

CAEP Consortium Fiscal Reporting

03 Barstow Area Consortium for Adult Education

2020-21 Fiscal Year

Certification

Certified By

Elena Rivera
Director

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

Fiscal Report Submittal Status

Member Agency	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Baker Valley Unified	Submitted	Submitted	Submitted	Not Submitted
Barstow CCD	Submitted	Submitted	Submitted	Not Submitted
Barstow Unified	Submitted	Submitted	Submitted	Not Submitted
Silver Valley Unified	Submitted	Submitted	Submitted	Not 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	\$400	\$2,625	15.24%	\$17,500	2.29%	\$17,100
2000 - Non-Instructional Salaries	\$2,400	\$750	320%	\$5,000	48%	\$2,600
3000 - Employee Benefits	\$519	\$900	57.67%	\$6,000	8.65%	\$5,481
4000 - Supplies and Materials	\$0	\$9,207	0%	\$61,382	0%	\$61,382
5000 - Other Operating Expenses and Services	\$0	\$1,500	0%	\$10,000	0%	\$10,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$450	0%	\$3,000	0%	\$3,000
Totals	\$3,319	\$15,432	21.51%	\$102,882	3.23%	\$99,563

Corrective Action Plan

Object Code 1000 - The restriction put in place due to COVID-19 caused us to get a late start with our classes. We are back on track and will be on target for 2nd QRT. Object Code 2000 - The previous Administrator took a Stipend which was paid out at the end of the year. Instead of paying out last year, the funds were taken out in July of this year. Over the 2nd and 3rd QRT, this will level itself out. We budgeted for the incremental pay for administration, not all in one setting. Object Code 3000 - We are seeing decrease in benefits paid based on the decrease in salaries paid because of the late start. We are adjusting and will be on target for 2nd QRT. Object Code 4000 - The late start decreased the need for instructional supplies and materials. We will see the adjustment in 2nd QTR Object Code 5000 - The late start decreased the need for additional operating expenses and services. We will see the adjustment in 2nd QTR Indirect Cost - No indirect cost associated with 1st QRT

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	\$3,160	\$5,250	60.19%	\$17,500	18.06%	\$14,340
2000 - Non-Instructional Salaries	\$2,400	\$1,500	160%	\$5,000	48%	\$2,600
3000 - Employee Benefits	\$611	\$1,800	33.94%	\$6,000	10.18%	\$5,389
4000 - Supplies and Materials	\$21,055	\$18,415	114.34%	\$61,382	34.3%	\$40,327
5000 - Other Operating Expenses and Services	\$2,468	\$3,000	82.27%	\$10,000	24.68%	\$7,532
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$900	0%	\$3,000	0%	\$3,000
Totals	\$29,694	\$30,865	96.21%	\$102,882	28.86%	\$73,188

Corrective Action Plan

COVID19 closure created a late start which has a direct impact on spending. We are working to get on track with the budget.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 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	\$7,880	\$7,875	100.06%	\$17,500	45.03%	\$9,620
2000 - Non-Instructional Salaries	\$4,400	\$2,250	195.56%	\$5,000	88%	\$600
3000 - Employee Benefits	\$832	\$2,700	30.81%	\$6,000	13.87%	\$5,168
4000 - Supplies and Materials	\$27,912	\$27,622	101.05%	\$61,382	45.47%	\$33,470
5000 - Other Operating Expenses and Services	\$5,459	\$4,500	121.31%	\$10,000	54.59%	\$4,541
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,350	0%	\$3,000	0%	\$3,000
Totals	\$46,483	\$46,297	100.4%	\$102,882	45.18%	\$56,399

Summary of Activities:

All students remained in distance learning reducing the overall cost of operations. We did not see any reduction in students, but we did see a reduction in the hours of instruction for both our English Language Learners and our HSE students. The shift to an on line platform (Edgenuity) gave the students access the material at anytime, not just during classroom sessions.

**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	\$7,880	\$10,500	75.05%	\$17,500	45.03%	\$9,620
2000 - Non-Instructional Salaries	\$4,400	\$3,000	146.67%	\$5,000	88%	\$600
3000 - Employee Benefits	\$832	\$3,600	23.11%	\$6,000	13.87%	\$5,168
4000 - Supplies and Materials	\$27,912	\$36,829	75.79%	\$61,382	45.47%	\$33,470
5000 - Other Operating Expenses and Services	\$5,459	\$6,000	90.98%	\$10,000	54.59%	\$4,541
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,800	0%	\$3,000	0%	\$3,000
Totals	\$46,483	\$61,729	75.3%	\$102,882	45.18%	\$56,399

