

CAEP Consortium Fiscal Reporting

68 West Kern Consortium

2020-21 Fiscal Year

Certification

Certified By

Stacey Falgout
Director

| | | | |
|------------------|------------------|------------------|------------------|
| 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

West Kern Adult Education Network Joint Powers Authority

West Kern Adult Education Network Joint Powers Authority 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 | \$44,255 | \$57,500 | 76.97% | \$250,000 | 17.7% | \$205,745 |
| 2000 - Non-Instructional Salaries | \$81,543 | \$76,000 | 107.29% | \$380,000 | 21.46% | \$298,457 |
| 3000 - Employee Benefits | \$15,707 | \$24,000 | 65.45% | \$100,000 | 15.71% | \$84,293 |
| 4000 - Supplies and Materials | \$2,803 | \$2,000 | 140.15% | \$200,000 | 1.4% | \$197,197 |
| 5000 - Other Operating Expenses and Services | \$26,008 | \$39,000 | 66.69% | \$300,000 | 8.67% | \$273,992 |
| 6000 - Capital Outlay | \$33,575 | \$34,000 | 98.75% | \$200,000 | 16.79% | \$166,425 |
| 7000 - Other Outgo | \$441 | \$0 | 100% | \$75,000 | 0.59% | \$74,559 |
| Indirect Costs | \$15,165 | \$15,267 | 99.33% | \$76,336 | 19.87% | \$61,171 |
| Totals | \$219,497 | \$247,767 | 88.59% | \$1,581,336 | 13.88% | \$1,361,839 |

Corrective Action Plan

Due to COVID-19 we had to postpone multiple CTE classes and were unable to meet our target expenditures. As our classes changed from face-to-face classes to Distant learning we did not use our regular funds to operate. We are

currently waiting on construction for internet in some of our classrooms, this cost will be reported in the future. Moving forward, we have projected our CTE classes to start up fully and operate as usual.

Summary of Activities:

Went from Distant learning in GED and ESL to the Hybrid model. All staff are on sight following the CDC guidelines for COVID. CTE courses that we provided were considered lab classes and only served up to 12 students at a time. New

accountant was hired through a temp agency and is working strategically on our Audit that is due at the end of January 2021. The program Director has retired and Stacey Falgout who was the Dean of Instruction was hired for the position as the Program Director effective January 1, 2021.

Status
Submitted

West Kern Adult Education Network Joint Powers Authority 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 | \$99,425 | \$125,000 | 79.54% | \$250,000 | 39.77% | \$150,575 |
| 2000 - Non-Instructional Salaries | \$148,417 | \$190,000 | 78.11% | \$380,000 | 39.06% | \$231,583 |
| 3000 - Employee Benefits | \$44,352 | \$50,000 | 88.7% | \$100,000 | 44.35% | \$55,648 |
| 4000 - Supplies and Materials | \$21,865 | \$100,000 | 21.87% | \$200,000 | 10.93% | \$178,135 |
| 5000 - Other Operating Expenses and Services | \$79,982 | \$150,000 | 53.32% | \$300,000 | 26.66% | \$220,018 |
| 6000 - Capital Outlay | \$48,975 | \$60,000 | 81.63% | \$200,000 | 24.49% | \$151,025 |
| 7000 - Other Outgo | \$8,512 | \$11,250 | 75.66% | \$75,000 | 11.35% | \$66,488 |
| Indirect Costs | \$29,852 | \$38,168 | 78.21% | \$76,336 | 39.11% | \$46,484 |
| Totals | \$481,380 | \$724,418 | 66.45% | \$1,581,336 | 30.44% | \$1,099,956 |

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:

Submitting Authority
Stacey Falgout, Director

West Kern Adult Education Network Joint Powers Authority 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 | \$142,649 | \$187,500 | 76.08% | \$250,000 | 57.06% | \$107,351 |
| 2000 - Non-Instructional Salaries | \$218,737 | \$285,000 | 76.75% | \$380,000 | 57.56% | \$161,263 |
| 3000 - Employee Benefits | \$64,885 | \$75,000 | 86.51% | \$100,000 | 64.89% | \$35,115 |
| 4000 - Supplies and Materials | \$28,137 | \$150,000 | 18.76% | \$200,000 | 14.07% | \$171,863 |
| 5000 - Other Operating Expenses and Services | \$93,798 | \$240,000 | 39.08% | \$300,000 | 31.27% | \$206,202 |
| 6000 - Capital Outlay | \$49,686 | \$160,000 | 31.05% | \$200,000 | 24.84% | \$150,314 |
| 7000 - Other Outgo | \$20,858 | \$56,250 | 37.08% | \$75,000 | 27.81% | \$54,142 |
| Indirect Costs | \$59,761 | \$57,252 | 104.38% | \$76,336 | 78.29% | \$16,575 |
| Totals | \$678,511 | \$1,211,002 | 56.03% | \$1,581,336 | 42.91% | \$902,825 |

Corrective Action Plan

West Kern Adult Education Network (WKAEN) has been working diligently on promoting classes in GED, ESL, CTE, and workforce classes. Due to COVID-19, WKAEN was not able to meet budget requirements due to lack of participants during the pandemic. As we prepare for the 2021 – 2022 fiscal year, WKAEN is looking to allocate \$400,000 of our CAEP Budget-Capital Outlay fund to expand our programs to an additional location closer to our most served population. WKAEN will be renovating this building while partnering with our local industries to help promote our classes. Our West Kern Adult Education governing board approved this Expansion Project at our last board meeting dated April 13, 2021.

Summary of Activities:

WKAEN is now meeting with local industries and creating CTE courses that align students to the work force. WKAEN is working with the local High School and Community College to align a clear pathway for our students. As of today, 5/26/2021, class participation is starting to increase in GED and ESL. WKAEN is now a Pearson VUE testing center which gives us the ability to serve students on our own educational site.

Status
Submitted

West Kern Adult Education Network Joint Powers Authority 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 | \$192,166 | \$250,000 | 76.87% | \$250,000 | 76.87% | \$57,834 |
| 2000 - Non-Instructional Salaries | \$280,945 | \$380,000 | 73.93% | \$380,000 | 73.93% | \$99,055 |
| 3000 - Employee Benefits | \$81,942 | \$100,000 | 81.94% | \$100,000 | 81.94% | \$18,058 |
| 4000 - Supplies and Materials | \$34,400 | \$200,000 | 17.2% | \$200,000 | 17.2% | \$165,600 |
| 5000 - Other Operating Expenses and Services | \$115,834 | \$300,000 | 38.61% | \$300,000 | 38.61% | \$184,166 |
| 6000 - Capital Outlay | \$65,488 | \$200,000 | 32.74% | \$200,000 | 32.74% | \$134,512 |
| 7000 - Other Outgo | \$34,575 | \$75,000 | 46.1% | \$75,000 | 46.1% | \$40,425 |
| Indirect Costs | \$72,065 | \$76,336 | 94.4% | \$76,336 | 94.4% | \$4,271 |
| Totals | \$877,415 | \$1,581,336 | 55.49% | \$1,581,336 | 55.49% | \$703,921 |

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

Guidance: Yes

Corrective Action Plan

West Kern Adult Education Network (WKAEN) has been working diligently on promoting classes in GED, ESL, CTE, and workforce classes. Due to COVID-19, WKAEN was not able to meet budget requirements due to lack of participants during the pandemic. As we prepare for the 2021 – 2022 fiscal year, WKAEN is looking to allocate \$400,000 of our CAEP Budget-Capital Outlay fund to expand our programs to an additional location closer to our most served population. WKAEN will be renovating this building while partnering with our local industries to help promote our classes. Our West Kern Adult Education governing board approved this Expansion Project at our last board meeting dated April 13, 2021. WKAEN is also promoting our new Career Connections Center. This center will be focused on local and state certifications that lead to higher paying jobs and will go into effect 9/1/2021

Summary of Activities:

WKAEN is collaborating with local industries to create CTE courses that align students to the work force. WKAEN is also working with the local High School and Community College to align a clear pathway for our students. WKAEN served 214 non duplicated students as of 8/18/2021. WKAEN is in the process of renovating the new building for our ESL learners in GED, ESL, Civics, Citizenship, and CTE. WKAEN will be launching our Career Connection program 9/1/2021 that provides certificates in typing, food handlers, Word, Excel, PowerPoint, soft skills, and resume/cover letters for job placement.

Status
Submitted



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