

# AEBG Consortium Fiscal Reporting

## 68 West Kern Consortium

2017 - 2018 Fiscal Year

### Certification

#### Certification Authority

Kathleen Johnson  
Director, Adult Education

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 CCD

#### West Kern CCD 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	\$63,273	0%	\$421,817	0%	\$421,817
2000 - Non-Instructional Salaries	\$0	\$34,709	0%	\$231,390	0%	\$231,390
3000 - Employee Benefits	\$0	\$30,106	0%	\$200,706	0%	\$200,706
4000 - Supplies and Materials	\$0	\$17,416	0%	\$116,105	0%	\$116,105
5000 - Other Operating Expenses and Services	\$0	\$42,750	0%	\$285,000	0%	\$285,000
6000 - Capital Outlay	\$0	\$15,000	0%	\$100,000	0%	\$100,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,132	0%	\$67,545	0%	\$67,545
<b>Totals</b>	<b>\$0</b>	<b>\$213,384</b>	<b>0%</b>	<b>\$1,422,563</b>	<b>0%</b>	<b>\$1,422,563</b>

Status  
Submitted

## West Kern CCD 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	\$126,545	0%	\$421,817	0%	\$421,817
2000 - Non-Instructional Salaries	\$0	\$69,417	0%	\$231,390	0%	\$231,390
3000 - Employee Benefits	\$0	\$60,212	0%	\$200,706	0%	\$200,706
4000 - Supplies and Materials	\$0	\$34,832	0%	\$116,105	0%	\$116,105
5000 - Other Operating Expenses and Services	\$0	\$85,500	0%	\$285,000	0%	\$285,000
6000 - Capital Outlay	\$0	\$30,000	0%	\$100,000	0%	\$100,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$20,264	0%	\$67,545	0%	\$67,545
<b>Totals</b>	<b>\$0</b>	<b>\$426,769</b>	<b>0%</b>	<b>\$1,422,563</b>	<b>0%</b>	<b>\$1,422,563</b>

**Status  
Submitted**

## West Kern CCD 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	\$258,260	\$189,818	136.06%	\$421,817	61.23%	\$163,557
2000 - Non-Instructional Salaries	\$73,841	\$104,126	70.92%	\$231,390	31.91%	\$157,549
3000 - Employee Benefits	\$28,518	\$90,318	31.58%	\$200,706	14.21%	\$172,188
4000 - Supplies and Materials	\$12,634	\$52,247	24.18%	\$116,105	10.88%	\$103,471
5000 - Other Operating Expenses and Services	\$97,948	\$128,250	76.37%	\$285,000	34.37%	\$187,052
6000 - Capital Outlay	\$53,476	\$45,000	118.84%	\$100,000	53.48%	\$46,524
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
Indirect Costs	\$6,098	\$30,395	20.06%	\$67,545	9.03%	\$61,447
<b>Totals</b>	<b>\$530,775</b>	<b>\$640,153</b>	<b>82.91%</b>	<b>\$1,422,563</b>	<b>37.31%</b>	<b>\$891,788</b>

### Corrective Action Plan

The carry over amount was adjusted after an internal audit, which resulted in revision of budget and review of expenditures. The expenditures were on track for this years allocation. Additional classes have been started and activities accelerated.

### Summary of Activities:

The Dean of Instruction position was filled in December of 2017. The Dean audited all curriculum, developed internal policies for teaching staff, framed Strong Workforce projects, and implemented a drivers training class for people with disabilities. The Director and Dean are framing SWP in partnership with Taft College Criminal Justice Program and Taft Union High School CTEC program.

**Status**  
**Submitted**

### West Kern 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 - Instructional Salaries	\$370,000	\$253,090	146.19%	\$421,817	87.72%	\$51,817
2000 - Non-Instructional Salaries	\$114,714	\$138,834	82.63%	\$231,390	49.58%	\$116,676
3000 - Employee Benefits	\$67,887	\$120,424	56.37%	\$200,706	33.82%	\$132,819
4000 - Supplies and Materials	\$38,325	\$69,663	55.01%	\$116,105	33.01%	\$77,780
5000 - Other Operating Expenses and Services	\$136,358	\$171,000	79.74%	\$285,000	47.84%	\$148,642
6000 - Capital Outlay	\$56,709	\$60,000	94.52%	\$100,000	56.71%	\$43,291
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$38,650	\$40,527	95.37%	\$67,545	57.22%	\$28,895
<b>Totals</b>	<b>\$822,643</b>	<b>\$853,538</b>	<b>96.38%</b>	<b>\$1,422,563</b>	<b>57.83%</b>	<b>\$599,920</b>

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

Guidance: Yes

### Summary of Activities:

Expanded and reorganized ESL classes resulting in recruiting additional students and more orderly progression of class types. Reorganization of GED classes and rotation/replacement of teaching staff resulted in accelerated number of graduates this year and increased enrollment. Implemented new Strong Workforce courses to accelerate participants into workforce; Welder's Helper certification, Security Guard certification, Personal Care Aide certification. Planned new schedule of classes, adding additional skills classes, such as QuickBooks training and certification, security guard certification, and forklift repair. Assembled support services with local agencies to help clear obstacles for returning work force clients. Dean of Instruction audited course materials & instituted new controls. Expanding number of classrooms and classes to better prepare workforce. Support staff, Director and Dean attended additional trainings. Consolidated and streamlined data capture to meet requirements.

**Status**  
**Submitted**



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