Board of Trustees
Board Packet

April 9, 2020 Meeting

Tohono O'odham Kekel Ha- Maṣcamakuḍ
Board of Trustees Regular Meeting – April 9, 2020

Virtual Meeting – Phone and Internet, 9 a.m.

Agenda

General Matters

1. Call to Order/Roll Call
2. Invocation
3. Review and approval of Agenda
4. Announcements and upcoming events
5. Minutes for approval – March 2020 p. 2-8
6. Call to the audience
7. Executive session

New Business

1. February 2020 Financials, Controller Michael Mainus p. 9-44
2. TOCC Development – LLC Director, Robert Wambolt p. 45-71
3. Human Resources – HR Director Stacy Owsley p. 72-75
4. Coronavirus update – discussion
5. Athletic program

Reports – by Division

1. President p. 76
2. Education p. 78
3. Sustainability p. 81
4. Student Services
5. Student Life

Adjournment

Tohono O'odham Kekel Ha-Mascamakud
Board of Trustees Regular Meeting
Thursday March 12, 2020
Komckud 'E-Wa:'osidk Mascamakud (Wedged Turtle Campus)
Board Room, 9:00 a.m.

Call To Order / Roll Call

The Board of Trustees Meeting was Called To Order at 9:15 a.m. by Chairperson Dr. Ofelia Zepeda.

Present	Excused Absence	Board of Trustees:
X		Dr. Ofelia Zepeda, Chairperson
X		Bernard Siquieros, Vice-Chairperson
X		Anthony Chana, Secretary
X		Jonas Robles, Member
X		Mary Bliss, Member
	X	Elizabeth "Libby" Francisco, Member
		Administration Members
X		Paul Robertson, President
X		Naomi Tom, Dean of Student Services
X		Mario Montes-Helo, Dean for Sustainability
	X	Curtis Peterson, Academic Dean
X		Joann Miguel, Dean of Finance
		Recorder
X		Evan Thomas, Human Resources Assistant
		Guests
X		Sylvia Hendricks, Director of Student Life
X		Robert Wambolt, LLC Director
	X	Mike Mainus, Controller
X		George Miguel, Occupational Chair
	X	Ben Jose, Research Assistant
X		Ofelia "Liz" Zepeda, Library Director
X		Stacy Owsley, Human Resources Director

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Executive Summary: TOCC BOT acted on the following at the March 12, 2020 meeting:

- Approved BOT Meeting Minutes from February 13, 2020
- Accepted the January 2019 Financial Report as presented
- Accepted the TOCC Development, LLC Report as presented.
- Accepted the Human Resources Report as presented
- Approved to change the Occupational Chair position to Chair of Workforce and Community Development Academic Program.
- Approved to change the Building Construction Technologies Program (BCT) to Workforce and Community Development (WCD) as presented.
- Approved the Language Center Director Job Description with noted changes.

The Invocation was given by Jonas Robles.

Review and Approval of Agenda

The meeting agenda was reviewed and approved with the addition to New Business, Item 1. COVID-19 Corona Virus Report

MOTION: Motion by Mary Bliss, seconded by Bernard Siquieros to approve the agenda with the addition to New Business, Item 1. COVID-19 Corona Virus Report.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT.
MOTION APPROVED

Announcements/Upcoming Events

- Meeting with the Tohono O'odham Nation - Executive Branch 03/12/2020, Tohono O'odham Legislative Council Chambers, 1pm – 4pm
    - COVID-19 Corona Virus Discussion
- There was mention of the Cancellation of the annual Book Festival at the University of Arizona.

February 13, 2020 Board of Trustees Meeting Minutes

The Meeting Minutes for the Board of Trustees Meeting held February 13, 2020 were reviewed and approved with the following changes:

- The O'odham word Hatas on Page 8 should be corrected to Ha-Tas.
- With regard to the Sustainability Report on Page 7 – the ANA Grant reference should be the American Indian College Fund Grant (AICFund).

MOTION: Motion by Tony Chana, Seconded by Jonas Robles to approve the February 13, 2020 TOCC Board of Trustees Meeting Minutes with the noted changes.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

CALL TO THE AUDIENCE – None

EXECUTIVE SESSION - The Board of Trustees convened for an Executive Session.

NEW BUSINESS

1. COVID-19 Corona Virus Report – Paul Robertson, President

Update on what TOCC is doing in response to the COVID-19 Corona Virus.

Ad Hoc Committee / Task Force has met several times and will take a leadership role in the issue of COVID-19 Corona Virus. The Committee is instituting an Interim Plan for Board Approval and will bring that information forward next month. Alberta Espinoza has been visiting the classrooms to demonstrate hand-washing and share best practice activities. TOCC sent out a PSA to all Students, Staff & Faculty. TOCC Operations completed an inventory on February 28, 2020 on all sanitary supplies and have scheduled wiping down surfaces in high traffic areas 3-times a day. Elements of Plan: Educating, Information.

2. Monthly Financial Reports for January 2020, Joann Miguel, Dean of Finance

Joann Miguel, Dean of Finance made the January 2020 Financial Report.

With the cancellation of the AEIHC Conference - there will be unspent funds. There will most likely be some re-budgeting or budget modifications forthcoming.

A motion was made to accept the January 2020 Financial Report as presented.

MOTION: Motion by Bernard Siquieros, Seconded by Mary Bliss to accept the January 2020 Financial Report as presented.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

3. TOCC Development – Robert Wambolt, LLC Director

Mr. Wambolt reported on the status of TOCC Projects and the TOCC Development, LLC.

Tohono Kosin

- The Fire Suppression System is complete.
- An Electrician was contracted to upgrade the electrical wiring for the Fire Suppression System.
- The Establishment is now ready for Inspection(s).
- The Soft Opening is slated for March 16, 2020 which may not happen.
- There was a fire in the dishwasher and the unit will have to be replaced. A circuit board caught fire which was contained to the unit.

Apedag Ki:

- Should be able to pick a contractor soon.
- Awaiting bids from the contractors that were solicited.

Language Building

- Waiting on review of the Plans
- Made changes for the Vault Area – Closed off the cooking area access so that odors would not affect the curation area.
- The Himdag Committee has reviewed the changes and concurs.
- Once design approvals are in place, will meet with the architect and structural engineer for the next phase.
- The Outdoor Restrooms were added for those attending activities at the Amphitheater.
- The NSF Grant has verbiage regarding input about the design. That criteria should be fulfilled.
- There should be a contingency plan in place for the items stored in the building and how well they are protected.

Science and Arts Building – ESB Design Build+

- The plans are being drawn up now.

- Consulting with the Civil Engineer for the design of the pad.
- No date for Groundbreaking has been set.
- The thought of designing the designated expansion area of the building for the TOCC Administration and Finance - to include office space and a Board Room - is being considered.

A drone was utilized to fly over S-cuk Du'ag Mascamakud and take pictures for the TOCC Master Plan. 580 pictures make up the composite photo of the Main Campus.

The Students with the LLC are very dependable. Five (5) worked at the Desert Diamond Casino in Glendale, Arizona and the companies that they worked for hired them as employees. The Carpenters are kept busy with projects: Signs for buildings and Handicap Parking designation.

There are no Apprentice Electricians or Plumbers. TERO has called looking for candidates to fill jobs, but the LLC could not refer anyone. Recruitment efforts will be underway and the Division is going through a rebuilding stage.

A motion was made to accept the TOCC Development, LLC Report as presented.

MOTION: Motion by Bernard Siquieros, Seconded by Mary Bliss to accept the TOCC Development, LLC Report as presented.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

4. Human Resources – Stacy Owsley, Human Resources Director

Ms. Owsley presented the following:

- New Hires:
  - Daron Vicenti was hired on 02/25/2020 as the On-Call Security Guard. This is a Part-Time / Temporary position.
  - Xavier Gonzales began his employment with TOCC on 03/08/2020 as a Security Guard. This is a Full-Time / Regular position.
- Transfer:
  - Sonny Jim transferred from the On-Call Security Guard to Full-Time / Regular Security Guard. He was introduced to the Board of Trustees as the February Regular Meeting was held in Tucson, Arizona.
- Separations:
  - Joyce Miguel, Farm Manager / Extension Agent Assistant resigned – effective: February 25, 2020.
  - Starla Reno, Beginning Farmer Program Coordinator resigned – effective February 28, 2020.

To date there are two Candidates for the Special Assistant to the President position. Interviews could be scheduled as soon as Friday March 20, 2020.

A motion was made to accept the Human Resources Report as presented.

MOTION: Motion by Bernard Siquieros, Seconded by Jonas Robles to accept the Human Resources Report as presented.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

5. Request to Revise Occupational Chair Position – Mario Montes-Helu, Dean of Sustainability

Dean Montes-Helu proposes to change the title of the Occupational Chair position to Chair of Workforce and Community Development Academic Program.

- The duties would be more extensive and include overseeing the Culinary Arts Program and the GIS Certification Program.
- This is an Administrative position so there will be no Instruction duties.
- The Job Description refers to Applicable Local Laws under the Knowledge heading. Would that be Tribal Law(s)? Yes, that would pertain to TERO.
- The BCT Programs would be under this position.

A motion was made to change the Occupational Chair position to Chair of Workforce and Community Development Academic Program.

MOTION: Motion by Bernard Siquieros, Seconded by Mary Bliss to change the Occupational Chair position to Chair of Workforce and Community Development Academic Program as presented.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

6. Request to Reorganize Building Construction Technologies Program (BCT)

Dean Montes-Helu brought forth a proposal for reorganizing the Building Construction Technologies Program (BCT). The scope of teaching was addressed as well as looking at TOCC as a college of the community. There is a need to engage in the community. With the Culinary and GIS Certificate programs initiated in the BCT program offerings, the name has become obsolete. The name Workforce and Community Development would reflect the disciplines in developing a workforce for the Nation in Green Technology. The program needs to hire individuals to develop the curriculum. In the future the program would offer Journeyman and Certificate credentials. Many hours were spent researching curricula and finding something relevant, people to recruit which does fit with the emerging climate change. This will give the college an angle into those areas where we need to have an edge in finding the people.

A motion was made to change the Building Construction Technologies Program (BCT) to Workforce and Community Development (WCD) as presented.

MOTION: Motion by Bernard Siquieros, Seconded by Mary Bliss to change the Building Construction Technologies Program (BCT) to Workforce and Community Development (WCD) as presented.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

7. Request Approval of Language Center Director Job Description – Dr. Paul Robertson

Dr. Paul Robertson presented a Job Description for the Language Center Director. This position will be paid by the Nation's funds. To date, the drawdown has not happened. Dr. Robertson will confer with Ryan Claw, Treasurer, Tohono O'odham Nation for transfer of funds. The funds are designated for Fiscal Years 2020, 2021 & 2022. The minimum qualification for this position would be a Bachelors of Arts degree – preferably in Linguistics. In Minimum Qualifications: Must be fluent in the O'odham language should be changed to: Have some degree of skill in speaking the O'odham language. Add O'odham Language fluency under Additional Consideration May Be Given To Individuals with the Following Qualifications.

A motion was made to approve the Language Center Director Job Description with noted changes.

MOTION: Motion by Tony Chana, Seconded by Bernard Siquieros to approve the Language Center Director Job Description with noted changes.
VOTE: 5 FOR, 0 OPPOSED, 0 ABSTAIN, 1 ABSENT
MOTION APPROVED

REPORTS

1. President's Division – Dr. Paul Robertson, TOCC President
   Reported as New Business Item 1. in today's meeting agenda.

2. Education Division – Dr. Curtis Peterson, Academic Dean
   No Report

3. Sustainability Division – Dr Mario Montes-Helu, Dean
   Reported as New Business Items 4. & 5.

4. Student Life – Sylvia Hendricks, Director
   There was a report of a fire in the Dorm Building. The fire was contained with minimal to no damage.

5. Student Services – Naomi Tom, Dean
   - TOCC Personnel were aiding in planning the AEIHC Conference to be held February 2020. It has since been cancelled due to the COVID-19 Corona Virus pandemic.
   - AT&T Grant – Three (03) College Mentors have been hired. They will be helping with an After-School program.
   - Financial Aid
     - 40 Students awarded with 9 different scholarships
     - Are there any students with Veteran status? There is 1 at this time. Novia James attends a conference for Veterans' which is held in April annually.
   - TOCC Phoenix Site – Dual Enrollment
     - There are 6 students from the Tempe School District in Dual Enrollment.

6. TOCC LLC – Robert Wambolt, LLC Director

Reported as New Business Item 3.

Adjournment – 12.12 p.m.

MOTION: Motion by Tony Chana, Seconded by Bernard Siquieros to adjourn the meeting. **VOTE:** 5 For, 0 Opposed, 0 Abstain, 1 Absent **MOTION APPROVED**

INTEROFFICE MEMORANDUM

TO: BOARD OF TRUSTEES, TOHONO O'ODHAM COMMUNITY COLLEGE

FROM: MIKE MAINUS, CONTROLLER

DATE: 2/29/2020

AGENDA ITEM: MONTHLY FINANCIAL REPORTS FOR FEBUARY 2020

EXECUTIVE SUMMARY

Enclosed are the financial reports for February 2020, as detailed budget reports by department. The format correlates with the audited financial statements, generally accepted accounting principles and internal account structure.

Cash and cash equivalents at February 29, 2020 follow:

• Bank of America, regular operational checking account	$ 4,012,735
• LLC Cash Available	249,353
• Capital Campaign	6,550
• Bookstore Cash	1,690
• Petty Cash	100
Cash and cash equivalents in all accounts	$ 4,012,735

Investments follow:

• Community Foundation	$ 385,707
• Wells Fargo Securities, Building/Operating Reserves	1,851,554
Investment Total	$ 2,237,261
Other assets	$ 8,904,564
Total unrestricted assets	$15,154,560

Recommendation:The President recommends that the Board of Trustees shall accept the February 2020 financial report.

