non-Instructional Salaries	\$1,379	\$0	100%	\$8,687	15.87%	\$7,308
3000 - Employee Benefits	\$2,586	\$0	100%	\$21,548	12%	\$18,962
4000 - Supplies and Materials	\$1,156	\$0	100%	\$27,818	4.16%	\$26,662
5000 - Other Operating Expenses and Services	\$888	\$0	100%	\$11,000	8.07%	\$10,112
6000 - Capital Outlay	\$0	\$0	100%	\$15,000	0%	\$15,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$5,348	0%	\$5,348
Totals	\$11,484	\$0	100%	\$138,095	8.32%	\$126,611

Corrective Action Plan

We will begin our Hmong literacy class as well as start of ESL for Adults this year. In addition we are working to develop a class to support adults preparing for various job placement exams. Support will be in the areas of math and English skills needed for testing. These classes may have child care in place as well to remove barriers for families to participate. In addition capital expenses for our CTE welding course have not yet been spent

Summary of Activities:

We initiated our HSE and ABE programs during the first quarter. The Hmong literacy program did not begin this fall, but we expect it to begin perhaps after the first of year. Some materials were purchased to support the classes and we paid for TopsPro.

Status
Submitted

Del Norte County 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	\$5,475	\$0	100%	\$48,694	11.24%	\$43,219
2000 - Non-Instructional Salaries	\$1,379	\$0	100%	\$8,687	15.87%	\$7,308
3000 - Employee Benefits	\$2,586	\$0	100%	\$21,548	12%	\$18,962
4000 - Supplies and Materials	\$1,156	\$0	100%	\$27,818	4.16%	\$26,662
5000 - Other Operating Expenses and Services	\$888	\$0	100%	\$11,000	8.07%	\$10,112
6000 - Capital Outlay	\$0	\$0	100%	\$15,000	0%	\$15,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$5,348	0%	\$5,348
Totals	\$11,484	\$0	100%	\$138,095	8.32%	\$126,611

Status

Unsubmitted

Del Norte County 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	\$5,475	\$0	100%	\$48,694	11.24%	\$43,219
2000 - Non-Instructional Salaries	\$1,379	\$0	100%	\$8,687	15.87%	\$7,308
3000 - Employee Benefits	\$2,586	\$0	100%	\$21,548	12%	\$18,962
4000 - Supplies and Materials	\$1,156	\$0	100%	\$27,818	4.16%	\$26,662
5000 - Other Operating Expenses and Services	\$888	\$0	100%	\$11,000	8.07%	\$10,112
6000 - Capital Outlay	\$0	\$0	100%	\$15,000	0%	\$15,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$5,348	0%	\$5,348
Totals	\$11,484	\$0	100%	\$138,095	8.32%	\$126,611

Status
Unsubmitted

Del Norte County 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	\$5,475	\$0	100%	\$48,694	11.24%	\$43,219
2000 - Non-Instructional Salaries	\$1,379	\$0	100%	\$8,687	15.87%	\$7,308
3000 - Employee Benefits	\$2,586	\$0	100%	\$21,548	12%	\$18,962
4000 - Supplies and Materials	\$1,156	\$0	100%	\$27,818	4.16%	\$26,662
5000 - Other Operating Expenses and Services	\$888	\$0	100%	\$11,000	8.07%	\$10,112
6000 - Capital Outlay	\$0	\$0	100%	\$15,000	0%	\$15,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$5,348	0%	\$5,348
Totals	\$11,484	\$0	100%	\$138,095	8.32%	\$126,611

Status
Unsubmitted

Eureka City Schools

Eureka City Schools 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	\$34,385	\$0	100%	\$191,670	17.94%	\$157,285
2000 - Non-Instructional Salaries	\$7,558	\$0	100%	\$37,283	20.27%	\$29,725
3000 - Employee Benefits	\$13,726	\$0	100%	\$62,720	21.88%	\$48,994
4000 - Supplies and Materials	\$0	\$0	100%	\$29,585	0%	\$29,585
5000 - Other Operating Expenses and Services	\$120	\$0	100%	\$27,847	0.43%	\$27,727
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$17,455	0%	\$17,455
Totals	\$55,789	\$0	100%	\$366,560	15.22%	\$310,771

Summary of Activities:

General program delivery was launched for the new academic year. Implementation began. Augmentations were explored and included, as applicable, in response to District's Covid-19 response.

