

CAEP Consortium Fiscal Reporting 51 South Bay Consortium for Adult Education

2019-20 Fiscal Year

Certification

Certified By

Kishan Vujjeni

Dean of College Transitions & Extension Programs

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
Campbell Union High	Submitted	Submitted	Submitted	Submitted
East Side Union High	Submitted	Submitted	Submitted	Submitted
Metropolitan Education District	Submitted	Submitted	Submitted	Submitted
Milpitas Unified	Submitted	Submitted	Submitted	Submitted
San Jose-Evergreen CCD	Submitted	Submitted	Submitted	Submitted
Santa Clara Unified	Submitted	Submitted	Submitted	Submitted
West Valley-Mission CCD	Submitted	Submitted	Submitted	Submitted

Campbell Union High

Campbell 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	\$325,692	\$526,593	61.85%	\$2,106,370	15.46%	\$1,780,678
2000 - Non-Instructional Salaries	\$69,622	\$136,962	50.83%	\$547,848	12.71%	\$478,226
3000 - Employee Benefits	\$190,578	\$285,493	66.75%	\$1,141,970	16.69%	\$951,392
4000 - Supplies and Materials	\$5,929	\$17,355	34.16%	\$69,420	8.54%	\$63,491
5000 - Other Operating Expenses and Services	\$23,790	\$66,674	35.68%	\$266,696	8.92%	\$242,906
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$156,564	0%	\$156,564
Totals	\$615,611	\$1,033,076	59.59%	\$4,288,868	14.35%	\$3,673,257

Corrective Action Plan

Staffing delays impact meeting budget projections. We will monitor our budget more closely to ensure that our expenditures align to the plan.

Summary of Activities:

Expenditures reflect instructional goals and support services that align to the CAEP program areas.

Status
Submitted

Campbell 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	\$789,209	\$526,593	149.87%	\$2,106,370	37.47%	\$1,317,161
2000 - Non-Instructional Salaries	\$197,779	\$136,962	144.4%	\$547,848	36.1%	\$350,069
3000 - Employee Benefits	\$439,853	\$285,493	154.07%	\$1,141,970	38.52%	\$702,117
4000 - Supplies and Materials	\$18,291	\$17,355	105.39%	\$69,420	26.35%	\$51,129
5000 - Other Operating Expenses and Services	\$63,416	\$66,674	95.11%	\$266,696	23.78%	\$203,280
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$156,564	0%	\$156,564
Totals	\$1,508,548	\$1,033,076	146.02%	\$4,288,868	35.17%	\$2,780,320

Summary of Activities:

Expenditures are aligned to instructional activities in ABE, ASE, CTE and ESL programs and student support services.

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

Dr. Usha Narayanan, Director

Campbell 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	\$1,271,449	\$526,593	241.45%	\$2,106,370	60.36%	\$834,921
2000 - Non-Instructional Salaries	\$315,520	\$136,962	230.37%	\$547,848	57.59%	\$232,328
3000 - Employee Benefits	\$703,244	\$285,493	246.33%	\$1,141,970	61.58%	\$438,726
4000 - Supplies and Materials	\$19,540	\$17,355	112.59%	\$69,420	28.15%	\$49,880
5000 - Other Operating Expenses and Services	\$99,643	\$66,674	149.45%	\$266,696	37.36%	\$167,053
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$156,564	0%	\$156,564
Totals	\$2,409,396	\$1,033,076	233.23%	\$4,288,868	56.18%	\$1,879,472

Summary of Activities:

All activities and instructional programs at CACE align to the annual plan developed by the consortium. We continued to offer ESL, basic skills and CTE classes. Other examples of activities include: developing and administering the Census COAAP which prepared our EL Learners to complete the survey in April. This COAAP was shared throughout the state. We continued to engage with community partners to create a network of support services and/or reciprocal referrals. We partnered with West Valley College to colocate the Accounting and Bookkeeping non-credit certificate program at our school. This partnership allowed us to create a contextualized ESL class for accounting and develop a corresponding new COAAP. We could not complete administration of the COAAP because of Shelter-in-Place due to COVID-19.

