

# CAEP Consortium Fiscal Reporting 66 Victor Valley Adult Education Regional Consortium

2018-19 Fiscal Year

## Certification

**Certified By**

Martha Mendez

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="#">Apple Valley Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Hesperia Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Lucerne Valley Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Snowline Joint Unified</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Victor Valley CCD</a>	Submitted	Submitted	Submitted	Submitted
<a href="#">Victor Valley Union High</a>	Submitted	Submitted	Submitted	Submitted

## Apple Valley Unified

Apple 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	\$20,337	\$23,560	86.32%	\$157,066	12.95%	\$136,729
2000 - Non-Instructional Salaries	\$31,222	\$32,619	95.72%	\$171,677	18.19%	\$140,455
3000 - Employee Benefits	\$24,656	\$26,065	94.59%	\$137,186	17.97%	\$112,530
4000 - Supplies and Materials	\$8,147	\$7,369	110.55%	\$32,040	25.43%	\$23,893
5000 - Other Operating Expenses and Services	\$410	\$557	73.55%	\$27,874	1.47%	\$27,464
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>\$84,772</b>	<b>\$90,171</b>	<b>94.01%</b>	<b>\$525,843</b>	<b>16.12%</b>	<b>\$441,071</b>

### Summary of Activities:

Activities supported by this quarter's funding includes certificated and classified staff salaries and benefits, instructional supplies and travel to professional development opportunities.

**Status**  
**Submitted**

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### Apple 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	\$61,980	\$70,680	87.69%	\$157,066	39.46%	\$95,086
2000 - Non-Instructional Salaries	\$68,643	\$77,255	88.85%	\$171,677	39.98%	\$103,034
3000 - Employee Benefits	\$54,742	\$61,734	88.67%	\$137,186	39.9%	\$82,444
4000 - Supplies and Materials	\$10,008	\$17,942	55.78%	\$32,040	31.24%	\$22,032
5000 - Other Operating Expenses and Services	\$4,209	\$12,543	33.56%	\$27,874	15.1%	\$23,665
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>\$199,582</b>	<b>\$240,154</b>	<b>83.11%</b>	<b>\$525,843</b>	<b>37.95%</b>	<b>\$326,261</b>

**Corrective Action Plan**

I have a staff member out on medical leave during this time period. Expenditures are less during school breaks in November and December. These account for 15 non-duty days for all staff at AVUSD.

**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**

adele mcclain 9857218, Coordinator of apple Valley Adult education School  
Trenae Nelson Apple Valley Unified School District

**Apple 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	\$91,984	\$117,800	78.09%	\$157,066	58.56%	\$65,082
2000 - Non-Instructional Salaries	\$105,433	\$121,891	86.5%	\$171,677	61.41%	\$66,244
3000 - Employee Benefits	\$83,228	\$97,402	85.45%	\$137,186	60.67%	\$53,958
4000 - Supplies and Materials	\$12,476	\$20,826	59.91%	\$32,040	38.94%	\$19,564
5000 - Other Operating Expenses and Services	\$10,963	\$20,906	52.44%	\$27,874	39.33%	\$16,911
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>\$304,084</b>	<b>\$378,824</b>	<b>80.27%</b>	<b>\$525,843</b>	<b>57.83%</b>	<b>\$221,759</b>

### Corrective Action Plan

Instructor salaries will continue for AEP student education as well as classified salaries. There are pending purchases that are not currently paid. New instructional materials, computer needs, conferences, software, etc continue to be purchased for AEP student use.

### Summary of Activities:

HSE and ABE programs were expanded as well as new short term Certificate programs.

**Status**  
**Submitted**

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### Apple 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	\$125,581	\$141,359	88.84%	\$157,066	79.95%	\$31,485
2000 - Non-Instructional Salaries	\$138,516	\$154,509	89.65%	\$171,677	80.68%	\$33,161
3000 - Employee Benefits	\$113,460	\$123,467	91.89%	\$137,186	82.71%	\$23,726
4000 - Supplies and Materials	\$17,156	\$28,836	59.5%	\$32,040	53.55%	\$14,884
5000 - Other Operating Expenses and Services	\$13,396	\$25,087	53.4%	\$27,874	48.06%	\$14,478
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>\$408,109</b>	<b>\$473,259</b>	<b>86.23%</b>	<b>\$525,843</b>	<b>77.61%</b>	<b>\$117,734</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**

This year we expanded services and therefore we spent more on employee salaries and direct student services than we had originally budgeted for. Next year I will budget less funding for supplies and conferences based on this year's actual expenditures.

