

# CAEP Consortium Fiscal Reporting 25 Lassen-Modoc Adult Education Consortium

2018-19 Fiscal Year

## Certification

### Certified By

Terry Bartley

Lassen College Comptroller

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
<a href="#">Big Valley Joint Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Fort Sage Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Lassen CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Lassen Co. Office of Education</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Lassen Union High</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Long Valley Charter</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Modoc Co. Office of Education</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Modoc Joint Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Shaffer Union Elementary</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Surprise Valley Joint Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Westwood Unified</a>	Submitted	Submitted	Submitted	Submitted

## Big Valley Joint Unified

**Big Valley Joint 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	\$1,780	\$3,116	57.12%	\$12,464	14.28%	\$10,684
2000 - Non-Instructional Salaries	\$0	\$418	0%	\$1,670	0%	\$1,670
3000 - Employee Benefits	\$366	\$601	60.95%	\$2,402	15.24%	\$2,036
4000 - Supplies and Materials	\$3,195	\$13,199	24.21%	\$52,795	6.05%	\$49,600
5000 - Other Operating Expenses and Services	\$0	\$750	0%	\$3,000	0%	\$3,000
6000 - Capital Outlay	\$0	\$0	100%	\$975	0%	\$975
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$494	0%	\$1,976	0%	\$1,976
<b>Totals</b>	<b>\$5,341</b>	<b>\$18,577</b>	<b>28.75%</b>	<b>\$75,282</b>	<b>7.09%</b>	<b>\$69,941</b>

### Corrective Action Plan

With the beginning of the school year, we are just getting the programs up and running for the year.

### Summary of Activities:

Summer School Stipend for Adult Ed classes. Also purchased supplies and materials for Adult Ed Wood shop classes.

**Status**  
**Submitted**

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### Big Valley Joint 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	\$3,555	\$3,116	114.09%	\$12,464	28.52%	\$8,909
2000 - Non-Instructional Salaries	\$0	\$418	0%	\$1,670	0%	\$1,670
3000 - Employee Benefits	\$533	\$601	88.76%	\$2,402	22.19%	\$1,869
4000 - Supplies and Materials	\$4,986	\$13,199	37.78%	\$52,795	9.44%	\$47,809
5000 - Other Operating Expenses and Services	\$0	\$750	0%	\$3,000	0%	\$3,000
6000 - Capital Outlay	\$0	\$0	100%	\$975	0%	\$975
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$494	0%	\$1,976	0%	\$1,976
<b>Totals</b>	<b>\$9,074</b>	<b>\$18,577</b>	<b>48.85%</b>	<b>\$75,282</b>	<b>12.05%</b>	<b>\$66,208</b>

**Corrective Action Plan**

Woodshop and Adult Ed nightly classes are in place. Parent Education has no expenditures yet and Woodshop has not paid out salary stipends yet, only a few supplies.

**Summary of Activities:**

Adult Education evening classes and Woodshop Classes are in place and running. A few supplies were purchased this quarter as well as some salary and benefits.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Paula Silva, Superintendent/Principal  
Dianne Parady, Chief Business Official  
Paige Broglio, Primary Contact

**Big Valley Joint 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	\$4,044	\$3,116	129.78%	\$12,464	32.45%	\$8,420
2000 - Non-Instructional Salaries	\$0	\$418	0%	\$1,670	0%	\$1,670
3000 - Employee Benefits	\$636	\$601	105.91%	\$2,402	26.48%	\$1,766
4000 - Supplies and Materials	\$28,528	\$13,199	216.14%	\$52,795	54.04%	\$24,267
5000 - Other Operating Expenses and Services	\$0	\$750	0%	\$3,000	0%	\$3,000
6000 - Capital Outlay	\$0	\$488	0%	\$975	0%	\$975
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$494	0%	\$1,976	0%	\$1,976
<b>Totals</b>	<b>\$33,208</b>	<b>\$19,064</b>	<b>174.19%</b>	<b>\$75,282</b>	<b>44.11%</b>	<b>\$42,074</b>

**Summary of Activities:**

Adult Education and Adult Woodshop Classes continue. Adult Ed Teacher salary and benefit expenditures. Also Supplies have been purchased for the Adult Education class. We received carryover funds from 17/18 which we are using as a Construction Grant for updating, and remodeling to reopen the Big Valley Woodshop. Supplies have been purchased from the construction grant.

**Status**  
**Submitted**

**Big Valley Joint 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	\$8,911	\$3,116	285.98%	\$12,464	71.49%	\$3,553
2000 - Non-Instructional Salaries	\$0	\$418	0%	\$1,670	0%	\$1,670
3000 - Employee Benefits	\$1,689	\$601	281.27%	\$2,402	70.32%	\$713
4000 - Supplies and Materials	\$37,483	\$13,199	283.99%	\$52,795	71%	\$15,312
5000 - Other Operating Expenses and Services	\$2,000	\$750	266.67%	\$3,000	66.67%	\$1,000
6000 - Capital Outlay	\$0	\$488	0%	\$975	0%	\$975
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,600	\$494	323.89%	\$1,976	80.97%	\$376
<b>Totals</b>	<b>\$51,683</b>	<b>\$19,064</b>	<b>271.1%</b>	<b>\$75,282</b>	<b>68.65%</b>	<b>\$23,599</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:**

Adult Education and Adult Woodshop Classes continue. Adult Ed and Woodshop Teachers Stipend and benefit expenditures. Also Supplies have been purchased for the Adult Education and Woodshop classes. We received carryover funds from 17/18 which we are using as a Construction Grant for updating, and remodeling to reopen the Big Valley Woodshop. Supplies have been purchased from the Construction Grant. Indirect Cost Rates were taken on programs.

**Status  
Submitted**

**Fort Sage Unified**

**Fort Sage 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	\$1,500	\$1,500	100%	\$15,000	10%	\$13,500
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$285	\$234	121.95%	\$2,337	12.2%	\$2,052
4000 - Supplies and Materials	\$930	\$1,875	49.61%	\$7,499	12.4%	\$6,569
5000 - Other Operating Expenses and Services	\$0	\$125	0%	\$500	0%	\$500
6000 - Capital Outlay	\$0	\$9,500	0%	\$38,000	0%	\$38,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$1,644	0%	\$1,644
<b>Totals</b>	<b>\$2,715</b>	<b>\$13,233</b>	<b>20.52%</b>	<b>\$64,980</b>	<b>4.18%</b>	<b>\$62,265</b>

### Corrective Action Plan

Supplies and Materials fell below target for Q1. This is due to the fact that classes were just getting started and the instructor had not yet had the opportunity to identify which supplies were needed for the classes. Other Operating Expenses and Capital Outlay fell below target as well. The district is working with the adult education program to develop plans to best use this funding.

