

CAEP Consortium Fiscal Reporting

68 West Kern Consortium

2018-19 Fiscal Year

Certification

Certified By

Kathleen Johnson
Director, Adult Education

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

West Kern CCD

West Kern CCD Q1 Report (7/1 - 9/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|--------------------|------------------------------|--------------------|
| 1000 - Instructional Salaries | \$83,796 | \$125,000 | 67.04% | \$500,000 | 16.76% | \$416,204 |
| 2000 - Non-Instructional Salaries | \$5,495 | \$35,000 | 15.7% | \$140,000 | 3.93% | \$134,505 |
| 3000 - Employee Benefits | \$11,840 | \$37,500 | 31.57% | \$150,000 | 7.89% | \$138,160 |
| 4000 - Supplies and Materials | \$15,739 | \$12,500 | 125.91% | \$50,000 | 31.48% | \$34,261 |
| 5000 - Other Operating Expenses and Services | \$30,453 | \$17,500 | 174.02% | \$70,000 | 43.5% | \$39,547 |
| 6000 - Capital Outlay | \$5,663 | \$101,410 | 5.58% | \$405,639 | 1.4% | \$399,976 |
| 7000 - Other Outgo | \$0 | \$7,580 | 0% | \$30,318 | 0% | \$30,318 |
| Indirect Costs | \$0 | \$15,078 | 0% | \$60,313 | 0% | \$60,313 |
| Totals | \$152,986 | \$351,568 | 43.52% | \$1,406,270 | 10.88% | \$1,253,284 |

Corrective Action Plan

17/18 expenditures were reported in error showing all funds had been expended; 18/19 reporting was adjusted to bring accounting correct and reflect actual amount of 18/19 carry over funds. Additional classes are scheduled and job recruitment for additional ESL and CTE teachers is ongoing. Classes are being linked with area employers to expand student's employment possibilities.

Summary of Activities:

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

Status
Submitted

West Kern CCD Q2 Report (10/1 - 12/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|------------------|----------------------------|--------------------|------------------------------|--------------------|
| 1000 - Instructional Salaries | \$168,359 | \$250,000 | 67.34% | \$500,000 | 33.67% | \$331,641 |
| 2000 - Non-Instructional Salaries | \$37,008 | \$70,000 | 52.87% | \$140,000 | 26.43% | \$102,992 |
| 3000 - Employee Benefits | \$34,936 | \$75,000 | 46.58% | \$150,000 | 23.29% | \$115,064 |
| 4000 - Supplies and Materials | \$20,589 | \$25,000 | 82.36% | \$50,000 | 41.18% | \$29,411 |
| 5000 - Other Operating Expenses and Services | \$67,310 | \$35,000 | 192.31% | \$70,000 | 96.16% | \$2,690 |
| 6000 - Capital Outlay | \$6,171 | \$202,820 | 3.04% | \$405,639 | 1.52% | \$399,468 |
| 7000 - Other Outgo | \$0 | \$15,159 | 0% | \$30,318 | 0% | \$30,318 |
| Indirect Costs | \$1,920 | \$30,157 | 6.37% | \$60,313 | 3.18% | \$58,393 |
| Totals | \$336,293 | \$703,135 | 47.83% | \$1,406,270 | 23.91% | \$1,069,977 |

Corrective Action Plan

17/18 expenditures were reported in error showing all funds had been expended; 18/19 reporting was adjusted to bring accounting correct and reflect actual amount of 18/19 carry over funds. Additional classes , both ESL and CTE, are being developed and scheduled for 2019 - 2020. Job recruitment for additional ESL and CTE teachers is ongoing. CTE courses are being linked with local industry employers to enhance student's employment opportunities. Recruiters from local industry are regularly invited to CTE courses which is resulting in successful hiring outcome.

Summary of Activities:

Expanded and reorganized ESL classes resulting in recruiting additional students and more orderly progression of class types. Reorganization of GED classes and rotation/replacement of teaching staff resulted in accelerated number of graduates this year and increased enrollment. Implemented new Strong Workforce courses to accelerate participants into workforce. Classes include: Welder's Helper , Security Guard , Personal Care Aide, Food Handler.

