



In accordance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please call the office at the Azusa Adult School, (626) 852-8400, 24 hours prior to meeting so that reasonable arrangements can be made. The Azusa Multi-Purpose room is wheelchair accessible.

In accordance with a recent amendment to the Ralph M. Brown Act, public records related to this public session agenda, that are provided to the Executive Board less than 72 hours before a regular meeting may be inspected by the public at the Azusa Adult Education main office 1134 S. Barranca Ave., Glendora, CA 91740 during regular office hours (8:00am – 4:00pm) and on the CCAEC website <http://www.ccadulted.org/>.



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, September 25, 2018

1:30 p.m.

Azusa Adult School – Multi-Purpose Room

1134 S. Barranca Ave.

Glendora, CA 91740

AGENDA

1.0 CONVENE REGULAR EXECUTIVE BOARD OPEN SESSION MEETING (1:30)

1.1 Meeting called to order by Chair Linda McNary at _____

1.2 Pledge of Allegiance

1.3 Roll call:

| | | | |
|-----------------------------------|-------|---------------------------------|-------|
| Rocky Cifone, Representative | _____ | John Russell, Regional Director | _____ |
| Felipe Delvasto, Representative | _____ | Flint Fertig, Proxy/Prog. Asst. | _____ |
| Ron Letourneau, Representative | _____ | Jessica Michel, Secretary | _____ |
| Calvin McKendrick, Representative | _____ | Rick Crosby, Proxy | _____ |
| Linda McNary, Representative | _____ | Rebecca Summers, Proxy | _____ |
| Kevin Morris, Representative | _____ | Said Valdez, Proxy | _____ |
| | | Debbie Wong, Proxy | _____ |

| | | | |
|-----------------------------------|-------|-------------------------------|-------|
| Marc Bommarito, Fiscal Services | _____ | Julia Reyes, Fiscal Services. | _____ |
| David Conway, Fiscal Services | _____ | Karen Waltman, Fiscal Serv. | _____ |
| Pamela Escalante, Fiscal Services | _____ | Janette Walczk, Fiscal Serv. | _____ |

2.0 ORDER OF BUSINESS

Representative discussion/presentation of agenda items which could be moved up on the agenda.

- 2.1 Approve the minutes of the August 14, 2018 Regular Executive Board Open Session Meeting.
 Motion by _____, seconded by _____ Vote _____
 Representative Cifone __ Representative Delvasto __ Representative Letourneau __
 Representative McKendrick __ Representative McNary __ Representative Morris __

3.0 COMMUNICATIONS

3.1 Representative reports:

| | |
|-----------------|----------------|
| Azusa _____ | Duarte _____ |
| Citrus _____ | Glendora _____ |
| Claremont _____ | Monrovia _____ |

3.2 Program Director report.

3.3 Public comment for items not on the agenda.

3.3.1 Public comments for items on the Open Session Agenda.

4.0 BOARD APPROVAL TO MOVE CALENDARED OCTOBER 9, 2018 MEETING TO OCTOBER 16, 2018

Motion by _____, seconded by _____ Vote _____
 Representative Cifone __ Representative Delvasto __ Representative Letourneau __
 Representative McKendrick __ Representative McNary __ Representative Morris __

October 9 meeting is only two weeks away and is the meeting where 2018-19 Q1 Expenditures must be approved with back-up documentation.

5.0 BOARD APPROVAL FOR REGIONAL DIRECTOR TO PREPARE AGENDA FOR CCAEC BOARD MEETINGS

Motion by _____, seconded by _____ Vote _____
 Representative Cifone __ Representative Delvasto __ Representative Letourneau __
 Representative McKendrick __ Representative McNary __ Representative Morris __

Previously, the chair was supposed to be responsible for agendas and minutes. The Regional Director is suggesting that he be the one who creates the agenda.

6.0 BOARD APPROVAL OF 2018-19 FISCAL REPORTING AGREEMENT

Motion by _____, seconded by _____ Vote _____
 Representative Cifone __ Representative Delvasto __ Representative Letourneau __
 Representative McKendrick __ Representative McNary __ Representative Morris __

Fiscal Reporting Agreement was CCAEC board ratified and individual members were supposed to get approval from member institution Boards. This would be approved if all members were able to do so.

7.0 BOARD APPROVAL OF 2017-18 Q3 EXPENDITURE REPORT

Motion by _____, seconded by _____ Vote _____

Representative Cifone __ Representative Delvasto __ Representative Letourneau __

Representative McKendrick __ Representative McNary __ Representative Morris __

Claremont required a change in Q3 expenditures in order to correctly report Q4 expenditures. Claremont rep will explain changes. In order to re-certify Q3 expenditures, the Regional Director is requesting the board to approve the revised Q3 Expenditure Report.

8.0 BOARD APPROVAL OF 2017-18 Q4 EXPENDITURE REPORT

Motion by _____, seconded by _____ Vote _____

Representative Cifone __ Representative Delvasto __ Representative Letourneau __

Representative McKendrick __ Representative McNary __ Representative Morris __

Board must analyze previous member budgets, revised NOVA Budgets, NOVA Q4 Expenditure Report, and back-up documentation (LAGL015 and LAGL019), ask clarifying questions, and approve NOVA reports so Regional Director can Certify in NOVA before 9/30.

