

CAEP Consortium Fiscal Reporting 60 Solano Adult Education Consortium

2019-20 Fiscal Year

Certification

Certified By

Kirsten White

Program Associate

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
Benicia Unified	Submitted	Submitted	Not Submitted	Not Submitted
Fairfield-Suisun Unified	Submitted	Submitted	Not Submitted	Not Submitted
Solano CCD	Submitted	Submitted	Not Submitted	Not Submitted
Solano Co. Office of Education	Submitted	Submitted	Not Submitted	Not Submitted
Vacaville Unified	Submitted	Submitted	Not Submitted	Not Submitted
Vallejo City Unified	Submitted	Submitted	Not Submitted	Not Submitted

Benicia Unified

Benicia 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	\$763	\$4,500	16.96%	\$30,000	2.54%	\$29,237
2000 - Non-Instructional Salaries	\$3,269	\$6,000	54.48%	\$40,000	8.17%	\$36,731
3000 - Employee Benefits	\$1,385	\$3,000	46.17%	\$20,000	6.93%	\$18,615
4000 - Supplies and Materials	\$1,626	\$16,000	10.16%	\$80,000	2.03%	\$78,374
5000 - Other Operating Expenses and Services	\$61,183	\$44,088	138.77%	\$146,961	41.63%	\$85,778
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,500	0%	\$15,000	0%	\$15,000
Totals	\$68,226	\$81,088	84.14%	\$331,961	20.55%	\$263,735

Corrective Action Plan

The first quarter expenditures reflect funds that have been expended for the last period and at the end of the quarter. There are other funds which are encumbered and in the expenditure pipeline. Some late start classes will begin and hiring of Adult Ed Coordinator

Summary of Activities:

We continue to offer ELL, ABE, Workforce Entry, Short term CTE and K12 Success classes

Status
Submitted

Benicia 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	\$4,418	\$9,000	49.09%	\$30,000	14.73%	\$25,582
2000 - Non-Instructional Salaries	\$7,989	\$16,000	49.93%	\$40,000	19.97%	\$32,011
3000 - Employee Benefits	\$3,329	\$6,000	55.48%	\$20,000	16.65%	\$16,671
4000 - Supplies and Materials	\$19,876	\$32,000	62.11%	\$80,000	24.85%	\$60,124
5000 - Other Operating Expenses and Services	\$76,355	\$73,481	103.91%	\$146,961	51.96%	\$70,606
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,000	\$7,500	93.33%	\$15,000	46.67%	\$8,000
Totals	\$118,967	\$143,981	82.63%	\$331,961	35.84%	\$212,994

Summary of Activities:

All classes are proceeding as expected

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

June Regis, Director

Benicia 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	\$4,418	\$13,500	32.73%	\$30,000	14.73%	\$25,582
2000 - Non-Instructional Salaries	\$7,989	\$24,000	33.29%	\$40,000	19.97%	\$32,011
3000 - Employee Benefits	\$3,329	\$12,000	27.74%	\$20,000	16.65%	\$16,671
4000 - Supplies and Materials	\$19,876	\$48,000	41.41%	\$80,000	24.85%	\$60,124
5000 - Other Operating Expenses and Services	\$76,355	\$88,177	86.59%	\$146,961	51.96%	\$70,606
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,000	\$7,500	93.33%	\$15,000	46.67%	\$8,000
Totals	\$118,967	\$193,177	61.58%	\$331,961	35.84%	\$212,994

Status
Unsubmitted

Benicia 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	\$4,418	\$18,000	24.54%	\$30,000	14.73%	\$25,582
2000 - Non-Instructional Salaries	\$7,989	\$32,000	24.97%	\$40,000	19.97%	\$32,011
3000 - Employee Benefits	\$3,329	\$18,000	18.49%	\$20,000	16.65%	\$16,671
4000 - Supplies and Materials	\$19,876	\$64,000	31.06%	\$80,000	24.85%	\$60,124
5000 - Other Operating Expenses and Services	\$76,355	\$117,569	64.94%	\$146,961	51.96%	\$70,606
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,000	\$15,000	46.67%	\$15,000	46.67%	\$8,000
Totals	\$118,967	\$264,569	44.97%	\$331,961	35.84%	\$212,994

