

MONTHLY FINANCIAL REPORTS

January 2018

SUBMITTED BY:

Sean Sokolowski
Director of Business

New Castle County Vocational Technical School District
Budget vs. Actual Expenses
January 31, 2018

Oper Unit	Description	Budget	Monthly Expenses	Year to Date Expenses	Encumbrance	Available Budget	January 2017 Expenses	PY Expenses	January 2017 Encumbrances
SALARY AND OTHER EMPLOYEE COSTS									
99940200	District	1,686,348	126,116	932,209	-	754,139	140,837	969,525	-
99940200	Transportation	270,749	18,436	138,850	-	131,899	25,277	155,644	-
99940200	Instructional Services	1,025,763	77,004	608,333	-	417,430	73,726	608,166	-
99940200	Support Services	2,646,190	194,231	1,605,770	-	1,040,420	195,180	1,503,905	-
99940200	Facilities Management	6,579,288	536,587	3,686,455	-	2,892,833	464,136	3,668,542	-
99940200	Howard	9,826,837	698,902	5,195,949	-	4,630,888	737,743	5,511,396	-
99940200	St. Georges	11,642,852	919,776	6,576,589	-	5,066,263	915,342	6,579,254	-
99940200	Hodgson	13,008,600	995,112	7,216,100	-	5,792,500	977,523	7,087,014	-
99940200	Delcastle	18,365,637	1,472,397	10,620,526	-	7,745,111	1,459,088	10,438,283	-
TOTAL SALARY AND OTHER EMPLOYEE COSTS		65,052,264	5,038,561	36,580,781	-	28,471,483	4,988,852	36,521,729	-
Salary & OEC's Included in School Budget				<u>61,351</u>				<u>73,173</u>	
Total				<u><u>36,642,132</u></u>				<u><u>36,594,902</u></u>	
OPERATING EXPENSES									
99900000	Board of Education Expenses	20,000	246	14,717	-	5,283	509	17,430	-
99900200	Strategic Planning	450,000	20,849	49,520	55,498	344,982	6,021	91,046	19,302
99910010	District	807,500	75,271	429,435	324,039	54,026	37,287	395,703	455,345
99940600	District Liability Insurance	251,000	-	229,855	-	21,145	-	250,551	-
99920000	Instructional Services	180,000	735	69,839	1,273	108,888	3,395	100,298	29,750
99921000	Support Services	579,500	171,232	254,385	58,897	266,218	12,933	239,020	251,819
99940050	Facilities Management	760,000	52,565	509,976	127,759	122,265	38,089	509,602	194,411
99920600	Technology	965,000	12,271	1,089,885	34,357	(159,242)	17,058	949,761	21,575
99940500	Federal Programs	850,000	71,825	516,479	258,122	75,399	36,713	429,889	117,062
99940900	Tuition Reimbursement	175,000	10,826	60,977	-	114,023	22,510	77,373	-
99960200	Utilities	2,100,000	200,205	822,477	664,185	613,338	255,695	946,109	821,839
99960300/400	Transportation	6,325,000	620,000	3,195,994	3,201,301	(72,295)	621,546	3,027,068	2,676,944
99970675	Other District Programs	356,250	80	8,914	30,169	317,167	12,142	199,127	50,527
9380026A	Howard	390,000	27,360	198,389	86,645	104,966	21,230	180,332	69,388
9380044A	St. Georges	475,000	33,065	218,775	73,731	182,494	30,035	227,692	73,299
9380066A	Hodgson	470,000	38,151	220,474	57,539	191,987	15,319	217,879	76,862
9380080A	Delcastle	678,100	41,833	265,681	70,935	341,484	46,894	309,225	61,395
TOTAL OPERATING EXPENSES		15,832,350	1,376,514	8,155,772	5,044,450	2,632,128	1,177,374	8,168,105	4,919,518
TOTAL NCCVTS D OPERATING BUDGET		80,884,614	6,415,075	44,736,553	5,044,450	31,103,611	6,166,226	44,689,834	4,919,518

