

CAEP Consortium Fiscal Reporting

03 Barstow Area Consortium for Adult Education

2019-20 Fiscal Year

Certification

Certified By

Mitch Rosin

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

Fiscal Report Submittal Status

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Baker Valley Unified	Submitted	Submitted	Submitted	Submitted
Barstow CCD	Submitted	Submitted	Submitted	Submitted
Barstow Unified	Submitted	Submitted	Submitted	Submitted
Silver Valley Unified	Submitted	Submitted	Submitted	Submitted

Baker Valley Unified

Baker Valley Unified 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	\$5,100	\$9,000	56.67%	\$36,000	14.17%	\$30,900
2000 - Non-Instructional Salaries	\$1,600	\$3,250	49.23%	\$13,000	12.31%	\$11,400
3000 - Employee Benefits	\$1,050	\$4,000	26.25%	\$16,000	6.56%	\$14,950
4000 - Supplies and Materials	\$2,800	\$2,500	112%	\$10,000	28%	\$7,200
5000 - Other Operating Expenses and Services	\$6,700	\$11,621	57.65%	\$46,484	14.41%	\$39,784
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	\$17,250	\$30,371	56.8%	\$121,484	14.2%	\$104,234

Corrective Action Plan

There will be additional expenditures incurred to meet Adult Education Program plans as outline and discussed in our WorkPlan.

Summary of Activities:

Adult Ed courses offered in ESL, Credit Recovery, and Hospitality offered to students and parents in the Baker community.

Status
Submitted

Baker Valley Unified 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	\$9,500	\$9,000	105.56%	\$36,000	26.39%	\$26,500
2000 - Non-Instructional Salaries	\$3,500	\$3,250	107.69%	\$13,000	26.92%	\$9,500
3000 - Employee Benefits	\$4,050	\$4,000	101.25%	\$16,000	25.31%	\$11,950
4000 - Supplies and Materials	\$2,800	\$2,500	112%	\$10,000	28%	\$7,200
5000 - Other Operating Expenses and Services	\$20,500	\$11,621	176.4%	\$46,484	44.1%	\$25,984
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	\$40,350	\$30,371	132.86%	\$121,484	33.21%	\$81,134

Summary of Activities:

ESL, Credit Recovery, and GED classes are still offered and continued at the Baker Valley Adult School. Ongoing operating expenses incurred for maintenance and repair of the Adult Education Building.

Status
Submitted

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Cecil Edwards, Superintendent

Baker Valley Unified 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	\$12,000	\$9,000	133.33%	\$36,000	33.33%	\$24,000
2000 - Non-Instructional Salaries	\$5,900	\$3,250	181.54%	\$13,000	45.38%	\$7,100
3000 - Employee Benefits	\$4,050	\$4,000	101.25%	\$16,000	25.31%	\$11,950
4000 - Supplies and Materials	\$3,000	\$2,500	120%	\$10,000	30%	\$7,000
5000 - Other Operating Expenses and Services	\$45,000	\$11,621	387.23%	\$46,484	96.81%	\$1,484
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	\$69,950	\$30,371	230.32%	\$121,484	57.58%	\$51,534

Summary of Activities:

The Baker Valley Adult School experienced school closure due to the COVID-19 pandemic. Our Adult Education Program had to transition to distance learning from April to May. Although campus was closed, some students did choose to continue their program via Distance Learning for ESL & Credit Recovery. Due to safety concerns, the District also improved the perimeter fencing on our Adult Education Building.

Status
Submitted

Baker Valley Unified 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	\$18,000	\$9,000	200%	\$36,000	50%	\$18,000
2000 - Non-Instructional Salaries	\$5,900	\$3,250	181.54%	\$13,000	45.38%	\$7,100
3000 - Employee Benefits	\$6,050	\$4,000	151.25%	\$16,000	37.81%	\$9,950
4000 - Supplies and Materials	\$7,000	\$2,500	280%	\$10,000	70%	\$3,000
5000 - Other Operating Expenses and Services	\$46,000	\$11,621	395.84%	\$46,484	98.96%	\$484
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	\$82,950	\$30,371	273.12%	\$121,484	68.28%	\$38,534

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

Guidance: Yes

Summary of Activities:

Due to the COVID-19 Pandemic our programs were disrupted and planned expenditures were met.