**Summary of Activities:**

We spent less on supplies and conferences that we had anticipated to accommodate more funding to support employee salaries and direct student services and instruction.

**Status  
Submitted**

**Hesperia Unified**

**Hesperia 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	\$14,421	\$30,000	48.07%	\$200,000	7.21%	\$185,579
2000 - Non-Instructional Salaries	\$1,143	\$27,150	4.21%	\$181,000	0.63%	\$179,857
3000 - Employee Benefits	\$2,240	\$19,350	11.58%	\$129,000	1.74%	\$126,760
4000 - Supplies and Materials	\$3,538	\$49,247	7.18%	\$328,316	1.08%	\$324,778
5000 - Other Operating Expenses and Services	\$364	\$50,530	0.72%	\$336,864	0.11%	\$336,500
6000 - Capital Outlay	\$0	\$7,500	0%	\$50,000	0%	\$50,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$21,706</b>	<b>\$183,777</b>	<b>11.81%</b>	<b>\$1,225,180</b>	<b>1.77%</b>	<b>\$1,203,474</b>

### Corrective Action Plan

District carryovers became available the end of October 2018 allowing the processing needed for Journal Entries and Budget Transfers related to AEP budget needs. In addition, many of the purchases encumbered between 7/1/18 to 9/30/18 were not completed. Increased hours and the need for additional instructors are being met in the classroom and online. Additional supplies are being purchased to provide instructors and students with the tools needed for successful achievements. Conference and AEP trainings are being attended and payment should reflect in 2nd quarter. Yearly renewal of online software is purchased and payments should reflect in 2nd quarter

Status  
Submitted

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### Hesperia 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	\$83,303	\$60,000	138.84%	\$200,000	41.65%	\$116,697
2000 - Non-Instructional Salaries	\$54,877	\$54,300	101.06%	\$181,000	30.32%	\$126,123
3000 - Employee Benefits	\$41,824	\$38,700	108.07%	\$129,000	32.42%	\$87,176
4000 - Supplies and Materials	\$5,262	\$98,495	5.34%	\$328,316	1.6%	\$323,054
5000 - Other Operating Expenses and Services	\$40,850	\$101,059	40.42%	\$336,864	12.13%	\$296,014
6000 - Capital Outlay	\$0	\$15,000	0%	\$50,000	0%	\$50,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$226,116</b>	<b>\$367,554</b>	<b>61.52%</b>	<b>\$1,225,180</b>	<b>18.46%</b>	<b>\$999,064</b>

**Corrective Action Plan**

Pending journal entries, salaries being posted, outstanding purchasing that is not currently paid as well as pending orders.

**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**

David Olney, Superintendent  
Teresa Dimmitt, Accountant  
Kim Walker, Coordinator

**Hesperia 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	\$137,379	\$90,000	152.64%	\$200,000	68.69%	\$62,621
2000 - Non-Instructional Salaries	\$128,816	\$81,450	158.15%	\$181,000	71.17%	\$52,184
3000 - Employee Benefits	\$92,214	\$58,050	158.85%	\$129,000	71.48%	\$36,786
4000 - Supplies and Materials	\$30,057	\$147,742	20.34%	\$328,316	9.15%	\$298,259
5000 - Other Operating Expenses and Services	\$68,264	\$151,589	45.03%	\$336,864	20.26%	\$268,600
6000 - Capital Outlay	\$0	\$22,500	0%	\$50,000	0%	\$50,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$456,730</b>	<b>\$551,331</b>	<b>82.84%</b>	<b>\$1,225,180</b>	<b>37.28%</b>	<b>\$768,450</b>

### Corrective Action Plan

Instructor salaries will continue for AEP student education as well as classified salaries . There are pending purchases that are not currently paid. New instructional materials, computer needs, conferences, software, etc continue to be purchased for AEP student use.