Oper Unit	Description	Budget	Monthly Expenses	Year to Date Expenses	Encumbrance	Available Budget	Monthly Expenses	Year to Date Expenses	January 2017 Encumbrances
NUTRITION SERVICES									
99960000	Salaries	1,555,300	113,322	845,716	-	709,584	115,411	872,920	-
99960000	Supplies and Materials	1,300,000	101,519	619,957	45,914	634,129	110,195	594,584	3,784
TOTAL NUTRITION SERVICES		2,855,300	214,841	1,465,673	58,506	1,331,121	225,606	1,467,504	3,784
ADULT PROGRAMS									
9380056A	DSC	2,392,210	205,337	1,301,259	210,603	880,348	140,251	1,824,538	55,985
99990000	Adult Education	2,300,000	98,647	913,007	11,607	1,375,386	129,202	1,063,783	55,038
TOTAL ADULT PROGRAM EXPENSES		4,692,210	303,984	2,214,266	222,210	2,255,734	269,453	2,888,321	111,023
NON OPERATING EXPENSES									
99970200	Minor Capital Expenses	930,000	5,381	142,405	49,347	738,248	42,130	280,702	81,736
FISCAL AGENT									
99990200/800	Consortium	4,450,000	556,434	1,472,048	1,235,469	1,742,483	612,015	1,547,355	1,920,974
99920500	BRINC	135,000	73,292	73,956	-	61,044	18,462	100,298	29,750

NEW CASTLE COUNTY VOCATIONAL TECHNICAL SCHOOL DISTRICT

REVENUE REPORT

January 31, 2018

<u>State Appr</u>	<u>Description</u>	<u>FY 2018 Budget</u>	<u>January 2018</u>	<u>2018 Year to Date Received</u>	<u>Prior Year Annual Budget</u>	<u>2017 Year to Date Received</u>
00137	Personnel	36,786,294	-	31,868,964	35,533,789	25,924,457
00159	Energy	1,603,009	-	1,587,904	1,596,508	1,603,009
00368	College Access Grant	63,198	-	-	45,000	63,198
05142	Drivers Education	67,834	-	66,420	80,748	67,834
05149	Homeless Transportation	-	-	-	20,000	-
05152	Transportation	4,884,971	-	5,007,873	4,579,016	4,883,145
05160	Transportation Supplies	1,000	-	1,000	1,000	1,000
05165	All Other Costs	198,159	(146,056)	649,921	804,616	799,023
05186	Equalization	2,832,008	(147,043)	2,916,985	2,829,307	2,809,622
05190	Related Service	76,919	-	67,637	55,248	52,085
05194	Excellence Option	14,000	(138,338)	-	167,650	125,737
05205	Professional Development	57,407	-	55,726	56,735	57,407
05215	Educ Acntability	4,183	-	4,105	-	-
05225	Professional Accountability	30,049	-	16,690	-	30,049
05235	Technology Block Grant	81,576	-	81,237	83,499	81,576
05265	Vocational Supplies	1,157,275	293,778	1,161,734	1,154,110	1,157,275
05289	Ed Sustainment Funds	1,020,644	-	1,016,393	1,044,704	1,020,644
05314	Dual Enrollment	7,772	-	-	6,500	-
62501	State CSCRP	100,900	-	98,700	108,000	97,700
		48,987,198	(137,659)	44,601,289	48,166,430	38,773,761

<u>Local Appr</u>	<u>Description</u>	<u>FY 2018 Budget</u>	<u>January 2018</u>	<u>Year to Date</u>	<u>Prior Year Annual Budget</u>	<u>2017 Year to Date Received</u>
98000	Property Taxes	27,185,066	256,275	26,458,608	26,450,000	26,450,573
	Interest Income	174,035	12,825	63,067	130,000	92,662
	Miscellaneous Revenue	306,091	24,399	136,270	425,000	148,412
91608	Technology Insurance	-	24,265	24,265	-	-
		27,665,192	317,764	26,682,210	27,005,000	26,691,647