Planned new schedule of classes, adding additional skills classes, security guard certification, Para Professional, and forklift certification. Assembled support services with local agencies to help clear obstacles for returning work force clients. Dean of Instruction audited course materials & instituted new controls. Expanding number of classrooms and classes to better prepare workforce. Support staff, Director and Dean attended additional training. Consolidated and streamlined data capture to meet requirements.

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

Deb Daniels

West Kern CCD Q3 Report (1/1 - 3/31)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$264,039 | \$375,000 | 70.41% | \$500,000 | 52.81% | \$235,961 |
| 2000 - Non-Instructional Salaries | \$48,589 | \$105,000 | 46.28% | \$140,000 | 34.71% | \$91,411 |
| 3000 - Employee Benefits | \$56,810 | \$112,500 | 50.5% | \$150,000 | 37.87% | \$93,190 |
| 4000 - Supplies and Materials | \$29,978 | \$37,500 | 79.94% | \$50,000 | 59.96% | \$20,022 |
| 5000 - Other Operating Expenses and Services | \$70,000 | \$52,500 | 133.33% | \$70,000 | 100% | \$0 |
| 6000 - Capital Outlay | \$6,171 | \$304,229 | 2.03% | \$405,639 | 1.52% | \$399,468 |
| 7000 - Other Outgo | \$0 | \$22,739 | 0% | \$30,318 | 0% | \$30,318 |
| Indirect Costs | \$3,967 | \$45,235 | 8.77% | \$60,313 | 6.58% | \$56,346 |
| Totals | \$479,554 | \$1,054,703 | 45.47% | \$1,406,270 | 34.1% | \$926,716 |

Corrective Action Plan

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Summary of Activities:

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Status
Unsubmitted

West Kern CCD Q4 Report (4/1 - 6/30)

| Object Code | Year to Date (YTD) Expenditure | YTD Forecast | % Expended of YTD Forecast | Project Budget | % Expended of Overall Budget | Budget Remaining |
|--|--------------------------------|--------------------|----------------------------|--------------------|------------------------------|------------------|
| 1000 - Instructional Salaries | \$353,072 | \$500,000 | 70.61% | \$500,000 | 70.61% | \$146,928 |
| 2000 - Non-Instructional Salaries | \$118,684 | \$140,000 | 84.77% | \$140,000 | 84.77% | \$21,316 |
| 3000 - Employee Benefits | \$111,248 | \$150,000 | 74.17% | \$150,000 | 74.17% | \$38,752 |
| 4000 - Supplies and Materials | \$36,814 | \$50,000 | 73.63% | \$50,000 | 73.63% | \$13,186 |
| 5000 - Other Operating Expenses and Services | \$70,000 | \$70,000 | 100% | \$70,000 | 100% | \$0 |
| 6000 - Capital Outlay | \$44,072 | \$405,639 | 10.86% | \$405,639 | 10.86% | \$361,567 |
| 7000 - Other Outgo | \$0 | \$30,318 | 0% | \$30,318 | 0% | \$30,318 |
| Indirect Costs | \$4,669 | \$60,313 | 7.74% | \$60,313 | 7.74% | \$55,644 |
| Totals | \$738,559 | \$1,406,270 | 52.52% | \$1,406,270 | 52.52% | \$667,711 |

Corrective Action Plan

17/18 expenditures were reported in error showing all funds had been expended; 18/19 reporting was adjusted to bring accounting correct and reflect actual amount of 18/19 carry over funds. Additional classes , both ESL and CTE, are being developed and scheduled for 2019 - 2020. Job recruitment for additional ESL and CTE teachers is ongoing. CTE

courses are being linked with local industry employers to enhance student's employment opportunities. Recruiters from local industry are regularly invited to CTE courses which is resulting in successful hiring outcome.

Summary of Activities:

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Status
Unsubmitted



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