**Status**  
**Submitted**

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### Hesperia 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	\$194,473	\$120,000	162.06%	\$200,000	97.24%	\$5,527
2000 - Non-Instructional Salaries	\$180,221	\$108,600	165.95%	\$181,000	99.57%	\$779
3000 - Employee Benefits	\$128,456	\$77,400	165.96%	\$129,000	99.58%	\$544
4000 - Supplies and Materials	\$156,265	\$196,990	79.33%	\$328,316	47.6%	\$172,051
5000 - Other Operating Expenses and Services	\$80,455	\$202,118	39.81%	\$336,864	23.88%	\$256,409
6000 - Capital Outlay	\$13,349	\$30,000	44.5%	\$50,000	26.7%	\$36,651
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$0	100%	\$0
<b>Totals</b>	<b>\$753,219</b>	<b>\$735,108</b>	<b>102.46%</b>	<b>\$1,225,180</b>	<b>61.48%</b>	<b>\$471,961</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:**

Funds were utilized to address educational needs in Adult Education High School Diploma, GED Prep, English As A Second Language, Citizenship Preparation and college and career services. Funds targeted regional needs to provide educational opportunities and address gaps in services in our region.

**Status  
Submitted**

**Lucerne Valley Unified**

Lucerne 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	\$3,419	\$5,000	68.38%	\$20,000	17.1%	\$16,581
2000 - Non-Instructional Salaries	\$1,513	\$2,000	75.65%	\$8,000	18.91%	\$6,487
3000 - Employee Benefits	\$916	\$1,200	76.33%	\$4,800	19.08%	\$3,884
4000 - Supplies and Materials	\$3,225	\$822	392.22%	\$3,289	98.05%	\$64
5000 - Other Operating Expenses and Services	\$0	\$15,003	0%	\$60,011	0%	\$60,011
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$1,201	0%	\$4,804	0%	\$4,804
<b>Totals</b>	<b>\$9,073</b>	<b>\$25,226</b>	<b>35.97%</b>	<b>\$100,904</b>	<b>8.99%</b>	<b>\$91,831</b>

### Corrective Action Plan

Consultant fees to Apple Valley were not paid until 2nd Quarter.

### Summary of Activities:

Activities supported by this quarter's funding includes certificated and classified staff salaries and benefits, instructional supplies.

**Status**  
**Submitted**

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### Lucerne 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	\$8,693	\$10,000	86.93%	\$20,000	43.47%	\$11,307
2000 - Non-Instructional Salaries	\$4,232	\$4,000	105.8%	\$8,000	52.9%	\$3,768
3000 - Employee Benefits	\$2,589	\$2,400	107.88%	\$4,800	53.94%	\$2,211
4000 - Supplies and Materials	\$3,225	\$1,645	196.11%	\$3,289	98.05%	\$64
5000 - Other Operating Expenses and Services	\$21,461	\$30,006	71.52%	\$60,011	35.76%	\$38,550
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$2,402	0%	\$4,804	0%	\$4,804
<b>Totals</b>	<b>\$40,200</b>	<b>\$50,452</b>	<b>79.68%</b>	<b>\$100,904</b>	<b>39.84%</b>	<b>\$60,704</b>

**Corrective Action Plan**

Consultant fees to Apple Valley were not paid until 2nd Quarter. Payments held up by County Schools because of Cash issues.

**Summary of Activities:**

Activities supported by this quarter's funding includes certificated and classified staff salaries and benefits, instructional supplies and services.

**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**

Peter Livingston  
Douglas Beaton, Chief Business Official

**Lucerne 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	\$17,803	\$15,000	118.69%	\$20,000	89.02%	\$2,197
2000 - Non-Instructional Salaries	\$6,764	\$6,000	112.73%	\$8,000	84.55%	\$1,236
3000 - Employee Benefits	\$4,755	\$3,600	132.08%	\$4,800	99.06%	\$45
4000 - Supplies and Materials	\$3,246	\$2,467	131.59%	\$3,289	98.69%	\$43
5000 - Other Operating Expenses and Services	\$44,837	\$45,008	99.62%	\$60,011	74.71%	\$15,174
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$3,603	0%	\$4,804	0%	\$4,804
<b>Totals</b>	<b>\$77,405</b>	<b>\$75,678</b>	<b>102.28%</b>	<b>\$100,904</b>	<b>76.71%</b>	<b>\$23,499</b>

**Summary of Activities:**

Activities supported by this quarter's funding includes certificated and classified staff salaries and benefits, instructional supplies and services.