TOHONO O'ODHAM COMMUNITY COLLEGE

Unrestricted Budget Activity

For the Month Ended February 29, 2020

Tohono O'odham Community College
Statements of Financial Position
February 29, 2020, January 31,2020 and June 30, 2018 (Audited)
(Intended for internal management purposes only)

Assets	(Unaudited) February 29 2020	(Unaudited) January 31 2020	(Audited) June 30, 2019
Bank of America - operating account	$ 3,755,042	$ 4,205,173	1,614,614
Bank of America - capital campaign account	6,550	6,550	6,550
Bookstore cash	1,690	1,650	1,504
Petty cash	100	100	100
LLC Checking and Cash on Hand All Accounts	249,353	238,884	315,692
* Student accounts receivable, net of allowance for doubtful accounts	168,279	63,155	147,824
Contracts and grants receivable	413,225	413,225	405,588
Bookstore inventory	200,896	197,038	105,241
Prepaid expenses	49,069	67,698	31,131
Wells Fargo - Building and Operating reserves	1,851,554	1,855,040	1,788,468
Community Foundation of Southern Arizona - endowment	385,707	385,707	369,508
Other receivables	12,701	8,843	-
* Land, buildings and equipment, net of accumulated depreciation	8,060,394	8,060,394	8,060,394
Total Assets	**$ 15,154,560**	**$ 15,503,457**	**$ 12,846,614**
Liabilities and Net Equity			
Accounts payable	$ 211,604	$ 170,719	$ 359,063
Salary related payable	374,013	282,846	296,182
Deposits/Funds Held for others	37,241	37,241	29,740
Other Payables and Accrued Expenses	41,302	44,973	104,429
Deferred grant revenue	116,362	116,362	116,362
AIHEC Conference Account - Bank of America	-	-	6,188
Total Liabilities	**$ 780,522**	**$ 652,141**	**$ 911,964**
Equity:			
Unrestricted:			
Designated by the board of trustees	$ 1,818,011	$ 1,818,011	$ 1,818,011
Expended for property and equipment	8,638,796	8,638,796	8,638,796
Designated for operating budget plus grants	3,771,020	4,248,298	1,331,632
Unrestriced Equity	**$ 14,227,827**	**$ 14,705,105**	**$ 11,788,439**
Temporarily restricted	$ -	$ -	$ -
Permanently restricted	146,211	146,211	146,211
Restricted Equity	$ 146,211	$ 146,211	$ 146,211
Total Liabilities and Equity	$ **15,154,560**	**$ 15,503,457**	**$ 12,846,614**

*Recap #1

* Recap Explained of Net Students Accounts Receivable	Feb 2020	Jan 2020	June 2019
Accounts Receivable	$ 370,172	$ 265,048	$ 349,632
Allowance for Bad Debt	(201,893)	(201,893)	(201,808)
* Student accounts receivable, net of allowance	$ 168,279	$ 63,155	$ 147,824

*Recap #2

* Recap Explained of Net Net Fixed Assets	Feb 2020	Jan 2020	June 2019
Land Buildings & Equipment	$ 14,609,425	$ 14,609,425	$ 14,609,425
Allowance for Depreciation	(6,549,031)	(6,549,031)	(6,549,031)
* Land building and Equipment, net of Accumulated Depreciation	$ 8,060,394	$ 8,060,394	$ 8,060,394

Tohono O'odham Community College
Statement of Activities - Budget and Actual
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

UNRESTRICTED OPERATING BUDGET	Year-to-Date Actual	FY 2020 Annual Budget	Budget Variance	Remaining %
Unrestricted revenues:				
Tuition and fees	$ 294,756	$ 321,550	$ (26,794)	-8%
Student Housing	80,122	82,000	(1,878)	-2%
Legislative Contribution - Tohono O'odham Nation	4,853,376	4,853,376	-	0%
Tribal Community College Act	1,681,352	1,658,310	23,042	0%
Indirect costs recovered on restricted federal grants	19,382	122,000	(102,618)	-84%
Unrestricted gifts and donations	4,415	3,000	1,415	0%
Bookstore sales	96,074	92,500	3,574	4%
Miscellaneous income	48,016	41,850	6,166	15%
Basketball Donations	7,300	12,000	(4,700)	-39%
Basketball Sales	18,848	15,000	3,848	0%
Interest B of A Checking	28,099	16,000	12,099	0%
LLC Contract	47,878	143,633	(95,755)	-67%
Total Unrestricted Revenues	$ 7,179,618	$ 7,361,219	$ (181,601)	-2%
Investment Revenues				
Non-Operational Investment Rev (Note Only) Current & Prior Mon Month	67,285	64,340		
Unrestricted expenses:				
Educational program services:				
Instruction	$ 876,902	$ 1,669,246	$ 792,344	47%
Student services	517,079	912,573	395,494	43%
Auxiliary enterprises	319,995	602,522	282,527	47%
Supporting services:				
Academic support	239,822	386,232	146,410	38%
Institutional support wthout Depreciation/Bad Debts	1,250,197	1,991,574	741,377	37%
Facility operations and maintenance	665,298	1,143,364	478,066	42%
Sustainability	79,430	142,067	62,637	44%
Cultural Liason	53,231	87,636	34,405	39%
Student Life	240,716	340,304	99,588	29%
San Carlos BIE Funds and Tuition and Fees	196,542	222,736	26,194	12%
Total Unrestricted Expenses	$ 4,439,212	$ 7,498,254	$ 3,059,042	41%
Unrestricted excess (deficiency) w/o Bad Debts/Depreciation	$ 2,740,406	$ (137,035)	$ 2,877,441	

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	**Year-to-Date Actual**	**Annual Budget**	**Remaining Budget**	**Remaining %**
INSTRUCTION				
Instruction - 1100				
Compensation	$ 622,019	$ 1,158,040	$ 536,021	46%
Employee related expenses	111,195	266,709	155,514	58%
Employee tuition waivers/tuition wavers		1,700	1,700	100%
Travel and training	-	5,000	5,000	100%
Mileage	4,852	5,600	748	13%
Registrations	1,867	5,750	3,883	68%
Commuter Allowance	2,492	3,600	1,108	31%
Printing		2,000	2,000	100%
Consultant Fees		1,200	1,200	100%
Education Supplies	3,238	8,000	4,762	60%
Office supplies	2,036	8,000	5,964	75%
Art program Supplies	3,614	12,000	8,386	70%
Meeting expense	3,516	6,000	2,484	41%
Subscriptions/Periodicals		1,000	1,000	100%
	$ 754,829	$ 1,484,599	$ 729,770	49%
Apprenticeship - 1500				
Compensation	$ 72,568	$ 107,392	$ 34,824	32%
Employee related expenses	20,030	30,202	10,172	34%
Travel and training	-	-	-	0%
Mileage	-	300	300	100%
Registrations	-	101	101	100%
Commuter Allowance	1,212	1,800	588	33%
Office supplies	170	1,452	1,282	88%
Meeting Expense		250	250	100%
Contracts/Subcontracts	23,071	29,843	6,772	23%
Other Tools and Equipment	(589)	2,497	3,086	100%
	$ 116,462	$ 173,837	$ 57,375	33%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	**Year-to-Date Actual**	**Annual Budget**	**Remaining Budget**	**Remaining %**
ABE-GED - 1800				
Travel and training	$ 4,017	$ 4,000	$ (17)	0%
Mileage	1,594	5,260	3,666	70%
Memberships		200	200	100%
Education supplies		300	300	100%
Office Supplies		300	300	100%
Contracts		750	750	100%
	$ 5,611	$ 10,810	$ 5,199	48%
			-	
			-	
TOTAL INSTRUCTION	$ 876,902	$ 1,669,246	$ 792,344	47%
			-	
			-	

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %

	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
STUDENT SERVICES			-	
			-	
Student services - 5100			-	
Compensation	$ 281,799	$ 450,937	$ 169,138	38%
Employee related expenses	84,043	148,556	64,513	43%
Recruiting	9,799	18,000	8,201	46%
Employee tuition waivers		1,000	1,000	100%
Travel and training	3,622	30,000	26,378	88%
Mileage	478	750	272	36%
Registrations		1,000	1,000	100%
Commuter Allowance	2,423	3,600	1,177	33%
Graduation		8,000	8,000	100%
Printing	375	2,000	1,625	81%
Advertising	360	2,000	1,640	82%
Comm/student events	10,021	12,000	1,979	16%
Consultant Fees	3,060	2,000	(1,060)	0%
Education supplies	18	3,000	2,982	99%
Office supplies	2,215	5,000	2,785	56%
Meeting expense	513	1,000	487	49%
Promotional		1,300	1,300	100%
Furniture and Fixtures	174	1,500	1,326	88%
Office Equipment	714	700	(14)	0%
	$ 399,614	$ 692,343	$ 292,729	42%
Financial aid office - 5200				
Compensation	$ 54,314	$ 83,530	$ 29,216	35%
Employee related expenses	14,483	32,209	17,726	55%
Travel and training	1,461	1,000	(461)	0%
Registrations		500	500	100%
Memberships		100	100	100%
Office supplies		500	500	100%
	$ 70,258	$ 117,839	$ 47,581	40%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	**Year-to-Date Actual**	**Annual Budget**	**Remaining Budget**	**Remaining %**
Residence Life - 5400				
Compensation	$ 28,501	$ 45,170	$ 16,669	37%
Employee related expenses	8,138	13,786	5,648	41%
Travel and training expense	112	1,500	1,388	93%
Mileage		200	200	100%
Registration expenses		400	400	100%
Communications	528	635	107	17%
Memberships		200	200	100%
Advertising		300	300	100%
Comm/student events	716	6,000	5,284	88%
Office supplies		500	500	100%
Meeting Expense	340	1,000	660	66%
Custodial Expenses	272	3,000	2,728	91%
Subscriptions/periodicals	1,670	5,200	3,530	68%
Stipends	5,600	9,500	3,900	41%
Furniture & Fixtures	1,330	14,000	12,670	91%
	47,207	$ 101,391	$ 54,184	53%
Student senate - 1410				
Office supplies		400	400	100%
Meeting expense	$ -	$ 600	$ 600	100%
	$ -	$ 1,000	$ 1,000	100%
			-	
TOTAL STUDENT SERVICES	$ 517,079	$ 912,573	$ 395,494	43%
AUXILIARY ENTERPRISES				
Athletics - 5300				
BasketBall Revenue/Snacks	**(378)**	**(3,000)**	**(2,622)**	**-87%**

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %

	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
Compensation	$ 95,630	$ 144,507	$ 48,877	34%
Employee related expenses	27,275	41,806	14,531	35%
Recruiting Expense	1,167	7,000	5,833	83%
Travel	8,398	9,000	602	7%
Vehicle Rental	13,199	16,000	2,801	18%
Native American Classic	14,839	-	(14,839)	0%
Fuel	201	3,000	2,799	93%
Hotel	1,869	7,000	5,131	73%
Uniform/Retail Purchases	16,856	16,000	(856)	0%
Meals	17,983	24,000	6,017	25%
Memberships	7,868	8,000	132	2%
Advertising & Promotion	7,352	7,600	248	0%
Consultant Fees	16,849	35,800	18,951	53%
On Travel Medical	200	500	300	60%
Office Supplies	536	1,000	464	46%
Tuition Waivers	-	48,000	48,000	100%
Contracts/Subcontracts	12,889	20,000	7,111	36%
Program Supplies	23,926	26,500	2,574	10%
Archery Expense	748	7,000	6,252	89%
	267,407	419,713	152,306	36%
Bookstore - 9100			-	
Compensation	$ 34,574	$ 52,657	$ 18,083	34%
Employee related expenses	10,102	15,152	5,050	33%
Cost of Goods Sold-Retail	47	95,000	94,953	100%
Office supplies	3,640	7,000	3,360	48%
Promotional	4,225	13,000	8,775	68%
	$ 52,588	$ 182,809	$ 130,221	71%
TOTAL AUXILIARY ENTERPRISES	$ 319,995	$ 602,522	$ 282,527	47%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
ACADEMIC SUPPORT				
			-	
Academic support - 1200			-	
Compensation	$ 68,345	$ 90,858	$ 22,513	25%
Employee related expenses	20,639	31,369	10,730	34%
Employee Tuition Waivers		400	400	100%
Travel and training	429	3,000	2,571	86%
Mileage	50	400	350	88%
Registrations		300	300	100%
Adv Community/Student Events		3,000	3,000	100%
Consultant fees		2,000	2,000	100%
Education Supplies		1,500	1,500	100%
Office supplies	411	2,000	1,589	79%
Meeting Expense	922	3,000	2,078	69%
Promotional	585	1,000	415	42%
	$ 91,381	$ 138,827	$ 47,446	34%
Library - 4130				
Compensation	$ 91,319	$ 130,165	$ 38,846	30%
Employee related expenses	26,869	51,938	25,069	48%
Tuition Waivers		400	400	100%
Travel and training		1,500	1,500	100%
Vehicle Rental		500	500	100%
Memberships		60	60	100%
Commuter Allowance	346	-	(346)	0%
Consultant Fees	6,470	12,800	6,330	49%
Office supplies	1,322	5,000	3,678	74%
Meeting expenses		200	200	100%
Subscriptions/periodicals	9,886	21,000	11,114	53%
Contracts/subcontracts	6,693	10,000	3,307	33%
Promotional	53	400	347	87%
Office equipment	3,797	4,000	203	5%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	**Year-to-Date Actual**	**Annual Budget**	**Remaining Budget**	**Remaining %**
Comp-uter Equipment		4,442	4,442	100%
Library collection	1,686	5,000	3,314	66%
	$ 148,441	$ 247,405	$ 98,964	40%
TOTAL ACADEMIC SUPPORT	$ 239,822	$ 386,232	$ 146,410 -	38%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
INSTITUTIONAL SUPPORT				
President's office - 6100				
Compensation	$ 72,542	$ 145,766	$ 73,224	50%
Employee related expenses	22,462	41,358	18,896	46%
Student related travel	-	3,000	3,000	100%
Travel and training	355	6,300	5,945	94%
Mileage	115	400	285	71%
Registrations		1,500	1,500	100%
Car Allowance	4,846	7,200	2,354	33%
Office supplies	582	1,300	718	55%
Meeting expenses	208	1,400	1,192	85%
Promotional	205	500	295	59%
	$ 101,315	$ 208,724	$ 107,409	51%
Seven Initiatives - 6107				
Meeting expenses		1,500	1,500	100%
Contract/Subcontracts	3,548	-	(3,548)	0%
Advertising/Promotional	2,334	2,000	(334)	0%
Furniture/Fixtures	18,939	10,000	(8,939)	0%
Computer Equipment	-	2,000	2,000	100%
	$ 24,821	$ 15,500	$ (9,321)	0%
Himdag - 6150				
Comm/Student/Events	$ 3,146	$ 4,000	$ 854	21%
Building Material		500	500	100%
Meeting Expense		3,000	3,000	100%
Promotional	1,189	1,000	(189)	0%
	$ 4,335	$ 8,500	$ 4,165	49%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %

	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
Board of Trustees - 6190				
Trustee fees	$ 10,032	$ 17,000	$ 6,968	41%
Travel and training	1,253	3,000	1,747	58%
Mileage	4,989	5,000	11	0%
Registrations		500	500	100%
Communications	560	700	140	20%
Meeting expenses	1,020	7,500	6,480	86%
	$ 17,854	$ 33,700	$ 15,846	47%
Institutional Effectiveness - 1300				
Compensation	$ 34,122	$ 49,172	$ 15,050	31%
Employee related expenses	8,973	14,248	5,275	37%
Employee tuition Waivers		300	300	100%
Travel and training	400	5,200	4,800	92%
Mileage	100	400	300	75%
Registrations		500	500	100%
Vehicle Rental		400	400	100%
Office Supplies		200	200	100%
Contracts/Subcontracts		500	500	100%
Office Equipment		400	400	100%
	$ 43,595	$ 71,320	$ 27,725	39%
LLC Support - 1401				
Compensation	$ 49,002	$ 68,603	$ 19,601	29%
Employee related expenses	14,096	20,971	6,875	33%
Communications	1,096	1,500	404	27%
Vehicle Rentals	20,316	22,000	1,684	8%
	$ 84,510	$ 113,074	$ 28,564	25%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	**Year-to-Date Actual**	**Annual Budget**	**Remaining Budget**	**Remaining %**
Administration & Finance - 6200				
Compensation	$ 203,058	$ 297,270	$ 94,212	32%
Employee related expenses	63,095	95,125	32,030	34%
Travel and training		1,500	1,500	100%
Mileage		200	200	100%
Registrations		500	500	100%
Commuter Allowance	2,423	3,600	1,177	33%
Auditing	47,958	40,000	(7,958)	0%
Office supplies	2,233	4,200	1,967	47%
Meeting expenses	505	400	(105)	0%
Contracts/subcontracts	61,182	91,000	29,818	33%
Bank Charges	12,051	16,000	3,949	25%
Office Equipment		1,000	1,000	100%
TOCC Required Grant Match		46,250	46,250	100%
	$ 392,505	$ 597,045	$ 204,540	34%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %

	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
General support services - 6300				
Benefits Unemployment	$ 5,683	$ 6,000	$ 317	5%
Postage & Delivery	3,368	7,500	4,132	55%
Printing		4,000	4,000	100%
Insurance	66,566	95,000	28,434	30%
Memberships	32,938	34,000	1,062	3%
Legal Fees	1,206	25,000	23,794	95%
Consulting Fees	14,029	70,000	55,971	80%
Meeting expenses	11,426	18,000	6,574	37%
Subscriptions & Periodicals		2,500	2,500	100%
Contracts/subcontracts		2,000	2,000	100%
Promotional	914	1,000	86	9%
	$ 136,130	$ 265,000	$ 128,870	49%
IT - 6350				
Compensation	$ 85,935	$ 128,374	$ 42,439	33%
Employee related expenses	26,407	43,018	16,611	39%
Travel and training	2,748	1,500	(1,248)	0%
Registrations		1,500	1,500	100%
Commuter Allowance	253	1,800	1,547	86%
Communications	109,266	131,200	21,934	17%
Machinery and equipment repair		5,000	5,000	100%
Building Repair		3,500	3,500	100%
Consultant Fees	14,212	-	(14,212)	0%
Licenses and fees	22,140	25,000	2,860	11%
Office supplies		800	800	100%
Meeting Expense	144	300	156	52%
Contracts/subcontracts	78,068	151,000	72,932	48%
Office Equipment	732	7,000	6,268	90%
Computer related items	12,131	9,000	(3,131)	0%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %

	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
	$ 352,036	$ 508,992	$ 156,956	31%
Development - 6400				
Travel Expense	$	$ 600	$ 600	100%
Consultant Fees	10,500	14,000	3,500	25%
	$ 10,500	$ 14,600	$ 4,100	28%
Human resources - 6700				
Compensation	$ 59,680	$ 98,038	$ 38,358	39%
Employee related expenses	12,124	34,816	22,692	65%
Recruiting	399	1,000	601	60%
Employee Tuition Waivers		100	100	100%
Travel and training	775	2,500	1,725	69%
Registrations	1,734	3,000	1,266	42%
Commuter Allowance		1,800	1,800	100%
Memberships		865	865	100%
Advertising	4,398	6,050	1,652	27%
Other professional fees	2,952	4,990	2,038	41%
Office supplies	209	360	151	42%
Subscriptions & Perioodicals	325	1,600	1,275	80%
	$ 82,596	$ 155,119	$ 72,523	47%
TOTAL INSTITUTIONAL SUPPORT	$ 1,250,197	$ 1,991,574	$ 741,377	37%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
OPERATIONS AND MAINTENANCE - 7100				
Compensation	$ 269,371	$ 422,810	$ 153,439	36%
Employee related expenses	80,305	130,904	50,599	39%
Employee tuition waivers		250	250	100%
Travel and training	2,000	4,000	2,000	50%
Commuter Allowance	1,212	1,800	588	33%
Vehicle & Building R&M	14,686	50,000	35,314	71%
Auto expenses	7,702	20,000	12,298	61%
Vehicle rental	59,362	110,000	50,638	46%
Building Rent	60,576	130,100	69,524	53%
Utilities	97,027	130,000	32,973	25%
Office supplies	678	1,000	322	32%
Custodial expense	9,329	17,500	8,171	47%
Contracts/subcontracts	63,050	125,000	61,950	50%
TOTAL OPERATIONS AND MAINTENANCE	$ 665,298	$ 1,143,364	$ 478,066	42%
SUSTAINABILITY - 5160				
Compensation	$ 50,284	$ 108,266	$ 57,982	54%
Employee related expenses	25,242	22,861	(2,381)	0%
Travel and training	132	2,000	1,868	93%
Mileage		500	500	100%
Registrations		500	500	100%
Commuter Allowance	1,212	1,800	588	33%
Printing		250	250	100%
Advertising & Promotion		500	500	100%
Consultant Fees	2,000	2,000	-	0%
Office supplies	560	1,500	940	63%
Meeting Expense		750	750	100%
Contracts/Subcontracts		1,140	1,140	100%
TOTAL SUSTAINABILITY	$ 79,430	$ 142,067	$ 62,637	44%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
CULTURAL LIAISON - 6160				
Compensation	$ 41,949	$ 62,133	$ 20,184	32%
Employee related expenses	10,704	16,603	5,899	36%
Travel and training		600	600	100%
Mileage		500	500	100%
Registrations		600	600	100%
Commuter Allowance		1,800	1,800	100%
Printing		500	500	100%
Community & Student Events	578	2,000	1,422	71%
Consultant Fees		1,000	1,000	100%
Education Supplies		800	800	100%
Office supplies		600	600	100%
Program Supplies		500	500	100%
TOTAL CULTURAL LIAISON	$ 53,231	$ 87,636	$ 34,405	39%
STUDENT LIFE - 5150				
Compensation	$ 173,861	$ 222,128	$ 48,267	22%
Employee related expenses	39,048	71,976	32,928	46%
Employee Tuition Waivers		500	500	100%
Travel and training		1,500	1,500	100%
Registrations		400	400	100%
Commuter Allowance	1,212	1,800	588	33%
Printing		500	500	100%
Advertising & Promotion	750	-	(750)	0%
Community & Student Events	814	1,000	186	19%
Office supplies	148	1,000	852	85%
Meeting Expense	165	1,000	835	84%
Contracts/Subcontracts		1,000	1,000	100%
Program Supplies	798	2,500	1,702	68%

Tohono O'odham Community College
Unrestricted Expenses and Budget by Department
For the Month Ended February 29, 2020
(Intended for internal management purposes only)

Note: Remaining Budget Target for Operational expenses is 33 %	Year-to-Date Actual	Annual Budget	Remaining Budget	Remaining %
Student Meals	23,920	35,000	11,080	32%
TOTAL STUDENT LIFE	$ 240,716	$ 340,304	$ 99,588	29%
SAN CARLOS - 6900				
ISC BIE Funds	$ 196,542	$ 177,736	$ (18,806)	0%
Tuition & Fees		45,000	45,000	100%
TOTAL SAN CARLOS	$ 196,542	$ 222,736	$ 26,194	12%
TOTAL UNRESTRICTED	$ 4,439,212	$ 7,498,254	$ 3,059,042	41%

TOHONO O'ODHAM COMMUNITY COLLEGE

Restricted Budget Activity

For the Month Ended February 29, 2020

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
SPONSORED PROJECTS				
AT&T TCU/High School Completion Project B - AICF - (1111)				
(10/20/16 - Until Expended)				
Restricted revenues:				
Grant from Other Sources	$ 184,000	$ 184,000	$ -	0%
			-	
Restricted expenses:			-	
Compensation	4,445	36,190	31,745	88%
High School tutors	-	1,500	1,500	100%
College Mentors		4,000	4,000	100%
Parent Liaison		500	500	100%
Travel/professional Development	55,296	15,650	(39,646)	0%
Transportation	6,080	5,650	(430)	0%
Printing and Marketing	3,577	9,400	5,823	62%
Meeting Expense	10,198	12,000	1,802	15%
Tuition/Programming	29,006	39,210	10,204	26%
Stipends	3,600	3,000	(600)	0%
Honorariums/Speakers	-	5,000	5,000	100%
Contracts/Subcontracts	41,804	-	(41,804)	0%
Program Supplies	5,728	10,900	5,172	47%
Student Incentives & Awards	6,000	6,000	-	0%
	165,734	149,000	(16,734)	0%
Excess (deficiency)	$ 18,266	$ 35,000	$ 16,734	
NSF -TCUP Pathways to Indigenous STEM - 1114				
(9/1/18 - 8/31/23				
Restricted revenues:				
Federal government grant	$ 176,832	**$** 2,498,458	$ (2,321,626)	-93%
			-	
Restricted expenses:			-	
Compensation	176,584	1,243,273	1,066,689	86%
Employee Related Benefits	22,159	254,730	232,571	91%
Travel/professional Development	8,344	43,200	34,856	81%
Memberships	1,750	1,800	50	3%
Consultants	57,340	200,000	142,660	71%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Materials & Supplies	5,463	47,800	42,337	89%
Publication Costs/Documentation/Dissemination	-	3,500	3,500	100%
Other Direct Costs		120,375	120,375	100%
Participant Costs	15,590	51,140	35,550	70%
Indirect Costs	33,208	520,528	487,320	94%
Equipment	-	15,000	15,000	100%
	320,438	2,501,346	2,180,908	87%
Excess (deficiency)	$ (143,606)	$ (2,888)	$ (4,502,534)	

ANA Increase Technical Capacity - (1117) Federal Share
(9/30/18 - 9/29/2021)

Restricted revenues:				
Federal government grant **	$ 22,883	$ 1,200,000	$ (1,177,117)	-98%
			-	
Restricted expenses:			-	
Compensation	66,809	496,047	429,238	87%
Employee Related Benefits	9,632	138,894	129,262	93%
Travel/professional Development	6,556	25,188	18,632	74%
Commuter Allowance	803	-	(803)	0%
Tuition/Books	-	18,189	18,189	100%
Communication Data Service	-	14,400	14,400	100%
Office Supplies/Program Support	25,657	188,847	163,190	86%
Contracts/Subcontracts (Adjuncts)	-	18,900	18,900	100%
Indirect Costs Charged to TOCC Match	(1,471)	235,335	236,806	100%
Computers/GIS Devices/Printer	52,655	64,200	11,545	18%
	160,641	1,200,000	1,039,359	87%
Excess (deficiency)	$ (137,758)	$ -	$ (2,216,476)	

$** TOCC Matching Funds $100,000 Indirect can be used to offset requirement each year
$100,000 per year for 3 years = $300,000

TOCC Grant Match Grant 1117 ANA - (1000)
(9/30/18 - 9/29/2021)

Restricted expenses:			-	
Compensation	34,548	171,000	136,452	80%
Employee Related Benefits	7,706	43,605	35,899	82%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Travel Expense	5,293	-	(5,293)	0%
Office Supplies/Program Support	1,148	25,560	24,412	96%
Contracts/Subcontracts (Adjuncts)		18,900	18,900	100%
Indirect Costs charged from ANA Grant	2,536	-	(2,536)	0%
Computer equipment/Office Equipment	1,963	40,935	38,972	95%
	53,194	300,000	207,834	69%
Excess (deficiency)	$ (53,194)	$ (300,000)	$ (207,834)	
AICF AT&T TCU BRAIDING Success Project (1118)				
(9/14/18 - 05/31/20)				
Restricted revenues:				
Grant from Other Sources	$ 115,700	$ 118,200	$ (2,500)	-2%
			-	
Restricted expenses:			-	
Compensation	15,953	35,520	19,567	55%
Employee Related Benefits	1,220	2,718	1,498	55%
Travel	4,178	10,406	6,228	60%
Transportation	877	1,406	529	38%
Meeting Expenses	17,275	20,448	3,173	16%
Programming	3,643	7,684	4,041	53%
Tuition & Fees	2,341	1,920	(421)	0%
Stipends	1,600	6,600	5,000	76%
Honorariums/Speakers	6,131	3,666	(2,465)	0%
Contracts/Subcontracts	250	250	-	0%
Class & Program Supplies	10,142	17,630	7,488	42%
Awards/Gifts	2,927	5,952	3,025	51%
	66,537	114,200	47,663	42%
Excess (deficiency)	$ 49,163	$ 4,000	$ (50,163)	
Dollar General GED Language & Writing Dev (1119)				
(7/1/17 - 6/30/18) Until all Funds Expended				
Restricted revenues:				
Grant from Other Sources	$ 56,250	$ 56,250	$ -	0%
			-	
Restricted expenses:			-	
Compensation	12,999	16,088	3,089	19%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Employee related expenses	976	1,333	357	27%
Mileage	552	2,960	2,408	81%
Communications	774	1,600	826	52%
Travel/Professional Development	7,616	7,400	(216)	0%
Education Materials & Supplies	9,068	14,594	5,526	38%
Contracts/Subcontracts	3,100	3,100	-	0%
Program Incentives	2,560	6,675	4,115	62%
Computer Equipment	2,474	2,500	26	1%
	40,119	56,250	16,105	29%
			-	
Excess (deficiency)	$ 16,131	$ -	$ (16,105)	
Dollar General GED Language & Writing Dev (1121)				
(7/1/18 - 6/30/19) Until all Funds Expended				
Restricted revenues:				
Grant from Other Sources	$ 57,950	$ 57,950	$ -	0%
			-	
Restricted expenses:			-	
Compensation	11,688	16,088	4,400	27%
Employee related expenses	913	1,333	420	32%
Mileage	3,537	-	(3,537)	0%
Communications	1,768	-	(1,768)	0%
Travel/Professional Development	12,687	14,440	1,753	12%
Education Materials & Supplies	31,249	18,155	(13,094)	0%
Program Incentives	5,034	-	(5,034)	0%
	66,876	50,016	(16,860)	0%
			-	
Excess (deficiency)	$ (8,926)	$ 7,934	$ 16,860	
AICF TCUDollar General Adult Education Programs (1123)				
(7/1/19 - 6/30/20)				
Restricted revenues:				
Grant from Other Sources	$ 56,250	$ 56,250	$ -	100%
			-	
Restricted expenses:			-	
Compensation		17,145	17,145	100%
Employee related expenses		1,425	1,425	100%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Mileage		8,940	8,940	100%
Communications		1,600	1,600	100%
Travel/Professional Development		11,500	11,500	100%
Education Materials & Supplies		7,140	7,140	100%
Office Supplies		1,500	1,500	100%
Program Incentives	156	7,000	6,844	98%
	156	56,250	56,094	100%
Excess (deficiency)	$ 56,094	$ -	$ (56,094)	
TO Nation TOCC Language Center (1124)				
Three years undefined dates				
Restricted revenues:				
Grant From Other Sources	$	**$** 900,000	$ (900,000)	-100%
			-	
Restricted expenses:			-	
Compensation	-	574,200	574,200	100%
Employee Related Benefits	-	167,796	167,796	100%
Mileage		87,000	87,000	100%
Consultants		10,800	10,800	100%
Materials & Supplies		15,204	15,204	100%
Consultants		45,000	45,000	100%
	-	900,000	900,000	100%
Excess (deficiency)	$ -	$ -	$ (1,800,000)	
NSF -Planning Grant TO Language Center (1125)				
(9/1/19 -2/28/21				
Restricted revenues:				
Federal government grant	$	**$** 171,687	$ (171,687)	-100%
			-	
Restricted expenses:			-	
Compensation	33,493	87,688	54,195	62%
Employee Related Benefits	8,505	21,994	13,489	61%
Travel/professional Development		7,000	7,000	100%
Consultants		9,000	9,000	100%
Materials & Supplies		7,000	7,000	100%
Meeting Expenses		2,505	2,505	100%
Indirect Costs		36,500	36,500	100%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
	41,998	171,687	129,689	76%
Excess (deficiency)	$ (41,998)	$ -	$ (301,376)	
AICF/TCU Capital Infrastructure Progam (1203) (6/1/19 - 12/31/19)				
Restricted revenues:				
Grant From Other Sources	$ -	$ 47,500	$ (47,500)	-100%
			-	
Restricted expenses:			-	
Infrastructure Costs (Contracts/Subcontracts)		47,500	47,500	100%
	-	47,500	47,500	100%
Excess (deficiency)	$ -	$ -	$ (95,000)	
Freeport-McMoran Building Healthy Nutrition - (1211) (Dec 1, 2016 - Dec 31, 2018) Until all Funds Expended				
Restricted revenues:				
Grant From Other Sources	$ 15,000	$ 15,000	$ -	0%
			-	
Restricted expenses:			-	
Consultant Fees	10,905	10,000	(905)	0%
Education Supplies	164	1,000	836	84%
Furniture and Fixtures	2,622	2,500	(122)	0%
Equipment	1,299	1,500	201	13%
	14,990	15,000	10	0%
Excess (deficiency)	$ 10	$ -	$ (10)	
BIA 93-638 - Occupational Training TCCU -(1301) Extension Extension Period (July 1, 2019 - June 30, 2022) Salaries Only				
Restricted revenues:				
Federal government grant	$ 83,901	$ 200,000	$ (116,099)	-58%
Restricted expenses:				

