

CAEP Consortium Fiscal Reporting 48 San Diego Adult Education Regional Consortium

2019-20 Fiscal Year

Certification

Certified By

Kelly Henwood
Special Projects Manager

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

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
San Diego CCD	Submitted	Submitted	Not Submitted	Not Submitted
San Diego Unified	Submitted	Submitted	Not Submitted	Not Submitted

San Diego CCD

San Diego 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	\$82,494	\$110,574	74.61%	\$446,206	18.49%	\$363,712
2000 - Non-Instructional Salaries	\$462,757	\$393,874	117.49%	\$3,339,813	13.86%	\$2,877,056
3000 - Employee Benefits	\$246,113	\$176,538	139.41%	\$1,235,445	19.92%	\$989,332
4000 - Supplies and Materials	\$1,952	\$65,651	2.97%	\$351,010	0.56%	\$349,058
5000 - Other Operating Expenses and Services	\$42,563	\$152,747	27.87%	\$610,988	6.97%	\$568,425
6000 - Capital Outlay	\$0	\$0	100%	\$687,350	0%	\$687,350
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,029	\$44,887	2.29%	\$332,425	0.31%	\$331,396
Totals	\$836,908	\$944,271	88.63%	\$7,003,237	11.95%	\$6,166,329

Corrective Action Plan

Expenditures for supplies and other operating will increase throughout the year.

Summary of Activities:

Instructional Assistants support for CTE pathways Faculty institutional coordinators collaboration and coordination with guided pathways and swp planning and student access retention and completion and support for guided pathways from SDUSD AE programming. Planning and participation in regional and consortium counseling and student services collaboration Strategic plan implementation strategies participation of a 14 member team attending CAEP summit along with other regional meetings Outreach to communities of need, partner agencies and SDUSD sites Faculty and staff professional development for FELI, TLC and Passport to Success Staffing to support statistical data tracking of CAEP programs planning for student focus groups for CTE industry relationships institutional planning and research Continue to Maintain and Increase Consortium's Capacity in Identified Gaps in Service through capital outlay expenses which support costs associated with updating campus technology and equipment of

Status
Submitted

San Diego 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	\$120,563	\$221,149	54.52%	\$446,206	27.02%	\$325,643
2000 - Non-Instructional Salaries	\$685,174	\$787,748	86.98%	\$3,339,813	20.52%	\$2,654,639
3000 - Employee Benefits	\$360,418	\$353,075	102.08%	\$1,235,445	29.17%	\$875,027
4000 - Supplies and Materials	\$91,818	\$148,984	61.63%	\$351,010	26.16%	\$259,192
5000 - Other Operating Expenses and Services	\$239,433	\$305,494	78.38%	\$610,988	39.19%	\$371,555
6000 - Capital Outlay	\$172,902	\$0	100%	\$687,350	25.15%	\$514,448
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$57,117	\$89,774	63.62%	\$332,425	17.18%	\$275,308
Totals	\$1,727,425	\$1,906,222	90.62%	\$7,003,237	24.67%	\$5,275,812

Corrective Action Plan

Reasons for the under-expenditures relate to delays in the initial 4 years of the CAEP funds. This was related to time involved in hiring of new positions and delays related to encumbering planned non-personnel project costs including equipment purchases. The current year spending down Y4 Budget Allocation and expect to be spent by end of fiscal year. However some delays have occurred with pending encumbrances for Assessment Center build-out, equipment and furnishings, only on CAEP and relate to delays in the implementation of assessment plans for non WIOA II programs eg CTE. The costs for DSPS faculty is on hold as well as equipment purchases. SDCE has adopted a new resource allocation process which is stressing spending approved allocations within the PY time frame to avoid internal carry-over of costs which create challenges with expenditure oversight. Also, projects are assessed not only for alignment with CAEP plan but also readiness to implement

Summary of Activities:

Implementation of three year strategics plan strategies: Data informed outreach based on community need and market information. Extensive outreach & onboarding supports via student ambassadors and dedicated Outreach Coordinator. Leading to increased collaboration with LWDB. College and Career Transition services hiring of job developers and temporary STAFF for an increase in job fairs, hiring events and instructional collaborations. Transition opportunities through SD Promise, Gateway to College, and CTE focused collaborations. Focus on messaging and marketing through the use of data informed marketing efforts, advertisement in ethnic periodicals. New student data system, Campus Solutions implemented. Increase in Distance Education in ESL Dept and CTE courses. Hiring of two part-time faculty institution coordinators focused on pathways to SDCE from SDUSD with a student centered design framework. Wayfinding project at two campuses. Joint PD: FELI, TLC . Classroom technology

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

Kelly Henwood, Special Projects Manager

Michelle Fischthal, Vice President of Instruction

San Diego 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	\$120,563	\$331,723	36.34%	\$446,206	27.02%	\$325,643
2000 - Non-Instructional Salaries	\$685,174	\$1,358,053	50.45%	\$3,339,813	20.52%	\$2,654,639
3000 - Employee Benefits	\$360,418	\$582,542	61.87%	\$1,235,445	29.17%	\$875,027
4000 - Supplies and Materials	\$91,818	\$232,316	39.52%	\$351,010	26.16%	\$259,192
5000 - Other Operating Expenses and Services	\$239,433	\$458,241	52.25%	\$610,988	39.19%	\$371,555
6000 - Capital Outlay	\$172,902	\$68,735	251.55%	\$687,350	25.15%	\$514,448
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$57,117	\$149,948	38.09%	\$332,425	17.18%	\$275,308
Totals	\$1,727,425	\$3,181,558	54.29%	\$7,003,237	24.67%	\$5,275,812

