

# CAEP Consortium Fiscal Reporting

## 52 San Luis Obispo County Adult Education Consortium

2018-19 Fiscal Year

### Certification

**Certified By**

Mia Ruiz

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

### Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<a href="#">Lucia Mar Unified</a>	Submitted	Submitted	Submitted	Not Submitted
<a href="#">San Luis Coastal Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">San Luis Obispo County CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Templeton Unified</a>	Submitted	Submitted	Submitted	Not Submitted

### Lucia Mar Unified

Lucia Mar 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	\$33,393	\$46,722	71.47%	\$285,966	11.68%	\$252,573
2000 - Non-Instructional Salaries	\$24,376	\$20,000	121.88%	\$100,000	24.38%	\$75,624
3000 - Employee Benefits	\$8,558	\$23,801	35.96%	\$95,204	8.99%	\$86,646
4000 - Supplies and Materials	\$9,928	\$25,505	38.93%	\$91,221	10.88%	\$81,293
5000 - Other Operating Expenses and Services	\$20,833	\$10,600	196.54%	\$96,600	21.57%	\$75,767
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,470	\$6,210	88.09%	\$24,838	22.02%	\$19,368
<b>Totals</b>	<b>\$102,558</b>	<b>\$132,837</b>	<b>77.21%</b>	<b>\$693,829</b>	<b>14.78%</b>	<b>\$591,271</b>

### Corrective Action Plan

I had a budget issue (reported incorrectly) that had to be corrected at the state level. I cut back on spending until it was resolved. I will now go forward with planned spending. In addition, we had to combine an ESL class due to numbers, but will bring that class back at the beginning of the year.

### Summary of Activities:

We will continue with our ABE/ASE (High school diploma and equivalency focus) as well as ESL and Citizenship classes. On track to increase attendance, and working on increasing our persistence rates. Continuing to offer English as a Second Language classes at the hotels.

**Status  
Submitted**

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### Lucia Mar 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	\$100,544	\$126,470	79.5%	\$285,966	35.16%	\$185,422
2000 - Non-Instructional Salaries	\$45,975	\$50,000	91.95%	\$100,000	45.98%	\$54,025
3000 - Employee Benefits	\$41,375	\$47,602	86.92%	\$95,204	43.46%	\$53,829
4000 - Supplies and Materials	\$14,280	\$47,411	30.12%	\$91,221	15.65%	\$76,941
5000 - Other Operating Expenses and Services	\$30,054	\$28,050	107.14%	\$96,600	31.11%	\$66,546
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,470	\$6,210	88.09%	\$24,838	22.02%	\$19,368
<b>Totals</b>	<b>\$237,698</b>	<b>\$305,742</b>	<b>77.74%</b>	<b>\$693,829</b>	<b>34.26%</b>	<b>\$456,131</b>

### Corrective Action Plan

Current secretary is out on leave. Her replacement is costing less than expected. The rest of indirect will be taken out at the end of the year. Was expecting to replace some technology that district is now saying isn't due for replacement.

### Summary of Activities:

We will continue with our ABE/ASE (High school diploma and equivalency focus) as well as ESL and Citizenship classes. On track to increase attendance, and working on increasing our persistence rates. Continuing to offer English as a Second Language classes at the hotels.

**Status**  
**Submitted**

### Allocation Year Closeout: 2016-17

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

#### 2016-17 Reverted Funds:

\$0

#### 2016-17 Status

Closed

#### Submitting Authority

Charlissa Skinner, Principal

**Lucia Mar 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	\$190,572	\$206,218	92.41%	\$285,966	66.64%	\$95,394
2000 - Non-Instructional Salaries	\$67,285	\$80,000	84.11%	\$100,000	67.29%	\$32,715
3000 - Employee Benefits	\$69,509	\$71,403	97.35%	\$95,204	73.01%	\$25,695
4000 - Supplies and Materials	\$15,366	\$71,816	21.4%	\$91,221	16.84%	\$75,855
5000 - Other Operating Expenses and Services	\$42,002	\$35,550	118.15%	\$96,600	43.48%	\$54,598
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,940	\$6,210	176.18%	\$24,838	44.05%	\$13,898
<b>Totals</b>	<b>\$395,674</b>	<b>\$471,196</b>	<b>83.97%</b>	<b>\$693,829</b>	<b>57.03%</b>	<b>\$298,155</b>