### Summary of Activities:

Classes in Auto Repair and Welding were held as planned.

Status  
Submitted

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### Fort Sage 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	\$6,000	\$4,500	133.33%	\$15,000	40%	\$9,000
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$1,140	\$701	162.6%	\$2,337	48.78%	\$1,197
4000 - Supplies and Materials	\$2,297	\$1,875	122.52%	\$7,499	30.63%	\$5,202
5000 - Other Operating Expenses and Services	\$0	\$125	0%	\$500	0%	\$500
6000 - Capital Outlay	\$6,048	\$9,500	63.66%	\$38,000	15.92%	\$31,952
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$1,644	0%	\$1,644
<b>Totals</b>	<b>\$15,485</b>	<b>\$16,701</b>	<b>92.72%</b>	<b>\$64,980</b>	<b>23.83%</b>	<b>\$49,495</b>

**Summary of Activities:**

Classes in Auto Repair and Welding continue to be held as planned.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Gwen Pacheco, Business Manager  
 Dr. Chris Bonn, Superintendent  
 Paige Broglio, Primary Contact

**Fort Sage 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	\$10,500	\$4,500	233.33%	\$15,000	70%	\$4,500
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$1,995	\$701	284.55%	\$2,337	85.37%	\$342
4000 - Supplies and Materials	\$5,412	\$1,875	288.68%	\$7,499	72.17%	\$2,087
5000 - Other Operating Expenses and Services	\$400	\$125	320%	\$500	80%	\$100
6000 - Capital Outlay	\$38,000	\$9,500	400%	\$38,000	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$1,644	0%	\$1,644
<b>Totals</b>	<b>\$56,307</b>	<b>\$16,701</b>	<b>337.15%</b>	<b>\$64,980</b>	<b>86.65%</b>	<b>\$8,673</b>

### Summary of Activities:

Classes in Auto Repair and Welding continue to be held as planned. A plasma cutter and a laptop computer to run it were purchased. This has created excitement and increased interest in the community to participate in the program. The teacher attended training to learn how to operate the equipment.

**Status**  
**Submitted**

### Fort Sage 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	\$15,000	\$4,500	333.33%	\$15,000	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$2,337	\$701	333.33%	\$2,337	100%	\$0
4000 - Supplies and Materials	\$6,689	\$1,875	356.79%	\$7,499	89.2%	\$810
5000 - Other Operating Expenses and Services	\$400	\$125	320%	\$500	80%	\$100
6000 - Capital Outlay	\$38,000	\$9,500	400%	\$38,000	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,644	0%	\$1,644	0%	\$1,644
<b>Totals</b>	<b>\$62,426</b>	<b>\$18,345</b>	<b>340.29%</b>	<b>\$64,980</b>	<b>96.07%</b>	<b>\$2,554</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:**

Adult classes for beginning and intermediate Auto mechanics and Welding with focus on job skills needed in region. Indirect will be taken when the district books are closed.

**Status  
Submitted**

**Lassen CCD**

Lassen 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	\$13,521	\$24,481	55.23%	\$97,923	13.81%	\$84,402
2000 - Non-Instructional Salaries	\$22,261	\$20,513	108.52%	\$82,051	27.13%	\$59,790
3000 - Employee Benefits	\$18,098	\$0	100%	\$93,681	19.32%	\$75,583
4000 - Supplies and Materials	\$1,456	\$12,252	11.88%	\$49,008	2.97%	\$47,552
5000 - Other Operating Expenses and Services	\$1,171	\$37,959	3.08%	\$151,834	0.77%	\$150,663
6000 - Capital Outlay	\$5,761	\$18,912	30.46%	\$75,648	7.62%	\$69,887
7000 - Other Outgo	\$38,476	\$70,515	54.56%	\$282,059	13.64%	\$243,583
Indirect Costs	\$0	\$10,390	0%	\$41,560	0%	\$41,560
<b>Totals</b>	<b>\$100,744</b>	<b>\$195,021</b>	<b>51.66%</b>	<b>\$873,764</b>	<b>11.53%</b>	<b>\$773,020</b>

### Corrective Action Plan

LMAE is going to reallocate \$200,000.00 in fund from 7000-Other Outgo to consortium members in December 2018. Late hiring of staff. New LCC mini grants allocated in July 2018, see below.

### Summary of Activities:

LCC Mini Grants:LCC AG/ City Garden, LCC Behavior Health, LCC Parent University, LCC Auto, Lassen Literacy. Adult Education Counselor hired August 2018. Account Tech III hired March 2018. Behavioral Health Counselor hired July 2018.

**Status**  
**Submitted**

### Lassen 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	\$45,417	\$24,481	185.52%	\$97,923	46.38%	\$52,506
2000 - Non-Instructional Salaries	\$44,652	\$20,513	217.68%	\$82,051	54.42%	\$37,399
3000 - Employee Benefits	\$46,242	\$0	100%	\$93,681	49.36%	\$47,439
4000 - Supplies and Materials	\$9,309	\$12,252	75.98%	\$49,008	18.99%	\$39,699
5000 - Other Operating Expenses and Services	\$43,306	\$37,959	114.09%	\$151,834	28.52%	\$108,528
6000 - Capital Outlay	\$45,558	\$18,912	240.89%	\$75,648	60.22%	\$30,090
7000 - Other Outgo	\$38,476	\$70,515	54.56%	\$282,059	13.64%	\$243,583
Indirect Costs	\$0	\$10,390	0%	\$41,560	0%	\$41,560
<b>Totals</b>	<b>\$272,960</b>	<b>\$195,021</b>	<b>139.96%</b>	<b>\$873,764</b>	<b>31.24%</b>	<b>\$600,804</b>

### Summary of Activities:

An AEBG Counselor is servicing all consortium sites for adult education students paid with LCCD funds here. A Behavioral Health Counselor was hired for adult education students. Consortium staff based at LCCD include the grant coordinator and a fiscal technician. Mini grants at LCCD utilizing AEBG funds include: Literacy programs with both college and community library that provide GED preparation classes, computer classes, literacy classes and family and community literacy events. On-campus supported non-credit classes for CTE include: Automotive basics, Fire Science pump operations, Hiset test preparation, and Career classes. Workshops for adult education we provide are: ServSafe certificates and parenting. Budget adjustments will be made in category 6000 next for increased equipment costs for distance education to our outlying consortium school sites to provide adult education classes, with a decrease in category 7000 .