**Status**  
**Submitted**

**Lucerne 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	\$20,000	\$20,000	100%	\$20,000	100%	\$0
2000 - Non-Instructional Salaries	\$8,000	\$8,000	100%	\$8,000	100%	\$0
3000 - Employee Benefits	\$4,800	\$4,800	100%	\$4,800	100%	\$0
4000 - Supplies and Materials	\$3,289	\$3,289	100%	\$3,289	100%	\$0
5000 - Other Operating Expenses and Services	\$60,011	\$60,011	100%	\$60,011	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$4,804	\$4,804	100%	\$4,804	100%	\$0
<b>Totals</b>	<b>\$100,904</b>	<b>\$100,904</b>	<b>100%</b>	<b>\$100,904</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

Status  
Submitted

### Snowline Joint Unified

Snowline 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	\$8,877	\$17,386	51.06%	\$115,906	7.66%	\$107,029
2000 - Non-Instructional Salaries	\$9,686	\$9,767	99.17%	\$65,115	14.88%	\$55,429
3000 - Employee Benefits	\$9,132	\$10,496	87%	\$69,975	13.05%	\$60,843
4000 - Supplies and Materials	\$13,813	\$3,990	346.23%	\$39,895	34.62%	\$26,082
5000 - Other Operating Expenses and Services	\$14,217	\$18,914	75.17%	\$75,657	18.79%	\$61,440
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$14,067	0%	\$14,067
<b>Totals</b>	<b>\$55,725</b>	<b>\$60,553</b>	<b>92.03%</b>	<b>\$380,615</b>	<b>14.64%</b>	<b>\$324,890</b>

### Summary of Activities:

1000, 2000, 3000 = SALARIES FOR TEACHERS, 50% OF COORDINATOR, CLERK, PROGRAM MANAGER, BENEFITS. 4000 = INSTRUCTIONAL SUPPLIES, OFFICE SUPPLIES, OTHER BOOKS FOR CIVICS & ESL, LAPTOPS 5000 = AZTEC SOFTWARE, COPIER CHARGES, ASAP, REPROGRAPHICS REDUCED 4000'S AND 5000'S TO ACCOUNT FOR THE DATA & ACCOUNTABILITY SOFTWARE FUNDS RECEIVED BY VVC IN A LATER QUARTER IN WHICH VVC DATA & ACCOUNTABILITY FUNDS WERE SET TO EXPIRE JUNE 2019.

Status  
Submitted

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### Snowline 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	\$36,702	\$57,953	63.33%	\$115,906	31.67%	\$79,204
2000 - Non-Instructional Salaries	\$25,124	\$32,558	77.17%	\$65,115	38.58%	\$39,991
3000 - Employee Benefits	\$24,046	\$34,988	68.73%	\$69,975	34.36%	\$45,929
4000 - Supplies and Materials	\$15,754	\$11,969	131.63%	\$39,895	39.49%	\$24,141
5000 - Other Operating Expenses and Services	\$15,478	\$37,829	40.92%	\$75,657	20.46%	\$60,179
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$14,067	0%	\$14,067
<b>Totals</b>	<b>\$117,104</b>	<b>\$175,295</b>	<b>66.8%</b>	<b>\$380,615</b>	<b>30.77%</b>	<b>\$263,511</b>

### Corrective Action Plan

1000, 2000, 3000 = SALARIES FOR TEACHERS, 50% OF COORDINATOR, CLERK, PROGRAM MANAGER, BENEFITS. 4000 = INSTRUCTIONAL SUPPLIES, OFFICE SUPPLIES, OTHER BOOKS FOR HIGH SCHOOL, CIVICS & ESL, COPIER CHARGES, REPROGRAPHICS, CONFERENCES, AND EDGENUITY.

### Summary of Activities:

REDUCED 4000'S AND 5000'S TO ACCOUNT FOR THE DATA & ACCOUNTABILITY SOFTWARE FUNDS RECEIVED BY VVC IN A LATER QUARTER IN WHICH VVC DATA & ACCOUNTABILITY FUNDS WERE SET TO EXPIRE JUNE 2019.