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Compensation	53,496	200,000	146,504	73%
	53,496	200,000	146,504	73%
Excess (deficiency)	$ 30,405	$ -	$ (30,405)	
BIA 93-638 - Occupational Training TCCU -(1302)				
Program Revenue and Costs				
(July 01, 2019 - June 30, 2022)				
Restricted revenues:				
Federal government grant	$ 10,017	$ 300,000	$ (289,983)	-100%
Restricted expenses:				
Employee related expenses	4,092	175,000	170,908	98%
Mileage	-	5,000	5,000	100%
Supplies/Other Porgram Cost	-	25,000		100%
Consultants/Contracts	-	95,000		100%
		300,000		100%
Excess (deficiency)	$ 5,925	$ 125,000	$ 119,075	
AZ TPT State Construction Needs Funding - (1400)				
(July 1, 2017 - June 30, 2037)				
Restricted revenues:				
State government grant	$ 487,892	$ 3,120,000	$ (2,632,108)	-84%
Restricted expenses:				
Contracts/subcontracts	487,892	3,120,000	2,632,108	84%
	487,892	3,120,000	2,632,108	84%
Excess (deficiency)	$ -	$ -	$ (5,264,216)	
Workforce Development - (1401)				
(July 1, 2017 - June 30, 2021)				
Restricted revenues:				
State government grant	$ 603,086	$ 897,810	$ (294,724)	-33%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Restricted expenses:				
Contracts/subcontracts	603,086	897,810	294,724	33%
	603,086	897,810	294,724	33%
Excess (deficiency)	$ -	$ -	$ (589,448)	
Univ of AZ NASA Space Grant - (1402) (12/14/16 -12/13/20)				
Restricted revenues:				
State government grant	$ 17,500	$ 17,500	$ -	0%
Restricted expenses:				
Program Supplies	15,194	17,500	2,306	13%
	15,194	17,500	2,306	13%
Excess (deficiency)	$ 2,306	$ -	$ (2,306)	
Univ of AZ Diversity Planning Grant - (1404) (9/1/18 - 8/31/21)				
Restricted revenues:				
State government grant	$ -	$ 10,000	$ 10,000	-100%
Restricted expenses:				
Program Supplies	-	-	-	
Contracts/Subcontracts	10,000	10,000	-	0%
	10,000	10,000	-	0%
Excess (deficiency)	$ (10,000)	$ -	$ 10,000	
U of A Haury Program A Student's Journey - (1406) (7/1/19 - 6/30/22)				
Restricted revenues:				
State government grant	$ 105,069	$ 315,207	$ (210,138)	-67%
Restricted expenses:			-	

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Compensation	9,780	246,000	236,220	96%
Employee related expenses	723	80,024	79,301	99%
Events/Meetings	375	18,000	17,625	100%
Mileage		3,338	3,338	100%
Printing		6,000	6,000	100%
Office/Education Supplies		12,000	12,000	100%
Rental		3,338	3,338	100%
Evaluation		21,000	21,000	100%
Honorariums/Guest Speakers		24,000	24,000	100%
Tuition & Fees		30,000	30,000	100%
Meals	50	30,000	29,950	100%
Stipends		90,000	90,000	100%
Parking Fees		4,800	4,800	100%
Dorms		30,000	30,000	100%
Gifts/Awards		1,500	1,500	100%
	10,928	600,000	589,072	100%
Excess (deficiency)	$ 94,141	$ (284,793)	$ (378,934)	

NIFA Endowment - (1502)
(Sept 1, 2019- Aug 31, 2020)

Restricted revenues:				
Federal government grant	$ 98,838	$ 98,838	$ -	0%
Restricted expenses:			-	
Compensation	3,760	3,760	-	0%
Employee related expenses	287	287	-	0%
Travel Expense	65	65	-	0%
Office Supplies	-	-	-	0%
Commuter Allowance	-	-	-	0%
Communications	485	485	-	0%
Tractor/Auto Repairs	-	-	-	0%
Vehicle Rental	9,760	9,760	-	0%
Consultants/Professionals	400	400	-	0%
Education Supplies	303	303	-	0%
Meeting Expense	259	259	-	0%
Stipends	300	300	-	0%
Participant Support	195	195	-	0%
	10			

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Program Supplies	2,105	2,105	-	0%
Other Structural Improvements	-	-	-	0%
	17,919	17,919	-	0%
Excess (deficiency)	$ 80,919	$ 80,919	$ -	
NIFA Building Community Research - (1503) (Sept 1, 2017- Aug 31, 2019)				
Restricted revenues:				
Federal government grant	$ 20,824	$ 59,954	$ (39,130)	-65%
Restricted expenses:			-	
Compensation	9,777	25,200	15,423	61%
Employee related expenses	748	5,990	5,242	88%
Travel/Training Expense	5,892	3,380	(2,512)	0%
Mileage		4,200	4,200	100%
Registrations	307	620	313	50%
Printing	339	704	365	52%
Education and Program Supplies	-	400	400	100%
Meeting expense		3,000	3,000	100%
Indirect Cost	4,427	16,460	12,033	73%
	21,490	59,954	38,464	64%
Excess (deficiency)	$ (666)	$ -	$ (77,594)	
NIFA Equity III - (1508) (Sept 1, 2018- Aug 31, 2022)				
Restricted revenues:				
Federal government grant	$ 89,400	$ 101,147	$ (11,747)	-12%
Restricted expenses:			-	
Compensation	91,973	60,113	(31,860)	0%
Employee related expenses	23,807	17,789	(6,018)	0%
Program Supplies	91	-	(91)	0%
Participant Support		2,211	2,211	100%
Indirect Cost	20,429	21,034	605	3%
	136,300	101,147	(35,153)	0%
Excess (deficiency)	$ (46,900)	$ -	$ 23,406	

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
NIFA Special Emphasis at 1994 Institutions- (1531)				
(Sept 1, 2018- Aug. 31, 2020)				
Restricted revenues:				
Federal government grant	$ 37,873	$ 177,238	$ (139,365)	-79%
Restricted expenses:			-	
Compensation & Employee related Expenses	44,231	99,528	55,297	56%
Travel/ Per Diem/ Lodging/Registrations	840	2,198	1,358	62%
Stipends	-	2,700	2,700	100%
Youth Programs	-	8,000	8,000	100%
Other Participant/trainee Support Costs	-	13,312	13,312	100%
Workshops	-	4,000	4,000	100%
Program supplies	11,315	11,500	185	2%
Equipment	3,995	36,000	32,005	89%
	60,381	177,238	116,857	66%
Excess (deficiency)	$ (22,508)	$ -	$ 22,508	
NIFA Extension Capacity Bldg Together III - (1541)				
(Sept 1, 2018- Aug. 31, 2022)				
Restricted revenues:				
Federal government grant	$ 83,305	$ 125,000	$ (41,695)	-33%
Honorarium	$ 1,500	$ 1,500	$ -	0%
Restricted expenses:			-	
Compensation	97,670	90,687	(6,983)	-8%
Employee related expenses	23,717	19,393	(4,324)	0%
Travel/Lodging/Mileage/Transportation	6,459	4,240	(2,219)	0%
Registration	1,050	760	(290)	0%
Equipment Rental	510	-	(510)	0%
Consultants	200	1,800	1,600	89%
Honorariums	-	2,000	2,000	100%
Meeting Expense	2,940	-	(2,940)	0%
Program Materials & Supplies	977	6,120	5,143	84%
	133,523	118,880	(14,643)	0%
Excess (deficiency)	$ (48,718)	$ 7,620	$ (27,052)	

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
2017 USDA Rural Dev W Campus Improve - (1623)				
(9/1/17 - Nov 2021)				
Restricted revenues:				
Federal government grant	$ 132,340	$ 140,196	$ (7,856)	-6%
Restricted expenses:				
Labor		26,970	26,970	100%
Equipment and Construction Costs	147,234	120,264	(26,970)	0%
	147,234	147,234	-	0%
Excess (deficiency)	$ (14,894)	$ (7,038)	$ (7,856)	
2016 USDA Rural Dev W& Main Campus Improve - (1624)				
(8/22/16 - Nov 2020)				
Restricted revenues:				
Federal government grant	$ 128,704	$ 143,000	$ (14,296)	-10%
Federal Grant Match Title III	12,698	12,698	-	0%
Total Federal Grants Received/Matched	141,402	155,698	(14,296)	-9%
Restricted expenses:			-	
Other Structural Improvements	141,403	155,698	14,295	9%
	141,403	155,698	14,295	9%
Excess (deficiency)	$ (1)	$ -	$ (28,591)	
Title III Part A Our Circle of Strength - (1631)				
(Oct. 1, 2015 - Sept. 30, 2020)				
Restricted revenues:			-	
Federal government grant	$ 2,086,484	$ 3,055,063	(968,579)	-32%
			-	
Restricted expenses:			-	
Compensation	1,312,808	1,514,365	201,557	13%
Employee related expenses	284,619	406,112	121,493	30%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Travel Expense	75,876	404,573	328,697	81%
Mileage	78,936	148,740	69,804	47%
Registrations	11,047	49,530	38,483	78%
Commuter Allowance	5,608	13,320	7,712	58%
Communications	1,486	5,950	4,464	75%
Printing	15,233	37,185	21,952	59%
Vehicle rental	46,374	37,185	(9,189)	0%
Memberships	1,934	3,719	1,785	48%
Education supplies and Outreach	40,218	70,944	30,726	43%
Consultant fees and expenses	86,634	74,370	(12,264)	0%
Other office supplies/GED	12,507	7,437	(5,070)	0%
Office supplies	14,985	26,030	11,045	42%
Meetings	4,635	18,593	13,958	75%
Contracts/subcontracts	88,059	164,291	76,232	46%
Office equipment	145,899	67,172	(78,727)	0%
Library collection	15,300	5,550	(9,750)	0%
	2,242,158	3,055,063	812,905	27%
Excess (deficiency)	$ (155,674)	$ (0)	$ 155,674	
Title III Part F Honoring Yesterday to Build Tom. - (1641)				
(Oct. 1, 2015 - Sept. 30, 2020)				
Restricted revenues:				
Federal government grant	$ 1,046,406	$ 2,873,145	$ (1,826,739)	-64%
			-	
Restricted expenses:			-	
Compensation	263,422	263,422	-	0%
Employee related expenses	81,202	81,202	-	0%
Contracts/subcontracts	11,240	5,340	(5,900)	0%
Computer equipment	174,011	174,011	-	0%
Other Structural Improvements	638,748	2,348,984	1,710,236	73%
Education supplies	186	186	-	0%
	1,168,809	2,873,145	1,704,336	59%
Excess (deficiency)	$ (122,403)	$ -	$ 122,403	
Community of Practice - (1720)				
(July 1, 2019 - June 30, 2020)				
Restricted revenues:			-	