Status
Unsubmitted

Fairfield-Suisun Unified

Fairfield-Suisun 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	\$80,594	\$0	100%	\$747,532	10.78%	\$666,938
2000 - Non-Instructional Salaries	\$85,902	\$0	100%	\$406,472	21.13%	\$320,570
3000 - Employee Benefits	\$56,832	\$0	100%	\$281,921	20.16%	\$225,089
4000 - Supplies and Materials	\$16,547	\$0	100%	\$49,195	33.64%	\$32,648
5000 - Other Operating Expenses and Services	\$55,414	\$0	100%	\$20,000	277.07%	⚠ -\$35,414
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$14,764	\$0	100%	\$79,217	18.64%	\$64,453
Totals	\$310,053	\$0	100%	\$1,584,337	19.57%	\$1,274,284

Summary of Activities:

ESL, ABE, HSE, HSD, and CTE classes

Status
Submitted

Fairfield-Suisun 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	\$316,451	\$0	100%	\$747,532	42.33%	\$431,081
2000 - Non-Instructional Salaries	\$224,049	\$0	100%	\$406,472	55.12%	\$182,423
3000 - Employee Benefits	\$170,408	\$0	100%	\$281,921	60.45%	\$111,513
4000 - Supplies and Materials	\$54,793	\$0	100%	\$49,195	111.38%	⚠ -\$5,598
5000 - Other Operating Expenses and Services	\$82,070	\$0	100%	\$20,000	410.35%	⚠ -\$62,070
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$42,389	\$0	100%	\$79,217	53.51%	\$36,828
Totals	\$890,160	\$0	100%	\$1,584,337	56.19%	\$694,177

Summary of Activities:

ESL, ABE, HSE, HSD, and CTE classes

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

Elizabeth Kolakoski, Principal

Fairfield-Suisun 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	\$316,451	\$0	100%	\$747,532	42.33%	\$431,081
2000 - Non-Instructional Salaries	\$224,049	\$0	100%	\$406,472	55.12%	\$182,423
3000 - Employee Benefits	\$170,408	\$0	100%	\$281,921	60.45%	\$111,513
4000 - Supplies and Materials	\$54,793	\$0	100%	\$49,195	111.38%	⚠ -\$5,598
5000 - Other Operating Expenses and Services	\$82,070	\$0	100%	\$20,000	410.35%	⚠ -\$62,070
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$42,389	\$0	100%	\$79,217	53.51%	\$36,828
Totals	\$890,160	\$0	100%	\$1,584,337	56.19%	\$694,177

Status
Unsubmitted

Fairfield-Suisun 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	\$316,451	\$0	100%	\$747,532	42.33%	\$431,081
2000 - Non-Instructional Salaries	\$224,049	\$0	100%	\$406,472	55.12%	\$182,423
3000 - Employee Benefits	\$170,408	\$0	100%	\$281,921	60.45%	\$111,513
4000 - Supplies and Materials	\$54,793	\$0	100%	\$49,195	111.38%	⚠ -\$5,598
5000 - Other Operating Expenses and Services	\$82,070	\$0	100%	\$20,000	410.35%	⚠ -\$62,070
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$42,389	\$0	100%	\$79,217	53.51%	\$36,828
Totals	\$890,160	\$0	100%	\$1,584,337	56.19%	\$694,177

Status
Unsubmitted

Solano CCD

Solano 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	\$11,968	\$14,850	80.59%	\$27,000	44.33%	\$15,032
2000 - Non-Instructional Salaries	\$0	\$15,551	0%	\$28,274	0%	\$28,274
3000 - Employee Benefits	\$1,144	\$1,000	114.4%	\$4,000	28.6%	\$2,856
4000 - Supplies and Materials	\$0	\$4,600	0%	\$11,500	0%	\$11,500
5000 - Other Operating Expenses and Services	\$0	\$1,106	0%	\$4,425	0%	\$4,425
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$524	\$457	114.79%	\$1,826	28.7%	\$1,302
Totals	\$13,636	\$37,563	36.3%	\$77,025	17.7%	\$63,389

Summary of Activities:

Primary activities during Q1 included developing program content for the BRIDGING SUCCESS , organizing logistics with the program coordinator and pilot school (Fairfield/Suisun), arranging outreach visits to build visibility of the program, etc.