**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

Ryan Holman

Andrea Padilla, Accountant

Chad Brooks, Principal

**Snowline 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	\$61,087	\$98,520	62%	\$115,906	52.7%	\$54,819
2000 - Non-Instructional Salaries	\$40,110	\$55,348	72.47%	\$65,115	61.6%	\$25,005
3000 - Employee Benefits	\$38,570	\$59,479	64.85%	\$69,975	55.12%	\$31,405
4000 - Supplies and Materials	\$24,415	\$35,906	68%	\$39,895	61.2%	\$15,480
5000 - Other Operating Expenses and Services	\$27,824	\$56,743	49.04%	\$75,657	36.78%	\$47,833
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$0	100%	\$14,067	0%	\$14,067
<b>Totals</b>	<b>\$192,006</b>	<b>\$305,995</b>	<b>62.75%</b>	<b>\$380,615</b>	<b>50.45%</b>	<b>\$188,609</b>

**Corrective Action Plan**

Purchases are still pending payment and will be reported when paid. Salaries for teachers and staff will continue to be paid through the end of the year. We are also working and planning on purchasing equipment for a computer lab as well as expanding our classes and program offerings.

**Summary of Activities:**

REDUCED EXPENSES IN THE 4000'S AND 5000'S TO ACCOUNT FOR THE DATA & ACCOUNTABILITY SOFTWARE FUNDS RECEIVED BY VVC IN A LATER QUARTER. VVC FUNDS WERE SET TO EXPIRE JUNE 2019.

**Status**  
**Submitted**

**Snowline 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	\$74,236	\$115,906	64.05%	\$115,906	64.05%	\$41,670
2000 - Non-Instructional Salaries	\$62,235	\$65,115	95.58%	\$65,115	95.58%	\$2,880
3000 - Employee Benefits	\$55,058	\$69,975	78.68%	\$69,975	78.68%	\$14,917
4000 - Supplies and Materials	\$24,415	\$39,895	61.2%	\$39,895	61.2%	\$15,480
5000 - Other Operating Expenses and Services	\$27,824	\$75,657	36.78%	\$75,657	36.78%	\$47,833
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$12,188	\$14,067	86.64%	\$14,067	86.64%	\$1,879
<b>Totals</b>	<b>\$255,956</b>	<b>\$380,615</b>	<b>67.25%</b>	<b>\$380,615</b>	<b>67.25%</b>	<b>\$124,659</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

We have a plan to increase funding by hiring an additional teacher for the 2019/20 school year. We are expanding our marketing efforts as well as moving locations to give greater exposure.

### Summary of Activities:

I had to reflect the \$39,450.29 data and accountability funding that VVC sent us due to funds expiring in June 2019) in the Q4 reporting. I reduced my actual expenses in NOVA in the following categories: 1000's - (-\$21,876), 3000's - (-\$4,476), 4000's (-\$2,591), 5000's (-\$8,628) Indirect Costs - \$12,188 (-\$1,878) from my actual expenses.

Status  
Submitted

## Victor Valley CCD

Victor Valley 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	\$2,323	\$10,622	21.87%	\$106,216	2.19%	\$103,893
2000 - Non-Instructional Salaries	\$22,704	\$9,231	245.95%	\$92,313	24.59%	\$69,609
3000 - Employee Benefits	\$13,481	\$9,822	137.26%	\$98,215	13.73%	\$84,734
4000 - Supplies and Materials	\$200	\$14,392	1.39%	\$143,916	0.14%	\$143,716
5000 - Other Operating Expenses and Services	\$531	\$16,728	3.17%	\$167,280	0.32%	\$166,749
6000 - Capital Outlay	\$0	\$500	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$1,962	\$2,894	67.8%	\$28,938	6.78%	\$26,976
<b>Totals</b>	<b>\$41,201</b>	<b>\$64,188</b>	<b>64.19%</b>	<b>\$641,878</b>	<b>6.42%</b>	<b>\$600,677</b>

### Corrective Action Plan

Program staff and counselor vacancies account for expenditures falling below target. A full-time transition counselor to provide services to the VVAERC was hired in December to commence February 11, 2019. Additionally, clerical support is under recruitment status and expected to be hired during the Spring of 2019. Supply's have been ordered with payments processed in Quarter 3.

### Summary of Activities:

Activities funded during Quarter 1 include staff salaries, benefits, supplies, and travel expenditures.