Status
Unsubmitted

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	\$2,970	\$8,500	34.94%	\$85,000	3.49%	\$82,030
2000 - Non-Instructional Salaries	\$22,030	\$27,250	80.84%	\$109,000	20.21%	\$86,970
3000 - Employee Benefits	\$5,565	\$7,317	76.06%	\$73,169	7.61%	\$67,604
4000 - Supplies and Materials	\$0	\$0	100%	\$28,000	0%	\$28,000
5000 - Other Operating Expenses and Services	\$0	\$2,621	0%	\$97,429	0%	\$97,429
6000 - Capital Outlay	\$0	\$0	100%	\$60,480	0%	\$60,480
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$15,000	0%	\$15,000
Totals	\$30,565	\$45,688	66.9%	\$468,078	6.53%	\$437,513

Corrective Action Plan

Expenditures are in progress. Payment for purchases of new technology to meet pandemic needs; the renewal of software for basic skills and ESL students; other operating expenses and services will be reflected in Q2. Part-time counselor and part-time classified staff have been hired and accounting journal entries will be made at the end of the year for instructional salaries.

Summary of Activities:

During Q1 there was a focus on revitalizing the ESL program with a media campaign, since a great number of our students dropped during the spring term due to the pandemic and transitioning to Distance Learning. Basic Skills math program is now being offered to students on campus. Non-credit CTE short certificate programs are currently in development.

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	\$24,970	\$25,500	97.92%	\$85,000	29.38%	\$60,030
2000 - Non-Instructional Salaries	\$59,645	\$54,500	109.44%	\$109,000	54.72%	\$49,355
3000 - Employee Benefits	\$18,475	\$25,609	72.14%	\$73,169	25.25%	\$54,694
4000 - Supplies and Materials	\$0	\$14,000	0%	\$28,000	0%	\$28,000
5000 - Other Operating Expenses and Services	\$22,700	\$44,215	51.34%	\$97,429	23.3%	\$74,729
6000 - Capital Outlay	\$0	\$30,240	0%	\$60,480	0%	\$60,480
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$15,000	0%	\$15,000
Totals	\$125,790	\$194,064	64.82%	\$468,078	26.87%	\$342,288

Corrective Action Plan

Order was cancelled.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Eva Bagg, Superintendent-President
 Barstow Community College Patricia Alaimalo, Director of Fiscal Services
 Elena Rivera, Director
 Herbert English Jr, Vice President, Student Services

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	\$39,370	\$42,500	92.64%	\$85,000	46.32%	\$45,630
2000 - Non-Instructional Salaries	\$66,474	\$81,750	81.31%	\$109,000	60.99%	\$42,526
3000 - Employee Benefits	\$20,842	\$43,901	47.47%	\$73,169	28.48%	\$52,327
4000 - Supplies and Materials	\$0	\$21,000	0%	\$28,000	0%	\$28,000
5000 - Other Operating Expenses and Services	\$42,700	\$68,943	61.94%	\$97,429	43.83%	\$54,729
6000 - Capital Outlay	\$0	\$48,384	0%	\$60,480	0%	\$60,480
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$15,000	0%	\$15,000
Totals	\$169,386	\$306,479	55.27%	\$468,078	36.19%	\$298,692

Corrective Action Plan

Due to COVID-19, our services were provided solely online and this caused a reduction in program costs. As we begin a phased re-opening of the campus for summer and fall 2021, the expenses will increase to better serve the transition for students

**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	\$53,411	\$85,000	62.84%	\$85,000	62.84%	\$31,589
2000 - Non-Instructional Salaries	\$99,926	\$109,000	91.68%	\$109,000	91.68%	\$9,074
3000 - Employee Benefits	\$34,136	\$73,169	46.65%	\$73,169	46.65%	\$39,033
4000 - Supplies and Materials	\$18,729	\$28,000	66.89%	\$28,000	66.89%	\$9,271
5000 - Other Operating Expenses and Services	\$79,382	\$97,429	81.48%	\$97,429	81.48%	\$18,047
6000 - Capital Outlay	\$0	\$60,480	0%	\$60,480	0%	\$60,480
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,298	\$15,000	41.99%	\$15,000	41.99%	\$8,702
Totals	\$291,882	\$468,078	62.36%	\$468,078	62.36%	\$176,196