**Status**  
**Submitted**

### Allocation Year Closeout: 2016-17

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

#### 2016-17 Reverted Funds:

\$0

#### 2016-17 Status

Closed

#### Submitting Authority

Marlon Hall

Paige Broglio, Primary Contact

Meggin Lewman, Grant Accountant

Terry Bartley, Lassen College Comptroller

### Lassen 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	\$68,179	\$24,481	278.5%	\$97,923	69.63%	\$29,744
2000 - Non-Instructional Salaries	\$66,191	\$20,513	322.68%	\$82,051	80.67%	\$15,860
3000 - Employee Benefits	\$70,868	\$0	100%	\$93,681	75.65%	\$22,813
4000 - Supplies and Materials	\$14,787	\$12,252	120.69%	\$49,008	30.17%	\$34,221
5000 - Other Operating Expenses and Services	\$70,200	\$37,959	184.94%	\$151,834	46.23%	\$81,634
6000 - Capital Outlay	\$65,503	\$18,912	346.36%	\$75,648	86.59%	\$10,145
7000 - Other Outgo	\$48,750	\$70,515	69.13%	\$282,059	17.28%	\$233,309
Indirect Costs	\$0	\$10,390	0%	\$41,560	0%	\$41,560
<b>Totals</b>	<b>\$404,478</b>	<b>\$195,021</b>	<b>207.4%</b>	<b>\$873,764</b>	<b>46.29%</b>	<b>\$469,286</b>

### Summary of Activities:

draft An AEBG Counselor is servicing all consortium sites for adult education students paid with LCCD funds here. A Behavioral Health Counselor was hired for adult education students. Consortium staff based at LCCD include the grant coordinator and a fiscal technician. Mini grants at LCCD utilizing AEBG funds include: Literacy programs with both college and community library that provide GED preparation classes, computer classes, literacy classes and family and community literacy events. On-campus supported non-credit classes for CTE include: Automotive basics, Fire Science pump operations, Hiset test preparation, and Career classes. Workshops for adult education we provide are: ServSafe certificates and parenting. Budget adjustments will be made in category 6000 next for increased equipment costs for distance education to our outlying consortium school sites to provide adult education classes, with a decrease in category 7000 .

**Status**  
**Submitted**

### Lassen 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	\$92,106	\$24,481	376.24%	\$97,923	94.06%	\$5,817
2000 - Non-Instructional Salaries	\$82,050	\$20,513	400%	\$82,051	100%	\$1
3000 - Employee Benefits	\$93,417	\$0	100%	\$93,681	99.72%	\$264
4000 - Supplies and Materials	\$29,236	\$12,252	238.62%	\$49,008	59.66%	\$19,772
5000 - Other Operating Expenses and Services	\$119,253	\$37,959	314.17%	\$151,834	78.54%	\$32,581
6000 - Capital Outlay	\$75,648	\$18,912	400%	\$75,648	100%	\$0
7000 - Other Outgo	\$55,000	\$70,515	78%	\$282,059	19.5%	\$227,059
Indirect Costs	\$11,938	\$10,390	114.9%	\$41,560	28.72%	\$29,622
<b>Totals</b>	<b>\$558,648</b>	<b>\$195,021</b>	<b>286.46%</b>	<b>\$873,764</b>	<b>63.94%</b>	<b>\$315,116</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:**

Lassen College expenditures included mini grants awarded by the consortium to Lassen College for: Lassen Literacy Programs with GED prep classes and Family Literacy, Career Pathways, Parent University, High School completion-HiSET prep class-noncredit, Behavioral Health, Serv Safe workshops, Auto Basics-noncredit, AG. Garden/Landscaping workshops, Telecommunications match with USDA for outlying classroom equipment. Administrative overhead included: Consortium Coordinator, Administrative assistance, Fiscal assistance, and an AEBG Adult Education Counselor to service all 12 consortium sites.

**Status**  
**Submitted**

**Lassen Co. Office of Education**

**Lassen Co. Office of Education 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	\$8,811	\$7,350	119.88%	\$49,000	17.98%	\$40,189
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$1,817	\$1,515	119.93%	\$10,100	17.99%	\$8,283
4000 - Supplies and Materials	\$638	\$2,599	24.55%	\$17,325	3.68%	\$16,687
5000 - Other Operating Expenses and Services	\$10,632	\$11,490	92.53%	\$76,600	13.88%	\$65,968
6000 - Capital Outlay	\$0	\$3,168	0%	\$21,118	0%	\$21,118
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$8,172	0%	\$8,172
<b>Totals</b>	<b>\$21,898</b>	<b>\$26,121</b>	<b>83.83%</b>	<b>\$182,315</b>	<b>12.01%</b>	<b>\$160,417</b>

### Summary of Activities:

Direct instruction, assessment and coordination of programs. Payment of Edovo lease, and Teknimedia license to provide office and computer instruction.