<u>Non-Operating Local Funds</u>	<u>Description</u>	<u>FY 2018 Budget</u>	<u>January 2018</u>	<u>Year to Date</u>	<u>Prior Year Annual Budget</u>	<u>2017 Year to Date Received</u>
91000	Local Debt Service	3,887,840	44,992	3,891,026	2,900,000	3,499,152
91100	Cafeteria Funds	207,998	181,745	1,041,821	2,100,000	1,050,199
91300	Adult Education Local	269,316	1,480	228,799	375,000	224,808
	Delaware Skills Center	1,044,410	-	-	1,150,000	-
91303	CAN	-	-	-	-	-
91304	Computer Network	-	8,717	11,776	-	25,609
91306	Electric	-	6,396	8,304	-	16,482
91308	HVAC	-	6,992	9,013	-	17,393
91316	Youth Construction	-	2,569	18,305	-	34,483
91581	Medical Asst	-	-	-	-	-
91583	Practical Nursing	-	27,064	39,866	-	43,410
91584	Special Programs	-	31,724	320,623	-	390,225
91585	Training	-	-	-	-	-
91586	DSC Tuition	-	-	-	-	-
91587	Welding	-	7,471	9,158	-	14,455
91588	Adult Ed Tuition	-	4,225	19,406	-	17,460
98031	Indirect	-	-	24,712	-	-
99802	MultiCraft	-	12,658	97,966	-	59,618
		5,409,564	336,033	5,720,775	6,525,000	5,393,293

Other State

<u>Apprs</u>	<u>Description</u>	<u>FY 2018 Budget</u>	<u>January 2018</u>	<u>Year to Date</u>	<u>Prior Year Annual Budget</u>	<u>2017 Year to Date Received</u>
05116	Cafeteria Salary	359,546	-	355,021	319,105	239,329
05134	Delaware Skills Center	1,347,800	-	1,347,800	1,418,700	1,418,700
05140	Adult Education	97,730	-	83,558	125,295	97,730
05146	Adult Education	998,000	449,105	948,100	998,000	748,500
05154	Adult Education - Groves	379,574	-	354,967	370,642	365,392
05156	Adult Education - ABE	57,268	-	50,625	72,291	16,134
50022	Minor Cap	556,523	-	556,523	564,242	563,290
50324	Minor Cap	27,780	-	27,780	27,092	27,561
		<u>3,824,221</u>	<u>449,105</u>	<u>3,724,374</u>	<u>3,895,367</u>	<u>3,476,636</u>

Fiscal Agent

<u>Apprs</u>	<u>Description</u>	<u>FY 2018 Budget</u>	<u>January 2018</u>	<u>Year to Date</u>	<u>Prior Year Annual Budget</u>	<u>2017 Year to Date Received</u>
05200	NCC Consortium Parkway	1,594,666	-	1,594,466	1,594,666	1,594,666
05262	NNC Consortium Kingswood	1,325,000	-	1,325,000	1,325,000	1,325,000
91363	Consortium Local	1,251,285	-	-	1,251,467	1,251,285
98088	BRINC	60,000	-	-	-	164,050
		<u>4,230,951</u>	<u>-</u>	<u>2,919,466</u>	<u>4,171,133</u>	<u>4,335,001</u>

NCCVT School District
Federal Activity Report
as of 01/31/18

FYB	Appr	Proj	Grant Title	End Date	Budget	Expend	Encumber	Available	% Spent
2016	41046	07886	In School Youth (Delaware Skills Center)	06/25/18	173,936	173,935.82	0.00	0.00	100.00%
2017	40114	10102	Title II	09/25/18	228,105	223,505.00	4,600.00	0.00	97.98%
2017	40240	10769	Creative Arts Club at Howard & Delcastle	09/25/18	50,000	41,843.58	7,750.00	406.42	83.69%
2017	40554	10084	Title I	09/25/18	1,101,163	977,222.19	123,940.81	0.00	88.74%
2017	40564	10088	IDEA	09/25/18	900,482	900,336.87	145.13	0.00	99.98%
2017	40568	10128	Adult Basic Ed	09/25/18	89,090	89,090.00	0.00	0.00	100.00%
2017	40570	09983	Homeless	09/25/18	7,000	6,900.42	0.00	99.58	98.58%
2018	41015	11861	Cisco - Hodgson	09/25/18	7,500	0.00	0.00	7,500.00	0.00%
2018	41015	11863	Cisco - Howard	09/25/18	7,500	0.00	0.00	7,500.00	0.00%
2018	41015	11924	Perkins - Post Secondary	09/25/18	88,000	0.00	0.00	88,000.00	0.00%
2017	41015	10091	Perkins	09/30/18	93,390	91,318.00	2,071.71	0.00	97.78%
2017	41046	09266	In School Youth (Delaware Skills Center)	06/25/19	257,211	166,740.27	0.00	90,470.73	64.83%
2018	40114	11679	Title II	09/25/19	262,966	62,320.49	7,550.00	193,095.51	23.70%
2018	40532	11640	Title IV	09/25/19	27,253	11,719.75	0.00	15,533.25	43.00%
2018	40532	11641	Title I - transferred from Title IV	09/25/19	22,619	0.00	0.00	22,619.00	0.00%
2018	40554	11642	Title I	09/25/19	1,358,245	73,789.94	0.00	1,284,455.06	5.43%
2018	40560	11632	Title III - Immigrant	09/25/19	114	0.00	0.00	114.00	0.00%
2018	40564	11636	IDEA	09/25/19	909,885	312,258.66	87,474.79	510,151.55	34.32%
2018	40568	11764	Adult Basic Ed	09/25/19	80,181	7,300.28	0.00	72,880.72	9.10%
2018	40570	11896	Homeless	09/25/19	7,000	470.00	0.00	6,530.00	6.71%
2018	41015	11639	Perkins	09/25/19	93,605	0.00	19,678.29	73,926.71	0.00%
2018	41046	10555	In School Youth (Delaware Skills Center)	06/25/20	257,211	9,353.18	1,996.61	245,861.21	3.64%
					6,022,456	3,148,104	255,207	2,619,144	52.27%