**Corrective Action Plan**

1) Creating additional classes and sections of ESL, ABE, ASE; 2) Additional sites for housing these classes; 3) Hiring a support person to help with ESL/ELA programs; 4) Seeking to recruit and hire some CTE instructors; 5) Additional Childcare; 6) Additional Outreach

**Summary of Activities:**

1) Continued coordination with San Luis Obispo County Adult Education Consortium; 2) ESL, ABE, ASE classes; 3) Citizenship Classes; 4) Professional Development; 5) Childcare; 6) Continued orientation, assessment, collaboration for moving students forward into post-secondary and the workplace; 7) Budget Overview; 8) Data and assessment reviews

Status

Submitted

**Lucia Mar 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	\$252,653	\$285,966	88.35%	\$285,966	88.35%	\$33,313
2000 - Non-Instructional Salaries	\$91,711	\$100,000	91.71%	\$100,000	91.71%	\$8,289
3000 - Employee Benefits	\$95,204	\$95,204	100%	\$95,204	100%	\$0
4000 - Supplies and Materials	\$20,004	\$91,221	21.93%	\$91,221	21.93%	\$71,217
5000 - Other Operating Expenses and Services	\$47,332	\$38,800	121.99%	\$96,600	49%	\$49,268
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$24,838	\$6,210	400%	\$24,838	100%	\$0
<b>Totals</b>	<b>\$531,742</b>	<b>\$617,401</b>	<b>86.13%</b>	<b>\$693,829</b>	<b>76.64%</b>	<b>\$162,087</b>

### Corrective Action Plan

NOTE: Because we do not get our funding until December, it has been advised that we carry-over \$100,000 to help cover us until December. My expenditures fall below budget because of cancelled classes, and loss of a secretary. We also realized after close of the year that district has been billing our curriculum department for our software expenses (a total of \$35,000 over the last couple of years.) Action steps: Be more visible to attract more students so that classes do not get cancelled. Add additional classes and hours as needed for students to be successful. Upgrade computers and chromebooks as needed. Provide additional childcare during all class hours as needed. Additional ESL classes to be held on elementary school sites.

### Summary of Activities:

ABE/ASE and ESL/Citizenship instruction at two Adult School Learning Center sites, continuing to develop curriculum for ASE; Developed new course outlines for ESL; Hired an ESL coordinator for 2019-20; Monthly Professional Development; Collaboration with Workforce Development Board and AJCC/Eckerd and other local agencies; Became board member of our local Workforce Development Board; Workforce Preparation in computer skills; Continued student services in orientation, registration, and transitions; Planning with district to provide Child School Success classes (PIQE); Continued administrative oversight in budgeting, curriculum development and instruction, seamless transitions, student success services; Focus on retention and persistence; Attend workshops to help in growing our program; Continued community outreach.

**Status**  
**Unsubmitted**

## San Luis Coastal Unified

**San Luis Coastal 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	\$36,401	\$48,340	75.3%	\$241,701	15.06%	\$205,300
2000 - Non-Instructional Salaries	\$23,265	\$28,843	80.66%	\$144,215	16.13%	\$120,950
3000 - Employee Benefits	\$19,029	\$19,659	96.8%	\$103,468	18.39%	\$84,439
4000 - Supplies and Materials	\$5,814	\$8,219	70.74%	\$41,093	14.15%	\$35,279
5000 - Other Operating Expenses and Services	\$12,943	\$8,539	151.58%	\$42,695	30.32%	\$29,752
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,165	0%	\$28,658	0%	\$28,658
<b>Totals</b>	<b>\$97,452</b>	<b>\$120,764</b>	<b>80.7%</b>	<b>\$601,830</b>	<b>16.19%</b>	<b>\$504,378</b>

**Corrective Action Plan**

ESL classes did not begin until the last week of August. Our district does not move Indirect until the end of the year.

