

CAEP Consortium Fiscal Reporting 56 Santa Monica Regional Consortium for Adult Education

2020-21 Fiscal Year

Certification

Certified By

Ashley Mejia

Project Manager, Co-director

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

Fiscal Report Submittal Status

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Santa Monica CCD	Submitted	Submitted	Submitted	Not Submitted
Santa Monica-Malibu Unified	Submitted	Submitted	Submitted	Not Submitted

Santa Monica CCD

Santa Monica 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	\$10,392	\$9,267	112.14%	\$154,452	6.73%	\$144,060
2000 - Non-Instructional Salaries	\$27,698	\$26,143	105.95%	\$174,288	15.89%	\$146,590
3000 - Employee Benefits	\$11,476	\$10,772	106.53%	\$134,651	8.52%	\$123,175
4000 - Supplies and Materials	\$0	\$0	100%	\$4,000	0%	\$4,000
5000 - Other Operating Expenses and Services	\$2,200	\$1,834	119.93%	\$18,344	11.99%	\$16,144
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$51,766	\$48,017	107.81%	\$485,735	10.66%	\$433,969

Corrective Action Plan

The first quarter expenditures have fallen below target due to remote operations. Expenditures should meet forecast by next quarter.

Summary of Activities:

Expenditures reflect academic and classified salaries to meet annual and three year objectives.

Status
Submitted

Santa Monica 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	\$48,115	\$61,781	77.88%	\$154,452	31.15%	\$106,337
2000 - Non-Instructional Salaries	\$69,735	\$69,715	100.03%	\$174,288	40.01%	\$104,553
3000 - Employee Benefits	\$49,788	\$53,860	92.44%	\$134,651	36.98%	\$84,863
4000 - Supplies and Materials	\$0	\$0	100%	\$4,000	0%	\$4,000
5000 - Other Operating Expenses and Services	\$2,204	\$7,338	30.04%	\$18,344	12.01%	\$16,140
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$169,842	\$192,694	88.14%	\$485,735	34.97%	\$315,893

Summary of Activities:

Expenditures reflect academic and classified salaries to meet annual and three year objectives, including but not limited to: registration in CDCP classes, outreach, data collection, supporting acceleration initiatives and exploration of new CDCP programs. Academic salaries funded, Noncredit Project Manager, Faculty Lead release time, stipends for faculty meetings regarding noncredit ESL and IET programs. Salaries and benefits of Noncredit registration staff for Noncredit Program Specialist, Noncredit Student Services Clerk, Noncredit Administrative Assistant II and Institutional Researcher.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Scott Silverman Ed.D., Dean, Noncredit & External Programs
Ashley Mejia, Project Manager, Co-director

Santa Monica 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	\$80,966	\$100,394	80.65%	\$154,452	52.42%	\$73,486
2000 - Non-Instructional Salaries	\$106,275	\$113,287	93.81%	\$174,288	60.98%	\$68,013
3000 - Employee Benefits	\$85,442	\$87,523	97.62%	\$134,651	63.45%	\$49,209
4000 - Supplies and Materials	\$0	\$2,600	0%	\$4,000	0%	\$4,000
5000 - Other Operating Expenses and Services	\$3,394	\$11,924	28.46%	\$18,344	18.5%	\$14,950
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$276,077	\$315,728	87.44%	\$485,735	56.84%	\$209,658

Summary of Activities:

Expenditures reflect academic and classified salaries to meet annual and three year objectives, including but not limited to: registration in CDCP classes, outreach, data collection, supporting acceleration initiatives and exploration of new CDCP programs. Academic salaries funded, Noncredit Project Manager, Faculty Lead release time, stipends for faculty meetings regarding noncredit ESL and IET programs. Salaries and benefits of Noncredit registration staff for Noncredit Program Specialist, Noncredit Student Services Clerk, Noncredit Administrative Assistant II and Institutional Researcher. Conferences attended by program faculty and staff to help Noncredit Initiatives.

Status
Submitted

Santa Monica 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	\$80,966	\$154,452	52.42%	\$154,452	52.42%	\$73,486
2000 - Non-Instructional Salaries	\$106,275	\$174,288	60.98%	\$174,288	60.98%	\$68,013
3000 - Employee Benefits	\$85,442	\$134,651	63.45%	\$134,651	63.45%	\$49,209
4000 - Supplies and Materials	\$0	\$4,000	0%	\$4,000	0%	\$4,000
5000 - Other Operating Expenses and Services	\$3,394	\$18,344	18.5%	\$18,344	18.5%	\$14,950
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
Totals	\$276,077	\$485,735	56.84%	\$485,735	56.84%	\$209,658