Status
Unsubmitted

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	\$0	\$17,880	0%	\$119,200	0%	\$119,200
2000 - Non-Instructional Salaries	\$8,030	\$6,045	132.84%	\$40,300	19.93%	\$32,270
3000 - Employee Benefits	\$1,878	\$9,750	19.26%	\$65,000	2.89%	\$63,122
4000 - Supplies and Materials	\$0	\$11,405	0%	\$76,032	0%	\$76,032
5000 - Other Operating Expenses and Services	\$4,246	\$15,000	28.31%	\$100,000	4.25%	\$95,754
6000 - Capital Outlay	\$0	\$3,150	0%	\$21,000	0%	\$21,000
7000 - Other Outgo	\$0	\$3,750	0%	\$25,000	0%	\$25,000
Indirect Costs	\$0	\$3,300	0%	\$22,000	0%	\$22,000
Totals	\$14,154	\$70,280	20.14%	\$468,532	3.02%	\$454,378

Corrective Action Plan

The pandemic and new restrictions caused a delay in opening Barstow Adult School. The school opened during the last two weeks of September, therefore staffing and required materials purchased will be reflected 2nd quarter.

Summary of Activities:

Barstow Adult School is offering GED Prep courses, High School Diploma, and Basic Skills. All instruction is being conducted virtually online with support from instructors via zoom.

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	\$13,375	\$35,760	37.4%	\$119,200	11.22%	\$105,825
2000 - Non-Instructional Salaries	\$18,612	\$12,090	153.95%	\$40,300	46.18%	\$21,688
3000 - Employee Benefits	\$7,362	\$19,500	37.75%	\$65,000	11.33%	\$57,638
4000 - Supplies and Materials	\$108	\$22,810	0.47%	\$76,032	0.14%	\$75,924
5000 - Other Operating Expenses and Services	\$13,358	\$30,000	44.53%	\$100,000	13.36%	\$86,642
6000 - Capital Outlay	\$0	\$6,300	0%	\$21,000	0%	\$21,000
7000 - Other Outgo	\$0	\$7,500	0%	\$25,000	0%	\$25,000
Indirect Costs	\$0	\$6,600	0%	\$22,000	0%	\$22,000
Totals	\$52,815	\$140,560	37.57%	\$468,532	11.27%	\$415,717

Corrective Action Plan

Preliminary projected budget does not reflect the effects of a closed campus due to the pandemic. Remote distance learning continues to be in place. Instructional salaries were reduced to hourly rather than per diem decreasing expenditures. However, the demand is requiring to hire additional teachers to expand in the 3rd quarter.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 Status

Closed

Submitting Authority

Scott Godfrey
Deanna Dibble
Michelle Colleoc, Lead Barstow Adult School

Object Code	Year to Date (YTD) Expenditure	YTD Forecast	% Expended of YTD Forecast	Project Budget	% Expended of Overall Budget	Budget Remaining
1000 - Instructional Salaries	\$35,562	\$53,640	66.3%	\$119,200	29.83%	\$83,638
2000 - Non-Instructional Salaries	\$29,890	\$18,135	164.82%	\$40,300	74.17%	\$10,410
3000 - Employee Benefits	\$14,745	\$29,250	50.41%	\$65,000	22.68%	\$50,255
4000 - Supplies and Materials	\$108	\$34,214	0.32%	\$76,032	0.14%	\$75,924
5000 - Other Operating Expenses and Services	\$16,711	\$45,000	37.14%	\$100,000	16.71%	\$83,289
6000 - Capital Outlay	\$0	\$9,450	0%	\$21,000	0%	\$21,000
7000 - Other Outgo	\$0	\$11,250	0%	\$25,000	0%	\$25,000
Indirect Costs	\$0	\$9,900	0%	\$22,000	0%	\$22,000
Totals	\$97,016	\$210,839	46.01%	\$468,532	20.71%	\$371,516

Corrective Action Plan

Due to Covid, I had several instructors out at different times which led to them not being paid as they are paid on a time card when they provide instruction from the adult education center. However, the existing adult education team were able to assist with monitoring students' progress and unlock exams when students reached the point of completion. This is why instructional monies do not reflect the staff we employed for the school year. The pandemic has not allowed students or activities to take place in person and, as a result, there were less operational costs. We were also faced with an unprecedented shortage of instructors (all Covid related) and in spite of the hiring of another instructor we still fell short of the projected budget. We currently have projects in progress to be completed by June 30th as well as additional salaries for staff that worked the graduation ceremony. As we begin a phased re-opening of the campus for Fall 2021, the expenses will increase.