**Summary of Activities:**

Continuation of High School Diploma/Equivalency classes on our campus and at the jail. On track to increase enrollment and persistence. Doubled the number of English as a Second Language classes. On track to increase enrollment in January.

**Status**  
**Submitted**

**San Luis Coastal 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	\$90,084	\$60,425	149.08%	\$241,701	37.27%	\$151,617
2000 - Non-Instructional Salaries	\$49,259	\$36,054	136.63%	\$144,215	34.16%	\$94,956
3000 - Employee Benefits	\$41,628	\$25,867	160.93%	\$103,468	40.23%	\$61,840
4000 - Supplies and Materials	\$8,239	\$10,273	80.2%	\$41,093	20.05%	\$32,854
5000 - Other Operating Expenses and Services	\$26,863	\$10,674	251.67%	\$42,695	62.92%	\$15,832
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,165	0%	\$28,658	0%	\$28,658
<b>Totals</b>	<b>\$216,073</b>	<b>\$150,458</b>	<b>143.61%</b>	<b>\$601,830</b>	<b>35.9%</b>	<b>\$385,757</b>

### Summary of Activities:

Our district takes out indirect costs at the end of the year.

Status  
Submitted

### Allocation Year Closeout: 2016-17

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Sally Ames, Coordinator of Adult Education Programs

### San Luis Coastal 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	\$156,021	\$60,425	258.2%	\$241,701	64.55%	\$85,680
2000 - Non-Instructional Salaries	\$76,740	\$36,054	212.85%	\$144,215	53.21%	\$67,475
3000 - Employee Benefits	\$67,473	\$25,867	260.85%	\$103,468	65.21%	\$35,995
4000 - Supplies and Materials	\$11,433	\$10,273	111.29%	\$41,093	27.82%	\$29,660
5000 - Other Operating Expenses and Services	\$28,517	\$10,674	267.17%	\$42,695	66.79%	\$14,178
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,165	0%	\$28,658	0%	\$28,658
<b>Totals</b>	<b>\$340,184</b>	<b>\$150,458</b>	<b>226.1%</b>	<b>\$601,830</b>	<b>56.52%</b>	<b>\$261,646</b>

### Summary of Activities:

ABE/ASE at SLCUSD and Jail ESL at four district school sites CTE at Jail and SLCUSD WF at SLCUSD Our district moves Indirect at the end of the fiscal year.

**Status**  
**Submitted**

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### San Luis Coastal 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	\$214,877	\$72,510	296.34%	\$241,701	88.9%	\$26,824
2000 - Non-Instructional Salaries	\$110,549	\$43,265	255.52%	\$144,215	76.66%	\$33,666
3000 - Employee Benefits	\$91,793	\$31,040	295.72%	\$103,468	88.72%	\$11,675
4000 - Supplies and Materials	\$34,222	\$12,328	277.6%	\$41,093	83.28%	\$6,871
5000 - Other Operating Expenses and Services	\$42,695	\$12,809	333.33%	\$42,695	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$24,706	\$7,165	344.84%	\$28,658	86.21%	\$3,952
<b>Totals</b>	<b>\$518,842</b>	<b>\$179,116</b>	<b>289.67%</b>	<b>\$601,830</b>	<b>86.21%</b>	<b>\$82,988</b>