**Status
Submitted**

Barstow CCD

Barstow 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	\$12,440	\$15,000	82.93%	\$100,000	12.44%	\$87,560
2000 - Non-Instructional Salaries	\$22,808	\$18,300	124.63%	\$122,000	18.7%	\$99,192
3000 - Employee Benefits	\$14,199	\$9,750	145.63%	\$65,000	21.84%	\$50,801
4000 - Supplies and Materials	\$0	\$4,500	0%	\$30,000	0%	\$30,000
5000 - Other Operating Expenses and Services	\$4,835	\$19,747	24.49%	\$131,645	3.67%	\$126,810
6000 - Capital Outlay	\$0	\$450	0%	\$3,000	0%	\$3,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,390	0%	\$22,600	0%	\$22,600
Totals	\$54,282	\$71,137	76.31%	\$474,245	11.45%	\$419,963

Corrective Action Plan

Working on correcting budget

**Status
Submitted**

Barstow 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	\$25,853	\$30,000	86.18%	\$100,000	25.85%	\$74,147
2000 - Non-Instructional Salaries	\$46,342	\$36,600	126.62%	\$122,000	37.99%	\$75,658
3000 - Employee Benefits	\$21,644	\$19,500	110.99%	\$65,000	33.3%	\$43,356
4000 - Supplies and Materials	\$2,269	\$9,000	25.21%	\$30,000	7.56%	\$27,731
5000 - Other Operating Expenses and Services	\$25,891	\$39,494	65.56%	\$131,645	19.67%	\$105,754
6000 - Capital Outlay	\$0	\$900	0%	\$3,000	0%	\$3,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$6,780	0%	\$22,600	0%	\$22,600
Totals	\$121,999	\$142,274	85.75%	\$474,245	25.72%	\$352,246

Corrective Action Plan

Monies are encumbered for Certificated Salaries and will post as journal entries at the end of the term.

Status
Submitted

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Eva Bagg, Superintendent-President
 Karen Kane, Vice President
 Barstow Community College Patricia Alaimalo, Director of Fiscal Services
 Elena Rivera, Director

Barstow 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	\$32,343	\$45,000	71.87%	\$100,000	32.34%	\$67,657
2000 - Non-Instructional Salaries	\$62,954	\$54,900	114.67%	\$122,000	51.6%	\$59,046
3000 - Employee Benefits	\$26,812	\$29,250	91.66%	\$65,000	41.25%	\$38,188
4000 - Supplies and Materials	\$2,269	\$13,500	16.81%	\$30,000	7.56%	\$27,731
5000 - Other Operating Expenses and Services	\$47,116	\$59,240	79.53%	\$131,645	35.79%	\$84,529
6000 - Capital Outlay	\$0	\$1,350	0%	\$3,000	0%	\$3,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$10,170	0%	\$22,600	0%	\$22,600
Totals	\$171,494	\$213,410	80.36%	\$474,245	36.16%	\$302,751

Corrective Action Plan

Updating budget

Summary of Activities:

Barstow Community College transitioned fully to Distance Learning in March to May 2020 due to COVID-19. The AE classes held at Fort Irwin cancelled for the rest of the school year due to closure of the military base.

Status
Submitted

Barstow 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	\$80,660	\$85,000	94.89%	\$100,000	80.66%	\$19,340
2000 - Non-Instructional Salaries	\$88,109	\$73,200	120.37%	\$122,000	72.22%	\$33,891
3000 - Employee Benefits	\$43,386	\$39,000	111.25%	\$65,000	66.75%	\$21,614
4000 - Supplies and Materials	\$2,269	\$18,000	12.61%	\$30,000	7.56%	\$27,731
5000 - Other Operating Expenses and Services	\$85,549	\$78,987	108.31%	\$131,645	64.98%	\$46,096
6000 - Capital Outlay	\$1,237	\$1,800	68.72%	\$3,000	41.23%	\$1,763
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,412	\$13,560	98.91%	\$22,600	59.35%	\$9,188
Totals	\$314,622	\$309,547	101.64%	\$474,245	66.34%	\$159,623

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

Guidance: Yes

Summary of Activities:

Due to the COVID-19 Pandemic and the required closure of the BCC campus, programs were disrupted and planned expenditures were impacted.