- Azusa – review budget revisions and answer clarifying questions for back-up documentation
- Claremont – review budget revisions and answer clarifying questions for back-up documentation
- Duarte– review budget revisions and answer clarifying questions for back-up documentation
- Glendora – review budget revisions and answer clarifying questions for back-up documentation
- Monrovia – review budget revisions and answer clarifying questions for back-up documentation

9.0 BOARD APPROVAL OF 2018-19 CFAD REVISION

Motion by _____, seconded by _____ Vote _____

Representative Cifone __ Representative Delvasto __ Representative Letourneau __

Representative McKendrick __ Representative McNary __ Representative Morris __

Total available AEBG funds have been revised with additional funds from the state and from Monrovia (returning oversight funds to all members). Board must approve new CFAD.

10.0 REGIONAL DIRECTOR PRESENTATION OF BUDGET BACK-UP DOCUMENTATION FOR 2018-19 BUDGET REVISIONS

The Regional Director will provide Monrovia Budget documents for board to discuss what should serve as back-up documentation for revised 2018-19 budgets.

11.0 REGIONAL DIRECTOR PRESENTATION OF CCAEC ANNUAL DATA REVIEW FALL 2018

Oversight calls for the CCAEC to measure effectiveness. The Regional Director will present an

12.0 BOARD APPROVAL OF CCAEC PD CONFERENCE FOR 12/14/2018

Motion by _____ , seconded by _____ Vote _____

Representative Cifone __ Representative Delvasto __ Representative Letourneau __

Representative McKendrick __ Representative McNary __ Representative Morris __

Annual Plan calls for two PD conferences. Regional Director is suggesting to board that the board approve so that preparation for one conference before end of calendar year.

13.0 BOARD DISCUSSION – PURPOSE & VISION FOR FACULTY ADVISORY COMMITTEES (FACS)

Board to discuss purpose of ESL, HSD/HSE/ABE, and CTE FACS in context of Annual Plan goals.

14.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING



Documents to Support Agenda Items

September 25, 2018 Agenda

Agenda Item 2.1

August 14, 2018 Minutes



CITRUS COLLEGE ADULT EDUCATION CONSORTIUM

REGULAR EXECUTIVE BOARD OPEN SESSION MEETING

Tuesday, August 14, 2018

1:30 p.m.

Azusa Adult School – Multi-Purpose Room

1134 S. Barranca Ave.

Glendora, CA 91740

Unapproved Minutes for Review

1.0 CONVENE REGULAR EXECUTIVE BOARD CLOSED SESSION MEETING (1:30)

1.1 Meeting called to order by Chair Flint Fertig at 1:42 pm

1.2 Pledge of Allegiance

1.3 Roll call:

| | | | |
|---------------------------------|---------|---------------------------------|---------|
| Felipe Delvasto, Representative | Present | John Russell, Regional Director | Present |
| Flint Fertig, Representative | Present | Jessica Michel, Secretary | Present |
| Linda McNary, Representative | Present | Daniel Soriano, Proxy | Absent |
| Rocky Cifone, Representative | Present | Rebecca Summers, Proxy | Absent |
| Ron LeTourneau, Representative | Absent | Rick Crosby, Proxy | Absent |
| Kevin Morris, Representative | Tardy | Julianne Ceccarelli, Proxy | Absent |
| Calvin McKendrick, Proxy | Absent | Debbie Wong, Proxy | Present |

2.0 ORDER OF BUSINESS

Representative discussion/presentation of agenda items which could be moved up on the agenda.

None at this time.

2.1 Approve the minutes of the July 10, 2018 Regular Executive Board Open Session Meeting.

Act # 18-10 Motion by Mrs. McNary, seconded by Mr. Delvasto **Vote to Approve 4-0**

Representative Cifone Y Representative Delvasto Y Representative Fertig Y

Representative Letourneau A Representative McNary Y Representative Morris A

Minutes were approved without edits or revisions. Mr. Morris was not present at this time.

3.0 COMMUNICATIONS

3.1 Representative reports:

Azusa: Mrs. McNary reported that Azusa hired a new Assistant Director; her name is Saida Valdez. She started on August 1st, and will be attending future meetings.

Citrus: No report.

Claremont: Mr. Delvasto reported that Claremont is in the middle of their summer program. Claremont started CASAS testing for Fall semester which starts September 4th.

Duarte: Absent.

Glendora: Absent.

Monrovia: Mr. Fertig reported that Monrovia is having an info session for the CTE construction program. There is a large amount of people expected to attend.

3.2 Program Director report.

Mr. Russell deferred due to time management.

3.3 Public comment for items not on the agenda.

No public comments were put forth at this time.

3.3.1 Public comments for items on the Open Session Agenda.

No public comments were put forth at this time.

4.0 BOARD APPROVAL OF 2018-19 ANNUAL PLAN

Act # 18-11 Motion by Mrs. McNary, seconded by Mr. Delvasto **Vote to Approve 5-0**

Representative Cifone Y Representative Delvasto Y Representative Fertig Y

Representative Letourneau A Representative McNary Y Representative Morris Y

Vote to Approve the 2018-19 Annual Plan was passed with revisions. Board Reps walked through Annual Plan and deliberations are included below in as succinct a manner as possible:

Mr. Russell started by pointing to Reps some of the major differences between the 2018-19

Annual Plan and the 2017-18 Annual Plan. He stated that in last year's plan, there was a concerted effort to get data to measure effectiveness. He stated that now, the consortium has 3 years' worth of data to start conversations about effectiveness. He advised that by the next board meeting, all stakeholders would be able to see exactly what we are reporting to the state. Mr. Russell stated that we can make comparisons and see what members are being effective, and see where there is no data at all. For example, Mr. Russell stated that Duarte has not demonstrated any TOPSpro Enterprise data in 3 years.