**Status**  
**Submitted**

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### Lassen Co. Office of Education 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	\$22,028	\$14,700	149.85%	\$49,000	44.96%	\$26,972
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$4,542	\$3,030	149.9%	\$10,100	44.97%	\$5,558
4000 - Supplies and Materials	\$5,352	\$5,198	102.97%	\$17,325	30.89%	\$11,973
5000 - Other Operating Expenses and Services	\$40,590	\$22,980	176.63%	\$76,600	52.99%	\$36,010
6000 - Capital Outlay	\$0	\$6,335	0%	\$21,118	0%	\$21,118
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$8,172	0%	\$8,172
<b>Totals</b>	<b>\$72,512</b>	<b>\$52,243</b>	<b>138.8%</b>	<b>\$182,315</b>	<b>39.77%</b>	<b>\$109,803</b>

**Summary of Activities:**

Direct instruction, assessment and coordination of programs. Payment of Edovo lease, continued with Library support services and purchased Social Solutions for advanced tracking and data collection of students in all programs. Submitted budget for approval.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Patricia Gunderson

Paige Broglio, Primary Contact

**Lassen Co. Office of Education 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	\$35,898	\$22,050	162.8%	\$49,000	73.26%	\$13,102
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$7,403	\$4,545	162.88%	\$10,100	73.3%	\$2,697
4000 - Supplies and Materials	\$7,689	\$7,796	98.62%	\$17,325	44.38%	\$9,636
5000 - Other Operating Expenses and Services	\$48,802	\$34,470	141.58%	\$76,600	63.71%	\$27,798
6000 - Capital Outlay	\$15,390	\$9,503	161.95%	\$21,118	72.88%	\$5,728
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$8,172	0%	\$8,172
<b>Totals</b>	<b>\$115,182</b>	<b>\$78,364</b>	<b>146.98%</b>	<b>\$182,315</b>	<b>63.18%</b>	<b>\$67,133</b>

### Summary of Activities:

Direct instruction, assessment and coordination of programs. Purchased welder for in order to add a vocational component. Added a culinary component and continued to provide instruction for High School Diploma Completion.

**Status**  
**Submitted**

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### Lassen Co. Office of Education 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	\$48,814	\$29,400	166.03%	\$49,000	99.62%	\$186
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$10,066	\$6,060	166.11%	\$10,100	99.66%	\$34
4000 - Supplies and Materials	\$11,625	\$10,395	111.83%	\$17,325	67.1%	\$5,700
5000 - Other Operating Expenses and Services	\$48,802	\$45,960	106.18%	\$76,600	63.71%	\$27,798
6000 - Capital Outlay	\$21,118	\$12,671	166.67%	\$21,118	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$6,687	\$8,172	81.83%	\$8,172	81.83%	\$1,485
<b>Totals</b>	<b>\$147,112</b>	<b>\$112,658</b>	<b>130.58%</b>	<b>\$182,315</b>	<b>80.69%</b>	<b>\$35,203</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:**

Direct instruction, assessment and coordination of programs to support High School Diploma completion, computer literacy instruction, vocational culinary skills program, GED, Anger management, parenting, and job skills.

**Status  
Submitted**

**Lassen Union High**

Lassen Union High 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	\$2,188	\$3,235	67.63%	\$32,353	6.76%	\$30,165
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$432	0%	\$432
3000 - Employee Benefits	\$143	\$195	73.45%	\$3,894	3.67%	\$3,751
4000 - Supplies and Materials	\$1,705	\$5,016	33.99%	\$20,062	8.5%	\$18,357
5000 - Other Operating Expenses and Services	\$7,888	\$1,386	569.08%	\$47,818	16.5%	\$39,930
6000 - Capital Outlay	\$0	\$0	100%	\$22,645	0%	\$22,645
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$4,587	0%	\$4,587
<b>Totals</b>	<b>\$11,924</b>	<b>\$9,832</b>	<b>121.28%</b>	<b>\$131,791</b>	<b>9.05%</b>	<b>\$119,867</b>

### Corrective Action Plan

Expenditures will increase after Quarter 1.

### Summary of Activities:

Professional Development activities took place the week prior to school starting. CTE Woodshop and Computer classes have started. On-line programs and curriculum purchased. Diploma Gold salaries did not post until October.

**Status**  
**Submitted**

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### Lassen Union High 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	\$11,416	\$9,706	117.62%	\$32,353	35.29%	\$20,937
2000 - Non-Instructional Salaries	\$45	\$143	31.57%	\$432	10.42%	\$387
3000 - Employee Benefits	\$1,242	\$1,168	106.32%	\$3,894	31.9%	\$2,652
4000 - Supplies and Materials	\$3,570	\$5,016	71.18%	\$20,062	17.79%	\$16,492
5000 - Other Operating Expenses and Services	\$9,520	\$4,158	228.94%	\$47,818	19.91%	\$38,298
6000 - Capital Outlay	\$0	\$0	100%	\$22,645	0%	\$22,645
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$4,587	0%	\$4,587
<b>Totals</b>	<b>\$25,793</b>	<b>\$20,190</b>	<b>127.75%</b>	<b>\$131,791</b>	<b>19.57%</b>	<b>\$105,998</b>

**Summary of Activities:**

Diploma Gold weekly Career Technical classes in Woodworking/Construction and Business/Computers weekly  
 Professional Development for school staffing ongoing

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Mrs. Cori Shields, CBO  
 Paige Broglio, Primary Contact  
 Morgan Nugent, Superintendent/Principal

**Lassen Union High 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	\$21,036	\$9,706	216.73%	\$32,353	65.02%	\$11,317
2000 - Non-Instructional Salaries	\$45	\$143	31.57%	\$432	10.42%	\$387
3000 - Employee Benefits	\$2,442	\$1,168	209.04%	\$3,894	62.71%	\$1,452
4000 - Supplies and Materials	\$3,666	\$5,016	73.09%	\$20,062	18.27%	\$16,396
5000 - Other Operating Expenses and Services	\$12,166	\$4,158	292.57%	\$47,818	25.44%	\$35,652
6000 - Capital Outlay	\$0	\$0	100%	\$22,645	0%	\$22,645
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$4,587	0%	\$4,587
<b>Totals</b>	<b>\$39,355</b>	<b>\$20,190</b>	<b>194.92%</b>	<b>\$131,791</b>	<b>29.86%</b>	<b>\$92,436</b>

### Summary of Activities:

Diploma Gold weekly classes. Professional Development- Ongoing district-wide professional development for both certificated and classified on-sight, 2 classified employees to a training in southern CA. Careers- Weekly and 2x weekly classes in Computers/Business and woodworking/construction. Careers Addendum- Began new weekly class in welding and metal work.