Status
Submitted

Campbell 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	\$1,646,386	\$526,593	312.65%	\$2,106,370	78.16%	\$459,984
2000 - Non-Instructional Salaries	\$452,524	\$136,962	330.4%	\$547,848	82.6%	\$95,324
3000 - Employee Benefits	\$912,971	\$285,493	319.79%	\$1,141,970	79.95%	\$228,999
4000 - Supplies and Materials	\$19,540	\$17,355	112.59%	\$69,420	28.15%	\$49,880
5000 - Other Operating Expenses and Services	\$99,856	\$66,674	149.77%	\$266,696	37.44%	\$166,840
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$156,564	\$156,564	100%	\$156,564	100%	\$0
Totals	\$3,287,841	\$1,189,640	276.37%	\$4,288,868	76.66%	\$1,001,027

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

Guidance: Yes

Summary of Activities:

Quarter 4 at CACE, just as in other educational entities, was a response to COVID-19 and Shelter in Place measures. Instructional (1000) and support staff (2000 category) support staff engaged in providing distance learning. All staff members engaged in professional development in order support students in online learning and to gain access to services and resources needed. In the summer, after school closure, a core group of CACE staff engaged in planning school reopening; equity gaps in our system were identified as well. Summer planning allowed us to open school and offer courses a more cohesive way than we did in the spring.

Status
Submitted

East Side Union High

East Side 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	\$342,582	\$453,276	75.58%	\$3,021,839	11.34%	\$2,679,257
2000 - Non-Instructional Salaries	\$234,030	\$213,273	109.73%	\$1,066,365	21.95%	\$832,335
3000 - Employee Benefits	\$273,352	\$362,811	75.34%	\$1,451,243	18.84%	\$1,177,891
4000 - Supplies and Materials	\$80,366	\$63,857	125.85%	\$425,715	18.88%	\$345,349
5000 - Other Operating Expenses and Services	\$249,838	\$201,386	124.06%	\$671,285	37.22%	\$421,447
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$59,008	\$82,867	71.21%	\$331,468	17.8%	\$272,460
Totals	\$1,239,176	\$1,377,469	89.96%	\$6,967,915	17.78%	\$5,728,739

Corrective Action Plan

Delay in fully staffing teaching positions and not offering all the projected courses resulted in lower expenses .

Summary of Activities:

The CTE program added a Robotics course to the schedule but was not successful in filling the position for the Python course. A new CTE Program Administrator was hired to manage and expand the CTE programs. A new computer lab was installed to replace old equipment and assist students with access to current technology.

Status
Submitted

East Side 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	\$1,335,388	\$1,208,736	110.48%	\$3,021,839	44.19%	\$1,686,451
2000 - Non-Instructional Salaries	\$531,346	\$479,864	110.73%	\$1,066,365	49.83%	\$535,019
3000 - Employee Benefits	\$770,182	\$725,622	106.14%	\$1,451,243	53.07%	\$681,061
4000 - Supplies and Materials	\$150,080	\$170,286	88.13%	\$425,715	35.25%	\$275,635
5000 - Other Operating Expenses and Services	\$355,923	\$335,643	106.04%	\$671,285	53.02%	\$315,362
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$157,140	\$165,734	94.81%	\$331,468	47.41%	\$174,328
Totals	\$3,300,059	\$3,085,884	106.94%	\$6,967,915	47.36%	\$3,667,856

Summary of Activities:

All programs are fully staffed for the courses that were identified for the semester.

**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

Traci Williams, Director

East Side 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	\$2,187,229	\$2,266,379	96.51%	\$3,021,839	72.38%	\$834,610
2000 - Non-Instructional Salaries	\$819,524	\$799,774	102.47%	\$1,066,365	76.85%	\$246,841
3000 - Employee Benefits	\$1,234,339	\$1,088,432	113.41%	\$1,451,243	85.05%	\$216,904
4000 - Supplies and Materials	\$194,437	\$319,286	60.9%	\$425,715	45.67%	\$231,278
5000 - Other Operating Expenses and Services	\$451,669	\$503,464	89.71%	\$671,285	67.28%	\$219,616
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$216,567	\$248,601	87.11%	\$331,468	65.34%	\$114,901
Totals	\$5,103,765	\$5,225,936	97.66%	\$6,967,915	73.25%	\$1,864,150

Summary of Activities:

This quarter represents the beginning of the Spring semester. We increased offerings in CTE (Photoshop) as well as maintained the existing course offerings. March 13th shelter in place required us to navigate remote learning.