LOCAL EXPENDITURE COMPARISON

January 31, 2018

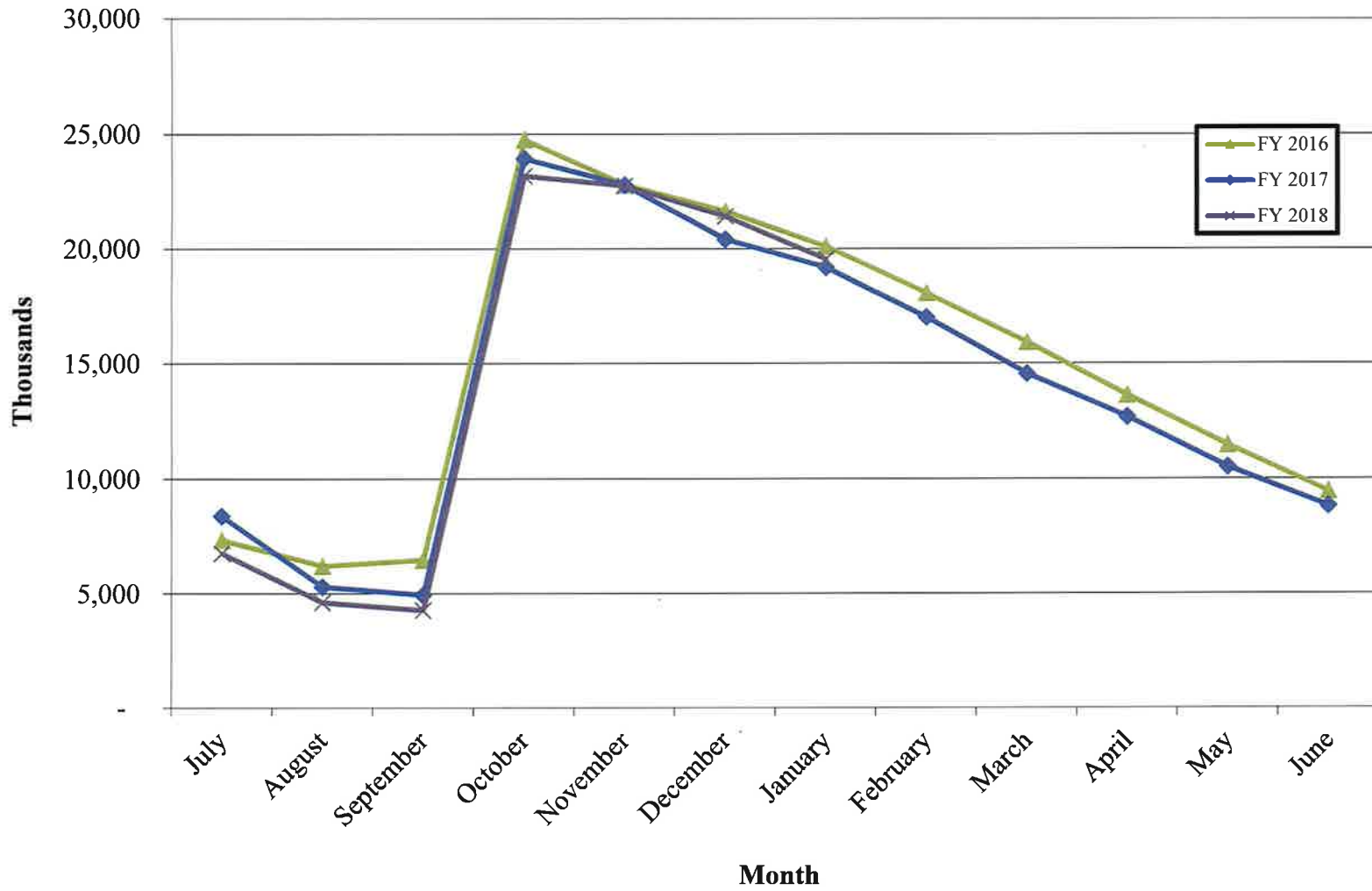
	January	January	%	FY 18	FY 17	%
	FY 18	FY 17	VARIANCE	CUMULATIVE	CUMULATIVE	VARIANCE
SALARIES	1,020,525	512,070	49.82%	7,593,188	7,642,688	-0.65%
OTHER EMPLOYEE COSTS	542,077	579,552	-6.91%	3,289,113	3,673,725	-11.69%
TRAVEL	6,269	2,333	62.79%	43,260	45,580	-5.36%
CONTRACTED SERVICES	353,926	315,403	10.88%	2,367,866	2,515,767	-6.25%
SUPPLIES & MATERIALS	85,961	42,984	50.00%	760,045	967,770	-27.33%
CAPITAL OUTLAY	1,554	12,933	-732.24%	16,286	176,642	-984.62%
TOTAL	2,010,312	1,465,275	27.11%	14,069,758	15,022,172	-6.77%