Status
Submitted

Solano 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	\$19,559	\$18,900	103.49%	\$27,000	72.44%	\$7,441
2000 - Non-Instructional Salaries	\$0	\$19,792	0%	\$28,274	0%	\$28,274
3000 - Employee Benefits	\$2,144	\$2,000	107.2%	\$4,000	53.6%	\$1,856
4000 - Supplies and Materials	\$0	\$6,900	0%	\$11,500	0%	\$11,500
5000 - Other Operating Expenses and Services	\$0	\$2,213	0%	\$4,425	0%	\$4,425
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$868	\$913	95.07%	\$1,826	47.54%	\$958
Totals	\$22,571	\$50,717	44.5%	\$77,025	29.3%	\$54,454

Corrective Action Plan

There are two explanations for the below-target expenditure. Budget line items for 4xxx and 5xxx have been impacted by COVID-19 and the statewide shelter-in-place order, as we have had to curtail and/or disrupt planned outreach activities and trips, and corresponding materials and supplies, as a result, have been impacted as well. We expect to spend-down some of this once COVID-19 restrictions are lifted. Budget Line Item 2xxx has been impacted because we learned that the lead contact has not yet submitted timesheets for this quarter even though the work has been completed. We will correct this in the next two weeks.

Summary of Activities:

Activities working with Adult Ed programs to support student learning about college (as per the budget workplan) continued, but has been affected recently by the COVID-19 orders.

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

Lisa Neeley, Dean
Amanda Lim



Solano 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	\$20,907	\$22,950	91.1%	\$27,000	77.43%	\$6,093
2000 - Non-Instructional Salaries	\$750	\$24,033	3.12%	\$28,274	2.65%	\$27,524
3000 - Employee Benefits	\$3,127	\$3,000	104.23%	\$4,000	78.18%	\$873
4000 - Supplies and Materials	\$0	\$9,200	0%	\$11,500	0%	\$11,500
5000 - Other Operating Expenses and Services	\$0	\$3,319	0%	\$4,425	0%	\$4,425
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$991	\$1,370	72.36%	\$1,826	54.27%	\$835
Totals	\$25,775	\$63,871	40.35%	\$77,025	33.46%	\$51,250

Status
Unsubmitted

Solano 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	\$20,907	\$27,000	77.43%	\$27,000	77.43%	\$6,093
2000 - Non-Instructional Salaries	\$750	\$28,274	2.65%	\$28,274	2.65%	\$27,524
3000 - Employee Benefits	\$3,127	\$4,000	78.18%	\$4,000	78.18%	\$873
4000 - Supplies and Materials	\$0	\$11,500	0%	\$11,500	0%	\$11,500
5000 - Other Operating Expenses and Services	\$0	\$4,425	0%	\$4,425	0%	\$4,425
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$991	\$1,826	54.27%	\$1,826	54.27%	\$835
Totals	\$25,775	\$77,025	33.46%	\$77,025	33.46%	\$51,250

Status
Unsubmitted

Solano Co. Office of Education

Solano Co. Office of Education 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%	\$43,302	0%	\$43,302
2000 - Non-Instructional Salaries	\$4,228	\$3,642	116.11%	\$14,566	29.03%	\$10,338
3000 - Employee Benefits	\$2,173	\$5,000	43.46%	\$33,333	6.52%	\$31,160
4000 - Supplies and Materials	\$0	\$1,258	0%	\$8,386	0%	\$8,386
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$4,400	0%	\$4,400
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$624	\$1,300	48.01%	\$5,199	12%	\$4,575
Totals	\$7,025	\$11,199	62.73%	\$109,186	6.43%	\$102,161

Corrective Action Plan

There will be an update to the expenditures over the next 3 quarters.