**Status
Submitted**

Barstow Unified

Barstow Unified 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	\$8,167	\$30,514	26.76%	\$122,057	6.69%	\$113,890
2000 - Non-Instructional Salaries	\$8,574	\$20,250	42.34%	\$81,000	10.59%	\$72,426
3000 - Employee Benefits	\$4,407	\$15,000	29.38%	\$60,000	7.35%	\$55,593
4000 - Supplies and Materials	\$0	\$3,000	0%	\$12,000	0%	\$12,000
5000 - Other Operating Expenses and Services	\$4,114	\$13,500	30.47%	\$54,000	7.62%	\$49,886
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$16,450	0%	\$16,450
Totals	\$25,262	\$82,264	30.71%	\$345,507	7.31%	\$320,245

Corrective Action Plan

Future expenditures will be focused on the requirements of our Adult Education Program as outline in our WorkPlan. The activity in this quarter was limited due to it being the start of the school year.

Summary of Activities:

The majority of Quarter 1 expenditures consist of teacher and staff salaries and benefits. The remaining expenditures were for facilities operating expenses. Next quarter will include supplies and materials to support instruction.

Status
Submitted

Barstow Unified 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	\$50,663	\$61,029	83.02%	\$122,057	41.51%	\$71,394
2000 - Non-Instructional Salaries	\$16,305	\$40,500	40.26%	\$81,000	20.13%	\$64,695
3000 - Employee Benefits	\$17,359	\$30,000	57.86%	\$60,000	28.93%	\$42,641
4000 - Supplies and Materials	\$470	\$9,000	5.22%	\$12,000	3.92%	\$11,530
5000 - Other Operating Expenses and Services	\$8,520	\$27,000	31.56%	\$54,000	15.78%	\$45,480
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$16,450	0%	\$16,450
Totals	\$93,317	\$167,529	55.7%	\$345,507	27.01%	\$252,190

Corrective Action Plan

The Budget Plan for Barstow Adult School will be revised for Q3 to reflect the revised needs for the second half of the year. COVID-19 school closures will impact the future expenditures since our district has closed since March 16th and is operating with very limited human resources to process fiscal expenditures.

Status
Submitted

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Scott Godfrey

Deanna Dibble

Michelle Colleoc, Lead Barstow Adult School

Barstow Unified 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	\$89,548	\$91,543	97.82%	\$122,057	73.37%	\$32,509
2000 - Non-Instructional Salaries	\$25,578	\$60,750	42.1%	\$81,000	31.58%	\$55,422
3000 - Employee Benefits	\$29,579	\$45,000	65.73%	\$60,000	49.3%	\$30,421
4000 - Supplies and Materials	\$850	\$9,600	8.85%	\$12,000	7.08%	\$11,150
5000 - Other Operating Expenses and Services	\$25,044	\$40,500	61.84%	\$54,000	46.38%	\$28,956
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$16,450	0%	\$16,450
Totals	\$170,599	\$247,393	68.96%	\$345,507	49.38%	\$174,908

Summary of Activities:

Barstow Adult School experienced school closure due to COVID-19 and transitioned to distance learning from April to May. Although many students did not choose to continue their program, the school still graduated 13 students.

Status
Submitted

Barstow Unified 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	\$121,704	\$122,057	99.71%	\$122,057	99.71%	\$353
2000 - Non-Instructional Salaries	\$34,172	\$81,000	42.19%	\$81,000	42.19%	\$46,828
3000 - Employee Benefits	\$40,172	\$60,000	66.95%	\$60,000	66.95%	\$19,828
4000 - Supplies and Materials	\$1,390	\$12,000	11.58%	\$12,000	11.58%	\$10,610
5000 - Other Operating Expenses and Services	\$25,044	\$54,000	46.38%	\$54,000	46.38%	\$28,956
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$16,450	0%	\$16,450
Totals	\$222,482	\$329,057	67.61%	\$345,507	64.39%	\$123,025

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

Guidance: Yes

Summary of Activities:

GED services have been suspended due to COVID-19 Online learning commenced in the second semester last year. Online learning will continue for the 2020-2021 school year.