**Status**  
**Submitted**

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### Victor Valley 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	\$2,511	\$31,865	7.88%	\$106,216	2.36%	\$103,705
2000 - Non-Instructional Salaries	\$46,769	\$27,694	168.88%	\$92,313	50.66%	\$45,544
3000 - Employee Benefits	\$26,691	\$29,465	90.59%	\$98,215	27.18%	\$71,524
4000 - Supplies and Materials	\$300	\$43,175	0.69%	\$143,916	0.21%	\$143,616
5000 - Other Operating Expenses and Services	\$2,703	\$50,184	5.39%	\$167,280	1.62%	\$164,577
6000 - Capital Outlay	\$0	\$1,500	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$2,640	\$8,681	30.41%	\$28,938	9.12%	\$26,298
<b>Totals</b>	<b>\$81,614</b>	<b>\$192,563</b>	<b>42.38%</b>	<b>\$641,878</b>	<b>12.71%</b>	<b>\$560,264</b>

### Corrective Action Plan

Funding has been budgeted for Strategic-three year planning, regional adult ed. graduation ceremony, and clerical support staff that will be hired this year. The full-time consortium transition counselor was hired February 11, 2019.

### Summary of Activities:

Salary and benefits for the adult education regional consortium manager, ESL faculty travel, printing expenditures.

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

Todd Scott, Dean, Health Sciences, Public Safety, and Industrial Technology

Martha Mendez

Pearl Bandringa, Senior Accounting Technician

Daniel Walden

**Victor Valley 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	\$15,474	\$53,108	29.14%	\$106,216	14.57%	\$90,742
2000 - Non-Instructional Salaries	\$70,155	\$46,157	151.99%	\$92,313	76%	\$22,158
3000 - Employee Benefits	\$42,294	\$49,108	86.13%	\$98,215	43.06%	\$55,921
4000 - Supplies and Materials	\$1,240	\$71,958	1.72%	\$143,916	0.86%	\$142,676
5000 - Other Operating Expenses and Services	\$5,033	\$83,640	6.02%	\$167,280	3.01%	\$162,247
6000 - Capital Outlay	\$0	\$2,500	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$7,457	\$14,469	51.54%	\$28,938	25.77%	\$21,481
<b>Totals</b>	<b>\$141,653</b>	<b>\$320,939</b>	<b>44.14%</b>	<b>\$641,878</b>	<b>22.07%</b>	<b>\$500,225</b>

**Corrective Action Plan**

Funding has been budgeted for Strategic-three year planning, regional adult ed. graduation ceremony, and clerical support staff that will be hired this year. The full-time consortium transition counselor was hired February 11, 2019. Expenditures were prioritized to expend D&A funding.

**Summary of Activities:**

Salary and benefits for the adult education regional consortium manager, ESL faculty travel, printing expenditures.

**Status**

**Submitted**

**Victor Valley 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	\$35,317	\$63,730	55.42%	\$106,216	33.25%	\$70,899
2000 - Non-Instructional Salaries	\$92,312	\$55,388	166.66%	\$92,313	100%	\$1
3000 - Employee Benefits	\$65,062	\$58,929	110.41%	\$98,215	66.24%	\$33,153
4000 - Supplies and Materials	\$31,417	\$86,350	36.38%	\$143,916	21.83%	\$112,499
5000 - Other Operating Expenses and Services	\$38,384	\$100,368	38.24%	\$167,280	22.95%	\$128,896
6000 - Capital Outlay	\$0	\$3,000	0%	\$5,000	0%	\$5,000
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$13,301	\$17,363	76.61%	\$28,938	45.96%	\$15,637
<b>Totals</b>	<b>\$275,793</b>	<b>\$385,127</b>	<b>71.61%</b>	<b>\$641,878</b>	<b>42.97%</b>	<b>\$366,085</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**

A full-time counselor was hired February 2019 after an 8 month vacancy. Victor Valley College will implement strategies to develop noncredit programs and services during the current year. Support staff will be hired this year.

**Summary of Activities:**

Funds were utilized to meet the objectives of the VVAERC three year and annual plan. Activities aligning to the objectives included, transition services for adult ed. students enrolling in college; adult ed. family resource night, consortium director salary, regional adult ed. graduation, and noncredit program development support.

