

2018-2019 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Redwoods

CERTIFICATION

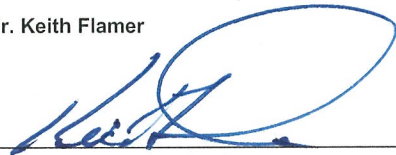
I, the District Chief Executive Officer, hereby certify that, to the best of my knowledge and belief (1) this report is true and correct, and (2) all data have been reported and compiled in accordance with provisions of the Education Code and Title 5 regulations adopted by the Board of Governors and instructions on this form.

I further certify that I have determined through consultation with staff directly responsible that (1) FTES reported on this form for State apportionments includes only courses which had received individual prior approval or were part of programs with prior approval by the governing board of the district and the Chancellor's Office; (2) no attendance has been reported for: (a) courses which do not fully comply with Title 5 Section 58051.5 relative to open enrollment and participation by any person who is otherwise qualified and eligible for admission to the college, except for inmate education courses maintained pursuant to Title 5 Section 58051.6, or (b) courses excluded from State apportionments by Education Code Section 8538 or, (c) indentured apprentices in courses of related and supplemental instruction maintained pursuant to Section 3074 of the Labor Code; and (3) all FTES eligible for State support have been reported whether or not funding is available.

The original signature of the district Chief Executive Officer is required.

Chief Executive Officer: Dr. Keith Flamer

Signature: _____



Signature Date: _____

9/26/19

Electronic Certification Date: Thursday, September 26, 2019

District Contact Person: Tiffany Schmitcke

Title: Director, Admissions & Records

Phone: (707) 476-4151

Email: tiffany-schmitcke@redwoods.edu

Please return completed form to:

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
FISCAL SERVICES UNIT
1102 Q STREET, 4th Floor
SACRAMENTO, CA 95811-6511

2018-2019 APPORTIONMENT ATTENDANCE REPORT

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ANNUAL REPORT APPLICATION FOR ADJUSTMENT

PART II. CERTIFICATION

I, the district Chief Executive Officer, hereby certify that, to the best of my knowledge and belief

1. The facts, figures, and explanations contained in this application and the attached amended CCFS-320 and/or CCFS-321 report are true and correct; and

2. All corrections have been made in conformance with the instructions below.

Chief Executive Officer: Dr. Keith Flamer

Signature: 

Signature Date: 9/26/19

Electronic Certification Date: Thursday, September 26, 2019

District Contact Person:

Name: Tiffany Schmitcke

Title: Director, Admissions & Records

Phone: 7074764151

EEmail: tiffany-schmitcke@redwoods.edu

INSTRUCTIONS

1. Certification of this Report

An Annual Report Application for Adjustment (CCFS-317) under California Code of Regulations, Title 5, Section 58134 must be certified by the community college district chief executive officer.

2. Number and Distribution of Copies

Prepare one original and one copy of the CCFS-317 and attach to amended CCFS-320 and/or CCFS-321 report for distribution as follows:

Original Fiscal Services Unit
California Community Colleges Chancellor's Office

Duplicate District Records

3. Filing Due Dates

October 1 (Lottery and Recal) and November 1 (Recal). Please note that the revised CCFS-320 FTES amounts submitted by October 1 will be included in the FTES workload report submitted to the State Controller's Office in mid October of this year for Lottery revenue allocation purposes. Revised CCFS-320 FTES amounts submitted after October 1 will be included in the updated FTES workload report submitted to the State Controller's Office in October of the next year.

4. Number of Applications

While separate errors or needed changes shall be individually detailed on the CCFS-317, only one amended CCFS-320 or CCFS-321 report shall be submitted with each CCFS-317.

Please return completed form to:

**CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE
FISCAL SERVICES UNIT
1102 Q STREET, 4th Floor
SACRAMENTO, CA 95811-6511**

2018-2019 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Redwoods

PART I. FULL-TIME EQUIVALENT STUDENTS

State Residents (and Nonresidents Attending Noncredit Courses)	
Attendance FTES	Factored FTES

Summer Intersession (Summer 2018 Only)

1. Noncredit (Parts IV.A.1 + VII.A.3)	30.31	30.31
2. Credit (Parts III.A.1 + VI.A.1)	24.66	24.66

Summer Intersession Courses (Summer 2019 Prior to July 1, 2019)

1. Noncredit (Parts IV.B.1 + VII.B.3)	9.45	9.45
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	18.83	18.83

Primary Terms (Exclusive of Summer Intersession)

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	2,485.65	2,485.65
(b) Daily Census Contact Hours (Part III)	71.51	73.15

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	110.90	113.44
(b) Credit (Part IV.D)	337.06	344.78

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	390.13	390.13
(b) Daily Census Procedure Courses (Part V)(Credit)	41.53	42.48
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.18	0.18

Total FTES

Total Credit FTES	3,369.37	3,379.68
Total Noncredit FTES	150.84	153.38
Total FTES	3,520.21	3,533.06