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Grants From Other Sources	$ 48,941	$ 108,000	$ (59,059)	-55%
Restricted expenses:				
Compensation	32,840	50,660	17,820	35%
Employee related expenses	9,126	14,476	5,350	37%
Travel and Mileage expense	475	8,959	8,484	95%
Registrations	896	-	(896)	0%
Vehicle Rental	5,324	7,488	2,164	29%
Scholarships	-	838	838	100%
Program Supplies & Materials	1,485	800	(685)	0%
Office Supplies	504	500	(4)	100%
Meeting Expense	1,175	5,100	3,925	77%
Staff Development		8,500	8,500	100%
Printing		800	800	100%
Program Incentives		900	900	100%
Tuition Waivers	1,091	-	(1,091)	0%
Contracts/Subcontracts	2,240	-	(2,240)	0%
Indirect Cost	3,522	8,979	5,457	61%
	58,678	108,000	49,322	46%
Excess (deficiency)	$ (9,737)	$ -	9,737	
TOTAL RESTRICTED EXPENSES				
Restricted revenues:				
Federal government grants	$ 4,114,359	11,160,433	S (7,046,074)	-63%
State government grants	1,213,547	4,360,517	(3,126,970)	-72%
Grant from Other Sources	534,091	1,543,150	(1,009,059)	-65%
Total Restricted Revenues	5,861,997	17,064,100	(11,182,103)	-66%
Restricted expenses:	6,185,922	17,021,081	10,796,405	63%
Excess (deficiency)	$ (323,925)	$ 43,019	$ 385,698	
STUDENT FINANCIAL AID			-	
Scholarships- 8010 AICF (July1, 2019 - June 30, 2020)			-	
Restricted revenues:			-	
Scholarship Award	$ 116,292	$ 102,500	$ 13,792	13%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
Restricted expenses:				
Travel/Meeting/Office Expense	448	2,500	2,052	82%
Scholarships	64,171	100,000	35,829	36%
	64,619	102,500	37,881	37%
			-	
Excess (deficiency)	$ 51,673	$ -	$ (24,089)	
FSEOG - 8020 (July1, 2019 - June 30, 2020)				
Restricted revenue:				
Federal government grant	$ -	$ 20,000	$ 20,000	-100%
			-	
Restricted expenses:			-	
Financial aid	-	$ 20,000	$ 20,000	100%
Excess (deficiency)	$ -	$ -	$ -	
PELL - 8030 (July1, 2019 - June 30, 2020)				
Restricted revenue:				
Federal government grant	$ 615,591	$ 600,000	$ 15,591	3%
			-	
Restricted expenses:			-	
Office Supplies		-	-	
Grants to students	610,393	600,000	(10,393)	-2%
			-	
Excess (deficiency)	$ 5,198	$ -	$ 5,198	
Federal Work Study - 8040 (July1, 2019- June 30, 2020)				
Restricted revenue:				
Federal government grant	$ -	$ 9,000	$ (9,000)	-100%
Restricted expenses:				
Student Enrollment Salary	-	9,000	9,000	100%
Student Payroll Taxes	-	-	-	0%
	-	9,000	(9,000)	100%

	Grant Revenues/Expenses-to-Date			
	Actual	Grant Budget	Remaining Budget	Remaining %
			-	
Excess (deficiency)	$ -	$ -	$ -	
TOTAL STUDENT FINANCIAL AID				
Restricted revenue:				
Federal government grant	$ 615,591	$ 629,000	$ (13,409)	-2%
Restricted donations	116,292	102,500	13,792	13%
	731,883	731,500	383	0%
			-	
Restricted expenses	675,012	731,500	56,488	8%
			-	
Excess (deficiency)	$ 56,871	$ -	$ 56,871	

TOCC DEVELOPMENT, LLC

Occupational/Apprenticeship Programs

PO Box 3090 Sells, AZ 85634
Phone 520-235-3125 Fax 520-838 -4566

April 2020 General Summary

The quarterly TOCC-D Apprenticeship Advisory Committee meeting was held March 10. The TOCC/BUSD culinary program catered the meeting. Community members in attendance were Alex Vavages TON-MIS Director; Cauy Washburn Superintendent for TOUA Water; Christy Bautista TERO Director and Marla Norris-Enos Kiki.

Tohono Kosin: Wiring for the Glasswasher and Fire suppression is complete. Fire suppression contractor and ARS's need their final checks. Fire department inspection, Health department inspection. CV19 Delay

All the BCT courses have transitioned to online using NCCER connect curriculum and NCCER remote testing. TOCC Development purchased 15 tablets with wireless internet access for students to work from home.

TOCC Development is continuing to hire contractors and file compliance plans in preparation for the time when the CV19 restrictions have ended and everyone can go back to work.

TOCC-D will conduct an OSHA 10 class at Wiṣag Koṣ Maṣcamakuḍ when we have 10 participants signup.

The electric at AG Garage finished. We are waiting on a PO and easement of the CV19 restrictions to install a gutter system on the AG Garage.

Carpentry: TOCC Projects: Build a2 Campus Signs OJL: 1 apprentices working at DDC West Valley, 1 West Side TON, 1 San Xavier

Heavy Equipment Operator: OJL: The 1 apprentice working full time for TOUA, 1 apprentice working on the Highway 86 road construction

Plumbing: OJL: The 2 apprentices working for TOUA Water for laid off because of the CV19 restrictions, 1 working in Tucson, 1 working San Xavier

Painting: TOCC projects: No Work

Electrical: 4 apprentices that were working at DDC West Valley have continued working with the electrical contractor on other projects.

HVAC: OJL 1 apprentice working in Tucson

TOCC Development, LLC
INCOME STATEMENT
For Month Ending March 31, 2020

	Month	Year-to-Date
INCOME		
Contract Revenue	181,747.35	302,914.49
Other Income		1,500.00
TPT Revenue		153,654.28
Interest Income		.26
MOU Revenue Contributions TOCC		173,653.56
Rental Income	387.96	3,537.96
Discounts Earned	1,718.75	516.25
TOTAL INCOME	183,854.06	635,776.80
COST OF CONSTRUCTION		
Job Labor		96,078.47
Job Material		197,019.92
Job Miscellaneous	4,310.00	48,499.65
Job Burden (PR Taxes & Ins)		23,061.18
Job Equipment	5,646.43	28,152.12
TOTAL COST OF CONSTRUCTION	9,956.43	392,811.34
Gross Profit	173,897.63	242,965.46
GENERAL & ADMINISTRATIVE		
Apprentice Assistance		4,817.55
Auto-Truck Repairs		15.09
Bad Debt Allowance		5,182.22
Bank Charges		217.69
Equipment Repairs		343.30
Gas & Oil		13.58
NCCER Expense	490.00	1,946.90
Licenses		373.23
Miscellaneous		647.19
Office Expense		4,453.38
PR Taxes & Ins		(12,058.82)
Rent		7,467.32
Shop Labor		364.69
Small Tools & Supplies		1,093.69
State and Local Taxes		408.23
Travel & Entertainment		54.37
Utilities		1,932.52
TOCC Institutional Support		95,755.36
TOTAL GENERAL & ADMINISTRATIVE	490.00	113,027.49
Operating Profit	173,407.63	129,937.97
Net Income Before Taxes	173,407.63	129,937.97
Net Income	173,407.63	129,937.97

BALANCE SHEET
March 31, 2020

ASSETS

Current Assets			
Cash Regular Checking	$ 66,715.37		
TPT Checking	142,241.26		
Petty Cash	112.35		
Cash First American Checking	3,829.11		
Accounts Receivable	313,114.17		
AccRecEmployee	(1,610.12)		
AccRec BCT 101	225.29		
Total Current Assets	----------	$ 524,627.43	
Fixed Assets			
Other Assets			
TOTAL ASSETS		----------	$ 524,627.43
			==========

LIABILITIES AND STOCKHOLDERS EQUITY

LIABILITIES			
Current Liabilities			
Accounts Payable	19,769.42		
FICA and Federal Payable	11,595.05		
Accrued Federal Income Tax	(5,882.36)		
Total Current Liabilities	----------	25,482.11	
Long-Term Liabilities			
TOTAL LIABILITIES		----------	25,482.11
STOCKHOLDERS EQUITY			
Capital Stock		103,351.00	
Return on Investment		(145,299.05)	
Retained Earnings		411,155.40	
Profit and Loss		129,937.97	
TOTAL STOCKHOLDERS EQUITY		----------	499,145.32
TOTAL LIABILITIES AND STOCKHOLDERS EQUITY			$ 524,627.43
			==========

Accounting month: April
Last entry: 0

Vou. No.	Invoice Date	Invoice Number/ Description	Due Date	Allowed Discount	Invoice Balance	Debit Acct.	JobId	Cost Cat.	Retainage Payable	Job Description
KC Mechanical (50)										
2749	5/22/19	Language	7/1/19	0.00	7,800.00	504	19021	10000	0.00	Language Center
	Vendor total:			0.00	7,800.00				0.00	
TOCC (32)										
2944	1/29/20	Inst Sup Jan 2020	1/29/20	0.00	11,969.42	690			0.00	
	Vendor total			0.00	11,969.42				0.00	
	Totals			0.00	19,769.42				0.00	
	Total payables:		19,769.42							
	Total payables with discount:		19,769.42							

April last entry: 0

Reference	Invoice Date	Job		Current	31 - 60 Days	61 - 90 Days	Over 90 Days	Retainage	Total
Baboquivari Unified School District (64)				Contact: Bill Clark					
(520)383-6746									
0000571	7/16/18	18042	Paint Classrooms				2,106.00		
		Customer Total:		0.00	0.00	0.00	2,106.00	0.00	2,106.00
TOCC (1)				Contact: Paul Robertson					
0000602	2/11/19	19005	Boulders				2,426.12		
0000622	9/17/19	19032	Paint Exterior 2 Buil				7,696.08		
0000623	9/25/19	19033	Bollards				6,350.00		
0000625	12/16/19	19051	Paint Counseling Of				964.87		
0000626	12/17/19	19028	New Road				51,816.00		
0000628	12/1/19	19052	2 ADA Parking Spa				14,296.30		
0000629	12/1/19	19053	Window for Door				90.23		
0000630	1/14/20	19043	Electric for AG Gara			7,856.00			
0000632	3/17/20	20005	Apedag Ki: & Infrast	109,682.50					
0001632	3/31/20	18051	Desert Rain Renova	59,806.08					
J- TPT	2/28/20				17,455.83				
J-MOU	2/28/20				20,309.39				
		Customer Total:		169,488.58	37,765.22	7,856.00	83,639.60	0.00	298,749.40
TOUA Water (62)				Contact: Cauy Washburn					
0000631	3/10/20	19049	Plumbing Apprentic	12,258.77					
		Customer Total:		12,258.77	0.00	0.00	0.00	0.00	12,258.77
		Company Total:		181,747.35	37,765.22	7,856.00	85,745.60	0.00	313,114.17

Aging date: 4/2/20

BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

Business Advantage

Customer service information

1.888.BUSINESS (1.888.287.4637)

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Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

TOHONO OODHAM COMMUNITY COLLEGE
DEVELOPMENT LLC
PO BOX 3090
SELLS, AZ 85634-3090

Your Business Advantage Checking

for February 1, 2020 to February 29, 2020

Account number: 4570 3505 4836

TOHONO OODHAM COMMUNITY COLLEGE DEVELOPMENT LLC

Account summary

Beginning balance on February 1, 2020	$74,429.56
Deposits and other credits	19,691.03
Withdrawals and other debits	-1,939.64
Checks	-8,794.90
Service fees	-0.00
Ending balance on February 29, 2020	**$83,386.05**

# of deposits/credits: 1

# of withdrawals/debits: 24

# of items-previous cycle[1]: 33

# of days in cycle: 29

Average ledger balance: $84,838.98

[1]*Includes checks paid,deposited items&other debits*

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Deposits and other credits

Date	Description	Amount
02/06/20	BKOFAMERICA ATM 02/06 #000001375 DEPOSIT AJO & MISSION TUCSON AZ	19,691.03
Total deposits and other credits		**$19,691.03**

Withdrawals and other debits

Date	Description	Amount
02/07/20	IRS DES:USATAXPYMT ID:270043872747059 INDN:TOHONO O ODHAM COMMUNI CO ID:3387702000 CCD	-1,839.64
Card account # XXXX XXXX XXXX 5195		
02/05/20	BKOFAMERICA ATM 02/05 #000002887 WITHDRWL CASAS ADOBES TUCSON AZ	-100.00
Subtotal for card account # XXXX XXXX XXXX 5195		**-$100.00**
Total withdrawals and other debits		**-$1,939.64**

Checks

Date	Check #	Amount
02/18/20	7706	-49.87
02/05/20	7714*	-412.11
02/05/20	7715	-182.85
02/04/20	7716	-174.08
02/06/20	7718*	-987.00
02/05/20	7719	-120.05
02/05/20	7720	-94.20
02/06/20	7721	-42.23
02/03/20	7722	-1,023.88
02/05/20	7724*	-360.40
02/11/20	7725	-140.99
02/20/20	7726	-1,041.36
02/13/20	7727	-896.45
02/14/20	7728	-5.00
02/28/20	7729	-178.12
02/27/20	7731*	-964.26
02/28/20	7732	-243.80
02/24/20	7733	-307.75
02/27/20	7734	-384.18
02/27/20	7735	-40.82
02/25/20	7736	-241.04
02/27/20	7738*	-904.46
Total checks		**-$8,794.90**
Total # of checks		**22**

* *There is a gap in sequential check numbers*

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Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
02/01	74,429.56	02/07	88,784.15	02/20	86,650.48
02/03	73,405.68	02/11	88,643.16	02/24	86,342.73
02/04	73,231.60	02/13	87,746.71	02/25	86,101.69
02/05	71,961.99	02/14	87,741.71	02/27	83,807.97
02/06	90,623.79	02/18	87,691.84	02/28	83,386.05

Accounting month: February Last entry number: 17

G/L Account 101 Cash Regular Checking

Reference	Date	Payee/Description	Amount
		G/L account balance:	71,347.12
Uncleared checks and deductions			
3701	1/28/16	Employee 83	188.39
3853	4/30/16	Employee 70	4.83
3953	7/13/16	Employee 100	47.10
6363	12/22/16	Employee 100	52.21
6419	1/19/17	Sunstate Equipment Co	96.79
6168	2/22/17	NCCER	99.80
6205	3/10/17	NCCER	24.95
6557	8/11/17	Employee 82	298.71
6625	9/21/17	Employee 119	75.36
7044	4/30/18	Employee 87	40.82
7045	4/30/18	Employee 125	202.48
7046	4/30/18	Employee 6	144.68
7176	9/21/18	Employee 91	176.80
7192	9/30/18	Employee 104	37.68
7228	10/31/18	Employee 96	229.79
7276	11/29/18	Employee 81	16.97
7277	11/29/18	Employee 83	4.17
7279	11/29/18	Employee 90	14.45
7280	11/29/18	Employee 96	6.69
7288	11/29/18	Employee 117	10.19
7289	11/29/18	Employee 118	13.38
7291	11/29/18	Employee 122	83.30
7422	11/29/18	Employee 127	72.05
7427	11/29/18	Employee 107	1.85
0	12/21/18	Employee 64	-794.21
7446	12/21/18	Employee 64	772.21
1	12/31/18	BoA CC	-.07
7476	1/14/19	Crescent Electric Supply Company	75.66
7411	6/27/19	VOID	0.00
7524	7/25/19	Employee 134	30.06
7558	7/31/19	Employee 143	45.71
NC08001	8/30/19	Arizona Department of Revenue	358.23
7603	9/30/19	Employee 90	30.47
7662	11/27/19	Employee 140	81.64
7701	1/15/20	Sunstate Equipment Co	90.60
7730	2/14/20	TDIndustries	5,702.29
7737	2/25/20	Employee 108	1,014.63
7739	2/25/20	Employee 136	7.21
7740	2/29/20	Employee 13	919.46
7741	2/29/20	Employee 103	320.70
7742	2/29/20	Employee 114	390.79
7743	2/29/20	Employee 123	255.99
7744	2/29/20	Employee 136	299.14
7745	2/29/20	Employee 148	243.80
NC02002	2/29/20	Lowe's	251.18
		Total checks and deductions:	12,038.93