Status
Submitted

Solano Co. Office of Education 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%	\$43,302	0%	\$43,302
2000 - Non-Instructional Salaries	\$4,229	\$3,642	116.13%	\$14,566	29.03%	\$10,337
3000 - Employee Benefits	\$2,173	\$5,000	43.46%	\$33,333	6.52%	\$31,160
4000 - Supplies and Materials	\$0	\$1,258	0%	\$8,386	0%	\$8,386
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$4,400	0%	\$4,400
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$635	\$1,300	48.86%	\$5,199	12.21%	\$4,564
Totals	\$7,037	\$11,199	62.84%	\$109,186	6.44%	\$102,149

Corrective Action Plan

The SCOE will continue to provide FSAS students the opportunity to participate in Job Club. This service may be extended to other adult schools in the consortium which would be an increase in staff costs.

Summary of Activities:

SCOE provides Job Club opportunities to students enrolled at the FSAS.

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

Susan Labrecque , Director, Resource Development and Transition Services
Beth Coit



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	\$21,651	0%	\$43,302	0%	\$43,302
2000 - Non-Instructional Salaries	\$4,229	\$3,642	116.13%	\$14,566	29.03%	\$10,337
3000 - Employee Benefits	\$2,173	\$11,667	18.63%	\$33,333	6.52%	\$31,160
4000 - Supplies and Materials	\$0	\$2,935	0%	\$8,386	0%	\$8,386
5000 - Other Operating Expenses and Services	\$0	\$2,200	0%	\$4,400	0%	\$4,400
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$635	\$1,300	48.86%	\$5,199	12.21%	\$4,564
Totals	\$7,037	\$43,394	16.22%	\$109,186	6.44%	\$102,149

Status
Unsubmitted

Solano Co. Office of Education 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	\$0	\$21,651	0%	\$43,302	0%	\$43,302
2000 - Non-Instructional Salaries	\$4,229	\$3,642	116.13%	\$14,566	29.03%	\$10,337
3000 - Employee Benefits	\$2,173	\$11,667	18.63%	\$33,333	6.52%	\$31,160
4000 - Supplies and Materials	\$0	\$2,935	0%	\$8,386	0%	\$8,386
5000 - Other Operating Expenses and Services	\$0	\$2,200	0%	\$4,400	0%	\$4,400
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$635	\$1,300	48.86%	\$5,199	12.21%	\$4,564
Totals	\$7,037	\$43,394	16.22%	\$109,186	6.44%	\$102,149

Status
Unsubmitted

Vacaville Unified

Vacaville 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	\$44,993	\$39,116	115.02%	\$260,776	17.25%	\$215,783
2000 - Non-Instructional Salaries	\$59,750	\$33,991	175.78%	\$226,605	26.37%	\$166,855
3000 - Employee Benefits	\$36,648	\$22,853	160.36%	\$152,353	24.05%	\$115,705
4000 - Supplies and Materials	\$1,440	\$21,778	6.61%	\$145,185	0.99%	\$143,745
5000 - Other Operating Expenses and Services	\$5,279	\$30,126	17.52%	\$200,842	2.63%	\$195,563
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$5,287	0%	\$35,247	0%	\$35,247
Totals	\$148,110	\$153,151	96.71%	\$1,021,008	14.51%	\$872,898

Status
Submitted

Vacaville 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	\$89,026	\$78,233	113.8%	\$260,776	34.14%	\$171,750
2000 - Non-Instructional Salaries	\$59,750	\$67,982	87.89%	\$226,605	26.37%	\$166,855
3000 - Employee Benefits	\$36,648	\$45,706	80.18%	\$152,353	24.05%	\$115,705
4000 - Supplies and Materials	\$1,440	\$43,556	3.31%	\$145,185	0.99%	\$143,745
5000 - Other Operating Expenses and Services	\$5,279	\$60,253	8.76%	\$200,842	2.63%	\$195,563
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,574	0%	\$35,247	0%	\$35,247
Totals	\$192,143	\$306,302	62.73%	\$1,021,008	18.82%	\$828,865

Corrective Action Plan

The 2000's fell below budget target due to a resignation of an employee; that employee's salary was dropped, and duties were picked up by a managerial firm to handle consortium management.

