

65 Ventura County Adult Education Consortium

Conejo Valley Unified
2022-23 Q2

Submitted by Mike Sanders

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$232,428	\$222,979	104.24%	\$557,448	41.7%	\$325,020
2000 - Non-Instructional Salaries	\$172,062	\$211,890	81.2%	\$529,724	32.48%	\$357,662
3000 - Employee Benefits	\$159,019	\$140,000	113.59%	\$350,000	45.43%	\$190,981
4000 - Supplies and Materials	\$24,947	\$40,000	62.37%	\$100,000	24.95%	\$75,053
5000 - Other Operating Expenses and Services	\$147,938	\$100,000	147.94%	\$250,000	59.18%	\$102,062
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$36,818	\$35,649	103.28%	\$89,122	41.31%	\$52,304
Totals	\$773,212	\$750,518	103.02%	\$1,876,294	41.21%	\$1,103,082

Additional Comments

CVAE continues to offer ABE, ASE, ESL, Short Term CTE and IELC classes.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:


\$0

Fillmore Unified

2022-23 Q2

Submitted by Amber Henrey Fillmore Unified School District

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$80,164	\$72,398	110.73%	\$206,852	38.75%	\$126,688
2000 - Non-Instructional Salaries	\$37,661	\$33,007	114.1%	\$94,306	39.93%	\$56,645
3000 - Employee Benefits	\$48,860	\$43,144	113.25%	\$123,269	39.64%	\$74,409
4000 - Supplies and Materials	\$18,257	\$29,470	61.95%	\$84,201	21.68%	\$65,944
5000 - Other Operating Expenses and Services	\$26,066	\$30,697	84.91%	\$87,705	29.72%	\$61,639
6000 - Capital Outlay	\$0	\$157,500	0%	\$450,000	0%	\$450,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$10,550	\$10,436	101.09%	\$29,817	35.38%	\$19,267
Totals	\$221,558	\$376,653	58.82%	\$1,076,150	 20.59%	\$854,592

Corrective Action Plan *

Not Entered

Additional Comments

Summary of Difference Between Expenditure and Forecast:

Instructional Salaries and non-instructional salaries were over due to additional hours provided to staff for assisting in recruiting events, curriculum training, and a new hire for an open position was provided extra hours for training and classroom setup. This impacted the employee benefits as well. We have not needed as many materials as expected due to the ability for many materials to be accessed online, however we are looking to purchase some replacement furniture. We have not made any capital outlay purchases while waiting for a Project Manager to be hired. That position has now been filled and research and quotes will begin with the goal of purchasing before the end of the fiscal year.

Corrective Actions:

Planning the purchase and eventual installation of replacement portable classrooms that will be taken to the consortium for Capital Outlay approval. Purchasing replacement furniture for students, relocation of office costs, and additional marketing will assist in expending the funds. There are proposals to add a class for computer basics in Spanish in the evening. It is a class already taught but we have a group requesting an evening class. We will be creating a new position of Job Developer for

VCAEC to approve so that our students get more support in being hireable and connected to community employers. Continue to work towards reopening the HiSet testing center.

Summary of Activities:

The same classes offered in Quarter 1 are still occurring: basic technology, MOS Certification, ESL all levels, ESL Citizenship, high school diploma/HiSet, and Auto. Evening open house and awards ceremonies held. Increased visibility on social media and advertisements in the local paper. Researching the addition of a Job Developer position and creating a job description for approval. Repeated requests for the new HiSet company, PSI, to allow us to reopen our HiSet testing center have not been responded to as we are told that the request is in the queue.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:

\$0

**Moorpark Unified
2022-23 Q2**

Submitted by Sean Abajian

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$96,219	\$125,134	76.89%	\$417,113	23.07%	\$320,894
2000 - Non-Instructional Salaries	\$22,457	\$14,758	152.17%	\$49,194	45.65%	\$26,737
3000 - Employee Benefits	\$40,818	\$31,091	131.29%	\$103,636	39.39%	\$62,818
4000 - Supplies and Materials	\$127,703	\$49,210	259.51%	\$164,033	77.85%	\$36,330
5000 - Other Operating Expenses and Services	\$42,041	\$56,543	74.35%	\$188,477	22.31%	\$146,436
6000 - Capital Outlay	\$37,417	\$11,230	333.2%	\$37,432	99.96%	\$15
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$18,333	\$11,773	155.72%	\$39,244	46.72%	\$20,911
Totals	\$384,988	\$299,739	128.44%	\$999,129	38.53%	\$614,141

Additional Comments

Moorpark Adult School continues to offer ESL, Citizenship, GED Prep, and CTE courses. For CTE we offer Manufacturing and Engineering, and a Computer Basics class. Our GED program is offered in English and also in Spanish. We offer an online ESL class and GED classes to meet the needs of students who cannot attend class in person. We have expanded our ESL class schedule to four times a week, Monday-Thursday.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:

\$0

**Ojai Unified
2022-23 Q2**

Submitted by Alexandra Mejia-Holdsworth

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$13,843	\$16,819	82.31%	\$37,375	37.04%	\$23,532
2000 - Non-Instructional Salaries	\$2,666	\$7,200	37.03%	\$16,000	16.66%	\$13,334
3000 - Employee Benefits	\$4,950	\$10,350	47.83%	\$23,000	21.52%	\$18,050
4000 - Supplies and Materials	\$23,536	\$17,841	131.92%	\$39,647	59.36%	\$16,111
5000 - Other Operating Expenses and Services	\$215,303	\$187,496	114.83%	\$416,658	51.67%	\$201,355
6000 - Capital Outlay	\$0	\$5,802	0%	\$12,894	0%	\$12,894
7000 - Other Outgo	\$26,903	\$23,488	114.54%	\$52,196	51.54%	\$25,293
Indirect Costs	\$0	\$12,889	0%	\$28,643	0%	\$28,643
Totals	\$287,201	\$281,886	101.89%	\$626,413	45.85%	\$339,212

Additional Comments

Corrective action: Due to the fact that the the invoice for the marketing program will not be reflected until the third or fourth quarter. In addition all meetings have been virtual, therefore there have been no expenditures.

Ojai Adult School corrective action: We are starting one new program in the spring. We are waiting for invoices to be reconciled that were submitted in quarter 2. We will be purchasing additional materials and technology for expansion.

Summary of activities: Ojai Adult School we are currently offering a total of 4 classes: 2 ESL classes (1 Beg /Int class and 1 Int/Adv class), High School Diploma class, and a Spanish in the Workplace class.

VCAEC summary of activities: Supported Digital Literacy program through a county grant. The marketing committee has met. The group is reviewing and preparing a RFP for a marketing service.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:

\$0

Oxnard Union High 2022-23 Q2

Submitted by Leticia Carabajal Oxnard Adult School

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$535,271	\$415,320	128.88%	\$1,384,400	38.66%	\$849,129
2000 - Non-Instructional Salaries	\$281,410	\$175,660	160.2%	\$585,533	48.06%	\$304,123
3000 - Employee Benefits	\$400,936	\$262,805	152.56%	\$876,017	45.77%	\$475,081
4000 - Supplies and Materials	\$28,114	\$107,624	26.12%	\$358,748	7.84%	\$330,634
5000 - Other Operating Expenses and Services	\$73,584	\$71,325	103.17%	\$237,750	30.95%	\$164,166
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$51,637	0%	\$172,122	0%	\$172,122
Totals	\$1,319,315	\$1,084,371	121.67%	\$3,614,570	36.5%	\$2,295,255

Additional Comments

Oxnard Adult School (OAS) continues to offer services in Adult Secondary Education (High School Diploma and High School Equivalency)/ABE, ESL, CTE, and Citizenship. In its attempts to remove achievement barriers, OAS has increased learning options by offering courses online, hybrid, and hyflex in ESL, High School Diploma and High School Equivalency programs and some CTE courses.

OAS has a variety of CTE classes including:

- Medical Assistant (Front and Back Office)
- Certified Nurse Assistant
- Pharmacy Technician
- Medical Terminology
- Care Givers (IET/IELCE)
- Computer & special interest classes
- Upholstery
- Garment Construction

Additionally, Oxnard Adult School serves as a HiSET Test Center. In Career Technical Education, we plan to expand our offerings and provide courses in Computer Basics and Custodial/Maintenance/Operations. We will grow our Integrated Education Training (IET)/IELCE for our computer programs and upcoming Custodial/Maintenance/Operations courses. Also, we are in the planning stage of creating CTE courses in the demand sector of Manufacturing. We will begin with welding in fall 2023 and eventually offer HVAC. Lastly, OAS is in the process of opening a Health Center, by spring 2023, to address student Learner Transition.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:

\$0

Santa Paula Unified 2022-23 Q2

Submitted by Robin Gillette

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$98,650	\$116,301	84.82%	\$232,602	42.41%	\$133,952
2000 - Non-Instructional Salaries	\$20,107	\$23,079	87.12%	\$46,157	43.56%	\$26,050
3000 - Employee Benefits	\$37,062	\$45,103	82.17%	\$90,205	41.09%	\$53,143
4000 - Supplies and Materials	\$1,361	\$2,500	54.44%	\$5,000	27.22%	\$3,639
5000 - Other Operating Expenses and Services	\$0	\$5,666	0%	\$11,331	0%	\$11,331
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,008	0%	\$14,015	0%	\$14,015
Totals	\$157,180	\$199,655	78.73%	\$399,310	39.36%	\$242,130