Mr. Russell also emphasized another important difference: creating a regional approach to career technical efforts. He showed how the 2018-19 Annual Plan stressed the importance partnerships with San Gabriel Valley AJCCs. He stated that we need to make sure our career technical programs are indeed serving the correct industries. Mr. Russell requested EMSI data from Dr. Cifone.

Mr. Morris arrived during this portion of the meeting. Mr. Russell reminded Mr. Morris that Duarte needs to purchase TOPSpro Enterprise, and make changes to the Parent University program. The program needs to be longer; there needs to be a minimum of 12 instructional hours so students can take CASAS pre- and post-tests.

Board Reps then walked through the Plan and requested revisions. Mrs. McNary requested for an edit to the Executive Summary. She asked that the section about Claremont receiving new WIOA funds. She asked Mr. Russell to add specificity to the statement. *(Mr. Russell changed the Executive Summary accordingly in the final draft.)*

In terms of steps to complete the 3 Year Plan, Mr. Russell said that all members and stakeholders should plan on calendaring as many stakeholder meetings as possible.

Mr. Russell then addressed the 5 regional needs as called for in the Annual Plan: Adults seeking to learn English as a Second Language, Adults who need HSD or Equivalency, Adults who need ABE, Adults seeking short-term Vocational Training Programs for Employment, and Career Development/Adult Re-entry into the Workforce, and Parent Success.

Mr. Russell discussed the strategies to address Gaps in Services:

- Strategy #1: What are employers looking for, what do they need? We need to try to do what is best to address a tight labor market.
- Strategy #2: Mr. Russell talked about recent salary increases in the Monrovia districts. In addition, he talked about STRS and PERS requirements.
- Strategy 3: Increase support courses to enable students to start programs right away (with the support of ABE courses), versus waiting until the following semester/program offering.
- Strategy #4: Mr. Delvasto stated that Claremont is in the process of starting a career center. The school district said they can use any building in the afternoon for a career center.
- Strategy #5: Mr. Russell talked about the need for a parent education program at Azusa. Mr. Russell asked Mr. Morris who the teacher is for Parent University. Mr. Morris stated that Duarte contracts out for the teacher. Mr. Russell also added that they need someone from Glendora's parenting class to help work on curriculum .

Mrs. McNary asked Mr. Russell if the expectation for parent success curriculum is consortium wide. She specifically wanted to know what the curriculum involves. Mr. Morris added that some of the curriculum at Duarte includes managing stress, coping with trauma, etc.

Mr. Russell discussed the strategies to address seamless transitions :

- Strategy #1: Career Center in Claremont.
- Strategy #2: Mr. Russell asked Dr. Cifone about the release form from Citrus. Dr. Cifone said he needed to check with the proper personnel (he mentioned Gerald).

Mr. Russell talked about the possibility of adding field trips to Citrus. Mr. Fertig added that this would help in addressing some goals. Mr. Russell asked Dr. Cifone if it would be possible to get somebody to come out for outreach. Dr. Cifone said this is something that can be addressed with Strikeforce (Student Engagement Achievement).

Mr. Russell discussed the strategies to address Professional Development:

- Strategy #2: Mrs. McNary stated that the OTAN Digital Leadership Academy is going to be very costly; she added that for the people going, this is a 2 year commitment. Thus, this strategy was dropped.

Mrs. McNary suggested the Technology Symposium as an alternative. This is a local conference and it is much cheaper.

Mr. Russell discussed the strategies to Leveraging Resources:

- Strategy #2: Mr. Russell would like to reword this strategy and include something along the lines of “leveraging AJCC resources through targeted marketing.”

The Annual Plan was approved with revision

5.0 BOARD RATIFICATION OF 2018-19 CCAEC FISCAL REPORTING AGREEMENT

Act # 18-12 Motion by Mr. Fertig, seconded by Mr. Morris **Vote to RATIFY 5-0**

Representative Cifone Y Representative Delvasto Y Representative Fertig Y

Representative Letourneau A Representative McNary Y Representative Morris Y

Mr. Russell stated that the agreement is 12 articles long. Article 2 was put back in. In the first draft of each individual Member Annual Plan, there was a section demonstrating how much members collected in all funds. Mr. Russell believed it was important for members to know how much in total funding each member was budgeting to receive for 2018-19. Mr. Russell asked the board to ratify it and then take the agreement back to each individual institution’s Board for approval and then bring back for final CCAEC board approval.

6.0 REGIONAL DIRECTOR PRESENTATION Q4 EXPENDITURE REPORTING

Mr. Russell stated the reports are due September 30th. Mr. Russell asked the board if they want to push back the September date meeting closer to the due date. Mr. Russell noted that he still needs to figure out what the leveraged funds and fees piece looks like in terms of what they are looking for in expenditure reports. Mr. Russell suggested the meeting be pushed back a week to the 18th. Mr. Russell also asked everyone to submit into NOVA by the 1st if possible.