Status
Submitted

East Side 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	\$2,983,839	\$3,021,839	98.74%	\$3,021,839	98.74%	\$38,000
2000 - Non-Instructional Salaries	\$1,017,289	\$1,066,365	95.4%	\$1,066,365	95.4%	\$49,076
3000 - Employee Benefits	\$1,439,568	\$1,451,243	99.2%	\$1,451,243	99.2%	\$11,675
4000 - Supplies and Materials	\$234,110	\$425,715	54.99%	\$425,715	54.99%	\$191,605
5000 - Other Operating Expenses and Services	\$451,897	\$671,285	67.32%	\$671,285	67.32%	\$219,388
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$331,468	\$331,468	100%	\$331,468	100%	\$0
Totals	\$6,458,171	\$6,967,915	92.68%	\$6,967,915	92.68%	\$509,744

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

Guidance: Yes

Summary of Activities:

Salaries were more than estimated due to the increase in teacher collaboration time for aligning curriculum and adopting a new textbook for the ESL program. We also hired additional staff to support the increase in enrollment. CTE added new courses to meet the need of the revised high school graduation requirements. Three courses were added: Financial Literacy, Work Readiness and Digital Literacy. Supplies and other operating expenses were below budget due to shelter in place and everything coming to a halt.

**Status
Submitted**

Metropolitan Education District

Metropolitan Education 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	\$335,238	\$225,892	148.41%	\$903,569	37.1%	\$568,331
2000 - Non-Instructional Salaries	\$134,483	\$118,390	113.59%	\$473,559	28.4%	\$339,076
3000 - Employee Benefits	\$212,213	\$155,124	136.8%	\$620,496	34.2%	\$408,283
4000 - Supplies and Materials	\$29,111	\$253,951	11.46%	\$1,015,804	2.87%	\$986,693
5000 - Other Operating Expenses and Services	\$64,647	\$67,376	95.95%	\$269,503	23.99%	\$204,856
6000 - Capital Outlay	\$0	\$12,500	0%	\$50,000	0%	\$50,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$166,002	0%	\$166,002
Totals	\$775,692	\$833,233	93.09%	\$3,498,933	22.17%	\$2,723,241

Summary of Activities:

Expenditures cover certificated and classified staff salaries, benefits, and other expenditures for Silicon Valley Adult Education Adult Basic Education, High School Diploma, High School Equivalency, and ESL programs.

Status
Submitted

Metropolitan Education 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	\$377,298	\$225,892	167.03%	\$903,569	41.76%	\$526,271
2000 - Non-Instructional Salaries	\$227,673	\$118,390	192.31%	\$473,559	48.08%	\$245,886
3000 - Employee Benefits	\$273,008	\$155,124	175.99%	\$620,496	44%	\$347,488
4000 - Supplies and Materials	\$71,722	\$253,951	28.24%	\$1,015,804	7.06%	\$944,082
5000 - Other Operating Expenses and Services	\$115,675	\$67,376	171.69%	\$269,503	42.92%	\$153,828
6000 - Capital Outlay	\$0	\$12,500	0%	\$50,000	0%	\$50,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$166,002	0%	\$166,002
Totals	\$1,065,376	\$833,233	127.86%	\$3,498,933	30.45%	\$2,433,557

Summary of Activities:

Certificated salary expenditures are higher as our agency developed a professional development meeting time, added extra hour opportunities for building curriculum and offer and support the training of the google tools. SVAE purchased new digital curriculum both hardware and software totaling \$43, 950.00 in order to become current in our textbooks and course offerings.

**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

Alecia Kelley, Director of Programs & Student Support Service
Norma Martinez MetroED- SVAE, Coordinator Of Adult Programs

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$596,378	\$225,892	264.01%	\$903,569	66%	\$307,191
2000 - Non-Instructional Salaries	\$345,062	\$118,390	291.46%	\$473,559	72.87%	\$128,497
3000 - Employee Benefits	\$429,824	\$155,124	277.08%	\$620,496	69.27%	\$190,672
4000 - Supplies and Materials	\$93,857	\$253,951	36.96%	\$1,015,804	9.24%	\$921,947
5000 - Other Operating Expenses and Services	\$160,005	\$67,376	237.48%	\$269,503	59.37%	\$109,498
6000 - Capital Outlay	\$0	\$12,500	0%	\$50,000	0%	\$50,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$54,220	\$56,441	96.07%	\$166,002	32.66%	\$111,782
Totals	\$1,679,346	\$889,673	188.76%	\$3,498,933	48%	\$1,819,587

Summary of Activities:

1000- SVAE continues to provide a full staff of credentialed teachers, guidance counselors, transition specialist, and coordinator as well as school leaders to lead the school into the new age of learning. 2000- SVAE support staff is dedicated to providing classroom aides, assessment support, data analysis, student records and attendance and of course customer service to our stakeholders. 3000- SVAE continues to provide their certificated and classified employees with benefits for dental, medical and all of the necessary burdens of SUI, worker's compensation, etc. 4000- As SVAE continues to work toward a guaranteed viable program to serve the students much of our budget is providing current reference materials, textbooks, software, hardware upgrades, and software purchase. 5000- SVAE has developed the staff through their attendance of conferences, providing membership dues to our Adult Ed organizations, keeping the lights on, ensuring our copiers are maintained and leased. 6000-NA

Status
Submitted

Metropolitan Education 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	\$734,959	\$225,892	325.36%	\$903,569	81.34%	\$168,610
2000 - Non-Instructional Salaries	\$460,849	\$118,390	389.26%	\$473,559	97.32%	\$12,710
3000 - Employee Benefits	\$573,097	\$155,124	369.44%	\$620,496	92.36%	\$47,399
4000 - Supplies and Materials	\$665,986	\$253,951	262.25%	\$1,015,804	65.56%	\$349,818
5000 - Other Operating Expenses and Services	\$197,025	\$67,376	292.43%	\$269,503	73.11%	\$72,478
6000 - Capital Outlay	\$0	\$12,500	0%	\$50,000	0%	\$50,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$131,589	\$76,361	172.33%	\$166,002	79.27%	\$34,413
Totals	\$2,763,505	\$909,594	303.82%	\$3,498,933	78.98%	\$735,428

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

Guidance: Yes

Summary of Activities:

1000- SVAE continues to provide a full staff of credentialed teachers, guidance counselors, transition specialist, and coordinator as well as school leaders to lead the school into the new age of learning. 2000- SVAE support staff is dedicated to providing classroom aides, assessment support, data analysis, student records and attendance and of course customer service to our stakeholders. 3000- SVAE continues to provide their certificated and classified employees with benefits for dental, medical and all of the necessary burdens of SUI, worker's compensation, etc. 4000- As SVAE continues to work toward a guaranteed viable program to serve the students much of our budget is providing current reference materials, textbooks, software, hardware upgrades, and software purchase. 5000- SVAE has developed the staff through their attendance of conferences, providing membership dues to our Adult Ed organizations, keeping the lights on, ensuring our copiers are maintained and leased. 6000-NA

**Status
Submitted**

Milpitas Unified

Milpitas 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	\$87,291	\$0	100%	\$565,655	15.43%	\$478,364
2000 - Non-Instructional Salaries	\$16,721	\$0	100%	\$68,179	24.53%	\$51,458
3000 - Employee Benefits	\$39,781	\$0	100%	\$195,587	20.34%	\$155,806
4000 - Supplies and Materials	\$3,687	\$0	100%	\$9,299	39.65%	\$5,612
5000 - Other Operating Expenses and Services	\$2,425	\$0	100%	\$8,861	27.37%	\$6,436
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$35,205	0%	\$35,205
Totals	\$149,905	\$0	100%	\$882,786	16.98%	\$732,881

Summary of Activities:

Expenditures are mainly to cover certificated and classified staff salaries and benefits for Milpitas Adult Education Adult Basic Education, High School Diploma, High School Equivalency, and ESL programs.

Status
Submitted

Milpitas 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	\$257,143	\$0	100%	\$565,655	45.46%	\$308,512
2000 - Non-Instructional Salaries	\$35,582	\$0	100%	\$68,179	52.19%	\$32,597
3000 - Employee Benefits	\$97,703	\$0	100%	\$195,587	49.95%	\$97,884
4000 - Supplies and Materials	\$4,754	\$0	100%	\$9,299	51.12%	\$4,545
5000 - Other Operating Expenses and Services	\$4,226	\$0	100%	\$8,861	47.69%	\$4,635
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,978	\$0	100%	\$35,205	31.18%	\$24,227
Totals	\$410,386	\$0	100%	\$882,786	46.49%	\$472,400

Summary of Activities:

All programs are being implemented as stated in the annual budget narrative.