Accounting month: February Last entry number: 17

G/L Account 101 Cash Regular Checking

Reference	Date	Payee/Description	Amount

Uncleared deposits and additions

Total deposits and additions:	0.00
This should match bank statement balance:	83,386.05

BANK OF AMERICA

P.O. Box 15284
Wilmington, DE 19850

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TOHONO OODHAM COMMUNITY COLLEGE
DEVELOPMENT LLC
PO BOX 3090
SELLS, AZ 85634-3090

Your Business Advantage Checking

for February 1, 2020 to February 29, 2020

Account number: 4570 3880 1332

TOHONO OODHAM COMMUNITY COLLEGE DEVELOPMENT LLC

Account summary

Beginning balance on February 1, 2020	$164,454.26
Deposits and other credits	0.00
Withdrawals and other debits	-0.00
Checks	-1,313.00
Service fees	-0.00
Ending balance on February 29, 2020	**$163,141.26**

# of deposits/credits: 0

# of withdrawals/debits: 2

# of items-previous cycle[1]: 0

# of days in cycle: 29

Average ledger balance: $163,684.74

[1]*Includes checks paid,deposited items&other debits*

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Checks

Date	Check #	Amount
02/13/20	50	-1,308.00
02/14/20	51	-5.00
Total checks		**-$1,313.00**
Total # of checks		**2**

Daily ledger balances

Date	Balance ($)	Date	Balance($)	Date	Balance ($)
02/01	164,454.26	02/13	163,146.26	02/14	163,141.26

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Accounting month: February Last entry number: 19

G/L Account 102 TPT Checking

Reference	Date	Payee/Description	Amount
		G/L account balance:	161,938.76
Uncleared checks and deductions			
14	3/31/19	Arizona Awnings & Canvas	1,202.50
		Total checks and deductions:	1,202.50
Uncleared deposits and additions			
		Total deposits and additions:	0.00
		This should match bank statement balance:	163,141.26

Mail Code: 98

First American
Your community credit union since 1962

P.O. Box 10099
Casa Grande, AZ 85130
(520)-836-8848

Return Service Requested

TOHONO O'ODHAM COMMUNITY COLLEGE DEVELO
PO BOX 3090
SELLS AZ 85634-3090

Statement of Account

Statement Date
Feb 29, 2020

Member Number
0000088054

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01 of 02

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ACCOUNT SUMMARY -

Deposit Accounts	
PS00 Primary Share	1,003.33
BECK00 Business Eagle	2,825.78
Total Deposit Accounts	3,829.11

Highlights

Car. Truck, RV, SUV, Motorcycle. If you can drive it - we can finance it! Ask us about vehicle loan financing or refinancing. We can save you money!

PS00 PRIMARY SHARE

Daily Account Activity

Posted	Effective	Description		Amount	Total
		NO TRANSACTIONS	0.00	0.00	

Highlights

Statement Period	
Beginning Date	2020-01-31
Ending Date	2020-02-29
Beginning Balance	$1,003.33
Ending Balance	$1,003.33
Dividend Year To Date	$0.00
Overdraft Fees	$0.00
Overdraft Fees YTD	$0.00
Return Items	$0.00
Return Items YTD	$0.00

continued on next page

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Your community credit union since 1962

12000

Account:
0000088054

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02 of 02

BECK00 BUSINESS EAGLE

Highlights

Daily Account Activity

Posted	Effective	Description	Amount	Total
02/06	02/06	Withdrawal - Internet To	1,500.00-	1,350.78+
		######94 PAULINE NASEWYTEWA: Internet Transfer		
02/06	02/06	Deposit - Phone Trans	1,500.00+	2,850.78+
		MBR TRANSFER IN ERROR BET ACCT.		
02/29	02/29	Withdrawal - Fee	25.00-	2,825.78+
		Business Checking Monthly Fee		

Statement Period	
Beginning Date	2020-01-31
Ending Date	2020-02-29
Beginning Balance	$2,850.78
Ending Balance	$2,825.78
Dividend Year To Date	$0.00
Overdraft Fees	$0.00
Overdraft Fees YTD	$0.00
Return Items	$0.00
Return Items YTD	$0.00

Accounting month: February Last entry number: 20

G/L Account 106 Cash First American Checking

Reference	Date	Payee/Description	Amount
		G/L account balance:	2,825.78
Uncleared checks and deductions			
		Total checks and deductions:	0.00
Uncleared deposits and additions			
		Total deposits and additions:	0.00
		This should match bank statement balance:	2,825.78

TOCC DEVELOPMENT, LLC

Occupational/Apprenticeship Programs

PO Box 3090 Sells, AZ 85634
Phone 520-235-3125 Fax 520-838 -4566

West Valley Casino Project Housing and Assistance Summary Report

Rents Expenses:	$48,131.68
Rent Income: Paid by apprentices to TOCC Development	($22,567.96)
Apartment Utilities:	$6,926.24
Apprentice Assistance:	$15,382.78
Total Cost:	$48,872.72

Select months: 11/2017-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
407	**Rental Income**									
				Beginning balance 11/17:	**0.00**					
				Beginning balance 4/18:	**0.00**					
	4/20/18	Deposit3	Roland Toro	DIRECT		200.00			14	101
	4/20/18	Deposit3	Kavan Lopez	DIRECT		200.00			14	101
				4/18 total:		**400.00**				
				Ending balance 4/18:		**400.00**				
				Beginning balance 5/18:		**400.00**				
	5/16/18	Deposit1	Dallas Ramon	DIRECT		290.00			4	101
	5/16/18	Deposit1	Kavan Lopez	DIRECT		290.00			4	101
	5/16/18	Deposit1	Roland Toro	DIRECT		290.00			4	101
				5/18 total:		**870.00**				
				Ending balance 5/18:		**1,270.00**				
				Beginning balance 6/18:		**1,270.00**				
	6/11/18	Deposit1	Roland Toro	DIRECT		290.00			5	101
	6/11/18	Deposit1	Kavan Lopez	DIRECT		290.00			5	101
	6/11/18	Deposit1	Dallas Ramon	DIRECT		290.00			5	101
	6/11/18	Deposit2	Arvin Johnson	DIRECT		290.00			6	101
				6/18 total:		**1,160.00**				
				Ending balance 6/18:		**2,430.00**				
				Beginning balance 7/18:	**0.00**					
	7/17/18	Deposit1	Roland Toro	DIRECT		330.00			2	101
	7/17/18	Deposit1	Dallas Ramon	DIRECT		330.00			2	101
	7/17/18	Deposit1	Arvin Johnson	DIRECT		330.00			2	101
	7/17/18	Deposit1	Kavan Lopez	DIRECT		330.00			2	101
				7/18 total:		**1,320.00**				
				Ending balance 7/18:		**1,320.00**				
				Beginning balance 8/18:		**1,320.00**				
	8/21/18	Deposit4	Roland Toro	DIRECT		300.00			18	101
	8/21/18	Deposit4	Kavan Lopez	DIRECT		300.00			18	101
	8/21/18	Deposit4	Dallas Ramon	DIRECT		300.00			18	101
	8/21/18	Deposit4	Arvin Johnson	DIRECT		300.00			18	101
				8/18 total:		**1,200.00**				
				Ending balance 8/18:		**2,520.00**				
				Beginning balance 9/18:		**2,520.00**				
	9/30/18	Deposit1	Arvin Johnson	DIRECT		300.00			31	101
	9/30/18	Deposit1	Dallas Ramon	DIRECT		300.00			31	101
	9/30/18	Deposit1	Kavan Lopez	DIRECT		300.00			31	101
	9/30/18	Deposit1	Roland Toro	DIRECT		1,200.00			31	101
				9/18 total:		**2,100.00**				
				Ending balance 9/18:		**4,620.00**				
				Beginning balance 10/18:		**4,620.00**				
	10/21/18	Deposit3	Roland Toro	DIRECT		600.00			20	101
	10/21/18	Deposit3	Arvin Johnson	DIRECT		300.00			20	101
	10/21/18	Deposit3	Dallas Ramon	DIRECT		300.00			20	101
	10/21/18	Deposit3	Kavan Lopez	DIRECT		300.00			20	101
				10/18 total:		**1,500.00**				
				Ending balance 10/18:		**6,120.00**				
				Beginning balance 11/18:		**6,120.00**				
	11/26/18	Deposit3	Roland Toro	DIRECT		300.00			19	101
	11/26/18	Deposit3	Kavan Lopez	DIRECT		300.00			19	101
	11/26/18	Deposit3	Dallas Ramon	DIRECT		300.00			19	101
	11/26/18	Deposit3	Melvin Lopez	DIRECT		300.00			19	101
	11/26/18	Deposit3	Arvin Johnson	DIRECT		300.00			19	101
	11/26/18	Deposit3	James B. Andres	DIRECT		400.00			19	101
				11/18 total:		**1,900.00**				
				Ending balance 11/18:		**8,020.00**				

Select months: 11/2017-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
(account 407 continued)										
				Beginning balance 1/19:		**8,020.00**				
	1/30/19	Deposit4	James B. Andres	DIRECT		200.00			16	101
	1/30/19	Deposit4	Roland Toro	DIRECT		300.00			16	101
	1/30/19	Deposit4	Cafe	DIRECT		180.00			16	101
	1/30/19	Deposit5	Kavan Lopez	DIRECT		310.00			16	101
	1/30/19	Deposit5	Dallas Ramon	DIRECT		200.00			16	101
	1/30/19	Deposit5	Arvin Johnson	DIRECT		300.00			16	101
	1/30/19	Deposit5	Melvin Lopez	DIRECT		300.00			16	101
	1/30/19	Deposit5	James B. Andres	DIRECT		200.00			16	101
	1/30/19	Deposit6	Dillon Wilson	DIRECT		300.00			17	101
				1/19 total:		**2,290.00**				
				Ending balance 1/19:		**10,310.00**				
				Beginning balance 2/19:		**10,310.00**				
	2/28/19	Deposit2	Roland Toro	DIRECT		600.00			36	101
	2/28/19	Deposit2	Kavan Lopez	DIRECT		290.00			36	101
	2/28/19	Deposit2	Dallas Ramon	DIRECT		300.00			36	101
	2/28/19	Deposit2	Arvin Johnson	DIRECT		300.00			36	101
	2/28/19	Deposit2	Melvin Lopez	DIRECT		300.00			36	101
	2/28/19	Deposit2	James B. Andres	DIRECT		600.00			36	101
	2/28/19	Deposit2	Terrance Francisco	DIRECT		300.00			36	101
				2/19 total:		**2,690.00**				
				Ending balance 2/19:		**13,000.00**				
				Beginning balance 4/19:		**13,000.00**				
	4/30/19	Deposit2	Roland Toro	DIRECT		300.00			22	101
	4/30/19	Deposit2	Dallas Ramon	DIRECT		300.00			22	101
	4/30/19	Deposit2	Kavan Lopez	DIRECT		300.00			22	101
	4/30/19	Deposit2	Melvin Lopez	DIRECT		300.00			22	101
	4/30/19	Deposit2	Arvin Johnson	DIRECT		300.00			22	101
				4/19 total:		**1,500.00**				
				Ending balance 4/19:		**14,500.00**				
				Beginning balance 5/19:		**14,500.00**				
	5/3/19	Deposit2	Arvin Johnson	DIRECT		300.00			2	101
	5/3/19	Deposit2	Kenneth Williams	DIRECT					2	101
	5/3/19	Deposit2	Kavan Lopez	DIRECT		300.00			2	101
	5/3/19	Deposit2	Dallas Ramon	DIRECT		300.00			2	101
	5/3/19	Deposit2	Melvin Lopez	DIRECT		300.00			2	101
				5/19 total:		**1,200.00**				
				Ending balance 5/19:		**15,700.00**				
				Beginning balance 6/19:		**15,700.00**				
	6/17/19	Deposit3	Dallas Ramon	DIRECT		300.00			19	101
	6/17/19	Deposit3	Kavan Lopez	DIRECT		300.00			19	101
	6/17/19	Deposit3	Roland Toro	DIRECT		300.00			19	101
				6/19 total:		**900.00**				
				Ending balance 6/19:		**16,600.00**				
				Beginning balance 9/19:	**0.00**					
	9/30/19	Deposit5	Dallas Ramon	DIRECT		300.00			33	101
	9/30/19	Deposit7	Dallas Ramon	DIRECT		250.00			36	101
	9/30/19	Deposit7	Roland Toro	DIRECT		400.00			36	101
	9/30/19	Deposit7	Arvin Johnson	DIRECT		400.00			36	101
	9/30/19	Deposit7	Kavan Lopez	DIRECT		300.00			36	101
	9/30/19	Deposit7	Kavan Lopez	DIRECT		200.00			36	101
	9/30/19	Deposit7	Roland Toro	DIRECT		400.00			36	101
				9/19 total:		**2,250.00**				
				Ending balance 9/19:		**2,250.00**				
				Beginning balance 10/19:		**2,250.00**				
	10/31/19	Deposit3	Arvin Johnson	DIRECT		600.00			15	101
	10/31/19	Deposit4	Roland Toro	DIRECT		300.00			28	101

Select months: 11/2017-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
(account 407 continued)										
				10/19 total:		**900.00**				
				Ending balance 10/19:		**3,150.00**				
				Beginning balance 3/20:		**3,150.00**				
	3/1/20	REFUND	Zone Apartments Manage	Refund for Courtney Vista rent		387.96			18	110
				3/20 total:		**387.96**				
				Ending balance 3/20:		**3,537.96**				
				Account total for 11/2017-4/2020		**22,567.96**				