7.0 BOARD APPROVAL OF NEW CCAEC BOARD CHAIR

Act # 18-13 Motion by Mr. Fertig, seconded by Mr. Delvasto **Vote to Approve 5-0**

Representative Cifone Y Representative Delvasto Y Representative Fertig Y

Representative Letourneau A Representative McNary Y Representative Morris Y

Mr. Fertig stated that he has new responsibilities in MUSD and can no longer be the board chair. He stated that Mr. Calvin McKendrick would start to serve as the Monrovia Representative. Mr. Fertig nominated Mrs. McNary to be the new chair, and Mrs. McNary accepted. The board voted to approve Ms. McNary.

8.0 ADJOURN CCAEC EXECUTIVE BOARD OPEN SESSION MEETING AT 3:04 PM



Documents to Support Agenda Items
September 25, 2018 Agenda

Agenda Item 7.0
Revised Q3 Expenditure Report

Citrus 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 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 2000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 3000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 4000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 5000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 8000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$0 | 100% | \$0 | 100% | \$0 |

Status
Unsubmitted

Original Q3 Expenditure Report 6/30/2018

Claremont Unified School District

Claremont Unified School District 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 |
|-------------|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|
|-------------|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|

Claremont Unified School District 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 | \$0 | \$62,752 | 0% | \$418,348 | 0% | \$418,348 |
| 2000 | \$0 | \$28,101 | 0% | \$187,340 | 0% | \$187,340 |
| 3000 | \$0 | \$27,707 | 0% | \$184,712 | 0% | \$184,712 |
| 4000 | \$0 | \$12,000 | 0% | \$80,000 | 0% | \$80,000 |
| 5000 | \$0 | \$13,996 | 0% | \$93,307 | 0% | \$93,307 |
| 6000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 8000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$144,556 | 0% | \$963,707 | 0% | \$963,707 |

Status Submitted

Claremont Unified School District 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 | \$0 | \$125,504 | 0% | \$418,348 | 0% | \$418,348 |
| 2000 | \$0 | \$56,202 | 0% | \$187,340 | 0% | \$187,340 |
| 3000 | \$0 | \$55,414 | 0% | \$184,712 | 0% | \$184,712 |

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Claremont Unified School District 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 |
|---------------|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 4000 | \$0 | \$24,000 | 0% | \$80,000 | 0% | \$80,000 |
| 5000 | \$0 | \$27,992 | 0% | \$93,307 | 0% | \$93,307 |
| 6000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 8000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$289,112 | 0% | \$963,707 | 0% | \$963,707 |

Status
Submitted

Claremont Unified School District 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 | \$319,032 | \$188,257 | 169.47% | \$418,348 | 76.26% | \$99,316 |
| 2000 | \$121,014 | \$84,303 | 143.55% | \$187,340 | 64.6% | \$66,326 |
| 3000 | \$127,673 | \$92,356 | 138.24% | \$184,712 | 69.12% | \$57,039 |
| 4000 | \$63,138 | \$40,000 | 157.85% | \$80,000 | 78.92% | \$16,862 |
| 5000 | \$59,568 | \$41,988 | 141.87% | \$93,307 | 63.84% | \$33,739 |
| 6000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |

Claremont Unified School District 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 |
|---------------|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 7000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 8000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$690,425 | \$446,904 | 154.49% | \$963,707 | 71.64% | \$273,282 |

Summary of Activities:

Expenditures according to annual planning.

Status
Submitted

Claremont Unified School District 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 | \$319,032 | \$251,009 | 127.1% | \$418,348 | 76.26% | \$99,316 |
| 2000 | \$121,014 | \$112,404 | 107.66% | \$187,340 | 64.6% | \$66,326 |
| 3000 | \$127,673 | \$110,827 | 115.2% | \$184,712 | 69.12% | \$57,039 |
| 4000 | \$63,138 | \$48,000 | 131.54% | \$80,000 | 78.92% | \$16,862 |
| 5000 | \$59,568 | \$55,984 | 106.4% | \$93,307 | 63.84% | \$33,739 |
| 6000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 8000 | \$0 | \$0 | 100% | \$0 | 100% | \$0 |

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AEBG Fiscal Reporting Citrus College Adult Education Consortium

2017 - 2018 Fiscal Year

Certification

Certification Authority

John Russell

Program Director

| Quarter 1 Status | Quarter 2 Status | Quarter 3 Status | Quarter 4 Status |
|------------------|------------------|------------------|------------------|
| Certified | Certified | Certified | Uncertified |
| Uncertified | Uncertified | Uncertified | Uncertified |

Fiscal Report Submittal Status

| | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 |
|---|-----------|-----------|-----------|-----------|
| Azusa Unified School District | ✓ | ✓ | ✓ | ! |
| Claremont Unified School District | ✓ | ✓ | ✓ | ✓ |
| Duarte Unified School District | ✓ | ✓ | ✓ | ! |
| Glendora Unified School District | ✓ | ✓ | ✓ | ! |
| Monrovia Unified School District | ✓ | ✓ | ✓ | ✓ |

Azusa Unified School District

Azusa Unified School District 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 | \$129,067 | 0% | \$860,446 | 0% | \$860,446 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--------------------|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$144,556 | 0% | \$963,707 | 0% | \$963,707 |