Status
Unsubmitted

Santa Monica-Malibu Unified

Santa Monica-Malibu 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	\$64,267	\$106,750	60.2%	\$427,000	15.05%	\$362,733
2000 - Non-Instructional Salaries	\$56,693	\$72,750	77.93%	\$291,000	19.48%	\$234,307
3000 - Employee Benefits	\$45,647	\$72,750	62.75%	\$291,000	15.69%	\$245,353
4000 - Supplies and Materials	\$5,884	\$18,829	31.25%	\$75,314	7.81%	\$69,430
5000 - Other Operating Expenses and Services	\$8,844	\$8,750	101.07%	\$35,000	25.27%	\$26,156
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$11,250	0%	\$44,998	0%	\$44,998
Totals	\$181,335	\$291,078	62.3%	\$1,164,312	15.57%	\$982,977

Status
Submitted

Santa Monica-Malibu 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	\$134,781	\$106,750	126.26%	\$427,000	31.56%	\$292,219
2000 - Non-Instructional Salaries	\$104,658	\$72,750	143.86%	\$291,000	35.96%	\$186,342
3000 - Employee Benefits	\$87,197	\$72,750	119.86%	\$291,000	29.96%	\$203,803
4000 - Supplies and Materials	\$9,416	\$18,829	50.01%	\$75,314	12.5%	\$65,898
5000 - Other Operating Expenses and Services	\$11,036	\$8,750	126.13%	\$35,000	31.53%	\$23,964
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$11,250	0%	\$44,998	0%	\$44,998
Totals	\$347,088	\$291,078	119.24%	\$1,164,312	29.81%	\$817,224

Corrective Action Plan

Expenditures are on target for the full fiscal year. summer months contain less expenditures for salary and other items. Indirect costs will be withdrawn at a later date within this fiscal year

Summary of Activities:

SMMUSD AEC, in partnership with the SMC Noncredit Programs and in alignment with the SMRC for Adult Education Annual Plans, focused primarily on the following activities for Q2: Certificated salaries, Classified salaries and benefits in support of adult education program offerings in English as a Second Language, Citizenship, Adult Basic Education, High School Diploma and Test Preparation (GED & HiSET). Counseling workgroup Student Education Plan audit and follow-up student counseling sessions. Peer mentoring through Technology Learning Community (TLC) and Professional Learning (PLC) meetings focusing on EL Civics (Winter), WASC report/visit, APEX Learning, and TOPSpro reports. Participation in professional development by faculty and staff; CATESOL, CAEP Summit, CASAS Citizenship Forums, OTAN trainings, and WIOA Implementation Plan. Research, planning meetings, stakeholder engagement, collaboration in support of official report and participation in WASC Mid-Cycle Review visit.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Anthony Fuller

Dr. Devon Smith

Santa Monica-Malibu 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	\$245,955	\$106,750	230.4%	\$427,000	57.6%	\$181,045
2000 - Non-Instructional Salaries	\$164,358	\$72,750	225.92%	\$291,000	56.48%	\$126,642
3000 - Employee Benefits	\$149,556	\$72,750	205.58%	\$291,000	51.39%	\$141,444
4000 - Supplies and Materials	\$22,731	\$18,829	120.73%	\$75,314	30.18%	\$52,583
5000 - Other Operating Expenses and Services	\$16,450	\$8,750	188%	\$35,000	47%	\$18,550
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$32,888	\$11,250	292.35%	\$44,998	73.09%	\$12,110
Totals	\$631,938	\$291,078	217.1%	\$1,164,312	54.28%	\$532,374

Summary of Activities:

SMMUSD AEC, in partnership with the SMC Noncredit Programs and in alignment with the SMRC for Adult Education Annual Plans, focused primarily on the following activities for Q3: Certificated salaries, Classified salaries and benefits in support of adult education program offerings in English as a Second Language, Citizenship, Adult Basic Education, High School Diploma and Test Preparation (GED & HiSET). Counseling workgroup Student Education Plan audit and follow-up student counseling sessions continued. Peer mentoring through Technology Learning Community (TLC) and Professional Learning (PLC) meetings focusing on EL Civics (Spring), student assessment and TOPSpro reports. Participation in professional development by faculty and staff; Edgenuity, Burlington English, Student Engagement, and OTAN trainings. Research and program planning meetings in support of stakeholder engagement, student education plans and student goals.

Status
Submitted

Santa Monica-Malibu 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	\$245,955	\$106,750	230.4%	\$427,000	57.6%	\$181,045
2000 - Non-Instructional Salaries	\$164,358	\$72,750	225.92%	\$291,000	56.48%	\$126,642
3000 - Employee Benefits	\$149,556	\$72,750	205.58%	\$291,000	51.39%	\$141,444
4000 - Supplies and Materials	\$22,731	\$18,829	120.73%	\$75,314	30.18%	\$52,583
5000 - Other Operating Expenses and Services	\$16,450	\$8,750	188%	\$35,000	47%	\$18,550
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$32,888	\$11,250	292.35%	\$44,998	73.09%	\$12,110
Totals	\$631,938	\$291,078	217.1%	\$1,164,312	54.28%	\$532,374

Status
Unsubmitted



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