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	132.89
Basic Skills Courses and Immigrant Education (Credit)	35.05

2018-2019 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

District: Redwoods

PART I. FULL-TIME EQUIVALENT STUDENTS

Nonresidents	
Attendance FTES	Factored FTES

Summer Intersession (Summer 2018 Only)

1. Noncredit (Parts IV.A.1 + VII.A.3)	3.42	3.42
2. Credit (Parts III.A.1 + VI.A.1)	1.38	1.38

Summer Intersession Courses (Summer 2019 Prior to July 1, 2019)

1. Noncredit (Parts IV.B.1 + VII.B.3)	1.77	1.77
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	0.86	0.86

Primary Terms (Exclusive of Summer Intersession)

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	84.11	84.11
(b) Daily Census Contact Hours (Part III)	3.58	3.66

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	34.10	34.88
(b) Credit (Part IV.D)	29.87	30.55

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	6.72	6.72
(b) Daily Census Procedure Courses (Part V)(Credit)	0.45	0.46
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.04	0.04

Total FTES

Total Credit FTES	126.97	127.74
Total Noncredit FTES	39.33	40.11
Total FTES	166.30	167.85

2018-2019 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

College: College of the Redwoods

PART I. FULL-TIME EQUIVALENT STUDENTS

	State Residents (and Nonresidents Attending Noncredit Courses)	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2018 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	30.31	30.31
2. Credit (Parts III.A.1 + VI.A.1)	24.66	24.66
Summer Intersession Courses (Summer 2019 Prior to July 1, 2019)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	9.45	9.45
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	18.83	18.83
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	2,485.65	2,485.65
(b) Daily Census Contact Hours (Part III)	71.51	73.15
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	110.90	113.44
(b) Credit (Part IV.D)	337.06	344.78
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	390.13	390.13
(b) Daily Census Procedure Courses (Part V)(Credit)	41.53	42.48
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.18	0.18
Total FTES		
Total Credit FTES	3,369.37	3,379.68
Total Noncredit FTES	150.84	153.38
Total FTES	3,520.21	3,533.06

Supplemental Information	FTES
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	132.89
Basic Skills Courses and Immigrant Education (Credit)	35.05

2018-2019 APPORTIONMENT ATTENDANCE REPORT

Period: Recal

College: College of the Redwoods

PART I. FULL-TIME EQUIVALENT STUDENTS

	Nonresidents	
	Attendance FTES	Factored FTES
Summer Intersession (Summer 2018 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3)	3.42	3.42
2. Credit (Parts III.A.1 + VI.A.1)	1.38	1.38
Summer Intersession Courses (Summer 2019 Prior to July 1, 2019)		
1. Noncredit (Parts IV.B.1 + VII.B.3)	1.77	1.77
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	0.86	0.86
Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	84.11	84.11
(b) Daily Census Contact Hours (Part III)	3.58	3.66
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	34.10	34.88
(b) Credit (Part IV.D)	29.87	30.55
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	6.72	6.72
(b) Daily Census Procedure Courses (Part V)(Credit)	0.45	0.46
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.04	0.04
Total FTES		
Total Credit FTES	126.97	127.74
Total Noncredit FTES	39.33	40.11
Total FTES	166.30	167.85

2018-2019 APPORTIONMENT ATTENDANCE REPORT

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College: College of the Redwoods

ADJUSTMENT TO FULL-TIME EQUIVALENT STUDENTS (FTES)

Reference: Education Code Section 84890 Title 5 Sections 55700ff, 55720ff	Total Faculty Contact Hours of Instruction Released for Flex-Time Activities (see Instructions 2 & 3)	Total Faculty Contact Hours of Instruction (Actual Teaching Hours) of All Instructors in the Academic Year Exclusive of any Intersession (see Instructions 5)	F Factor
A. Credit Courses			
1. Weekly Census Procedure Courses 2. Daily Census Procedure Courses	133.88	5,857.44	1.0229
3. Positive Attendance Credit Courses	232.58	10,175.25	1.0229
4. Alternative Attendance Accounting Procedure a. Weekly Census Procedure Courses b. Daily Census Procedure Courses	227.57	9,956.20	1.0229
B. Noncredit Courses			
1. Positive Attendance	96.04	4,201.69	1.0229
2. Noncredit Distance Education	0.00	0.00	1.0000

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PART IX. AB 540 Headcount, Special Admit FTES and Inmates in Correctional Facilities FTES

AB 540 Headcount Report

In the space provided below, for the District as a whole, please provide the total number of students who received the Nonresident tuition fee exemption under AB 540 for the Fiscal Year. This total should include any student that was considered to be an AB 540 student during any part of a term/session and should be an unduplicated student headcount (e.g. please count each student only once, regardless of how many terms/sessions they attended). This data collection will be considered to be a limited survey instrument and not tied or associated with FTES counts. Supporting documentation does not need to be submitted with this report.