Status Submitted

Claremont Unified School District 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 | \$126,126 | 0% | \$420,421 | 0% | \$420,421 |
| 2000 - Non-Instructional Salaries | \$0 | \$55,580 | 0% | \$185,267 | 0% | \$185,267 |
| 3000 - Employee Benefits | \$0 | \$55,414 | 0% | \$184,712 | 0% | \$184,712 |
| 4000 - Supplies and Materials | \$0 | \$16,213 | 0% | \$54,043 | 0% | \$54,043 |
| 5000 - Other Operating Expenses and Services | \$0 | \$35,779 | 0% | \$119,264 | 0% | \$119,264 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$289,112 | 0% | \$963,707 | 0% | \$963,707 |

Status Submitted

Claremont Unified School District 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 |
|-------------|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|
|-------------|--------------------------------|--------------|----------------------------|----------------|------------------------------|------------------|

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$319,032 | \$189,189 | 168.63% | \$420,421 | 75.88% | \$101,389 |
| 2000 - Non-Instructional Salaries | \$121,014 | \$83,370 | 145.15% | \$185,267 | 65.32% | \$64,253 |
| 3000 - Employee Benefits | \$127,673 | \$92,356 | 138.24% | \$184,712 | 69.12% | \$57,039 |
| 4000 - Supplies and Materials | \$3,929 | \$27,022 | 14.54% | \$54,043 | 7.27% | \$50,114 |
| 5000 - Other Operating Expenses and Services | \$56,080 | \$53,669 | 104.49% | \$119,264 | 47.02% | \$63,184 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$627,728 | \$445,606 | 140.87% | \$963,707 | 65.14% | \$335,979 |

Summary of Activities:

Expenditures according to annual planning.

Status
Submitted

Claremont Unified School District 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 | \$420,421 | \$252,253 | 166.67% | \$420,421 | 100% | \$0 |
| 2000 - Non-Instructional Salaries | \$160,686 | \$111,160 | 144.55% | \$185,267 | 86.73% | \$24,581 |
| 3000 - Employee Benefits | \$166,763 | \$110,827 | 150.47% | \$184,712 | 90.28% | \$17,949 |
| 4000 - Supplies and Materials | \$3,929 | \$32,426 | 12.12% | \$54,043 | 7.27% | \$50,114 |
| 5000 - Other Operating Expenses and Services | \$56,081 | \$71,558 | 78.37% | \$119,264 | 47.02% | \$63,183 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |

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Documents to Support Agenda Items

September 25, 2018 Agenda

Agenda Item 8.0
CCAEC 2017-18 Q4 Fiscal Report
DRAFT for Approval

AEBG Fiscal Reporting Citrus College Adult Education Consortium

2017 - 2018 Fiscal Year

Certification

Certification Authority

John Russell

Program Director

| Quarter 1 Status | Quarter 2 Status | Quarter 3 Status | Quarter 4 Status |
|------------------|------------------|------------------|------------------|
| Certified | Certified | Certified | Uncertified |
| Uncertified | Uncertified | Uncertified | Uncertified |

Fiscal Report Submittal Status

| | Quarter 1 | Quarter 2 | Quarter 3 | Quarter 4 |
|---|-----------|-----------|-----------|-----------|
| Azusa Unified School District | ✓ | ✓ | ✓ | ✓ |
| Claremont Unified School District | ✓ | ✓ | ✓ | ✓ |
| Duarte Unified School District | ✓ | ✓ | ✓ | ✓ |
| Glendora Unified School District | ✓ | ✓ | ✓ | ✓ |
| Monrovia Unified School District | ✓ | ✓ | ✓ | ✓ |

Azusa Unified School District

Azusa Unified School District 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 | \$129,067 | 0% | \$860,446 | 0% | \$860,446 |

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|--------------------|------------------------------|--------------------|
| 2000 - Non-Instructional Salaries | \$0 | \$35,849 | 0% | \$238,990 | 0% | \$238,990 |
| 3000 - Employee Benefits | \$0 | \$43,023 | 0% | \$286,820 | 0% | \$286,820 |
| 4000 - Supplies and Materials | \$0 | \$78,678 | 0% | \$524,519 | 0% | \$524,519 |
| 5000 - Other Operating Expenses and Services | \$0 | \$29,487 | 0% | \$196,578 | 0% | \$196,578 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$11,886 | 0% | \$79,237 | 0% | \$79,237 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$327,989 | 0% | \$2,186,590 | 0% | \$2,186,590 |

Status
Submitted

Azusa Unified School District 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 | \$258,134 | 0% | \$860,446 | 0% | \$860,446 |
| 2000 - Non-Instructional Salaries | \$0 | \$71,697 | 0% | \$238,990 | 0% | \$238,990 |
| 3000 - Employee Benefits | \$0 | \$86,046 | 0% | \$286,820 | 0% | \$286,820 |
| 4000 - Supplies and Materials | \$0 | \$157,356 | 0% | \$524,519 | 0% | \$524,519 |
| 5000 - Other Operating Expenses and Services | \$0 | \$58,973 | 0% | \$196,578 | 0% | \$196,578 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$23,771 | 0% | \$79,237 | 0% | \$79,237 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$655,977 | 0% | \$2,186,590 | 0% | \$2,186,590 |