**Status
Submitted**

Silver Valley Unified

Silver Valley Unified 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	\$0	100%	\$44,058	0%	\$44,058
2000 - Non-Instructional Salaries	\$1,369	\$0	100%	\$16,197	8.45%	\$14,828
3000 - Employee Benefits	\$268	\$0	100%	\$17,253	1.55%	\$16,985
4000 - Supplies and Materials	\$0	\$0	100%	\$15,000	0%	\$15,000
5000 - Other Operating Expenses and Services	\$38,304	\$0	100%	\$123,000	31.14%	\$84,696
6000 - Capital Outlay	\$0	\$0	100%	\$52,521	0%	\$52,521
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$12,000	0%	\$12,000
Totals	\$39,941	\$0	100%	\$280,029	14.26%	\$240,088

**Status
Submitted**

Silver Valley Unified 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	\$5,420	\$0	100%	\$44,058	12.3%	\$38,638
2000 - Non-Instructional Salaries	\$7,682	\$0	100%	\$16,197	47.43%	\$8,515
3000 - Employee Benefits	\$2,668	\$0	100%	\$17,253	15.46%	\$14,585
4000 - Supplies and Materials	\$989	\$0	100%	\$15,000	6.59%	\$14,011
5000 - Other Operating Expenses and Services	\$40,171	\$0	100%	\$123,000	32.66%	\$82,829
6000 - Capital Outlay	\$0	\$0	100%	\$52,521	0%	\$52,521
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$12,000	0%	\$12,000
Totals	\$56,930	\$0	100%	\$280,029	20.33%	\$223,099

Corrective Action Plan

Some expenses are currently encumbered, just not paid as of this date.

Status
Submitted

Allocation Year Closeout: 2017-18

I have reviewed the financial reports for my agency and confirm that all funds for this allocation year have been spent.

2017-18 Reverted Funds:

\$0

2017-18 Status

Closed

Submitting Authority

Jeff Youskievicz
Brice Scott Silver Valley Unified Adult Education Center, Principal

Silver Valley Unified 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	\$10,680	\$0	100%	\$44,058	24.24%	\$33,378
2000 - Non-Instructional Salaries	\$15,514	\$0	100%	\$16,197	95.78%	\$683
3000 - Employee Benefits	\$5,270	\$0	100%	\$17,253	30.55%	\$11,983
4000 - Supplies and Materials	\$989	\$0	100%	\$15,000	6.59%	\$14,011
5000 - Other Operating Expenses and Services	\$40,171	\$730	5,502.88%	\$123,000	32.66%	\$82,829
6000 - Capital Outlay	\$0	\$525	0%	\$52,521	0%	\$52,521
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$12,000	0%	\$12,000
Totals	\$72,624	\$1,255	5,785.8%	\$280,029	25.93%	\$207,405

Corrective Action Plan

Expenses fell below target, due to schools closing March 16 due to COVID-19.

Status
Submitted

Silver Valley Unified 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	\$44,058	\$0	100%	\$44,058	100%	\$0
2000 - Non-Instructional Salaries	\$16,197	\$0	100%	\$16,197	100%	\$0
3000 - Employee Benefits	\$17,253	\$0	100%	\$17,253	100%	\$0
4000 - Supplies and Materials	\$4,489	\$0	100%	\$15,000	29.93%	\$10,511
5000 - Other Operating Expenses and Services	\$52,298	\$730	7,164.11%	\$123,000	42.52%	\$70,702
6000 - Capital Outlay	\$0	\$525	0%	\$52,521	0%	\$52,521
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$12,000	0%	\$12,000
Totals	\$134,295	\$1,255	10,699.01%	\$280,029	47.96%	\$145,734

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

Guidance: Yes

Corrective Action Plan

Due to the COVID-19 Pandemic and the closure of our schools, our educational programs were suspended for the remainder of the 2019-20 school year resulting in a reduction of expenditures.

Status
Submitted



California
Community
Colleges



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