Summary of Activities:

Continuation of program growth; addition of more ELA and HSD classes by hiring two part-time 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

Tiffany Donahue, Adult Education Principal

Lori Kelly, Accountant

Kelly Burks



Vacaville 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	\$89,026	\$117,349	75.86%	\$260,776	34.14%	\$171,750
2000 - Non-Instructional Salaries	\$59,750	\$101,972	58.59%	\$226,605	26.37%	\$166,855
3000 - Employee Benefits	\$36,648	\$68,559	53.45%	\$152,353	24.05%	\$115,705
4000 - Supplies and Materials	\$1,440	\$65,333	2.2%	\$145,185	0.99%	\$143,745
5000 - Other Operating Expenses and Services	\$5,279	\$90,379	5.84%	\$200,842	2.63%	\$195,563
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$15,861	0%	\$35,247	0%	\$35,247
Totals	\$192,143	\$459,454	41.82%	\$1,021,008	18.82%	\$828,865

Status
Unsubmitted

Vacaville 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	\$89,026	\$156,466	56.9%	\$260,776	34.14%	\$171,750
2000 - Non-Instructional Salaries	\$59,750	\$135,963	43.95%	\$226,605	26.37%	\$166,855
3000 - Employee Benefits	\$36,648	\$91,412	40.09%	\$152,353	24.05%	\$115,705
4000 - Supplies and Materials	\$1,440	\$87,111	1.65%	\$145,185	0.99%	\$143,745
5000 - Other Operating Expenses and Services	\$5,279	\$120,505	4.38%	\$200,842	2.63%	\$195,563
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$21,148	0%	\$35,247	0%	\$35,247
Totals	\$192,143	\$612,605	31.36%	\$1,021,008	18.82%	\$828,865

Status
Unsubmitted

Vallejo City Unified

Vallejo City 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	\$81,905	\$73,959	110.74%	\$493,063	16.61%	\$411,158
2000 - Non-Instructional Salaries	\$79,240	\$50,724	156.22%	\$338,157	23.43%	\$258,917
3000 - Employee Benefits	\$63,880	\$56,946	112.18%	\$379,639	16.83%	\$315,759
4000 - Supplies and Materials	\$948	\$34,635	2.74%	\$230,900	0.41%	\$229,952
5000 - Other Operating Expenses and Services	\$40,396	\$97,633	41.38%	\$650,886	6.21%	\$610,490
6000 - Capital Outlay	\$0	\$95,586	0%	\$637,243	0%	\$637,243
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$16,562	0%	\$110,411	0%	\$110,411
Totals	\$266,369	\$426,045	62.52%	\$2,840,299	9.38%	\$2,573,930

Corrective Action Plan

The first quarter expenditures reflect funds that have been expended at the end of the quarter. There are other funds which are encumbered and in the expenditure pipeline. We are in the process of renovating our school kitchen for use in our Culinary training program. The renovation funds have not been paid in the first quarter. We are also expanding outreach to two more sites in the community and have ordered new school computers and instructional materials. Indirect Costs are charged by the district in the 4th quarter of the year. All of these expenditures are pending.

Summary of Activities:

We continue to offer classes in ESL, ABE, HSE, HSD, Citizenship and CTE. This year we are focusing on developing a culinary training program. We have renovated and prepared a classroom and are working on remodeling the school kitchen. We have started an ESL Nutrition and Cooking class to prepare the ESL students to enter the culinary training program. We have started a childcare training program for ESL students at a district elementary school. We have partnered with Factory OS, an innovative construction firm on Mare Island in Vallejo, to provide ESL and HSE preparation classes to employees at their factory. We are working on continuing annual construction pre-apprenticeship programs with North Bay Building Trades and Napa- Solano Building Trades Council. We collaborated with Solano County Office of Education, Solano Behavioral Health, Solano County Mental Health Services and UC Davis to develop a school wellness center and look forward to the grand opening in December.