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

Milpitas Unified School District Giuliana Brahim, Principal

Milpitas 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	\$402,382	\$0	100%	\$565,655	71.14%	\$163,273
2000 - Non-Instructional Salaries	\$58,115	\$0	100%	\$68,179	85.24%	\$10,064
3000 - Employee Benefits	\$149,427	\$0	100%	\$195,587	76.4%	\$46,160
4000 - Supplies and Materials	\$6,602	\$0	100%	\$9,299	71%	\$2,697
5000 - Other Operating Expenses and Services	\$8,861	\$0	100%	\$8,861	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$20,902	\$0	100%	\$35,205	59.37%	\$14,303
Totals	\$646,289	\$0	100%	\$882,786	73.21%	\$236,497

Summary of Activities:

100-MAE continues to focus on the needs of adult education students first. Anticipating the future needs of our learners, we have hired additional staff to meet the demand of the lower ESL classes. 2000-MAE's core classified staff continues to implement the best intake and customer service along with participation in data and accountability PD. 3000- MAE's cost of benefits has gone up, however, certified and classified staff continues to receive health benefits as stipulated by their respective collective bargaining units. 4000- We have expanded our Distance Learning programs as a way to make education accessible to all those who cannot come to school, allocating expenses to computer software. 5000- MAE continues to be an active member of accredited educational institutions. We ensure that all classrooms have adequate and certified substitutes and our buildings are functional and adequate to provide a high quality of services and instruction. 7000 Allocation of Indirect costs to MUSD.

Status
Submitted

Milpitas 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	\$565,655	\$0	100%	\$565,655	100%	\$0
2000 - Non-Instructional Salaries	\$68,179	\$0	100%	\$68,179	100%	\$0
3000 - Employee Benefits	\$195,587	\$0	100%	\$195,587	100%	\$0
4000 - Supplies and Materials	\$9,299	\$0	100%	\$9,299	100%	\$0
5000 - Other Operating Expenses and Services	\$8,861	\$0	100%	\$8,861	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$35,205	\$0	100%	\$35,205	100%	\$0
Totals	\$882,786	\$0	100%	\$882,786	100%	\$0

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

Guidance: Yes

Summary of Activities:

1000-MAE certificated staff instructional salaries for all CAEP funded project areas 2000-MAE classified staff salaries for all CAEP funded project areas 3000-MAE certificated and classified welfare and benefits for all CAEP funded project areas 4000-MAE instructional supplies to support all CAEP funded project areas 5000-MAE purchasing and maintenance of LMS and operation expenses. Limited PD for both certified and classified staff for all CAEP funded project areas 7000-MUSD-MAE- indirect cost to support for all CAEP funded project areas

**Status
Submitted**

San Jose-Evergreen CCD

San Jose-Evergreen 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	\$64,270	\$59,453	108.1%	\$297,264	21.62%	\$232,994
2000 - Non-Instructional Salaries	\$120,639	\$134,270	89.85%	\$671,351	17.97%	\$550,712
3000 - Employee Benefits	\$96,368	\$95,315	101.1%	\$476,574	20.22%	\$380,206
4000 - Supplies and Materials	\$1,542	\$17,092	9.02%	\$85,458	1.8%	\$83,916
5000 - Other Operating Expenses and Services	\$48,575	\$97,265	49.94%	\$486,325	9.99%	\$437,750
6000 - Capital Outlay	\$0	\$0	100%	\$18,417	0%	\$18,417
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$16,535	\$20,354	81.24%	\$101,770	16.25%	\$85,235
Totals	\$347,929	\$423,748	82.11%	\$2,137,159	16.28%	\$1,789,230

Corrective Action Plan

Due to vacant positions during this quarter, budget was not on track. Positions were filled now.

Summary of Activities:

The expenditures are aligned to Annual Plan to support program areas. Evergreen Valley College created several non-credit ESL courses and offered in Fall. Other ongoing bridge programs were scheduled and classes more than midway through semester. SJECCD supports Consortia wide functions in the area of research, immigrant integration, Consortia management and compliance related function for smooth functioning of the Consortium.

Status
Submitted

San Jose-Evergreen 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	\$154,260	\$118,906	129.73%	\$297,264	51.89%	\$143,004
2000 - Non-Instructional Salaries	\$255,624	\$268,540	95.19%	\$671,351	38.08%	\$415,727
3000 - Employee Benefits	\$199,088	\$190,630	104.44%	\$476,574	41.77%	\$277,486
4000 - Supplies and Materials	\$5,354	\$34,183	15.66%	\$85,458	6.27%	\$80,104
5000 - Other Operating Expenses and Services	\$167,060	\$194,530	85.88%	\$486,325	34.35%	\$319,265
6000 - Capital Outlay	\$1,704	\$0	100%	\$18,417	9.25%	\$16,713
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$40,767	\$40,708	100.14%	\$101,770	40.06%	\$61,003
Totals	\$823,857	\$847,497	97.21%	\$2,137,159	38.55%	\$1,313,302

Summary of Activities:

All expenditures are aligned to the annual plan. Non-credit classes are offered in ESL, CTE and Pre-Apprenticeship Category. Contextualized ESL and Math courses are offered to accelerate student transitions into Credit programs. Transition supports are provided by 2 Transition Specialists, one at Evergreen Valley College and the second one at San Jose City College. SJECCD funds were utilized for Consortia wide support positions, some through Independent Contracts and others through employment. Independent contracts include Consortia Director, Immigrant Integration Services, Community Connections/Outreach, and "CommunityPro" Case Management Software Licensing. Employed positions include Consortia Research Analyst II, Senior Division Assistant and partial support for Consortia Co-Chair, Accounting and Network Support positions.

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

Jonathan Camacho CMA, Business Supervisor
Kishan Vujjeni, Dean of College Transitions & Extension Programs
Manuela Kolpin, Acting Controller

San Jose-Evergreen 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	\$214,673	\$178,358	120.36%	\$297,264	72.22%	\$82,591
2000 - Non-Instructional Salaries	\$415,799	\$402,811	103.22%	\$671,351	61.93%	\$255,552
3000 - Employee Benefits	\$305,202	\$285,944	106.73%	\$476,574	64.04%	\$171,372
4000 - Supplies and Materials	\$12,132	\$51,275	23.66%	\$85,458	14.2%	\$73,326
5000 - Other Operating Expenses and Services	\$256,004	\$291,795	87.73%	\$486,325	52.64%	\$230,321
6000 - Capital Outlay	\$1,704	\$0	100%	\$18,417	9.25%	\$16,713
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$59,531	\$61,062	97.49%	\$101,770	58.5%	\$42,239
Totals	\$1,265,045	\$1,271,245	99.51%	\$2,137,159	59.19%	\$872,114

Summary of Activities:

Non-credit classes are offered in ESL, CTE and Pre-Apprenticeship Category. Contextualized ESL and Math courses are offered to accelerate student transitions into Credit programs. Transition supports are provided by 2 Transition Specialists, one at Evergreen Valley College and the second one at San Jose City College. SJECCD funds were utilized for Consortia wide support positions, some through Independent Contracts and others through employment. Independent contracts include Consortia Director, Immigrant Integration Services, Community Connections/Outreach, and "CommunityPro" Case Management Software Licensing. Employed positions include Consortia Research Analyst II, Senior Division Assistant and partial support for Consortia Co-Chair, Accounting and Network Support positions. Overall, the expenditures are in line with Annual and 3 year plan and SBCAE Charter.

**Status
Submitted**

San Jose-Evergreen 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	\$278,348	\$297,264	93.64%	\$297,264	93.64%	\$18,916
2000 - Non-Instructional Salaries	\$581,388	\$671,351	86.6%	\$671,351	86.6%	\$89,963
3000 - Employee Benefits	\$416,309	\$476,574	87.35%	\$476,574	87.35%	\$60,265
4000 - Supplies and Materials	\$70,692	\$85,458	82.72%	\$85,458	82.72%	\$14,766
5000 - Other Operating Expenses and Services	\$385,445	\$486,325	79.26%	\$486,325	79.26%	\$100,880
6000 - Capital Outlay	\$17,896	\$0	100%	\$18,417	97.17%	\$521
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$87,504	\$101,770	85.98%	\$101,770	85.98%	\$14,266
Totals	\$1,837,582	\$2,118,742	86.73%	\$2,137,159	85.98%	\$299,577

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

Guidance: Yes

Summary of Activities:

Non-credit classes are offered in ESL, CTE and Pre-Apprenticeship Category. Contextualized ESL and Math courses are offered to accelerate student transitions into Credit programs. Transition supports are provided by 2 Transition Specialists, one at Evergreen Valley College and the second one at San Jose City College. SJECCD funds were utilized for Consortia wide support positions, some through Independent Contracts and others through employment. Independent contracts include Consortia Director, Immigrant Integration Services, Community Connections/Outreach, and "CommunityPro" Case Management Software Licensing. Employed positions include Consortia Research Analyst II, Senior Division Assistant and partial support for Consortia Co-Chair, Accounting and Network Support positions. Overall, the expenditures are in line with Annual and 3 year plan and SBCAE Charter.