**Status  
Submitted**

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### Lassen Union High 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	\$32,353	\$9,706	333.33%	\$32,353	100%	\$0
2000 - Non-Instructional Salaries	\$432	\$147	294.12%	\$432	100%	\$0
3000 - Employee Benefits	\$3,894	\$1,363	285.71%	\$3,894	100%	\$0
4000 - Supplies and Materials	\$20,062	\$5,016	400%	\$20,062	100%	\$0
5000 - Other Operating Expenses and Services	\$17,815	\$34,197	52.09%	\$47,818	37.26%	\$30,003
6000 - Capital Outlay	\$22,645	\$0	100%	\$22,645	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,587	\$4,587	100%	\$4,587	100%	\$0
<b>Totals</b>	<b>\$101,788</b>	<b>\$55,015</b>	<b>185.02%</b>	<b>\$131,791</b>	<b>77.23%</b>	<b>\$30,003</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:**

Diploma Gold weekly classes. Graduation activities, new computers and supplies. Professional Development- training and travel for 4 certificated employees for classes, Professional Learning Communities training for 5 staff members, training contract for new behavior counselor to earn full license. Careers- Weekly and 2x weekly classes in Computers/Business and woodworking/construction, supplies/consumables for woodshop, software/testing license for Computer Science. Careers Addendum- Began new weekly class in welding and metal work, purchased new plasma cutter.

**Status**  
**Submitted**

**Long Valley Charter**

**Long Valley Charter 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	\$1,206	\$1,801	66.96%	\$25,731	4.69%	\$24,525
2000 - Non-Instructional Salaries	\$183	\$145	126.14%	\$806	22.7%	\$623
3000 - Employee Benefits	\$504	\$938	53.71%	\$10,427	4.83%	\$9,923
4000 - Supplies and Materials	\$0	\$0	100%	\$7,250	0%	\$7,250
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$2,862	0%	\$2,862
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$924	0%	\$924
<b>Totals</b>	<b>\$1,893</b>	<b>\$2,885</b>	<b>65.62%</b>	<b>\$48,000</b>	<b>3.94%</b>	<b>\$46,107</b>

**Status**  
**Submitted**

**Long Valley Charter 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	\$7,012	\$10,292	68.13%	\$25,731	27.25%	\$18,719
2000 - Non-Instructional Salaries	\$386	\$363	106.42%	\$806	47.89%	\$420
3000 - Employee Benefits	\$2,768	\$3,858	71.75%	\$10,427	26.55%	\$7,659
4000 - Supplies and Materials	\$0	\$3,625	0%	\$7,250	0%	\$7,250
5000 - Other Operating Expenses and Services	\$0	\$1,431	0%	\$2,862	0%	\$2,862
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$924	0%	\$924
<b>Totals</b>	<b>\$10,166</b>	<b>\$19,569</b>	<b>51.95%</b>	<b>\$48,000</b>	<b>21.18%</b>	<b>\$37,834</b>

**Corrective Action Plan**

Long Valley Charter is increasing the hours to offer instruction to students beginning in February. Long Valley Charter will be purchasing materials during quarter 3 and 4.

**Summary of Activities:**

Activities have been to compensate teaching, supervisory and classified staff in enrolling, providing instruction and supporting adult education students.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Mrs. Sherri Morgan, Executive Director  
Paige Broglio, Primary Contact

**Long Valley Charter 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	\$14,529	\$20,585	70.58%	\$25,731	56.46%	\$11,202
2000 - Non-Instructional Salaries	\$566	\$645	87.78%	\$806	70.22%	\$240
3000 - Employee Benefits	\$6,150	\$7,299	84.26%	\$10,427	58.98%	\$4,277
4000 - Supplies and Materials	\$2,800	\$5,438	51.49%	\$7,250	38.62%	\$4,450
5000 - Other Operating Expenses and Services	\$2,713	\$2,147	126.39%	\$2,862	94.79%	\$149
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$462	0%	\$924	0%	\$924
<b>Totals</b>	<b>\$26,758</b>	<b>\$36,575</b>	<b>73.16%</b>	<b>\$48,000</b>	<b>55.75%</b>	<b>\$21,242</b>

**Corrective Action Plan**

Adjustment to budget is needed to accommodate additional expenditures in 4000 and 5000 categories: approximately \$4,000 pending Accounting will charge the indirect costs of \$2,000 in Q4. In April audit, we discovered the Director's hours have not been deducted from 1000 and 3000 categories, totaling approximately \$5,000. If these three expenditures were properly deducted in Q3, 76% of the budget would have been expended as of 3/31/19.

**Summary of Activities:**

Activities have been to compensate teaching, supervisory and classified staff in enrolling, providing instruction and supporting adult education students.

**Status**  
**Submitted**

**Long Valley Charter 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	\$25,731	\$25,731	100%	\$25,731	100%	\$0
2000 - Non-Instructional Salaries	\$806	\$806	100%	\$806	100%	\$0
3000 - Employee Benefits	\$10,427	\$10,427	100%	\$10,427	100%	\$0
4000 - Supplies and Materials	\$7,250	\$7,250	100%	\$7,250	100%	\$0
5000 - Other Operating Expenses and Services	\$2,862	\$2,862	100%	\$2,862	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$924	\$462	200%	\$924	100%	\$0
<b>Totals</b>	<b>\$48,000</b>	<b>\$47,538</b>	<b>100.97%</b>	<b>\$48,000</b>	<b>100%</b>	<b>\$0</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:**

Staff met with adult students to provide tutoring and support toward completion of high school diploma requirements.

Status

Submitted

**Modoc Co. Office of Education**

Modoc Co. Office of Education 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%	\$14,949	0%	\$14,949
2000 - Non-Instructional Salaries	\$2,348	\$2,229	105.35%	\$8,915	26.34%	\$6,567
3000 - Employee Benefits	\$1,120	\$1,806	62.03%	\$9,503	11.79%	\$8,383
4000 - Supplies and Materials	\$0	\$0	100%	\$211	0%	\$211
5000 - Other Operating Expenses and Services	\$144	\$5,369	2.68%	\$53,691	0.27%	\$53,547
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
<b>Totals</b>	<b>\$3,612</b>	<b>\$9,403</b>	<b>38.41%</b>	<b>\$87,269</b>	<b>4.14%</b>	<b>\$83,657</b>

### Corrective Action Plan

We are starting a jail education program and increasing our GED enrollments and preparations.

### Summary of Activities:

Started instructor salaries in Sept. 2018.