Status
Submitted

Vallejo City 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	\$214,397	\$147,919	144.94%	\$493,063	43.48%	\$278,666
2000 - Non-Instructional Salaries	\$143,824	\$101,447	141.77%	\$338,157	42.53%	\$194,333
3000 - Employee Benefits	\$138,731	\$113,892	121.81%	\$379,639	36.54%	\$240,908
4000 - Supplies and Materials	\$41,641	\$69,270	60.11%	\$230,900	18.03%	\$189,259
5000 - Other Operating Expenses and Services	\$40,986	\$195,266	20.99%	\$650,886	6.3%	\$609,900
6000 - Capital Outlay	\$103,037	\$191,173	53.9%	\$637,243	16.17%	\$534,206
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$33,123	0%	\$110,411	0%	\$110,411
Totals	\$682,616	\$852,090	80.11%	\$2,840,299	24.03%	\$2,157,683

Corrective Action Plan

We have many purchases in process and are also in the middle of kitchen renovations. There are expenses in the pipeline. Indirect costs are only expended to the district in the 4th quarter of the fiscal year.

Summary of Activities:

Culinary Program- Kitchen renovation is almost completed; classroom renovation is complete; ESL Cooking and Nutrition classes now underway as a pathway to culinary program; culinary classes have begun this term Child Development Program- Classes recently started at VCUSD elementary school Wellness Center- Grand Opening held in December; programs and resources have started and new ones are being calendared Trades Pre-Apprenticeship- planning complete for partnership with North Bay Building Construction Trades for TIP pre-apprenticeship to begin in Spring 2020 and annually

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

Vallejo Regional Education Center Laura Dutch, Principal



Vallejo City 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	\$336,594	\$221,878	151.7%	\$493,063	68.27%	\$156,469
2000 - Non-Instructional Salaries	\$223,456	\$152,171	146.85%	\$338,157	66.08%	\$114,701
3000 - Employee Benefits	\$216,241	\$170,838	126.58%	\$379,639	56.96%	\$163,398
4000 - Supplies and Materials	\$61,267	\$103,905	58.96%	\$230,900	26.53%	\$169,633
5000 - Other Operating Expenses and Services	\$49,716	\$292,899	16.97%	\$650,886	7.64%	\$601,170
6000 - Capital Outlay	\$168,077	\$286,759	58.61%	\$637,243	26.38%	\$469,166
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$49,685	0%	\$110,411	0%	\$110,411
Totals	\$1,055,351	\$1,278,135	82.57%	\$2,840,299	37.16%	\$1,784,948

Corrective Action Plan

We have many purchases in process. The school district closure, due to Covid, has interrupted deliveries of purchases. Covid has also stalled completion and payment for the kitchen renovations. There are expenses in the pipeline. Indirect costs are only expended to the district in the 4th quarter of the fiscal year.

Summary of Activities:

Culinary Program- Kitchen renovation is almost completed; classroom renovation is complete; ESL Cooking and Nutrition classes now underway as a pathway to culinary program; culinary classes have begun this term; Child Development Program- Classes recently started at VCUSD elementary school; Wellness Center- Grand Opening held in December; programs and resources have started and new ones are being calendared; Trades Pre-Apprenticeship- planning complete for partnership with North Bay Building Construction Trades for TIP pre-apprenticeship to begin in Summer 2020 and annually

Status
Unsubmitted

Vallejo City 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	\$336,594	\$295,838	113.78%	\$493,063	68.27%	\$156,469
2000 - Non-Instructional Salaries	\$223,456	\$202,894	110.13%	\$338,157	66.08%	\$114,701
3000 - Employee Benefits	\$216,241	\$227,783	94.93%	\$379,639	56.96%	\$163,398
4000 - Supplies and Materials	\$61,267	\$138,540	44.22%	\$230,900	26.53%	\$169,633
5000 - Other Operating Expenses and Services	\$49,716	\$390,532	12.73%	\$650,886	7.64%	\$601,170
6000 - Capital Outlay	\$168,077	\$382,346	43.96%	\$637,243	26.38%	\$469,166
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$66,247	0%	\$110,411	0%	\$110,411
Totals	\$1,055,351	\$1,704,179	61.93%	\$2,840,299	37.16%	\$1,784,948

Status
Unsubmitted



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