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

Guidance: Yes

**Summary of Activities:**

-ABE/ASE instruction on Adult School site and at San Luis Obispo County Jail -ESL instruction on four school sites -ESL curriculum development -Workforce Preparation in computer skills -CTE at Jail and mirrored on school site - Leveraging Resources- working with local agencies to provide Child School Success classes -Development and review - curriculum and instruction, seamless transitions, student success services -Monthly Professional Development - focus on retention and persistence -Collaboration with Workforce Development Board and AJCC/Eckerd and other local agencies -Outreach -Childcare -Attend conferences, workshops and webinars to help in growing and improving our program -Continued administrative oversight in budgeting, curriculum development and instruction, seamless transitions, student success services

**Status  
Submitted**

**San Luis Obispo County CCD**

**San Luis Obispo County 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	\$22,694	\$24,637	92.11%	\$94,758	23.95%	\$72,064
2000 - Non-Instructional Salaries	\$58,901	\$58,557	100.59%	\$243,988	24.14%	\$185,087
3000 - Employee Benefits	\$20,133	\$20,633	97.58%	\$79,356	25.37%	\$59,223
4000 - Supplies and Materials	\$1,084	\$1,088	99.6%	\$8,372	12.95%	\$7,288
5000 - Other Operating Expenses and Services	\$2,331	\$1,882	123.86%	\$20,911	11.15%	\$18,580
6000 - Capital Outlay	\$737	\$738	99.86%	\$738	99.86%	\$1
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$5,294	\$5,140	103%	\$22,347	23.69%	\$17,053
<b>Totals</b>	<b>\$111,174</b>	<b>\$112,675</b>	<b>98.67%</b>	<b>\$470,470</b>	<b>23.63%</b>	<b>\$359,296</b>

### Summary of Activities:

• AEP Coordination for Cuesta College and San Luis Obispo Adult Education Consortium • Hospitality Program Development • Guided Pathway framework • Embedded Counseling • Outreach • Professional Development • Budget oversight • Curriculum development (Adults w/ disabilities, Workforce Preparation, Short-term CTE) • Integrated/ Contextualized learning ABE/ASE/ESL • Workforce Development Board collaboration/ AJCC • Student registration and pre-enrollment services (application, registration, assessment) • Retention & Persistence (Health Fair) • Childcare services • Transportation assistance • Embedded tutoring • Student and Program data review for decision making and improvements

**Status  
Submitted**

### San Luis Obispo County 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	\$49,726	\$48,327	102.9%	\$94,758	52.48%	\$45,032
2000 - Non-Instructional Salaries	\$128,195	\$119,554	107.23%	\$243,988	52.54%	\$115,793
3000 - Employee Benefits	\$42,935	\$40,472	106.09%	\$79,356	54.1%	\$36,421
4000 - Supplies and Materials	\$2,750	\$1,674	164.24%	\$8,372	32.85%	\$5,622
5000 - Other Operating Expenses and Services	\$5,512	\$3,346	164.75%	\$20,911	26.36%	\$15,399
6000 - Capital Outlay	\$738	\$738	100%	\$738	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$11,866	\$12,291	96.54%	\$22,347	53.1%	\$10,481
<b>Totals</b>	<b>\$241,722</b>	<b>\$226,401</b>	<b>106.77%</b>	<b>\$470,470</b>	<b>51.38%</b>	<b>\$228,748</b>

### Summary of Activities:

• AEP Coordination for Cuesta College and San Luis Obispo Adult Education Consortium • Hospitality Program Development • Guided Pathway framework • Embedded Counseling • Outreach • Professional Development • Budget oversight • Curriculum development (Adults w/ disabilities, Workforce Preparation, Short-term CTE) • Integrated/ Contextualized learning ABE/ASE/ESL • Workforce Development Board collaboration/ AJCC • Student registration and pre-enrollment services (application, registration, assessment) • Retention & Persistence (Health Fair) • Childcare services • Transportation assistance • Embedded tutoring • Student and Program data review for decision making and improvements