**Status**  
**Submitted**

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### Modoc Co. Office of Education 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	\$3,014	\$4,933	61.1%	\$14,949	20.16%	\$11,935
2000 - Non-Instructional Salaries	\$4,537	\$4,458	101.78%	\$8,915	50.89%	\$4,378
3000 - Employee Benefits	\$2,849	\$4,086	69.72%	\$9,503	29.98%	\$6,654
4000 - Supplies and Materials	\$0	\$0	100%	\$211	0%	\$211
5000 - Other Operating Expenses and Services	\$4,329	\$21,476	20.16%	\$53,691	8.06%	\$49,362
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
<b>Totals</b>	<b>\$14,729</b>	<b>\$34,953</b>	<b>42.14%</b>	<b>\$87,269</b>	<b>16.88%</b>	<b>\$72,540</b>

**Corrective Action Plan**

There have been trainings that have taken place in Jan and more that are scheduled to take place in the months coming up.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Mike Martin  
Leslie Corder, Director of Fiscal Services  
Paige Broglio, Primary Contact

**Modoc Co. Office of Education 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	\$13,491	\$9,866	136.74%	\$14,949	90.25%	\$1,458
2000 - Non-Instructional Salaries	\$6,726	\$6,686	100.59%	\$8,915	75.45%	\$2,189
3000 - Employee Benefits	\$6,109	\$6,367	95.95%	\$9,503	64.28%	\$3,394
4000 - Supplies and Materials	\$0	\$0	100%	\$211	0%	\$211
5000 - Other Operating Expenses and Services	\$13,563	\$37,584	36.09%	\$53,691	25.26%	\$40,128
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
<b>Totals</b>	<b>\$39,889</b>	<b>\$60,503</b>	<b>65.93%</b>	<b>\$87,269</b>	<b>45.71%</b>	<b>\$47,380</b>

### Corrective Action Plan

The majority of the service costs will be paid for in the 4th Qtr. The jail program did not begin until after Jan . 1.

**Status  
Submitted**

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### Modoc Co. Office of Education 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	\$14,949	\$14,949	100%	\$14,949	100%	\$0
2000 - Non-Instructional Salaries	\$8,915	\$8,915	100%	\$8,915	100%	\$0
3000 - Employee Benefits	\$9,503	\$9,503	100%	\$9,503	100%	\$0
4000 - Supplies and Materials	\$211	\$0	100%	\$211	100%	\$0
5000 - Other Operating Expenses and Services	\$40,322	\$53,691	75.1%	\$53,691	75.1%	\$13,369
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
<b>Totals</b>	<b>\$73,900</b>	<b>\$87,058</b>	<b>84.89%</b>	<b>\$87,269</b>	<b>84.68%</b>	<b>\$13,369</b>

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

Guidance: Yes

**Corrective Action Plan**

TEACH did not spend their total grant award because they were awarded a lower amount for 2019/20 based on and expected carryover from 2018/19. They will spend the remaining balance in 2019/20.

Status  
Submitted

**Modoc Joint Unified**

Modoc Joint 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%	\$13,125	0%	\$13,125
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$0	\$0	100%	\$2,685	0%	\$2,685
4000 - Supplies and Materials	\$0	\$0	100%	\$30,212	0%	\$30,212
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$46,677	0%	\$46,677
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,301	0%	\$2,301
<b>Totals</b>	\$0	\$0	100%	\$95,000	0%	\$95,000

### Summary of Activities:

There were no expenditures in Q1 for MJUSD for July 1, 2018 through September 30, 2018.

**Status**  
**Submitted**

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### Modoc Joint 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	\$5,625	\$0	100%	\$13,125	42.86%	\$7,500
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$1,151	\$0	100%	\$2,685	42.87%	\$1,534
4000 - Supplies and Materials	\$7,004	\$0	100%	\$30,212	23.18%	\$23,208
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$46,677	0%	\$46,677
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,301	0%	\$2,301
<b>Totals</b>	<b>\$13,780</b>	<b>\$0</b>	<b>100%</b>	<b>\$95,000</b>	<b>14.51%</b>	<b>\$81,220</b>

**Summary of Activities:**

Teacher salaries/benefits and supplies for Adult Education Welding and Fabrication and Woodworking courses. Currently there is \$17,544.34 encumbered for supplies/capital outlay and \$1,355.15 for December time card teacher salaries/benefits that will be paid on 1/10/19.

**Status  
Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Tom O'Malley, Superintendent  
 Paige Broglio, Primary Contact  
 Elizabeth Guzman, Business Manager

**Modoc Joint 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	\$8,625	\$0	100%	\$13,125	65.71%	\$4,500
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$1,765	\$0	100%	\$2,685	65.74%	\$920
4000 - Supplies and Materials	\$14,355	\$0	100%	\$30,212	47.51%	\$15,857
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$9,787	\$0	100%	\$46,677	20.97%	\$36,890
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,301	0%	\$2,301
<b>Totals</b>	<b>\$34,532</b>	<b>\$0</b>	<b>100%</b>	<b>\$95,000</b>	<b>36.35%</b>	<b>\$60,468</b>

### Summary of Activities:

Teacher salaries, benefits, supplies, and capital outlay has been spent for Adult Education Welding and Woodworking courses. Third quarter target of 45% spent was not met due to cash flow concerns. Currently \$52,745.92 is encumbered for supplies and capital outlay, \$5,421.46 for teacher salaries and benefits for adult classes, and \$2,301.00 for indirect costs. 100% of funding will be spent before June 30, 2019.

**Status  
Submitted**

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### Modoc Joint 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	\$13,125	\$0	100%	\$13,125	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$2,685	\$0	100%	\$2,685	100%	\$0
4000 - Supplies and Materials	\$30,212	\$0	100%	\$30,212	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$21,022	\$0	100%	\$46,677	45.04%	\$25,655
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,301	\$2,301	100%	\$2,301	100%	\$0
<b>Totals</b>	<b>\$69,345</b>	<b>\$2,301</b>	<b>3,013.69%</b>	<b>\$95,000</b>	<b>72.99%</b>	<b>\$25,655</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:**

Teacher salaries, benefits, supplies, and capital outlay has been spent for Adult Education Welding and Woodworking courses. \$25,655.22 of capital outlay was not spent due to Gerlinger not shipping items until July 1, 2019.