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Status
Submitted

Azusa Unified School District 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 | \$467,953 | \$387,201 | 120.86% | \$860,446 | 54.38% | \$392,493 |
| 2000 - Non-Instructional Salaries | \$151,262 | \$107,546 | 140.65% | \$238,990 | 63.29% | \$87,728 |
| 3000 - Employee Benefits | \$147,914 | \$129,069 | 114.6% | \$286,820 | 51.57% | \$138,906 |
| 4000 - Supplies and Materials | \$41,138 | \$236,034 | 17.43% | \$524,519 | 7.84% | \$483,381 |
| 5000 - Other Operating Expenses and Services | \$56,942 | \$88,460 | 64.37% | \$196,578 | 28.97% | \$139,636 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$35,657 | 0% | \$79,237 | 0% | \$79,237 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$865,209 | \$983,966 | 87.93% | \$2,186,590 | 39.57% | \$1,321,381 |

Summary of Activities:

All funds supported activities related to all programs at the school, including English as a Second Language, Adult Basic Education, High School Diploma, HiSet Preparation, and CTE courses (Computer Technology, Certified Nurse's Assistant, Pharmacy Technician, Hospital Ward Clerk, Medical Coding and Billing, ECG, and prerequisite courses for healthcare programs).

Status
Submitted

Azusa Unified School District 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 | \$699,602 | \$516,268 | 135.51% | \$860,446 | 81.31% | \$160,844 |
| 2000 - Non-Instructional Salaries | \$225,460 | \$143,394 | 157.23% | \$238,990 | 94.34% | \$13,530 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|------------------|
| 3000 - Employee Benefits | \$219,678 | \$172,092 | 127.65% | \$286,820 | 76.59% | \$67,142 |
| 4000 - Supplies and Materials | \$72,546 | \$314,711 | 23.05% | \$524,519 | 13.83% | \$451,973 |
| 5000 - Other Operating Expenses and Services | \$196,578 | \$117,947 | 166.67% | \$196,578 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$53,149 | \$47,542 | 111.79% | \$79,237 | 67.08% | \$26,088 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$1,467,013 | \$1,311,954 | 111.82% | \$2,186,590 | 67.09% | \$719,577 |

Summary of Activities:

All expenditures were incurred to support instruction and learning activities for Adult Basic Education, Adult Secondary Education (high school diploma and high school equivalency exam), English as a Second Language, and Career Technical Education courses. Expenses included instructional salaries, non-instructional salaries for support staff, all employee benefits costs, instructional materials and supplies, textbooks, all operating expenses, and indirect costs. Activities were completed in line with activities required by the Annual Plan. Annual expenditures were submitted in public before the CCAEC board with supporting documents, LAGL015 and LAGL019 reports, as required by the CCAEC Fiscal Reporting Agreement.

Status
Submitted

Claremont Unified School District

Claremont Unified School District 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 | \$63,063 | 0% | \$420,421 | 0% | \$420,421 |
| 2000 - Non-Instructional Salaries | \$0 | \$27,790 | 0% | \$185,267 | 0% | \$185,267 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 3000 - Employee Benefits | \$0 | \$27,707 | 0% | \$184,712 | 0% | \$184,712 |
| 4000 - Supplies and Materials | \$0 | \$8,106 | 0% | \$54,043 | 0% | \$54,043 |
| 5000 - Other Operating Expenses and Services | \$0 | \$17,890 | 0% | \$119,264 | 0% | \$119,264 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$144,556 | 0% | \$963,707 | 0% | \$963,707 |

Status
Submitted

Claremont Unified School District 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 | \$126,126 | 0% | \$420,421 | 0% | \$420,421 |
| 2000 - Non-Instructional Salaries | \$0 | \$55,580 | 0% | \$185,267 | 0% | \$185,267 |
| 3000 - Employee Benefits | \$0 | \$55,414 | 0% | \$184,712 | 0% | \$184,712 |
| 4000 - Supplies and Materials | \$0 | \$16,213 | 0% | \$54,043 | 0% | \$54,043 |
| 5000 - Other Operating Expenses and Services | \$0 | \$35,779 | 0% | \$119,264 | 0% | \$119,264 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$289,112 | 0% | \$963,707 | 0% | \$963,707 |

Status
Submitted

24

Claremont Unified School District 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 | \$319,032 | \$189,189 | 168.63% | \$420,421 | 75.88% | \$101,389 |
| 2000 - Non-Instructional Salaries | \$121,014 | \$83,370 | 145.15% | \$185,267 | 65.32% | \$64,253 |
| 3000 - Employee Benefits | \$127,673 | \$92,356 | 138.24% | \$184,712 | 69.12% | \$57,039 |
| 4000 - Supplies and Materials | \$3,929 | \$27,022 | 14.54% | \$54,043 | 7.27% | \$50,114 |
| 5000 - Other Operating Expenses and Services | \$56,080 | \$53,669 | 104.49% | \$119,264 | 47.02% | \$63,184 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$627,728 | \$445,606 | 140.87% | \$963,707 | 65.14% | \$335,979 |

Summary of Activities:

Expenditures according to annual planning.

Status
Submitted

Claremont Unified School District 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 | \$420,421 | \$252,253 | 166.67% | \$420,421 | 100% | \$0 |
| 2000 - Non-Instructional Salaries | \$160,686 | \$111,160 | 144.55% | \$185,267 | 86.73% | \$24,581 |
| 3000 - Employee Benefits | \$166,763 | \$110,827 | 150.47% | \$184,712 | 90.28% | \$17,949 |
| 4000 - Supplies and Materials | \$3,929 | \$32,426 | 12.12% | \$54,043 | 7.27% | \$50,114 |
| 5000 - Other Operating Expenses and Services | \$56,081 | \$71,558 | 78.37% | \$119,264 | 47.02% | \$63,183 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|-----------------------|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$807,880 | \$578,224 | 139.72% | \$963,707 | 83.83% | \$155,827 |

Summary of Activities:

Activities were completed in line with activities required by the Annual Plan. Annual expenditures were submitted in public before the CCAEC board with supporting documents, LAGL015 and LAGL019 reports, as required by the CCAEC Fiscal Reporting Agreement.