MONTHLY BALANCE SHEET & VARIANCE REPORT

January 2018

	ACTUAL
PRIOR MONTH ENDING BALANCE	21,411,767
<u>INCOME</u>	
PROPERTY TAXES (including delinquent)	256,275
INTEREST INCOME	12,825
MISC.	24,265
TOTAL REVENUE	293,365
<u>EXPENSES</u>	
SALARIES & BENEFITS	1,562,602
OPERATING EXPENSES	447,710
TOTAL EXPENSES	2,010,312
ENCUMBRANCE FLUCTUATION	145,121
ENDING BALANCE	19,549,699
PRIOR YEAR LOCAL BALANCE	19,186,527
VARIANCE FROM PRIOR FISCAL YEAR	363,172
<u>Total Balances to be Included in Surplus</u>	
2018 98000 - Local Funds	19,549,699
2017 98000 - Local Funds	41,613
2017 98031 - Indirect Funds	181,721
2017 98041 - CSCRP Funds	21,716
2017 00159 - Energy Funds	-
Total	19,794,749
<u>Other Balances Not Included in Surplus</u>	
Cafeteria Account - 91100	2,052,178
Adult Education	
Tuition and Fees - 91300	416,931
Delaware Skills Center	
Special Pro - 91584	664,019
Training - 91585	204,679
Tuition - 91586	136,025