Status  
Submitted

**Shaffer Union Elementary**

**Shaffer Union Elementary 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	\$4,000	\$5,500	72.73%	\$22,000	18.18%	\$18,000
2000 - Non-Instructional Salaries	\$3,028	\$3,895	77.74%	\$15,581	19.43%	\$12,553
3000 - Employee Benefits	\$1,028	\$1,050	97.93%	\$4,199	24.48%	\$3,171
4000 - Supplies and Materials	\$0	\$2,418	0%	\$9,672	0%	\$9,672
5000 - Other Operating Expenses and Services	\$500	\$750	66.67%	\$3,000	16.67%	\$2,500
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$375	0%	\$1,500	0%	\$1,500
<b>Totals</b>	<b>\$8,556</b>	<b>\$13,988</b>	<b>61.17%</b>	<b>\$55,952</b>	<b>15.29%</b>	<b>\$47,396</b>

**Corrective Action Plan**

Additional supplies and materials have not been needed yet.

**Summary of Activities:**

Salaries and Benefits for Adult Ed Teacher, Bi-lingual Aide and Babysitter for the Adult ESL and Citizenship Programs. Also, operating costs for the program.

**Status**  
**Submitted**

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**Shaffer Union Elementary 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	\$10,000	\$5,500	181.82%	\$22,000	45.45%	\$12,000
2000 - Non-Instructional Salaries	\$7,342	\$3,895	188.49%	\$15,581	47.12%	\$8,239
3000 - Employee Benefits	\$1,190	\$1,050	113.36%	\$4,199	28.34%	\$3,009
4000 - Supplies and Materials	\$2,589	\$2,418	107.07%	\$9,672	26.77%	\$7,083
5000 - Other Operating Expenses and Services	\$1,250	\$750	166.67%	\$3,000	41.67%	\$1,750
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$375	0%	\$1,500	0%	\$1,500
<b>Totals</b>	<b>\$22,371</b>	<b>\$13,988</b>	<b>159.93%</b>	<b>\$55,952</b>	<b>39.98%</b>	<b>\$33,581</b>

### Summary of Activities:

Summary of Activities Salaries and Benefits for Adult Ed Teacher, Bi-lingual Aide and Babysitter for the Adult ESL and Citizenship Programs. Also, operating costs for the program. There was also Supplies purchased which used up our 16/17 Carryover balance and the rest of supplies purchased out of the 18/19 Budget.

**Status  
Submitted**

### Allocation Year Closeout: 2016-17

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

#### 2016-17 Reverted Funds:

\$0

#### 2016-17 Status

Closed

#### Submitting Authority

Jeff Baker, Superintendent/Principal  
Dianne Parady, Chief Business Official  
Paige Broglio, Primary Contact

### Shaffer Union Elementary 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	\$16,000	\$5,500	290.91%	\$22,000	72.73%	\$6,000
2000 - Non-Instructional Salaries	\$11,275	\$3,895	289.46%	\$15,581	72.36%	\$4,306
3000 - Employee Benefits	\$2,678	\$1,050	255.11%	\$4,199	63.78%	\$1,521
4000 - Supplies and Materials	\$2,768	\$2,418	114.47%	\$9,672	28.62%	\$6,904
5000 - Other Operating Expenses and Services	\$2,000	\$750	266.67%	\$3,000	66.67%	\$1,000
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$375	0%	\$1,500	0%	\$1,500
<b>Totals</b>	<b>\$34,721</b>	<b>\$13,988</b>	<b>248.22%</b>	<b>\$55,952</b>	<b>62.05%</b>	<b>\$21,231</b>

### Summary of Activities:

Salaries and Benefits for Adult Ed Teacher, Bi-lingual Aide and Babysitter for the Adult ESL and Citizenship Programs. Also, operating costs for the program. There was also Adult Ed Computer Supplies purchased.

**Status**  
**Submitted**

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### Shaffer Union Elementary 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	\$22,000	\$5,500	400%	\$22,000	100%	\$0
2000 - Non-Instructional Salaries	\$15,581	\$3,895	400%	\$15,581	100%	\$0
3000 - Employee Benefits	\$4,199	\$1,050	400%	\$4,199	100%	\$0
4000 - Supplies and Materials	\$7,575	\$2,418	313.28%	\$9,672	78.32%	\$2,097
5000 - Other Operating Expenses and Services	\$3,000	\$750	400%	\$3,000	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,500	\$375	400%	\$1,500	100%	\$0
<b>Totals</b>	<b>\$53,855</b>	<b>\$13,988</b>	<b>385.01%</b>	<b>\$55,952</b>	<b>96.25%</b>	<b>\$2,097</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:**

Salaries and Benefits for Adult Ed Teacher, Instructional Support Staff, Data Collection Staff, Technology Support Staff and Babysitter for the Adult ESL and Citizenship Programs. Also, operating costs for the program and Adult Ed Supplies purchased. Indirect Costs were also taken on the Adult Ed Program.

**Status  
Submitted**

**Surprise Valley Joint Unified**

Surprise Valley Joint 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%	\$5,150	0%	\$5,150
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$0	\$0	100%	\$253	0%	\$253
4000 - Supplies and Materials	\$0	\$0	100%	\$7,428	0%	\$7,428
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	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%	\$79	0%	\$79
<b>Totals</b>	\$0	\$0	100%	\$12,910	0%	\$12,910

**Summary of Activities:**

Funds have been encumbered for welding and CAD classes, but nothing has been spent yet for Q1.

**Status  
Submitted**

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**Surprise Valley Joint 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	\$400	\$0	100%	\$5,150	7.77%	\$4,750
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$25	\$0	100%	\$253	9.88%	\$228
4000 - Supplies and Materials	\$98	\$0	100%	\$7,428	1.32%	\$7,330
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	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%	\$79	0%	\$79
<b>Totals</b>	\$523	\$0	100%	\$12,910	4.05%	\$12,387

**Summary of Activities:**

CAD class was taught and supplies were purchased.