**Status
Submitted**

Duarte Unified School District

Duarte Unified School District 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 | \$64 | 0% | \$429 | 0% | \$429 |
| 2000 - Non-Instructional Salaries | \$0 | \$52 | 0% | \$348 | 0% | \$348 |
| 3000 - Employee Benefits | \$0 | \$18 | 0% | \$120 | 0% | \$120 |
| 4000 - Supplies and Materials | \$0 | \$3,959 | 0% | \$26,396 | 0% | \$26,396 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$4,299 | 0% | \$4,299 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|----------------|--------------------------------|----------------|----------------------------|-----------------|------------------------------|------------------|
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$4,094 | 0% | \$31,592 | 0% | \$31,592 |

Status Submitted

Duarte Unified School District 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 | \$129 | 0% | \$429 | 0% | \$429 |
| 2000 - Non-Instructional Salaries | \$0 | \$104 | 0% | \$348 | 0% | \$348 |
| 3000 - Employee Benefits | \$0 | \$36 | 0% | \$120 | 0% | \$120 |
| 4000 - Supplies and Materials | \$0 | \$7,919 | 0% | \$26,396 | 0% | \$26,396 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$4,299 | 0% | \$4,299 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$0 | \$8,188 | 0% | \$31,592 | 0% | \$31,592 |

Status Submitted

Duarte Unified School District 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 | \$429 | \$193 | 222.22% | \$429 | 100% | \$0 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|-----------------|----------------------------|-----------------|------------------------------|------------------|
| 2000 - Non-Instructional Salaries | \$348 | \$157 | 222.22% | \$348 | 100% | \$0 |
| 3000 - Employee Benefits | \$120 | \$54 | 222.22% | \$120 | 100% | \$0 |
| 4000 - Supplies and Materials | \$26,396 | \$11,878 | 222.22% | \$26,396 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$4,299 | \$0 | 100% | \$4,299 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$31,592 | \$12,282 | 257.23% | \$31,592 | 100% | \$0 |

Status
Submitted

Duarte Unified School District 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 | \$429 | \$257 | 166.67% | \$429 | 100% | \$0 |
| 2000 - Non-Instructional Salaries | \$348 | \$209 | 166.67% | \$348 | 100% | \$0 |
| 3000 - Employee Benefits | \$120 | \$72 | 166.67% | \$120 | 100% | \$0 |
| 4000 - Supplies and Materials | \$26,396 | \$15,838 | 166.67% | \$26,396 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$4,299 | \$0 | 100% | \$4,299 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$31,592 | \$16,376 | 192.92% | \$31,592 | 100% | \$0 |

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Summary of Activities:

Activities were completed in line with activities required by the Annual Plan. Annual expenditures were submitted in public before the CCAEC board with supporting documents, LAGL015 and LAGL019 reports, as required by the CCAEC Fiscal Reporting Agreement.

**Status
Submitted**

Glendora Unified School District

Glendora Unified School District 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 | \$11,607 | \$25,199 | 46.06% | \$167,994 | 6.91% | \$156,387 |
| 2000 - Non-Instructional Salaries | \$2,791 | \$12,246 | 22.79% | \$81,637 | 3.42% | \$78,846 |
| 3000 - Employee Benefits | \$2,919 | \$7,680 | 38.01% | \$51,197 | 5.7% | \$48,278 |
| 4000 - Supplies and Materials | \$1,842 | \$2,869 | 64.2% | \$19,128 | 9.63% | \$17,286 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$5,188 | 0% | \$5,188 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$19,159 | \$47,993 | 39.92% | \$325,144 | 5.89% | \$305,985 |

Corrective Action Plan

Beginning of the year only included two full months

**Status
Submitted**

29

Glendora Unified School District 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 | \$46,404 | \$50,398 | 92.07% | \$167,994 | 27.62% | \$121,590 |
| 2000 - Non-Instructional Salaries | \$15,315 | \$24,491 | 62.53% | \$81,637 | 18.76% | \$66,322 |
| 3000 - Employee Benefits | \$12,372 | \$15,359 | 80.55% | \$51,197 | 24.17% | \$38,825 |
| 4000 - Supplies and Materials | \$4,488 | \$5,738 | 78.21% | \$19,128 | 23.46% | \$14,640 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$5,188 | 0% | \$5,188 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$78,579 | \$95,987 | 81.86% | \$325,144 | 24.17% | \$246,565 |

Corrective Action Plan

not required

Status
Submitted

Glendora Unified School District 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 | \$77,741 | \$75,597 | 102.84% | \$167,994 | 46.28% | \$90,253 |
| 2000 - Non-Instructional Salaries | \$27,874 | \$36,737 | 75.88% | \$81,637 | 34.14% | \$53,763 |
| 3000 - Employee Benefits | \$21,253 | \$23,039 | 92.25% | \$51,197 | 41.51% | \$29,944 |
| 4000 - Supplies and Materials | \$12,745 | \$8,608 | 148.07% | \$19,128 | 66.63% | \$6,383 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$5,188 | 0% | \$5,188 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--------------------|--------------------------------|------------------|----------------------------|------------------|------------------------------|------------------|
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$139,613 | \$143,980 | 96.97% | \$325,144 | 42.94% | \$185,531 |