**Status
Submitted**

Eureka City Schools 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	\$34,385	\$0	100%	\$191,670	17.94%	\$157,285
2000 - Non-Instructional Salaries	\$7,558	\$0	100%	\$37,283	20.27%	\$29,725
3000 - Employee Benefits	\$13,726	\$0	100%	\$62,720	21.88%	\$48,994
4000 - Supplies and Materials	\$0	\$0	100%	\$29,585	0%	\$29,585
5000 - Other Operating Expenses and Services	\$120	\$0	100%	\$27,847	0.43%	\$27,727
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$17,455	0%	\$17,455
Totals	\$55,789	\$0	100%	\$366,560	15.22%	\$310,771

Status
Unsubmitted

Eureka City Schools 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	\$34,385	\$0	100%	\$191,670	17.94%	\$157,285
2000 - Non-Instructional Salaries	\$7,558	\$0	100%	\$37,283	20.27%	\$29,725
3000 - Employee Benefits	\$13,726	\$0	100%	\$62,720	21.88%	\$48,994
4000 - Supplies and Materials	\$0	\$0	100%	\$29,585	0%	\$29,585
5000 - Other Operating Expenses and Services	\$120	\$0	100%	\$27,847	0.43%	\$27,727
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$17,455	0%	\$17,455
Totals	\$55,789	\$0	100%	\$366,560	15.22%	\$310,771

Status
Unsubmitted

Eureka City Schools 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	\$34,385	\$0	100%	\$191,670	17.94%	\$157,285
2000 - Non-Instructional Salaries	\$7,558	\$0	100%	\$37,283	20.27%	\$29,725
3000 - Employee Benefits	\$13,726	\$0	100%	\$62,720	21.88%	\$48,994
4000 - Supplies and Materials	\$0	\$0	100%	\$29,585	0%	\$29,585
5000 - Other Operating Expenses and Services	\$120	\$0	100%	\$27,847	0.43%	\$27,727
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$17,455	0%	\$17,455
Totals	\$55,789	\$0	100%	\$366,560	15.22%	\$310,771

Status
Unsubmitted

Redwoods CCD

Redwoods 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	\$22,155	\$0	100%	\$130,000	17.04%	\$107,845
2000 - Non-Instructional Salaries	\$60,253	\$0	100%	\$375,000	16.07%	\$314,747
3000 - Employee Benefits	\$41,887	\$0	100%	\$275,000	15.23%	\$233,113
4000 - Supplies and Materials	\$12,376	\$0	100%	\$365,466	3.39%	\$353,090
5000 - Other Operating Expenses and Services	\$22,243	\$0	100%	\$650,000	3.42%	\$627,757
6000 - Capital Outlay	\$0	\$0	100%	\$40,000	0%	\$40,000
7000 - Other Outgo	\$0	\$0	100%	\$10,000	0%	\$10,000
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$158,914	\$0	100%	\$1,845,466	8.61%	\$1,686,552

Corrective Action Plan

The first quarter is a start up time for offering courses therefore supplies and materials are not needed as much during this time. As we move into the following quarters more supplies and materials will be needed. We are also exploring how we can provide child care again as we offer more face-to-face classes especially for our ESL and high school equivalency prep courses. This may involve renting a space next door to the classroom. Many of these students have expressed that they are not able to attend classes due to child care not being available.

Summary of Activities:

During the summer we offered 6 correspondence classes at the Humboldt County Correctional Facility (HCCF) that included ESL, Work Readiness, financial literacy and healthy living. The correctional facility requested the healthy living class to help their female inmates who were addicted to drugs in learning new habits to help them to move out of a cycle of binge and purge. The rest of the classes we offered in an online modality include ESL, Living Skills for Students with Disabilities and work readiness courses. In fall we were able to open up more face-to-face classes which were in ESL, Living Skills for Students with Disabilities and high school equivalency prep. The HCCF continued in an correspondence modality with 6 courses and we continued to offer some courses in an online modality. Our classroom that is located in downtown did not have an alarm system, yet there are at least 18 computer stations therefore we had an alarm system installed.

Status
Submitted

Redwoods 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	\$22,155	\$0	100%	\$130,000	17.04%	\$107,845
2000 - Non-Instructional Salaries	\$60,253	\$0	100%	\$375,000	16.07%	\$314,747
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7000 - Other Outgo	\$0	\$0	100%	\$10,000	0%	\$10,000
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$158,914	\$0	100%	\$1,845,466	8.61%	\$1,686,552

Status
Unsubmitted

Redwoods 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	\$22,155	\$0	100%	\$130,000	17.04%	\$107,845
2000 - Non-Instructional Salaries	\$60,253	\$0	100%	\$375,000	16.07%	\$314,747
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7000 - Other Outgo	\$0	\$0	100%	\$10,000	0%	\$10,000
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$158,914	\$0	100%	\$1,845,466	8.61%	\$1,686,552

Status
Unsubmitted

Redwoods 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	\$22,155	\$0	100%	\$130,000	17.04%	\$107,845
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Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$158,914	\$0	100%	\$1,845,466	8.61%	\$1,686,552

Status
Unsubmitted



California
Community
Colleges



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