**Status**  
**Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

BillieJo Young, Business  
Paige Broglio, Primary Contact  
Audra Evans

**Surprise Valley Joint 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	\$400	\$0	100%	\$5,150	7.77%	\$4,750
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$25	\$0	100%	\$253	9.88%	\$228
4000 - Supplies and Materials	\$1,148	\$0	100%	\$7,428	15.46%	\$6,280
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	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%	\$79	0%	\$79
<b>Totals</b>	<b>\$1,573</b>	<b>\$0</b>	<b>100%</b>	<b>\$12,910</b>	<b>12.18%</b>	<b>\$11,337</b>

**Status  
Submitted**

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**Surprise Valley Joint 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	\$5,150	\$0	100%	\$5,150	100%	\$0
2000 - Non-Instructional Salaries	\$0	\$0	100%	\$0	100%	\$0
3000 - Employee Benefits	\$253	\$0	100%	\$253	100%	\$0
4000 - Supplies and Materials	\$7,428	\$0	100%	\$7,428	100%	\$0
5000 - Other Operating Expenses and Services	\$0	\$0	100%	\$0	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$79	\$0	100%	\$79	100%	\$0
<b>Totals</b>	\$12,910	\$0	100%	\$12,910	100%	\$0

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

Guidance: Yes

**Summary of Activities:**

Welding class and CAD courses offered. Material and supplies purchased.

**Status**  
Submitted

**Westwood Unified**

Westwood 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	\$1,438	0%	\$5,750	0%	\$5,750
2000 - Non-Instructional Salaries	\$5,344	\$4,125	129.55%	\$16,500	32.39%	\$11,156
3000 - Employee Benefits	\$1,350	\$1,438	93.91%	\$5,750	23.48%	\$4,400
4000 - Supplies and Materials	\$923	\$1,275	72.39%	\$5,100	18.1%	\$4,177
5000 - Other Operating Expenses and Services	\$0	\$650	0%	\$2,600	0%	\$2,600
6000 - Capital Outlay	\$0	\$0	100%	\$16,681	0%	\$16,681
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,619	0%	\$2,619
<b>Totals</b>	<b>\$7,617</b>	<b>\$8,925</b>	<b>85.34%</b>	<b>\$55,000</b>	<b>13.85%</b>	<b>\$47,383</b>

### Corrective Action Plan

Classes started late and are being offered during the 2nd quarter.

### Summary of Activities:

Activities for the first quarter include the cost for our data specialist and fixed costs to complete initial paperwork, supplies purchased to start classes.

**Status**  
**Submitted**

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### Westwood 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	\$3,000	\$2,875	104.35%	\$5,750	52.17%	\$2,750
2000 - Non-Instructional Salaries	\$9,494	\$8,250	115.08%	\$16,500	57.54%	\$7,006
3000 - Employee Benefits	\$2,683	\$2,875	93.32%	\$5,750	46.66%	\$3,067
4000 - Supplies and Materials	\$2,151	\$2,550	84.35%	\$5,100	42.18%	\$2,949
5000 - Other Operating Expenses and Services	\$777	\$1,300	59.77%	\$2,600	29.88%	\$1,823
6000 - Capital Outlay	\$0	\$0	100%	\$16,681	0%	\$16,681
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,619	0%	\$2,619
<b>Totals</b>	<b>\$18,105</b>	<b>\$17,850</b>	<b>101.43%</b>	<b>\$55,000</b>	<b>32.92%</b>	<b>\$36,895</b>

**Corrective Action Plan**

When the original budget was submitted some instructors are certificated and some are considered classified. The budget will need to be adjusted after instructors have been paid to know which are under a 2XXX and which are a 1XXX.

**Summary of Activities:**

The district is continuing to offer CTE Adult courses. Welding, Cooking, Baking, Computers, Administrative Assistant Training are all apart of our 2nd quarter activities. Supplies and advertisement to support those courses are also included in the 2nd quarter activities.

**Status  
Submitted**

**Allocation Year Closeout: 2016-17**

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

**2016-17 Reverted Funds:**

\$0

**2016-17 Status**

Closed

**Submitting Authority**

Michael Altenburg

Paige Broglio, Primary Contact

Krissy House, Chief Business Official

**Westwood 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	\$4,700	\$4,313	108.99%	\$5,750	81.74%	\$1,050
2000 - Non-Instructional Salaries	\$12,263	\$12,375	99.09%	\$16,500	74.32%	\$4,237
3000 - Employee Benefits	\$3,779	\$4,313	87.63%	\$5,750	65.72%	\$1,971
4000 - Supplies and Materials	\$4,743	\$3,825	124%	\$5,100	93%	\$357
5000 - Other Operating Expenses and Services	\$1,685	\$1,950	86.41%	\$2,600	64.81%	\$915
6000 - Capital Outlay	\$0	\$0	100%	\$16,681	0%	\$16,681
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$2,619	0%	\$2,619
<b>Totals</b>	<b>\$27,170</b>	<b>\$26,775</b>	<b>101.48%</b>	<b>\$55,000</b>	<b>49.4%</b>	<b>\$27,830</b>

**Corrective Action Plan**

Our budget increased in the 2XXX category due to our instructors being classified verses certificated. We will do a budget adjustment to correct this with the consortium.

**Summary of Activities:**

The district provided CTE Adult Education Culinary, Baking, IT, and Welding Courses.

**Status**  
**Submitted**

**Westwood 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	\$5,750	\$5,750	100%	\$5,750	100%	\$0
2000 - Non-Instructional Salaries	\$16,405	\$16,500	99.42%	\$16,500	99.42%	\$95
3000 - Employee Benefits	\$5,683	\$5,750	98.83%	\$5,750	98.83%	\$67
4000 - Supplies and Materials	\$5,027	\$5,100	98.57%	\$5,100	98.57%	\$73
5000 - Other Operating Expenses and Services	\$2,562	\$2,600	98.54%	\$2,600	98.54%	\$38
6000 - Capital Outlay	\$0	\$0	100%	\$16,681	0%	\$16,681
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$2,619	0%	\$2,619	0%	\$2,619
<b>Totals</b>	<b>\$35,427</b>	<b>\$38,319</b>	<b>92.45%</b>	<b>\$55,000</b>	<b>64.41%</b>	<b>\$19,573</b>

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

Guidance: Yes

**Corrective Action Plan**

Our computer classes have been overenrolled, we will be making a purchase of equipment to accommodate this need

**Summary of Activities:**

Our culinary & baking classes wrapped up early this quarter. We held a Serve Safe course that was very well attended which helped community members to obtain necessary employment in the food industry. We also purchased supplies and consumables for these classes.

**Status**  
**Submitted**



California  
Community  
Colleges