Surplus Balance by Month



**NEW CASTLE CO VO TECH SCHOOL DISTRICT
COMPARISON OF INTEREST INCOME
FISCAL YEAR 2017 TO FISCAL YEAR 2018**

FISCAL 2017				FISCAL 2018					
MONTH	AVERAGE BALANCE	TOTAL INTEREST	INTEREST RATE	MONTH	AVERAGE BALANCE	TOTAL INTEREST	INTEREST RATE	RATE INCREASE DECREASE	DIFFERENCE
JUNE	14,590,360	10,739.46	0.898%	JUNE	14,012,146	12,668.52	1.100%	0.202%	1,929.06
JULY	12,525,717	10,826.16	0.945%	JULY	12,909,067	6,249.39	0.570%	-0.375%	(4,576.77)
AUGUST	12,069,879	10,233.30	1.001%	AUGUST	11,696,072	5,423.78	0.546%	-0.455%	(4,809.52)
SEPTEMBER	9,803,563	7,762.51	0.966%	SEPTEMBER	9,402,095	4,273.45	0.553%	-0.413%	(3,489.06)
OCTOBER	9,623,757	8,086.04	0.992%	OCTOBER	18,590,897	8,684.22	0.550%	-0.442%	598.18
NOVEMBER	27,330,012	21,326.34	0.952%	NOVEMBER	28,630,243	12,942.44	0.550%	-0.402%	(8,383.90)
DECEMBER	27,757,330	23,688.56	1.007%	DECEMBER	27,556,969	12,825.69	0.548%	-0.459%	(10,862.87)
JANUARY	26,450,672	24,891.00	1.108%	JANUARY				-1.108%	(24,891.00)
FEBRUARY	24,028,562	21,142.51	1.147%	FEBRUARY				-1.147%	(21,142.51)
MARCH	21,748,136	19,431.54	1.052%	MARCH				-1.052%	(19,431.54)
APRIL	19,582,852	17,994.72	1.118%	APRIL				-1.118%	(17,994.72)
MAY	16,996,004	17,249.79	1.195%	MAY				-1.195%	(17,249.79)
YEAR TO DATE		\$117,553.37				63,067.49			(130,304.44)

LOCAL DEBT SERVICE

January 2018

2002 BOND - \$1,333,300 4.4% Interest - Matures 8/1/2021		
DATE	PRINCIPAL	INTEREST
August 2017	66,665	7,333
February 2018	-	5,867
August 2018	66,665	5,867

2003 BOND - \$666,700 4.0% - Matures 7/1/2022		
DATE	PRINCIPAL	INTEREST
July 2017	33,335	4,000
January 2018	-	3,333
July 2018	33,335	3,333

2005 BOND - \$7,200,000 3.83% - Matures 2/1/2025		
DATE	PRINCIPAL	INTEREST
August 2017		55,152
February 2018	360,000	55,152
August 2018		48,258

2006 Bond - \$5,540,600 4.02% - Matures 9/1/2025		
DATE	PRINCIPAL	INTEREST
September 2017	277,030	50,115
March 2018	-	44,546
September 2018	277,030	44,546

2007 BOND - \$2,442,292 4.49% - Matures 8/1/2026		
DATE	PRINCIPAL	INTEREST
August 2017	122,115	27,415
February 2018	-	24,673
August 2018	122,115	24,673

2008 BOND - \$1,236,530 4.21% - Matures 5/1/2027		
DATE	PRINCIPAL	INTEREST
November 2017		13,014
May 2018	61,827	13,014
November 2018		11,713

2010 BOND - \$429,000 4.91% - Matures 10/1/2029		
DATE	PRINCIPAL	INTEREST
October 2017	21,450	6,846
April 2018		6,319
October 2018	21,450	6,319

2011 BOND - \$292,500 3.62% - Matures 6/30/2030		
DATE	PRINCIPAL	INTEREST
July 2017	14,625	3,706
January 2018		3,441
July 2018	14,625	3,441

2012 BOND - \$11,853,300 3.34% - Matures 6/30/2032		
DATE	PRINCIPAL	INTEREST
July 2017	592,665	148,463
January 2018	-	138,565
July 2018	592,665	138,565

2013 BOND - \$2,813,900 2.64% - Matures 2/28/33		
DATE	PRINCIPAL	INTEREST
August 2017		29,715
February 2018	140,695	29,715
August 2018		27,858

2015 BOND - \$3,510,300 2.82% - Matures 6/30/2035		
DATE	PRINCIPAL	INTEREST
July 2017	175,515	44,546
January 2018		42,071
July 2018	175,515	42,071