Select months: 11/2017-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
652	**Rent**									
				Beginning balance 11/17:	**0.00**					
				Beginning balance 4/18:	**0.00**					
	4/20/18	NC2	Courtney Vista	Rent April 2018	838.21				15	101
	4/25/18	NC5	Courtney Vista	Rent May 2018	1,342.75				19	101
	4/9/18	A/P2319	Courtney Vista	22581	266.16				29	201
	4/9/18	A/P2319	Courtney Vista	22581	35.77				29	201
	4/10/18	A/P2321	Assurant	97234 - 61447	165.00				29	201
	4/10/18	A/P2321	Assurant	97234 - 61447	131.25				29	201
	4/17/18	A/P2327	Ace Hardware	01630	21.11				29	201
	4/30/18	A/PRV2319	Courtney Vista	22581		266.16			30	201
	4/30/18	A/PRV2319	Courtney Vista	22581	286.16				30	201
				4/18 total:	**3,086.41**	**266.16**				
				Ending balance 4/18:	**2,820.25**					
				Beginning balance 5/18:	**2,820.25**					
	5/31/18	NC3	Courtney Vista	Rent May	1,395.29				21	101
				5/18 total:	**1,395.29**					
				Ending balance 5/18:	**4,215.54**					
				Beginning balance 6/18:	**4,215.54**					
	6/30/18	NC4	Courtney Vista	Rent July 2018	1,421.79				37	101
				6/18 total:	**1,421.79**					
				Ending balance 6/18:	**5,637.33**					
				Beginning balance 7/18:	**0.00**					
	7/31/18	NC4	Cox Cable Internet	Internet Courtney	145.90				26	101
				7/18 total:	**145.90**					
				Ending balance 7/18:	**145.90**					
				Beginning balance 8/18:	**145.90**					
	8/20/18	A/P2432	Courtney Vista	Rent Sept 2018	1,432.00				19	201
	8/27/18	A/P2433	Vue Park West	Apl Fee	305.40				20	201
	8/31/18	A/P2443	Vue Park West	Sept rent	1,544.00				37	201
		A/P2483	Courtney Vista		1,417.50				42	201
				8/18 total:	**4,698.90**					
				Ending balance 8/18:	**4,844.80**					
				Beginning balance 9/18:	**4,844.80**					
	9/7/18	7152	Vue Park West	Rent Fees Acct 652	60.00				2	101
	9/21/18	A/P2451	Courtney Vista	Rent CV	1,476.61				7	201
	9/6/18	A/P2474	Assurant	477962	165.00				13	201
				9/18 total:	**1,701.61**					
				Ending balance 9/18:	**6,546.41**					
				Beginning balance 10/18:	**6,546.41**					
	10/24/18	A/P2516	Courtney Vista	Rent Nov 2018	1,488.18				26	201
				10/18 total:	**1,488.18**					
				Ending balance 10/18:	**8,034.59**					
				Beginning balance 11/18:	**8,034.59**					
	10/8/18	A/P2522	Courtney Vista	Rent Oct 2018	1,650.38				7	201
	10/17/18	A/P2524	Residence Inn Marriott	BCTClassroom rental	246.80				7	201
	11/8/18	A/PDL2522	Courtney Vista	Rent Oct 2018		1,650.38			10	201
	10/8/18	A/P2541	Vue Park West	Rent Oct	1,650.38				11	201
	11/1/18	A/P2575	Vue Park West	Nov & Dec	1,645.51				27	201
	11/27/18	A/P2576	Vue Park West	Dec	1,612.70				27	201
	11/27/18	A/P2577	Courtney Vista	dec	1,464.80				27	201
				11/18 total:	**8,270.57**	**1,650.38**				
				Ending balance 11/18:	**14,654.78**					
				Beginning balance 12/18:	**14,654.78**					
	12/31/18	NC8	Vue Park West	Rent Dec	1,663.54				36	101
	12/31/18	NC9	Courtney Vista	Rent Dec CV	1,456.64				36	101

Select months: 11/2017-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
(account 652 continued)										
				12/18 total:	**3,120.18**					
				Ending balance 12/18:	**17,774.96**					
				Beginning balance 1/19:	**17,774.96**					
	1/29/19	7481	Vue Park West	Rent Jan 2019 Acct 652	1,664.94				18	101
	1/29/19	7482	Courtney Vista	Rent Jan 2019 Acct 652	1,423.78				18	101
				1/19 total:	**3,088.72**					
				Ending balance 1/19:	**20,863.68**					
				Beginning balance 2/19:	**20,863.68**					
	2/27/19	A/P2663	Vue Park West	Rent March	1,718.22				33	201
	2/27/19	A/P2664	Courtney Vista	Rent March	1,417.23				33	201
				2/19 total:	**3,135.45**					
				Ending balance 2/19:	**23,999.13**					
				Beginning balance 3/19:	**23,999.13**					
	3/31/19	NC6	Courtney Vista	April rent	1,472.68				44	101
	3/31/19	NC7	Vue Park West	April Rent	1,710.46				44	101
	3/5/19	A/P2745	Courtney Vista	rent	34.29				45	201
				3/19 total:	**3,217.43**					
				Ending balance 3/19:	**27,216.56**					
				Beginning balance 4/19:	**27,216.56**					
	4/29/19	A/P2742	Courtney Vista	May	1,475.12				16	201
				4/19 total:	**1,475.12**					
				Ending balance 4/19:	**28,691.68**					
				Beginning balance 5/19:	**28,691.68**					
	5/2/19	A/P2795	Vue Park West	Buy out	3,316.54				24	201
				5/19 total:	**3,316.54**					
				Ending balance 5/19:	**32,008.22**					
				Beginning balance 6/19:	**32,008.22**					
	6/30/19	NC4	Courtney Vista	Rent May	1,465.48				20	101
	6/30/19	NC4	Courtney Vista	Rent June	1,480.78				20	101
	6/30/19	NC5	Vue Park West	Apt fee buy out mi	72.55				20	101
				6/19 total:	**3,018.81**					
				Ending balance 6/19:	**35,027.03**					
				Beginning balance 7/19:	**0.00**					
	7/25/19	A/P2852	Courtney Vista	July Rent	1,489.01				44	201
				7/19 total:	**1,489.01**					
				Ending balance 7/19:	**1,489.01**					
				Beginning balance 8/19:	**1,489.01**					
	8/31/19	NC3	Courtney Vista	Rent Sept	1,501.80				9	101
				8/19 total:	**1,501.80**					
				Ending balance 8/19:	**2,990.81**					
				Beginning balance 9/19:	**2,990.81**					
	8/19/19	A/P2881	Assurant	45989		8.09			17	201
	9/30/19	NC4	Courtney Vista	Rent Nov 2019	1,493.60				39	101
				9/19 total:	**1,493.60**	**8.09**				
				Ending balance 9/19:	**4,476.32**					
				Beginning balance 10/19:	**4,476.32**					
	10/28/19	A/P2916	Courtney Vista	Nov rent	1,495.50				26	201
				10/19 total:	**1,495.50**					
				Ending balance 10/19:	**5,971.82**					
				Beginning balance 12/19:	**5,971.82**					
	12/31/19	NC4	Courtney Vista	Rent Dec 2019	1,495.50				36	101

Select months: 11/2017-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
(account 652 continued)										
				12/19 total:	**1,495.50**					
				Ending balance 12/19:	**7,467.32**					
				Account total for 11/2017-4/2020	**50,056.31**	**1,924.63**				

Total $48,131.68

Select months: 1/2018-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
677	**Utilities**									
				Beginning balance 1/18:	**0.00**					
				Beginning balance 6/18:	**0.00**					
	6/30/18	NC5	SRP Salt River Project	Electric Bill June	185.23				37	101
				6/18 total:	**185.23**					
				Ending balance 6/18:	**185.23**					
				Beginning balance 8/18:	**0.00**					
	8/27/18	A/P2481	Cox Cable Internet	Internet Glendale	85.00				42	201
	8/8/18	A/P2482	SRP Salt River Project	4866000727	222.75				42	201
	8/8/18	A/P2482	SRP Salt River Project	4866000727	228.86				42	201
				8/18 total:	**536.61**					
				Ending balance 8/18:	**536.61**					
				Beginning balance 9/18:	**536.61**					
	9/1/18	A/P2473	SRP Salt River Project	8856257	293.90				13	201
				9/18 total:	**293.90**					
				Ending balance 9/18:	**830.51**					
				Beginning balance 10/18:	**830.51**					
	10/2/18	A/P2513	Cox Cable Internet	Internet CV	56.80				26	201
	10/3/18	A/P2514	SRP Salt River Project	Electric CV	252.15				26	201
	10/19/18	A/P2515	Cox Cable Internet	Internet CV	80.90				26	201
				10/18 total:	**389.85**					
				Ending balance 10/18:	**1,220.36**					
				Beginning balance 11/18:	**1,220.36**					
	11/8/18	A/P2578	SRP Salt River Project	Nov	261.38				27	201
	11/8/18	A/P2578	SRP Salt River Project	Nov	244.77				27	201
	11/8/18	A/P2578	SRP Salt River Project	Nov	249.33				27	201
	11/23/18	A/P2579	Cox Cable Internet	Nov	80.90				27	201
				11/18 total:	**836.38**					
				Ending balance 11/18:	**2,056.74**					
				Beginning balance 12/18:	**2,056.74**					
	12/31/18	NC7	Cox Cable Internet	Cable CV Nov	62.00				36	101
	12/31/18	NC10	SRP Salt River Project	Electric CV-VPW	224.95				36	101
				12/18 total:	**286.95**					
				Ending balance 12/18:	**2,343.69**					
				Beginning balance 1/19:	**2,343.69**					
	1/31/19	NC5	SRP Salt River Project	SRP CV & VPW	270.05				19	101
				1/19 total:	**270.05**					
				Ending balance 1/19:	**2,613.74**					
				Beginning balance 2/19:	**2,613.74**					
	2/28/19	NC4	Cox Cable Internet	Internet CV Feb	72.00				45	101
	2/28/19	NC4	Cox Cable Internet	Internet CV March	92.00				45	101
				2/19 total:	**164.00**					
				Ending balance 2/19:	**2,777.74**					
				Beginning balance 3/19:	**2,777.74**					
	3/5/19	NC3	Cox Cable Internet	Internet CV	80.00				5	101
	3/31/19	NC8	SRP Salt River Project	March Power apts	191.42				44	101
				3/19 total:	**271.42**					
				Ending balance 3/19:	**3,049.16**					
				Beginning balance 4/19:	**3,049.16**					
	4/9/19	A/P2783	SRP Salt River Project	486600727	232.44				31	201
	4/9/19	A/P2783	SRP Salt River Project	486600727	155.15				31	201
				4/19 total:	**387.59**					
				Ending balance 4/19:	**3,436.75**					
				Beginning balance 5/19:	**3,436.75**					
	5/31/19	NC2	Cox Cable Internet	Internet Courtney	64.00				25	101

Select months: 1/2018-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
(account 677 continued)										
				5/19 total:	**64.00**					
				Ending balance 5/19:	**3,500.75**					
				Beginning balance 6/19:	**3,500.75**					
	6/30/19	NC3	Cox Cable Internet	Apt Internet May	72.00				20	101
	6/30/19	NC3	Cox Cable Internet	Apt Internet May	72.00				20	101
	6/30/19	NC6	SRP Salt River Project	Apt Power	163.74				20	101
				6/19 total:	**307.74**					
				Ending balance 6/19:	**3,808.49**					
				Beginning balance 7/19:	**0.00**					
	7/10/19	A/P2850	SRP Salt River Project	727	176.95				44	201
	7/23/19	A/P2851	Cox Cable Internet	internet Glendale	75.00				44	201
	7/23/19	A/P2851	Cox Cable Internet	internet Glendale	75.00				44	201
				7/19 total:	**326.95**					
				Ending balance 7/19:	**326.95**					
				Beginning balance 8/19:	**326.95**					
	8/31/19	NC2	SRP Salt River Project	Electric for Apart	226.53				9	101
				8/19 total:	**226.53**					
				Ending balance 8/19:	**553.48**					
				Beginning balance 9/19:	**553.48**					
	9/4/19	A/P2879	Cox Cable Internet	198547	50.00				16	201
	9/30/19	NC3	SRP Salt River Project	Power Apt	255.82				39	101
	9/30/19	NC3	SRP Salt River Project	Power Apt	231.99				39	101
				9/19 total:	**537.81**					
				Ending balance 9/19:	**1,091.29**					
				Beginning balance 10/19:	**1,091.29**					
	10/24/19	A/P2915	Cox Cable Internet	Oct 2019	246.95				26	201
				10/19 total:	**246.95**					
				Ending balance 10/19:	**1,338.24**					
				Beginning balance 11/19:	**1,338.24**					
	10/14/19	A/P2919	Cox Cable Internet	96540665	246.95				14	201
	11/30/19	NC3	SRP Salt River Project	Power Apt	177.08				18	101
	11/30/19	NC3	SRP Salt River Project	Power Apt	80.25				18	101
				11/19 total:	**504.28**					
				Ending balance 11/19:	**1,842.52**					
				Beginning balance 12/19:	**1,842.52**					
	12/31/19	NC5	SRP Salt River Project	Power Dec 2019	90.00				36	101
				12/19 total:	**90.00**					
				Ending balance 12/19:	**1,932.52**					
				Account total for 1/2018-4/2020	**5,926.24**					

Select months: 1/2018-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
602	**Apprentice Assistance**									
				Beginning balance 1/18:	**0.00**					
				Beginning balance 6/18:	**0.00**					
	6/8/18	Misc 1	Loan cancel		339.85				3	
	6/8/18	Misc 1	Loan cancel		242.85				3	
	6/8/18	Misc 1	Loan cancel		490.02				3	
	6/8/18	Misc 1	Loan cancel		359.78				3	
	6/8/18	Misc 1	Loan cancel		119.92				3	
	6/8/18	Misc 1	Loan cancel		479.70				3	
	6/8/18	Misc 1	Loan cancel		239.85				3	
	6/8/18	Misc 1	Loan cancel		240.31				3	
	6/8/18	Misc 1	Loan cancel		456.02				3	
	6/8/18	Misc 1	Loan cancel		443.71				3	
	6/8/18	Misc 1	Loan cancel		411.32				3	
	6/8/18	Misc 1	Loan cancel		411.32				3	
	6/8/18	Misc 1	Loan cancel		456.02				3	
	6/8/18	Misc 1	Loan cancel		411.30				3	
	6/8/18	Misc 1	Loan cancel		102.83				3	
	6/8/18	Misc 1	Loan cancel		102.83				3	
	6/8/18	Misc 1	Loan cancel		429.20				3	
	6/30/18	NC2	TOCC Development	Payroll cash	415.00				36	106
				6/18 total:	**6,151.83**					
				Ending balance 6/18:	**6,151.83**					
				Beginning balance 8/18:	**0.00**					
	8/28/18	AP LOAN	PAULINE NASEWYTEWA	Loan to Apprentice James Andre		40.00			26	110
	8/28/18	VG LOAN	Robert Wambolt	Loan Vincent Garcia DDC WV st		58.00			26	110
	8/28/18	RVVG LOAN	Robert Wambolt	Loan Vincent Garcia DDC	58.00				27	110
	8/28/18	RVAP LOAN	PAULINE NASEWYTEWA	Loan to Apprentice James	40.00				27	110
	8/28/18	A/P2434	Pauline Nasewytewa	Loan to James	40.00				28	201
	8/28/18	A/P2435	Robert Wambolt	Loan to Vincent	58.00				28	201
				8/18 total:	**196.00**	**98.00**				
				Ending balance 8/18:	**98.00**					
				Beginning balance 9/18:	**98.00**					
	8/23/18	A/P2467	Steelers	217092	630.46				12	201
	8/27/18	A/P2470	harbor Freight Tools	4668359	145.94				12	201
	8/29/18	A/P2472	Wallmart	190149	649.99				13	201
	9/5/18	A/P2475	Target	7217544	24.84				13	201
	9/26/18	A/PDL2475	Target	7217544		24.84			14	201
	9/30/18	NC9	Robert Wambolt	loan James Vincent	900.00				32	101
				9/18 total:	**2,351.23**	**24.84**				
				Ending balance 9/18:	**2,424.39**					
				Beginning balance 10/18:	**2,424.39**					
	11/2/18	A/P2510	Orrin Mike	Loan	250.00				23	201
				10/18 total:	**250.00**					
				Ending balance 10/18:	**2,674.39**					
				Beginning balance 12/18:	**2,674.39**					
	11/12/18	A/P2561	harbor Freight Tools	44994	115.62				22	201
	11/26/18	A/P2568	Siegel Suites Tolleson	500029	374.64				22	201
	12/1/18	A/P2571	Siegel Suites Tolleson	000017	285.83				22	201
	12/10/18	A/P2590	harbor Freight Tools	882456	374.64				27	201
	12/11/18	A/P2591	Siegel Suites Tolleson	800010	374.64				27	201
	12/18/18	A/P2598	Siegel Suites Tolleson	500016	285.93				27	201
	12/31/18	A/PRV2590	harbor Freight Tools	882456		374.64			28	201
	12/31/18	A/PRV2590	harbor Freight Tools	882456	102.45				28	201
	12/31/18	A/PRV2608	Siegel Suites Tolleson	500016		285.93			33	201
	12/31/18	A/PRV2608	Siegel Suites Tolleson	500016	285.83				33	201
				12/18 total:	**2,199.58**	**660.57**				
				Ending balance 12/18:	**4,213.40**					
				Beginning balance 2/19:	**4,213.40**					
	1/31/19	A/P2659	Lowe's	982404	200.00				27	201