**Status
Submitted**

Santa Clara Unified

Santa Clara 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	\$180,883	\$171,506	105.47%	\$857,528	21.09%	\$676,645
2000 - Non-Instructional Salaries	\$129,178	\$101,423	127.37%	\$507,116	25.47%	\$377,938
3000 - Employee Benefits	\$99,557	\$83,127	119.77%	\$415,633	23.95%	\$316,076
4000 - Supplies and Materials	\$5,418	\$4,521	119.85%	\$22,603	23.97%	\$17,185
5000 - Other Operating Expenses and Services	\$42,955	\$24,592	174.67%	\$122,962	34.93%	\$80,007
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$19,258	0%	\$96,292	0%	\$96,292
Totals	\$457,991	\$404,427	113.24%	\$2,022,134	22.65%	\$1,564,143

Summary of Activities:

Expenditures are primarily certificated and classified salaries, for staff in SCUSD Adult Education's ABE, High School Diploma, High School Equivalency, CTE, AWD, and ESL programs.

Status
Submitted

Santa Clara 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	\$444,472	\$188,656	235.6%	\$857,528	51.83%	\$413,056
2000 - Non-Instructional Salaries	\$250,203	\$111,566	224.27%	\$507,116	49.34%	\$256,913
3000 - Employee Benefits	\$207,006	\$91,439	226.39%	\$415,633	49.8%	\$208,627
4000 - Supplies and Materials	\$9,028	\$4,973	181.55%	\$22,603	39.94%	\$13,575
5000 - Other Operating Expenses and Services	\$78,212	\$27,052	289.12%	\$122,962	63.61%	\$44,750
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$22,900	\$21,184	108.1%	\$96,292	23.78%	\$73,392
Totals	\$1,011,821	\$444,869	227.44%	\$2,022,134	50.04%	\$1,010,313

Summary of Activities:

Expenditures are primarily certificated and classified salaries, for staff in SCUSD Adult Education's ABE, High School Diploma, High School Equivalency, CTE, AWD, and ESL programs.

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

Christine Berdiansky, Program Administrator
Carrie Casto, Principal, Adult Ed.

Santa Clara 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	\$688,935	\$240,108	286.93%	\$857,528	80.34%	\$168,593
2000 - Non-Instructional Salaries	\$376,923	\$141,992	265.45%	\$507,116	74.33%	\$130,193
3000 - Employee Benefits	\$313,974	\$116,377	269.79%	\$415,633	75.54%	\$101,659
4000 - Supplies and Materials	\$12,661	\$6,329	200.05%	\$22,603	56.01%	\$9,942
5000 - Other Operating Expenses and Services	\$115,427	\$34,429	335.26%	\$122,962	93.87%	\$7,535
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$49,446	\$26,962	183.39%	\$96,292	51.35%	\$46,846
Totals	\$1,557,366	\$566,198	275.06%	\$2,022,134	77.02%	\$464,768

Summary of Activities:

CAEP funds are primarily used to pay for credentialed and classified salaries and benefits to provide instruction and support for students enrolled in High School Diploma, High School Equivalency, ESL, Career and Technical Education programs including Medical Assistant and Eye Care Technician, Adults with Disabilities and K12 Student Support. Credentialed staff include Instructors, Transition Specialists, CASAS Testing Coordinator and Counselor, classified salaries include administrative support, including registration, attendance, and TE reporting. SCUSD CAEP funds also support a Learning Disabilities Specialist on contract for SBCAE.

Status
Submitted

Santa Clara 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	\$857,528	\$257,258	333.33%	\$857,528	100%	\$0
2000 - Non-Instructional Salaries	\$507,116	\$152,135	333.33%	\$507,116	100%	\$0
3000 - Employee Benefits	\$415,633	\$124,690	333.33%	\$415,633	100%	\$0
4000 - Supplies and Materials	\$22,603	\$6,781	333.33%	\$22,603	100%	\$0
5000 - Other Operating Expenses and Services	\$122,962	\$36,889	333.33%	\$122,962	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$96,292	\$28,888	333.33%	\$96,292	100%	\$0
Totals	\$2,022,134	\$606,640	333.33%	\$2,022,134	100%	\$0

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

Guidance: Yes

Summary of Activities:

CAEP funds are primarily used to pay for credentialed and classified salaries and benefits to provide instruction and support for students enrolled in High School Diploma, High School Equivalency, ESL, Career and Technical Education programs including Medical Assistant and Eye Care Technician, Adults with Disabilities and K12 Student Support. Credentialed staff include Instructors, Transition Specialists, CASAS Testing Coordinator and Counselor, classified salaries include administrative support, including registration, attendance, and TE reporting. SCUSD CAEP funds also support a Learning Disabilities Specialist on contract for SBCAE.

