

2023 - 2024 Written Expenditure Plan

Site: Butte Valley Unified School District Adult Education
Member Representative: Jared Pierce
CBO/Fiscal Staff: Julie Barkman

1 Carryover Amount going into 2024-2025: \$0

2 Please describe (in detail) the circumstances that led your site to exceed the 19.9% carryover threshold in 2023 - 2024:
Butte Valley USD Adult Education went into the 2023-2024 school year with significant carryover. Carryover was due to a history of our program being limited in services and leadership. In 2022-2023 we had a leadership change and set goals for improving our program. We increased and improved programs through the end of 2022-2023 and continued our efforts in 2023-2024. We ended 2023-2024

3 Please describe the steps your site took in 2023 - 2024 to try to spend down funds:
In 2023-2024 we added CTE programs and created new positions to support students. The increase in class offerings necessitated additional staff for translation, administration and clerical support, and increase hours for teaching staff. CTE classes involve material purchases which reduced our fund balance. These efforts will continue in 2024-2025 and beyond.

4 What is the proposed corrective action plan and timeline to reduce the excess carryover? Please be detailed in your answer:
We no longer have carryover. We will continue to spend funds beyond our budget.

5 What types of processes and protocols will be implemented to ensure that current and future carryover is reduced?
Processes for guaranteeing that carryover is spent include: improved communication and collaboration with Consortium members; detailed budget planning each spring for the coming school year; weekly progress monitoring between site coordinator and administration; reallocation of funds when plans change; ongoing consideration of new programs to meet the changing needs of the community;

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?
We no longer have carryover. Their assistance has been key to developing our program. We will continue to reach out to them for advice as we refine our program.

7 What kind of support and technical assistance from the State CAEP Office would be helpful to the consortium to assist with the reduction of excess carryover?
Our consortium staff have been amazing! We have not needed assistance from State CAEP, but we will reach out if necessary.