Additional Comments

Corrective action, expenditures fell below expected expenditures due to starting later in the year and lack of instructors. We have just recently hired additional staff to hold an morning class as a corrective action. Classes offered at this time are: ESL, (1-4), Computer Literacy, Citizenship, Hi-Set Exam Prep. Would like to re-instate high school diploma program.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:

\$0

**Simi Valley Unified
2022-23 Q2**

Submitted by Jose Posada

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$1,055,578	\$955,814	110.44%	\$1,911,627	55.22%	\$856,049
2000 - Non-Instructional Salaries	\$793,346	\$650,000	122.05%	\$1,300,000	61.03%	\$506,654
3000 - Employee Benefits	\$849,721	\$762,500	111.44%	\$1,525,000	55.72%	\$675,279
4000 - Supplies and Materials	\$213,882	\$159,741	133.89%	\$319,482	66.95%	\$105,600
5000 - Other Operating Expenses and Services	\$230,836	\$150,000	153.89%	\$300,000	76.95%	\$69,164
6000 - Capital Outlay	\$0	\$44,187	0%	\$88,373	0%	\$88,373
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$156,886	\$136,112	115.26%	\$272,224	57.63%	\$115,338
Totals	\$3,300,249	\$2,858,353	115.46%	\$5,716,706	57.73%	\$2,416,457

Additional Comments

Simi Institute for Careers & Education continues to offer services in High School Diploma, ESL, Citizenship, and GED preparation. Simi Institute has enhanced our distance learning and hybrid instruction options, especially in the ESL and GED preparation programs.

In addition, Simi Institute provides instruction in a variety of CTE programs including, but not limited to:

- Medical Assistant
- Pharmacy Technician
- Respiratory Therapy
- Surgical Technology
- Certified Nurse Assistant

- Emergency Medical Technician
- Manufacturing
- Welding
- Cosmetology
- Computer & special interest classes

Simi Institute serves as a Pearson VUE Test Center, a National Center for Competency Testing (NCCT), and a National Institute for Metalworking Skills (NIMS) Certified Test Center. We will be expanding our offerings in Career Technical Education classes and Integrated Education Training (IET) for the machine technology and computer programs. Finally, Simi Institute is in the initial planning stages of creating a Construction Trade Center, which could eventually offer pre-apprenticeships in the construction (Fall 2023 start), HVAC, electrical, and plumbing trades in the future.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:

\$0

Ventura Unified 2022-23 Q2

Submitted by Carolyn Vang-Walker

Approved by Kathy Walker

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
1000 - Instructional Salaries	\$813,393	\$587,087	138.55%	\$1,956,955	41.56%	\$1,143,562
2000 - Non-Instructional Salaries	\$312,006	\$208,559	149.6%	\$695,197	44.88%	\$383,191
3000 - Employee Benefits	\$547,941	\$334,315	163.9%	\$1,114,384	49.17%	\$566,443
4000 - Supplies and Materials	\$169,648	\$206,647	82.1%	\$688,823	24.63%	\$519,175
5000 - Other Operating Expenses and Services	\$121,490	\$296,948	40.91%	\$989,827	12.27%	\$868,337
Totals	\$1,964,478	\$1,737,733	113.05%	\$5,792,445	33.91%	\$3,827,967

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Project Budget	Budget Remaining
6000 - Capital Outlay	\$0	\$22,500	0%	\$75,000	0%	\$75,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$81,678	0%	\$272,259	0%	\$272,259
Totals	\$1,964,478	\$1,737,733	113.05%	\$5,792,445	33.91%	\$3,827,967

Additional Comments

VACE continues to provide ABE/ASE, ESL, CTE, and computer literacy classes via in person, distance learning (DL), and hybrid instruction, while implementing COVID protocols. All programs returned to "on campus" or hybrid learning options. We were able to resume "on site" training at TRJ and the Main Jail. However, student participation has not returned to pre-pandemic enrollment levels. Sections of the jail have been temporarily closed due to construction designed to expand the current facility. VACE continues to partner with the City of Ventura and the AJCC to provide in-person ENCORE, Workforce Development Academy re-entry programs, and a Google Academy program. VACE expanded our IET offerings to include hospitality, paraeducator, and two new caregiving classes. We continued to offer ABE/ASE, ESL, Citizenship, HSE, HSD, Community Enrichment courses. VACE instructors worked in partnership with the VCOE to create curriculum for a new digital upskilling program designed for novice computer users. Some of the eighteen CTE programs continue to offer flexible evening "boot camp" lab options for students, who are working during the day. Students continue to participate in weekly employment workshops, school board meetings, student council events, and the Job Club. We also continued to offer programs for AWD, via hybrid and in person platforms. VACE serves as a National Center for Competency Testing (NCCT) and HiSET Testing Center.

Allocation Year 2020-21 Closeout

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

2020-21 Reverted Funds:

\$0



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