**Status**  
**Submitted**

### Allocation Year Closeout: 2016-17

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Mia Ruiz

**San Luis Obispo County 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	\$69,763	\$72,016	96.87%	\$94,758	73.62%	\$24,995
2000 - Non-Instructional Salaries	\$158,815	\$182,991	86.79%	\$243,988	65.09%	\$85,173
3000 - Employee Benefits	\$59,030	\$59,517	99.18%	\$79,356	74.39%	\$20,326
4000 - Supplies and Materials	\$4,416	\$1,674	263.74%	\$8,372	52.75%	\$3,956
5000 - Other Operating Expenses and Services	\$8,693	\$3,346	259.82%	\$20,911	41.57%	\$12,218
6000 - Capital Outlay	\$738	\$738	100%	\$738	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$15,757	\$17,878	88.14%	\$22,347	70.51%	\$6,590
<b>Totals</b>	<b>\$317,212</b>	<b>\$338,160</b>	<b>93.81%</b>	<b>\$470,470</b>	<b>67.42%</b>	<b>\$153,258</b>

**Summary of Activities:**

•AEP Coordination for Cuesta College and San Luis Obispo Adult Education Consortium • Hospitality Program Development • Guided Pathway framework • Embedded Counseling • Outreach • Professional Development • Budget oversight • Curriculum development (Adults w/ disabilities, Workforce Preparation, Short-term CTE) • Integrated/ Contextualized learning ABE/ASE/ESL • Workforce Development Board collaboration/ AJCC • Student registration and matriculation services (application, registration, orientation, assessment) • Integrated technology for student persistence and retention- REMIND • Childcare services • Transportation assistance • Embedded tutoring • Student and Program data review for decision making and improvements

**Status  
Submitted**

**San Luis Obispo County 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	\$94,758	\$94,758	100%	\$94,758	100%	\$0
2000 - Non-Instructional Salaries	\$204,242	\$243,988	83.71%	\$243,988	83.71%	\$39,746
3000 - Employee Benefits	\$78,461	\$79,356	98.87%	\$79,356	98.87%	\$895
4000 - Supplies and Materials	\$6,083	\$3,935	154.59%	\$8,372	72.66%	\$2,289
5000 - Other Operating Expenses and Services	\$11,874	\$12,337	96.24%	\$20,911	56.78%	\$9,037
6000 - Capital Outlay	\$738	\$738	100%	\$738	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$19,808	\$22,347	88.64%	\$22,347	88.64%	\$2,539
<b>Totals</b>	<b>\$415,964</b>	<b>\$457,459</b>	<b>90.93%</b>	<b>\$470,470</b>	<b>88.41%</b>	<b>\$54,506</b>

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

Guidance: Yes

### Summary of Activities:

AEP Coordination for Cuesta College and San Luis Obispo Adult Education Consortium • Hospitality Program Development • Guided Pathway framework • Embedded Counseling • Outreach • Professional Development • Budget oversight • Curriculum development (Adults w/ disabilities, Workforce Preparation, Short-term CTE) • Integrated/ Contextualized learning ABE/ASE/ESL • Workforce Development Board collaboration/ AJCC • Student registration and matriculation services (application, registration, orientation, assessment) • Integrated technology for student persistence and retention- REMIND • Childcare services • Transportation assistance • Embedded tutoring • Student and Program data review for decision making and improvements. Noncredit Community College Application Review. GED graduation ceremony. ESL immigrant integration.

**Status**  
**Submitted**

## Templeton Unified

Templeton 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	\$448	\$2,400	18.67%	\$24,000	1.87%	\$23,552
2000 - Non-Instructional Salaries	\$716	\$1,100	65.09%	\$11,000	6.51%	\$10,284
3000 - Employee Benefits	\$390	\$1,040	37.49%	\$10,403	3.75%	\$10,013
4000 - Supplies and Materials	\$1,115	\$1,191	93.61%	\$2,647	42.12%	\$1,532
5000 - Other Operating Expenses and Services	\$6,250	\$6,415	97.42%	\$10,692	58.45%	\$4,442
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,609	0%	\$2,609
<b>Totals</b>	<b>\$8,919</b>	<b>\$12,147</b>	<b>73.43%</b>	<b>\$61,351</b>	<b>14.54%</b>	<b>\$52,432</b>

### Corrective Action Plan

Additional staff will be hired to begin in the third quarter to assist with enrollment and additional sites for adult diploma program. Paperwork for administrative position was not processed in a timely fashion.