Headcount	230
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Special Admit (Full-Time and Part-Time) P.E. Credit FTES Report

In the spaces provided below, please provide the requested districtwide Fiscal Year FTES information of special "admit" part-time and full-time students eligible to attend the Colleges of the District pursuant to Education Code Section 48800 or 48800.5. Please refer to Legal Advisory 05-01 and the Contracted District Audit Manual for the Fiscal Year, State Compliance Item No. 427.

Total FTES of Special Part-Time and Full-Time Students (Column 1)	Total FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 2)	Total Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 3)	Percent of Reported* FTES of Special Part-Time and Full-Time Students in P.E. Courses (Column 3/Column 1)
218.47	3.78	2.53	1.16 %

Inmates in Correctional Facilities FTES

In the spaces provided below, please provide the requested districtwide Fiscal Year FTES information of incarcerated students eligible to attend the Colleges of the District pursuant to Education Code Section 84810.5(a).

Total FTES of Incarcerated Students (Column 1)	Credit FTES of Incarcerated Students (Column 2)	Noncredit FTES of Incarcerated Students (Column 3)
169.50	117.13	52.37

* Reported FTES amounts should represent amounts that are subsets of FTES data certified and reported in the Annual CCFS-320 - Resident FTES, Part I, A through D. FTES shall be computed and rounded to two decimal places. Supporting documentation does not need to be submitted with this report, but should be retained by the District as records back to audit pursuant to Title 5 Section 59025.

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CAREER DEVELOPMENT AND COLLEGE PREPARATION Noncredit FTES

Control Number	Course ID	Course Title	Total FTES	Number of Sections
CCC000561281	EDUC-207	Getting Started with Computers	13.02	15
CCC000556113	EDUC-210	Adult Basic Education	0.00	0
CCC000561279	EDUC-220	Career and College Foundations	7.46	10
CCC000368631	EDUC-225	High School Equivalency/GED Preparation	7.46	14
CCC000554309	ESL-200	Fundamental English as a Second Language (ESL) - Low Beginning	0.00	1
CCC000554308	ESL-201	Fundamental English as a Second Language (ESL) - High Beginning	3.87	5
CCC000556111	ESL-205	Fundamental Career and Educational Vocabulary for ESL Students	4.06	7
CCC000555631	ESL-207	Fundamental Computer Vocabulary for ESL Students	3.13	8
CCC000554307	ESL-210	Intermediate English as a Second Language (ESL) - Low	3.64	4
CCC000554306	ESL-211	Intermediate English as a Second Language (ESL) - High	3.14	3
CCC000556110	ESL-215	Intermediate Career and Educational Vocabulary for ESL Students	1.87	2
CCC000556114	ESL-217	Intermediate Computer Vocabulary for ESL Students	0.99	2
CCC000575273	FT-201	Wildland Fire Behavior Training (NWCG S-190)	0.00	0
CCC000575274	FT-202	Federal Wildland Firefighter Training	0.00	0
CCC000561280	FT-205	CALFIRE Firefighter Basic Training	0.00	0
CCC000561470	FT-206	Confined Space Awareness	0.00	0
CCC000561469	FT-207	Firefighter Survival	0.00	0
CCC000575843	FT-210	Hazardous Materials First Responder Operational	0.00	0
CCC000575845	GUID-213	Explore Your Career Options	5.26	9
CCC000575846	HLTH-207	First Aid, CPR & AED	0.00	0
CCC000555633	MATH-272	Arithmetic for College Preparation	0.01	3
CCC000556112	MATH-276	Pre-Algebra for College Preparation	0.94	9
CCC000575847	WORK-201	Work Readiness Skills for the 21st Century	21.15	21
Total			76.00	113

California Community Colleges

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CENTERS FTES

Center	Credit FTES	Noncredit FTES	Total FTES
Del Norte Center	612.45	39.87	652.32
Total	612.45	39.87	652.32

2018-2019 APPORTIONMENT ATTENDANCE REPORT

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ANNUAL REPORT APPLICATION FOR ADJUSTMENT

PART I. ADJUSTMENTS

Type of Adjustment	Resident Noncredit FTES - Overstated	
Amount of Adjustment	7.72	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	overprojected summer FTES	

Type of Adjustment	Resident Credit FTES - Understated	
Amount of Adjustment	20.16	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	late ending positive attendance class, posted hours after P3 report	

Type of Adjustment	Nonresident Noncredit FTES - Understated	
Amount of Adjustment	1.74	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	underprojects summer FTES	

Type of Adjustment	Nonresident Credit FTES - Understated	
Amount of Adjustment	1.67	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	lat ending spring positive attendance class, posted hours after P3 report	

Type of Adjustment	Resident Credit FTES - Understated	
Amount of Adjustment	1.24	
Adjustment Need Discovered By	District	
Audit Finding Reference Number		
Nature of Adjustment	positive attendance summer hours posted after P3 report	