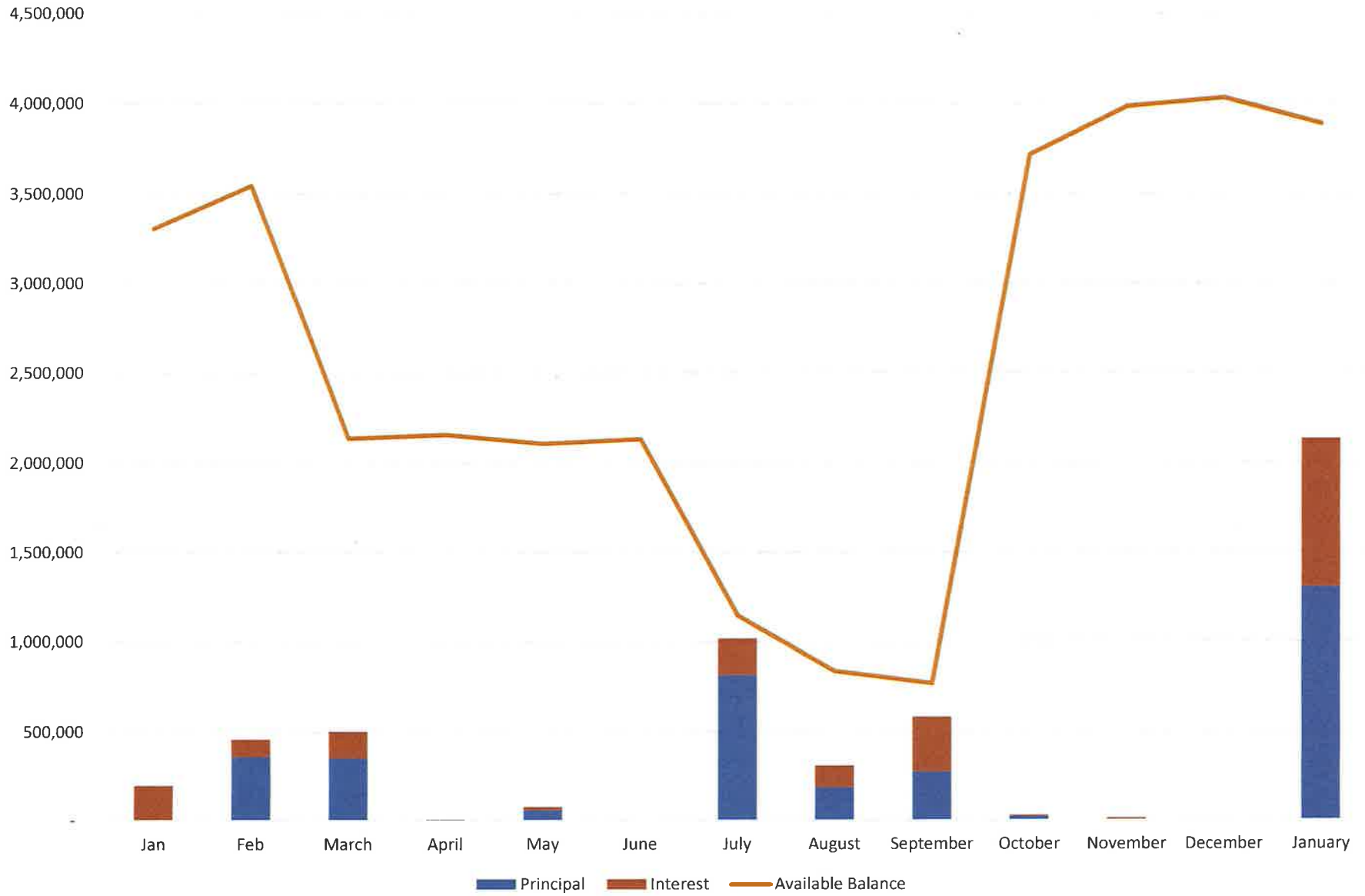
2016 BOND - \$7,093,700 2.70% - Matures 6/30/2036		
DATE	PRINCIPAL	INTEREST
September 2017		90,777
March 2018	354,685	90,777
September 2018		86,188

2017 BOND - \$11,242,800 3.05% - Matures 3/1/37		
DATE	PRINCIPAL	INTEREST
September 2017		163,833
March 2018	562,140	171,453
September 2018		162,880

	St. Georges Construction
	Howard Science Lab and Renovations
	Howard Roof Replacement and Renovations
	Howard Ren. and St. Georges Sm. Lecture & Bleachers
	Hodgson & Delcastle Roof Replacement
	Howard 1927 Renovation

July 1, 2017, 91000 Balance	2,135,220
Taxes and Interest Received to Date	3,891,026
Debt Service Payments to Date	2,135,924
Total Available Balance	3,890,322

