

2023 - 2024 Written Expenditure Plan

Site:	Siskiyou County Office of Education
Member Representative:	Allan Carver
CBO/Fiscal Staff:	Samantha Wilson

1 Carryover Amount going into 2024-2025: **\$258,386.50**

2 Please describe (in detail) the circumstances that led your site to exceed the 19.9% carryover threshold in 2023 - 2024:

In 2022, College of the Siskiyou and Butte Valley were both in jeopardy of sending funds back to the State. The Consortium voted to move the carryover funds from both sites into SCOE's budget. In 2023, the Consortium voted to reduce Butte Valley, College of the Siskiyou, Siskiyou Union and Tulelakes base funding due to lack of performance and consistent carryover each year. The Consortium also voted to reduce Dunsmuir, Scott Valley and Yreka's base allocation by 10%. All funds would be redirected to SCOE for the purpose of a shared Data & Accountability Manager and potential Transition Services Coordinator. The diverted funds would cover salary an benefit increases for a couple years (this was before AB1491 came about).

3 Please describe the steps your site took in 2023 - 2024 to try to spend down funds:

SCOE developed a new position to serve Transitional Services. This position is called the College, Career and Testing Center Coordinator. SCOE developed a plan to open a Testing Center in South County. SCOE search for a location to have the Testing Center. We hired a contractor for our annual plan and also our 3 year plan

4 What is the proposed corrective action plan and timeline to reduce the excess carryover? Please be detailed in your answer:

For the 24/25 program year, SCOE will be recruiting for the College, Career and Testing Center Coordinator and building up the Testing Center (furniture, supplies, lease, etc.). Another venture in 24/25 is working with OTAN on implementing CANVAS into our classes. Our first step will be to education our Curriculum Coordinator and Director on CANVAS. In 25/26, we will build an onboarding class into CANVAS for all current instructors, as well as new hires. Then, we will implement it into one of the students' classes. We will continue to experiment and expand our marketing efforts - potentially through video, billboard, etc. Since SCOE is the central location with no students, we are the keepers of extra funds from past poor performance. As sites are building and expanding our programs, we will transfer funds as needed and available to other sites. We plan on offering PD once we collect data from our 3 year planning surveys - We are hoping to hire a facilitator for these PD activities. We will hire a contractor for our annual plan.

5 What types of processes and protocols will be implemented to ensure that current and future carryover is reduced?

We keep track on an Allocation vs. Performance Summary Report. Each quarter we update this report and propose interventions for sites not performing or not spending their funds effectively. We have a 3 strike warning system for sites who are not performing to the standards of the General Assurances.

6 What kind of support and technical assistance from the Consortium Team (SCOE, Shannon, Janie and/or Steve) would be helpful to the consortium to assist with the reduction of carryover?

If SCOE offered Business Office workshops