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	\$67,212	\$71,520	93.98%	\$119,200	56.39%	\$51,988
2000 - Non-Instructional Salaries	\$38,343	\$24,180	158.57%	\$40,300	95.14%	\$1,957
3000 - Employee Benefits	\$23,618	\$39,000	60.56%	\$65,000	36.34%	\$41,382
4000 - Supplies and Materials	\$4,579	\$45,619	10.04%	\$76,032	6.02%	\$71,453
5000 - Other Operating Expenses and Services	\$20,665	\$60,000	34.44%	\$100,000	20.67%	\$79,335
6000 - Capital Outlay	\$0	\$12,600	0%	\$21,000	0%	\$21,000
7000 - Other Outgo	\$0	\$15,000	0%	\$25,000	0%	\$25,000
Indirect Costs	\$0	\$13,200	0%	\$22,000	0%	\$22,000
Totals	\$154,417	\$281,119	54.93%	\$468,532	32.96%	\$314,115

Status
Unsubmitted

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	\$640	\$7,950	8.05%	\$53,000	1.21%	\$52,360
2000 - Non-Instructional Salaries	\$1,081	\$4,050	26.69%	\$27,000	4%	\$25,919
3000 - Employee Benefits	\$424	\$4,000	10.6%	\$20,000	2.12%	\$19,576
4000 - Supplies and Materials	\$240	\$3,750	6.4%	\$15,000	1.6%	\$14,760
5000 - Other Operating Expenses and Services	\$12,845	\$5,000	256.9%	\$31,000	41.44%	\$18,155
6000 - Capital Outlay	\$0	\$48,750	0%	\$195,000	0%	\$195,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,276	0%	\$13,103	0%	\$13,103
Totals	\$15,230	\$76,776	19.84%	\$354,103	4.3%	\$338,873

Corrective Action Plan

It's only the 1st Qtr. SVUSD will have all funds expended by the end of the 20-21 school year

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	\$8,390	\$13,250	63.32%	\$53,000	15.83%	\$44,610
2000 - Non-Instructional Salaries	\$5,104	\$6,750	75.61%	\$27,000	18.9%	\$21,896
3000 - Employee Benefits	\$2,905	\$5,000	58.1%	\$20,000	14.53%	\$17,095
4000 - Supplies and Materials	\$240	\$3,750	6.4%	\$15,000	1.6%	\$14,760
5000 - Other Operating Expenses and Services	\$12,845	\$5,000	256.9%	\$31,000	41.44%	\$18,155
6000 - Capital Outlay	\$0	\$48,750	0%	\$195,000	0%	\$195,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,276	0%	\$13,103	0%	\$13,103
Totals	\$29,484	\$85,776	34.37%	\$354,103	8.33%	\$324,619

Corrective Action Plan

A couple projects are pending completion before payment can be made.

Status
Submitted

Allocation Year Closeout: 2018-19

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

2018-19 Reverted Funds:

\$0

2018-19 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	\$13,410	\$13,250	101.21%	\$53,000	25.3%	\$39,590
2000 - Non-Instructional Salaries	\$9,143	\$6,750	135.45%	\$27,000	33.86%	\$17,857
3000 - Employee Benefits	\$4,674	\$5,000	93.48%	\$20,000	23.37%	\$15,326
4000 - Supplies and Materials	\$240	\$3,750	6.4%	\$15,000	1.6%	\$14,760
5000 - Other Operating Expenses and Services	\$13,765	\$5,000	275.3%	\$31,000	44.4%	\$17,235
6000 - Capital Outlay	\$83,100	\$48,750	170.46%	\$195,000	42.62%	\$111,900
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,276	0%	\$13,103	0%	\$13,103
Totals	\$124,332	\$85,776	144.95%	\$354,103	35.11%	\$229,771

Corrective Action Plan

We currently have supplies and materials as well as capital expenses in progress to be completed by June 30th as well as additional salaries and employees benefits.

**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	\$13,410	\$18,550	72.29%	\$53,000	25.3%	\$39,590
2000 - Non-Instructional Salaries	\$9,143	\$6,750	135.45%	\$27,000	33.86%	\$17,857
3000 - Employee Benefits	\$4,674	\$6,000	77.9%	\$20,000	23.37%	\$15,326
4000 - Supplies and Materials	\$240	\$3,750	6.4%	\$15,000	1.6%	\$14,760
5000 - Other Operating Expenses and Services	\$13,765	\$5,000	275.3%	\$31,000	44.4%	\$17,235
6000 - Capital Outlay	\$83,100	\$48,750	170.46%	\$195,000	42.62%	\$111,900
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,276	0%	\$13,103	0%	\$13,103
Totals	\$124,332	\$92,076	135.03%	\$354,103	35.11%	\$229,771

Status
Unsubmitted



California
Community
Colleges



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NOVA Site Version: [4.38.3](#)