Debt Service Payments Compared to Available Balance



**NCC Vo Tech School District
Professional Day/Travel Requests Report
1/1/2018 thru 1/31/2018**

Employee	Personnel Description	Location	Date(s)
Battafarano, David	Secondary Teacher	Delcastle Technical High School	
	Inside Baseball Coaches' Clinic	Crowne Plaza Princeton- Conference Center Princeton, NJ	01/12/2018
Funding Source:	Delcastle High School		Cost: \$136.78
Cave, Scott	Trade & Industry	Hodgson Vocational Technical High School	
	National Restaurant Association Advisory Meeting	Harrys Savoy Restaurant Wilmington, DE	01/18/2018
Funding Source:	Hodgson VoTech High School		Cost: \$136.78
Croucher, Melanie	Trade & Industry	Delcastle Technical High School	
	Delaware Technical Community College Meeting	Delaware Technical Community College Wilmington, DE	01/23/2018
Funding Source:	Delcastle High School		Cost: \$136.78
Galgano, Katie	Secondary Teacher	Howard High School of Technology	
	Delaware Digital Learning Cadre	Collette Center Dover, DE	01/11/2018
Funding Source:			Cost:
Galgano, Katie	Secondary Teacher	Howard High School of Technology	
	Caesar Rodney Tech Conference	CR High Camden, DE	01/26/2018
Funding Source:	Howard High School		Cost:
Heeney, Brian	Secondary Teacher	Delcastle Technical High School	
	NGSS Teacher Leader Training	DSTA Building Cheswold, DE	01/24/2018
Funding Source:	DOE will reimburse cost of substitute		Cost: \$136.78
Humphrey, Greta	Secondary Spec Ed Teacher	Delcastle Technical High School	
	Delaware Alternate Assessment Training	Del Tech, Tery Campus Dover, DE	01/26/2018
Funding Source:	Delcastle High School		Cost: \$136.78
Jenkins, Sandra	Secondary Counselor	Delcastle Technical High School	
	Del Tech Counselor's Breakfast	Stanton Campus Newark, DE	01/31/2018
Funding Source:	Delcastle High School		Cost:

**NCC Vo Tech School District
Professional Day/Travel Requests Report
1/1/2018 thru 1/31/2018**

Employee	Personnel Description	Location	Date(s)
Mancini, Frances	Secondary Teacher	St. Georges Technical High School	
	DE WL Teacher Leader Meeting	Dover Pubic Library Dover, DE	01/11/2018
	Funding Source: District		Cost: \$136.78
Mitchell, Brian	Secondary Teacher	Howard High School of Technology	
	NGSS Teacher Leader Meeting	Delaware State Troopers Association Cheswold, DE	01/24/2018
	Funding Source:		Cost: \$136.78
Morrow, David	Secondary Teacher	Hodgson Vocational Technical High School	
	Be the Best Coaches' Convention	Crowne Plaza Cherry Hill, NJ	01/19/2018 01/20/2018
	Funding Source: Hodgson VoTech High School		Cost: \$136.78
Robinson, Raymond	Secondary Teacher	St. Georges Technical High School	
	DIAA/DAAD ANNUAL MEETING	COLLETTE EDUCATION CENTER DOVER, DE	01/18/2018
	Funding Source: Other / SELF		Cost:
Saladyga, Tara	Secondary Teacher	Delcastle Technical High School	
	Digital Learning Cadre	John W. Collette Education Resource Center Dover, DE	01/11/2018
	Funding Source:		Cost:
Smith, Rachael	Secondary Teacher	Hodgson Vocational Technical High School	
	DeSSA Science Review Committee	Dover Downs Dover, DE	01/08/2018 01/12/2018
	Funding Source: DOE/Pearson/WestEd		Cost: \$683.90
Smith, Rachael	Secondary Teacher	Hodgson Vocational Technical High School	
	NGSS Teacher Leader	Delaware State Troopers Association Smyrna, DE	01/24/2018
	Funding Source: Other / DOE will reimburse for sub		Cost: \$136.78
Taylor, Kimberly	Secondary Counselor	Delcastle Technical High School	
	Counselors' Breakfast	DTCC-Stanton Campus Newark, DE	01/31/2018
	Funding Source: Delcastle High School		Cost:

**NCC Vo Tech School District
Professional Day/Travel Requests Report
1/1/2018 thru 1/31/2018**

Employee	Personnel Description	Location	Date(s)
Tucci, Theresa	Trade & Industry	Hodgson Vocational Technical High School	
Delaware State Board of Cosmetology		861 Silver Lake Blvd. Dover, DE	01/29/2018
Funding Source: District			Cost: \$136.78