Status
Submitted

West Valley-Mission CCD

West Valley-Mission 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	\$0	\$0	100%	\$124,233	0%	\$124,233
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$266,584	0%	\$266,584
3000 - Employee Benefits	\$0	\$0	100%	\$108,444	0%	\$108,444
4000 - Supplies and Materials	\$0	\$0	100%	\$10,000	0%	\$10,000
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$100,000	0%	\$100,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$902	0%	\$902
Indirect Costs	\$0	\$0	100%	\$19,992	0%	\$19,992
Totals	\$0	\$0	100%	\$630,155	0%	\$630,155

Status
Submitted

West Valley-Mission 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	\$0	\$0	100%	\$124,233	0%	\$124,233
2000 - Non-Instructional Salaries	\$119,549	\$0	100%	\$266,584	44.84%	\$147,035
3000 - Employee Benefits	\$46,578	\$0	100%	\$108,444	42.95%	\$61,866
4000 - Supplies and Materials	\$92	\$0	100%	\$10,000	0.92%	\$9,908
5000 - Other Operating Expenses and Services	\$7,091	\$0	100%	\$100,000	7.09%	\$92,909
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$902	0%	\$902
Indirect Costs	\$0	\$0	100%	\$19,992	0%	\$19,992
Totals	\$173,310	\$0	100%	\$630,155	27.5%	\$456,845

Corrective Action Plan

West Valley College had budgeted for additional support including a counselor and a part analyst. Both these positions have been vacated and are currently empty. The plan is for the college to fill the counseling position but not the part time analyst position.

Summary of Activities:

Both colleges have full time transition specialists that co-locate appointments at adult education schools and are part of regional transition specialist workgroup. Both colleges held co-located CTE courses in child development with adult schools. West Valley held six co-located non credit entrepreneurial classes leading to certificate at adult school. Both colleges have faculty members who participate in the work groups for the consortium.

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

Valerie Jensen, Dean, Language Arts

Mr. Brad Weisberg 7414084, Dean, Career Programs and Workforce Development

Eric Grabiell, Director, School of Continuing Education

West Valley-Mission 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	\$14,402	\$0	100%	\$124,233	11.59%	\$109,831
2000 - Non-Instructional Salaries	\$189,438	\$0	100%	\$266,584	71.06%	\$77,146
3000 - Employee Benefits	\$83,497	\$0	100%	\$108,444	77%	\$24,947
4000 - Supplies and Materials	\$2,436	\$0	100%	\$10,000	24.36%	\$7,564
5000 - Other Operating Expenses and Services	\$7,091	\$0	100%	\$100,000	7.09%	\$92,909
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$902	0%	\$902
Indirect Costs	\$5,097	\$0	100%	\$19,992	25.5%	\$14,895
Totals	\$301,961	\$0	100%	\$630,155	47.92%	\$328,194

Summary of Activities:

Both colleges have full time transition specialists that co-locate appointments at adult education schools and are part of regional transition specialist workgroup. Both colleges held co-located CTE courses in child development with adult schools. West Valley held 2 bookkeeping non credit classes co-located and integrated IET model for English Language Learners. Both colleges have faculty members who participate in the work groups for the consortium and spent some funds on books

**Status
Submitted**

West Valley-Mission 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	\$29,046	\$0	100%	\$124,233	23.38%	\$95,187
2000 - Non-Instructional Salaries	\$240,621	\$0	100%	\$266,584	90.26%	\$25,963
3000 - Employee Benefits	\$108,444	\$0	100%	\$108,444	100%	\$0
4000 - Supplies and Materials	\$5,641	\$0	100%	\$10,000	56.41%	\$4,359
5000 - Other Operating Expenses and Services	\$15,186	\$0	100%	\$100,000	15.19%	\$84,814
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$902	\$0	100%	\$902	100%	\$0
Indirect Costs	\$19,992	\$0	100%	\$19,992	100%	\$0
Totals	\$419,832	\$0	100%	\$630,155	66.62%	\$210,323

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

Guidance: Yes

Summary of Activities:

Non-credit classes were offered in ESL, short-term vocational, math, and citizenship, supporting students transitions into credit programs. Transition support is provided by 2 Transition Specialists, one at Mission College and the second at West Valley. Funds were utilized for support to work related to the consortia and partnerships with adult schools such as IET stipends, student supports, bus passes, textbooks, and co-location of classes. Overall, the expenditures are in line with Annual and 3 year plan and SBCE Charter.

Status
Submitted



California
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