Status

Unsubmitted

San Diego 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	\$120,563	\$442,297	27.26%	\$446,206	27.02%	\$325,643
2000 - Non-Instructional Salaries	\$685,174	\$1,840,143	37.23%	\$3,339,813	20.52%	\$2,654,639
3000 - Employee Benefits	\$360,418	\$785,544	45.88%	\$1,235,445	29.17%	\$875,027
4000 - Supplies and Materials	\$91,818	\$315,648	29.09%	\$351,010	26.16%	\$259,192
5000 - Other Operating Expenses and Services	\$239,433	\$610,988	39.19%	\$610,988	39.19%	\$371,555
6000 - Capital Outlay	\$172,902	\$103,103	167.7%	\$687,350	25.15%	\$514,448
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$57,117	\$202,479	28.21%	\$332,425	17.18%	\$275,308
Totals	\$1,727,425	\$4,300,201	40.17%	\$7,003,237	24.67%	\$5,275,812

Status
Unsubmitted

San Diego Unified

San Diego 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	\$198,976	\$145,436	136.81%	\$807,977	24.63%	\$609,001
2000 - Non-Instructional Salaries	\$60,121	\$50,856	118.22%	\$254,280	23.64%	\$194,159
3000 - Employee Benefits	\$74,508	\$100,125	74.42%	\$500,623	14.88%	\$426,115
4000 - Supplies and Materials	\$10,355	\$102,510	10.1%	\$683,401	1.52%	\$673,046
5000 - Other Operating Expenses and Services	\$7,085	\$6,750	104.96%	\$45,000	15.74%	\$37,915
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$9,406	\$9,653	97.44%	\$48,266	19.49%	\$38,860
Totals	\$360,451	\$415,330	86.79%	\$2,339,547	15.41%	\$1,979,096

Corrective Action Plan

Expenditures pertaining to Object Code 4000 fall below target due to outstanding purchase orders that will be expensed once supplies and materials are received.

Status
Submitted

San Diego 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	\$404,180	\$363,590	111.16%	\$807,977	50.02%	\$403,797
2000 - Non-Instructional Salaries	\$122,015	\$132,226	92.28%	\$254,280	47.98%	\$132,265
3000 - Employee Benefits	\$189,017	\$250,312	75.51%	\$500,623	37.76%	\$311,606
4000 - Supplies and Materials	\$90,680	\$205,020	44.23%	\$683,401	13.27%	\$592,721
5000 - Other Operating Expenses and Services	\$22,465	\$13,500	166.41%	\$45,000	49.92%	\$22,535
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$22,200	\$21,237	104.53%	\$48,266	46%	\$26,066
Totals	\$850,557	\$985,884	86.27%	\$2,339,547	36.36%	\$1,488,990

Summary of Activities:

SDUSD has developed a pilot program for students with special needs at the TRACE Lincoln High School Diploma Program (HSDP) location. The pilot program uses Response to Intervention (RTI) methodologies to address learning gaps within the HSDP curriculum. Accusess diagnostic assessments inform RTI Tier 1 interventions that are embedded within classroom instruction. RTI, Tier 2 & 3 interventions are conducted using a blended learning model using small group instruction in conjunction with computer-based skills development software. AE teachers participate in an adult learner-focused PLC and are currently implementing new instructional strategies across all AE classrooms as part of their 1st Cycle of Inquiry work. Teachers are also developing new goals targeting behavioral supports for adult learners for the upcoming 2nd cycle. The AE Office has moved from Revere Center to Lincoln High School in order to provide greater accessibility for students who use MTS for transportation.

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

Lance Larson, Program Specialist
Michael Reynolds, Program Lead
Nate Sachdeva

San Diego 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	\$404,180	\$565,584	71.46%	\$807,977	50.02%	\$403,797
2000 - Non-Instructional Salaries	\$122,015	\$195,796	62.32%	\$254,280	47.98%	\$132,265
3000 - Employee Benefits	\$189,017	\$375,467	50.34%	\$500,623	37.76%	\$311,606
4000 - Supplies and Materials	\$90,680	\$307,530	29.49%	\$683,401	13.27%	\$592,721
5000 - Other Operating Expenses and Services	\$22,465	\$27,000	83.2%	\$45,000	49.92%	\$22,535
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$22,200	\$34,269	64.78%	\$48,266	46%	\$26,066
Totals	\$850,557	\$1,505,646	56.49%	\$2,339,547	36.36%	\$1,488,990

Status
Unsubmitted

San Diego 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	\$404,180	\$807,977	50.02%	\$807,977	50.02%	\$403,797
2000 - Non-Instructional Salaries	\$122,015	\$254,280	47.98%	\$254,280	47.98%	\$132,265
3000 - Employee Benefits	\$189,017	\$500,623	37.76%	\$500,623	37.76%	\$311,606
4000 - Supplies and Materials	\$90,680	\$683,401	13.27%	\$683,401	13.27%	\$592,721
5000 - Other Operating Expenses and Services	\$22,465	\$45,000	49.92%	\$45,000	49.92%	\$22,535
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$22,200	\$48,266	46%	\$48,266	46%	\$26,066
Totals	\$850,557	\$2,339,547	36.36%	\$2,339,547	36.36%	\$1,488,990

Status
Unsubmitted



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