**Status  
Submitted**

**Victor Valley Union High**

**Victor Valley 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	\$22,215	\$60,344	36.81%	\$241,376	9.2%	\$219,161
2000 - Non-Instructional Salaries	\$9,116	\$21,250	42.9%	\$85,000	10.72%	\$75,884
3000 - Employee Benefits	\$13,315	\$25,125	53%	\$100,500	13.25%	\$87,185
4000 - Supplies and Materials	\$0	\$12,500	0%	\$50,000	0%	\$50,000
5000 - Other Operating Expenses and Services	\$333	\$15,594	2.14%	\$62,377	0.53%	\$62,044
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,096	0%	\$28,382	0%	\$28,382
<b>Totals</b>	<b>\$44,979</b>	<b>\$141,909</b>	<b>31.7%</b>	<b>\$567,635</b>	<b>7.92%</b>	<b>\$522,656</b>

### Corrective Action Plan

VVAS will ask fiscal services to take indirect costs, that were not applied in Q1. As it pertains to supplies and materials VVAS has placed a new textbook order however, it did not get paid in Q1 as anticipated. VVAS testing schedule was modified resulting in less non-instructional hours as originally anticipated. VVAS has reviewed the current budget which includes carryover funds and is in the process of developing a fiscal plan for one time expenditures to enhance student access to resources yet does not require a ongoing financial commitment.

### Summary of Activities:

Victor Valley Adult School launched the fall semester on August 22nd providing community members access to the following programs: Adult Basic Education, Adult Secondary Education (diploma courses in person, hybrid, in person independent study, & online) Career Technical Education, Citizenship Preparation, English as a Second Language, and Adults with Disabilities. Programs were offered across the district boundaries at Adelanto High School, Victor Valley High School, and Hook Junior High School, as well as offered in the morning and evening. As of October 31st VVAS has 515 students enrolled across various adult programs.

**Status**  
**Submitted**

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### Victor Valley 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	\$81,309	\$60,344	134.74%	\$241,376	33.69%	\$160,067
2000 - Non-Instructional Salaries	\$24,273	\$21,250	114.23%	\$85,000	28.56%	\$60,727
3000 - Employee Benefits	\$35,228	\$25,125	140.21%	\$100,500	35.05%	\$65,272
4000 - Supplies and Materials	\$833	\$12,500	6.66%	\$50,000	1.67%	\$49,167
5000 - Other Operating Expenses and Services	\$26,258	\$15,594	168.38%	\$62,377	42.1%	\$36,119
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,096	0%	\$28,382	0%	\$28,382
<b>Totals</b>	<b>\$167,901</b>	<b>\$141,909</b>	<b>118.32%</b>	<b>\$567,635</b>	<b>29.58%</b>	<b>\$399,734</b>

**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**

McKenzie Tarango, Coordinator of Alternative Education  
Ron Williams

### Victor Valley 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	\$133,710	\$60,344	221.58%	\$241,376	55.39%	\$107,666
2000 - Non-Instructional Salaries	\$37,343	\$21,250	175.73%	\$85,000	43.93%	\$47,657
3000 - Employee Benefits	\$56,546	\$25,125	225.06%	\$100,500	56.26%	\$43,954
4000 - Supplies and Materials	\$3,387	\$12,500	27.1%	\$50,000	6.77%	\$46,613
5000 - Other Operating Expenses and Services	\$34,549	\$15,594	221.55%	\$62,377	55.39%	\$27,828
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$0	\$7,096	0%	\$28,382	0%	\$28,382
<b>Totals</b>	<b>\$265,535</b>	<b>\$141,909</b>	<b>187.12%</b>	<b>\$567,635</b>	<b>46.78%</b>	<b>\$302,100</b>

**Status**  
**Submitted**

Victor Valley 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	\$219,749	\$60,344	364.16%	\$241,376	91.04%	\$21,627
2000 - Non-Instructional Salaries	\$53,282	\$21,250	250.74%	\$85,000	62.68%	\$31,718
3000 - Employee Benefits	\$85,951	\$25,125	342.09%	\$100,500	85.52%	\$14,549
4000 - Supplies and Materials	\$45,071	\$12,500	360.57%	\$50,000	90.14%	\$4,929
5000 - Other Operating Expenses and Services	\$62,377	\$15,594	400%	\$62,377	100%	\$0
6000 - Capital Outlay	\$0	\$0	100%	\$0	100%	\$0
7000 - Other Outgo	\$0	\$0	100%	\$0	100%	\$0
Indirect Costs	\$21,145	\$7,096	298.01%	\$28,382	74.5%	\$7,237
<b>Totals</b>	<b>\$487,575</b>	<b>\$141,909</b>	<b>343.58%</b>	<b>\$567,635</b>	<b>85.9%</b>	<b>\$80,060</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:**

Funds were utilized to address educational needs in Adult Education High School Diploma, English As A Second Language, and college and career services. Funds targeted regional needs to provide educational opportunities and address gaps in services in our region.

**Status**  
**Submitted**



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