Status Submitted

Glendora Unified School District 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 | \$116,664 | \$100,796 | 115.74% | \$167,994 | 69.45% | \$51,330 |
| 2000 - Non-Instructional Salaries | \$42,803 | \$48,982 | 87.38% | \$81,637 | 52.43% | \$38,834 |
| 3000 - Employee Benefits | \$31,727 | \$30,718 | 103.28% | \$51,197 | 61.97% | \$19,470 |
| 4000 - Supplies and Materials | \$14,618 | \$11,477 | 127.37% | \$19,128 | 76.42% | \$4,510 |
| 5000 - Other Operating Expenses and Services | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 6000 - Capital Outlay | \$5,188 | \$0 | 100% | \$5,188 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Totals | \$211,000 | \$191,974 | 109.91% | \$325,144 | 64.89% | \$114,144 |

Status Submitted

Monrovia Unified School District

31

Monrovia Unified School District 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 | \$113,264 | 0% | \$755,093 | 0% | \$755,093 |
| 2000 - Non-Instructional Salaries | \$0 | \$14,670 | 0% | \$97,802 | 0% | \$97,802 |
| 3000 - Employee Benefits | \$0 | \$34,708 | 0% | \$231,389 | 0% | \$231,389 |
| 4000 - Supplies and Materials | \$0 | \$10,076 | 0% | \$67,175 | 0% | \$67,175 |
| 5000 - Other Operating Expenses and Services | \$0 | \$25,526 | 0% | \$170,173 | 0% | \$170,173 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$0 | \$9,912 | 0% | \$66,081 | 0% | \$66,081 |
| Totals | \$0 | \$208,157 | 0% | \$1,387,713 | 0% | \$1,387,713 |

Status
Submitted

Monrovia Unified School District 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 | \$226,528 | 0% | \$755,093 | 0% | \$755,093 |
| 2000 - Non-Instructional Salaries | \$0 | \$29,341 | 0% | \$97,802 | 0% | \$97,802 |
| 3000 - Employee Benefits | \$0 | \$69,417 | 0% | \$231,389 | 0% | \$231,389 |
| 4000 - Supplies and Materials | \$0 | \$20,153 | 0% | \$67,175 | 0% | \$67,175 |
| 5000 - Other Operating Expenses and Services | \$0 | \$51,052 | 0% | \$170,173 | 0% | \$170,173 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|----------------|--------------------------------|------------------|----------------------------|--------------------|------------------------------|--------------------|
| Indirect Costs | \$0 | \$19,824 | 0% | \$66,081 | 0% | \$66,081 |
| Totals | \$0 | \$416,314 | 0% | \$1,387,713 | 0% | \$1,387,713 |

Status
Submitted

Monrovia Unified School District 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 | \$427,055 | \$339,792 | 125.68% | \$755,093 | 56.56% | \$328,038 |
| 2000 - Non-Instructional Salaries | \$59,742 | \$44,011 | 135.74% | \$97,802 | 61.08% | \$38,060 |
| 3000 - Employee Benefits | \$131,619 | \$104,125 | 126.4% | \$231,389 | 56.88% | \$99,770 |
| 4000 - Supplies and Materials | \$27,642 | \$30,229 | 91.44% | \$67,175 | 41.15% | \$39,533 |
| 5000 - Other Operating Expenses and Services | \$115,054 | \$76,578 | 150.24% | \$170,173 | 67.61% | \$55,119 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$31,244 | \$29,736 | 105.07% | \$66,081 | 47.28% | \$34,837 |
| Totals | \$792,356 | \$624,471 | 126.88% | \$1,387,713 | 57.1% | \$595,357 |

Summary of Activities:

Expenditures occurred according to annual plan.

Status
Submitted

Monrovia Unified School District Q4 Report (4/1 - 6/30)

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| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|--------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$755,093 | \$453,056 | 166.67% | \$755,093 | 100% | \$0 |
| 2000 - Non-Instructional Salaries | \$97,802 | \$58,681 | 166.67% | \$97,802 | 100% | \$0 |
| 3000 - Employee Benefits | \$231,389 | \$138,833 | 166.67% | \$231,389 | 100% | \$0 |
| 4000 - Supplies and Materials | \$67,175 | \$40,305 | 166.67% | \$67,175 | 100% | \$0 |
| 5000 - Other Operating Expenses and Services | \$170,173 | \$102,104 | 166.67% | \$170,173 | 100% | \$0 |
| 6000 - Capital Outlay | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| 7000 - Other Outgo | \$0 | \$0 | 100% | \$0 | 100% | \$0 |
| Indirect Costs | \$66,081 | \$39,649 | 166.67% | \$66,081 | 100% | \$0 |
| Totals | \$1,387,713 | \$832,628 | 166.67% | \$1,387,713 | 100% | \$0 |

Summary of Activities:

Activities were completed in line with activities required by the Annual Plan. Annual expenditures were submitted in public before the CCAEC board with supporting documents, LAGL015 and LAGL019 reports, as required by the CCAEC Fiscal Reporting Agreement.

Status
Submitted