Select months: 1/2018-4/2020
Last transaction entry: 0

Account	Date	Reference	Vendor/Customer	Invoice/Description	Debit	Credit	JobId	Cost Cat.	Entry No.	Offset Account
(account 602 continued)										
				2/19 total:	**200.00**					
				Ending balance 2/19:	**4,413.40**					
				Beginning balance 9/19:	**0.00**					
	9/5/19	A/P2883	Pearson Education	6548166	4,499.30				22	201
				9/19 total:	**4,499.30**					
				Ending balance 9/19:	**4,499.30**					
				Beginning balance 10/19:	**4,499.30**					
	9/11/19	A/P2886	Pearson Education	6827409	118.25				2	201
				10/19 total:	**118.25**					
				Ending balance 10/19:	**4,617.55**					
				Beginning balance 2/20:	**4,617.55**					
	2/20/20	A/P2964	Lowe's	912873	200.00				9	201
				2/20 total:	**200.00**					
				Ending balance 2/20:	**4,817.55**					
				Account total for 1/2018-4/2020	**16,166.19**	**783.41**				

Total $15,382.78

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: STACY D. OWSLEY, HUMAN RESOURCES DIRECTOR
SUBJECT: **AGENDA ITEM— APRIL 2020 RESOURCE LIST**
DATE: APRIL 02, 2020
CC: FILE

Background

There were no new hires for the month of March 2020 due to the COVID-19 pandemic and its effects on recruiting and interviewing. Therefore, there are no candidates to present for the Board's consideration.

Recommendation

There are no candidates for recommendation by the President.

Tohono O'odham Community College
Employment Vacancy Activity Log
April 2020

Administrative/Faculty/Exempt

Vacant Position	Division	Number of Applicants	Tohono O' odham	Native American	Other	Application w/documents Complete		Date forwarded to screening committee	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
						Yes	No		Yes	No		Yes	No	
Adjunct – BCT – Electrical	Sustain.	0												Continue to advertise
Adjunct – BCT – Plumbing	Sustain.	0												Continue to advertise
Adjunct – Accounting (Main)	Edu.	2			2	1	1	03/25/20						Supervisor Review
Adjunct - Mathematics (Main)	Edu.	1			1		1							Continue to advertise
Adjunct - Tohono O'odham History (Phx Site)	Edu.	1			1		1	03/07/20						Continue to advertise
Adjunct - Tohono O'odham Language (Phx Site)	Edu.	1			1		1	03/30/20						Continue to advertise
Adjunct - Writing (Main)	Edu.	0												Continue to advertise

Tohono O'odham Community College
Employment Vacancy Activity Log
April 2020

Hourly

Vacant Position	Division	Number of Applicants	Tohono O' odham	Native American	Other	Application w/documents Complete		Date forwarded to screening committee	Recommended for Interview		Interview Scheduled	Recommendation Made		Comments
						Yes	No		Yes	No		Yes	No	
GIS Technician, GEO-SMART Project	Sustain.	1			1		1	03/09/20						Supervisor Review
On Call Receptionist	Stu. Serv.	2		1	1		2	03/10/20						Supervisor Review
Special Assistant to the President	Pres.	1			1		1	03/12/20						Continue to Advertise
Farm Manager Assistant	Sustain.	0												Continue to Advertise
Chair of Workforce and Community Development Academic Program	Sustain.	0												Advertise
Bookstore Supervisor	Admin/Fin.	0												Continue to Advertise

TOCC EMPLOYEE STATISTICS
(April 2020)

FULL TIME POSITIONS

	Numbers	Percentages
Full-time positions:	**90**	
Filled Positions	84	93%
Vacant Positions	6	7%
Female	44	52%
Male	40	48%
Ethnicity		
Tohono O'odham	47	56%
Native American Other	9	11%
Hispanic	4	5%
White	20	24%
Black	2	2%
Asian	2	2%
Regular Staff	**73**	
Filled	67	92%
Vacant	5	7%
Instructors Positions	**17**	
Filled	17	100%
Vacant	0	0%
Commuters	**44**	52%
Local	**40**	48%

PART-TIME & TEMP POSITIONS

	Numbers	Percentages
Part-time & Temp positions:	**23**	
Filled Positions	19	87%
Vacant Positions	4	13%
Female	10	53%
Male	9	47%
Ethnicity		
Tohono O'odham	18	95%
Native American Other	0	0%
Hispanic	1	5%
White	0	0%
Black	0	0%
Asian	0	0%
Commuters	3	16%
Local	16	84%

Item	Actions	Discussion/Resolution/Comments
Annual Report 2019	Annual Report updated to include additional information on faculty.	Copies have been printed and will be mailed out. Districts will be contacted and arrangements to present virtually will be made if possible.
Leadership Team	Leadership Team continuing to meet on weekly basis and more often during this pandemic.	Virtual meetings are working out. All parties are able to negotiate the technology.
Coronavirus and challenges in general	Meeting frequently with administrators and others over virtual platforms. Campus has been closed except to essential workers. Visitors are not allowed. Deans have accomplished a variety of needed tasks to prepare for the online course delivery which began on March 30. Biggest challenge is connecting with students.	Deans and Directors have worked together to make adjustments, on a frequent and sometimes daily basis, in an effort to keep people safe and to accomplish the mission. Student contacts are crucial. Some do not have up to date phone information. Social media has been used to some good effect including facebook and zoom meetings with Deans, President, other employees and some students.
Online Course Delivery	IT providing services including education of faculty and students through provision of links to information, distribution of devices, coordination with finance regarding hotspots for students, working closely with Education and Student Services and Sustainability.	Much has been done to provide students with devices. The Library Director and staff have played critical role along with IT, Sustainability, and Student Services through calls and contacts with students.
Projected coronavirus strategies and effects on enrollment	Outreach to students to assist them with transition has been robust. Some students have indicated they will drop. Steps have been taken to support students including changing the incomplete policy, changing grading to include a pass/fail option, and extending the semester window of opportunity for students to complete their work.	I anticipate that enrollment will go down during this semester. Summer sessions will all be online. During the interim period IT and administration will work to bolster the infrastructure needed by students to effectively negotiate the online environment. Virtual outreach will continue for Phoenix and Nation areas. This enrollment issue will be watched closely. It may have a significant impact on funding from Title III and Tribal and Community College Act within a year.

Item	Actions	Discussion/Resolution/Comments
Safety issues re. coronavirus	TOCC is working with very few persons on duty. Security has been reduced to one day shift five days a week. Maintenance comes in ca. x2/week to wipe down surfaces where workers have been present. No visitors are allowed although shipments continue to be received through the bookstore. Educational materials have been distributed and made available through the website. TOCC is in sync with Tohono O'odham Nation's stay at home executive order 2020-03.	TOCC is adjusting to a virtual environment wherever possible. In the event it comes to pass that a person who is/has been on campus is diagnosed with Covid-19, a thorough cleaning of the facilities will be conducted and contact tracing of employees will be conducted and those will be asked to quarantine themselves.
Fiscal health during pandemic	Finance personnel have reached out to the Nation to check on the status of the allocation for FY 2021. No word as of this writing.	Fiscal house of TOCC is in order. Employees continue to be paid. BOT approved emergency leave policy drafted by HR. BIE was allocated an additional $20 m. for tribal colleges through the CARES ACT and DOE Title III was allocated an additional $50 m. Though no figures have been released at this time, indications are that TOCC will receive ca. $1 m. in Title III funds October 1 in addition to the annual allocation of ca. $1.3 million.

TOCC Board of Trustees Report
March 5, 2020 to April 3, 2020

TOHONO O'ODHAM COMMUNITY COLLEGE

TO: BOARD OF TRUSTEES
THRU: PAUL ROBERTSON, PRESIDENT
FROM: CURTIS PETERSON, DEAN OF ACADEMICS
SUBJECT: **MARCH 2020 EDUCATION DIVISION BOARD REPORT**
DATE: APRIL 3, 2020
CC:

Curtis Peterson – Dean of Academics
Issues/Items addressed in February 2020

Issue	Discussion	Summary/resolution
COVID-19 Reponse: move courses online	To maintain social distancing and reduce the potential spread of COVID-19 all courses were converted to online only. During the extended spring break faculty were trained on how to convert their classes to online.	Faculty are all engaged in online learning process, and have continued discussions and training when issues arise.
COVID-19 Response: Academic Advising	Under normal operations students meet with advisor face-to-face, however, to increase socially distancing and student/staff safety it is not possible to do academic advising in-person.	The Academic Advisor will be working from home. The advisor will hold weekly times that students can get in touch with her virtually in one-on-one sessions and group sessions.

TOCC Board of Trustees Report
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COVID-19 Response: Dean of Academic's Office.	In order to properly model social distancing and reducing the number of individuals at the campus, the Dean's office should model social distancing. Due to the current Dean's health situation he is considered "high risk for death" if exposed to COVID-19.	Dean of Academics has temporarily moved off campus, and operations are conducted from the Dean's residence. He continues to work with the Academic Coordinator who also operates from her residence.
COVID-19 Response: Summer Schedule	The summer schedule should maintain the same social distancing efforts as remaining spring 2020 schedule. COVID-19 has brought attention to operational issues that may not make sense to the college even under regular operations. One question is how we run three sessions in sumer, two five week with an overlapping 8 week session. Should this be simplified?	Courses wer converted to online only for Summer 2020. Adminstration is currently debating on this issue and decision will be made whether changes should occur within this academic year or in future academic years.
Fall 2020	Due to attention being diverted to responding to the COVID-19 crisis, the Fall 2020 academic schedule has been delayed and the completion of the 2020/22 catalog. Consideration for Fall 2020 for need to continue social distanceing.	Work towards publishing the schedule during week of April 6. The goal will be to complete the 2020/22 catalog by May 1. Faculty have been instructed to make sure their classes can be taught face-to-face and online just in case we are not able to return to normal operations.
HLC Report	Focus on COVID-19 has slowed the progress of updating the arguments of the HLC visit in 2021.	Once all COVID-19 responses are in place, it goal of Education Division to return to review and revision of these important documents.

TOCC Board of Trustees Report
March 5, 2020 to April 3, 2020

Library Services

Issue	Discussion	Summary/resolution
COVID-19 response: Library operations	The library is place of social gathering, where individuals may not be able to properly social distance.	Physical operations have been shut-down as part of an overall physical operations closure of the college. Online references and virtual access to librarians has remained available.
COVID-19 response: Supportive services provided by library	The library because of their cataloging capabilities and centrality to the college is a good mechanism for distribution and communication with students.	The library has been utilized for the cataloging and check-out entity for student technology needs.
COVID-19 response: Tutoring services.	Tutoring services have traditionally been provided in a close interpersonal experience which does not allow for proper social distance.	During the COVID-19 period, tutoring services have been moved to virtual and communication has been sent out to students.

Board of Trustees Report
Dean for Sustainability Mario Montes-Helu

Key Issues/Items addressed in **March 2020**

Issues/Items	**Discussion/Situation**	**Summary/Resolution**
Workforce and Community Development (WCD)	Proposal for name change was presented to the Board in the March meeting.	Proposal for name change was approved. Presently, we are searching for a Chair of the WCD program.
	We met with the BCT Adjunct Instructors (Trades Instructors) to address teaching issues.	We decided to move to online teaching. Students will get theoretical training and have their assessments through proctored tests remotely with the help of instructors. We are working out the details of the purchase of devices with Internet connectivity to distribute to students.
	Meeting with Desert Diamond Casino's Bryan Franz and Daniel Chilton and with Curtis Peterson, Dean of Education, and Neil Wade, Business Instructor.	We agreed that there are opportunities to use the Casino facilities to train students in the areas of Culinary Arts, Hospitality, and Casino Gaming.
IT Department	Worked with IT Instructor, Tim Foster, to rapidly prepare faculty to teach online due to the COVID-19 situation.	We trained 40 faculty and staff during three days with presentations from Tim Foster and from faculty who are advanced users of the system. We covered best practice topics and videoconferencing using Zoom for teaching and student collaboration.
	Preparing devices and addressing connectivity issues for students who are moving to online learning.	IT Team worked to prepare the devices (iPads) to make them ready for student distribution. In terms of addressing connectivity issues, we have been doing

		research to find solutions to the connectivity gap through Verizon and TOUA.
Grants	We continued meeting and working with the STEM Grant and the IT Tribal Consortium.	The NSF Team (STEM Grant) decided to cancel the Summer Bridge Program due to the pandemic. IT Tribal Consortium: because we are still in the planning and design phase, we continued working in the development of network plans and on creating the first-year report.
Administration Work	Participated in administration meetings for the preparation of TOCC Coronavirus response.	It was decided that we would move the rest of the semester online, purchase equipment for student use, and to solve the internet gap.
	Covered for the Dean of Education while he was sick. I worked to prepare and coordinate training for faculty and staff to move to online teaching and service.	I prepared and coordinated the faculty and staff three-day course training. Faculty said that they feel able to address the present situation through online teaching.