### Summary of Activities:

Continuing with Diploma program from previous years, on track to increase enrollment. Expanding days and sites starting in the third quarter. Started bimonthly counselor sessions with both our local community college (Cuesta College) and Eckerd our workforce development partner.

**Status**  
**Submitted**

### Templeton 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	\$3,892	\$9,600	40.54%	\$24,000	16.22%	\$20,108
2000 - Non-Instructional Salaries	\$1,975	\$4,400	44.89%	\$11,000	17.95%	\$9,025
3000 - Employee Benefits	\$1,746	\$4,161	41.96%	\$10,403	16.78%	\$8,657
4000 - Supplies and Materials	\$1,590	\$1,588	100.11%	\$2,647	60.07%	\$1,057
5000 - Other Operating Expenses and Services	\$6,336	\$8,019	79.01%	\$10,692	59.26%	\$4,356
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$861	0%	\$2,609	0%	\$2,609
<b>Totals</b>	<b>\$15,539</b>	<b>\$28,629</b>	<b>54.28%</b>	<b>\$61,351</b>	<b>25.33%</b>	<b>\$45,812</b>

**Corrective Action Plan**

We hired an additional teacher who started in the 3rd quarter and we are increasing our clerical staffing as well. Indirect costs are not funded until the end of the year.

**Summary of Activities:**

We are continuing our ABE/ASE classes and have increased hours available. We are bring our ABE/ASE class to local wineries. We are continuing to increase persistence and retention.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Cheryl London

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$10,193	\$20,400	49.97%	\$24,000	42.47%	\$13,807
2000 - Non-Instructional Salaries	\$3,233	\$9,350	34.58%	\$11,000	29.39%	\$7,767
3000 - Employee Benefits	\$3,645	\$8,843	41.22%	\$10,403	35.04%	\$6,758
4000 - Supplies and Materials	\$2,173	\$2,118	102.62%	\$2,647	82.09%	\$474
5000 - Other Operating Expenses and Services	\$6,573	\$9,088	72.32%	\$10,692	61.48%	\$4,119
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,748	0%	\$2,609	0%	\$2,609
<b>Totals</b>	<b>\$25,817</b>	<b>\$51,546</b>	<b>50.08%</b>	<b>\$61,351</b>	<b>42.08%</b>	<b>\$35,534</b>

### Corrective Action Plan

Additional instructional staff, purchasing additional equipment, indirect costs are incurred at the end of the year.

### Summary of Activities:

HSD program - increasing hours of operation, additional instructional staff was hired, additional computer equipment is being purchased. Referral of graduates to either Eckerd or Cuesta.

**Status**  
**Submitted**

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### Templeton 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	\$10,193	\$24,000	42.47%	\$24,000	42.47%	\$13,807
2000 - Non-Instructional Salaries	\$3,233	\$11,000	29.39%	\$11,000	29.39%	\$7,767
3000 - Employee Benefits	\$3,645	\$10,403	35.04%	\$10,403	35.04%	\$6,758
4000 - Supplies and Materials	\$2,173	\$2,647	82.09%	\$2,647	82.09%	\$474
5000 - Other Operating Expenses and Services	\$6,573	\$10,692	61.48%	\$10,692	61.48%	\$4,119
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$2,609	0%	\$2,609	0%	\$2,609
<b>Totals</b>	<b>\$25,817</b>	<b>\$61,351</b>	<b>42.08%</b>	<b>\$61,351</b>	<b>42.08%</b>	<b>\$35,534</b>

**Status**  
Unsubmitted



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