

Local Control Accountability Plan

The instructions for completing the Local Control and Accountability Plan (LCAP) follow the template.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Mount Shasta Union School District	Barry Barnhart Superintendent	bbarnhart@msusd.org 530-926-6007

Plan Summary [2021-22]

General Information

A description of the LEA, its schools, and its students.

The Mount Shasta Union School District is a two-school transitional kindergarten through eighth grade district in a small, rural mountain community. We offer a variety of enriching programs to all students including music, athletics, Gifted and Talented Education, and more. Our counselor is proactive in engaging parents of high-absentee-rate students. We have partnered with the Boys and Girls Club so students have access to after-school activities on our Sisson campus. Our unduplicated pupil count is 41.68%. Our significant subgroups as defined by the state are our white student population and our low-socio-economic-status students. We have a small number of English learners who generally encounter the Spanish language while not at school.

Reflections: Successes

A description of successes and/or progress based on a review of the California School Dashboard (Dashboard) and local data.

Our English language arts and math levels on the state tests prior to COVID both improved to the green level from the yellow level in the prior year. We plan to maintain and build on this success by continuing our investment in small class sizes and reading and math intervention thanks to an infusion of one-time COVID relief funds. Our Title I reading intervention teachers report progress of lower-performing students toward grade-level proficiency, although the progress is slower than we'd like due to the disruptions caused by the global pandemic. We are proud of the rich educational experiences we provide our students. We continue to provide music, GATE, and other enriching activities that comprise a well-rounded education. Finally, we are proud of the amount of parent involvement and support in our district. Prior to COVID, our programs and events were very well attended, and we look forward to welcoming our families back to our campuses as the state health guidelines allow.

Reflections: Identified Need

A description of any areas that need significant improvement based on a review of Dashboard and local data, including any areas of low performance and significant performance gaps among student groups on Dashboard indicators, and any steps taken to address those areas.

Our greatest need is to make up for in-person instructional time lost due to the disruptions caused by COVID-19. This includes supporting students socially and emotionally as well as academically. We are dedicating COVID-relief funds to increase our counseling services, increase our math intervention services, and increase our capacity to support students in the area of social-emotional learning. At the last Dashboard update, there were no district-wide indicators in the red performance category, and the only district-wide indicator in the orange performance category was in the area of chronic absenteeism. In order to address this need for improvement, we are fully implementing the Board's positive attendance recognition policy and also recognizing students at Mt. Shasta Elementary School who are not chronically absent for each trimester in the school year. We will also continue to have the counselor support our efforts to reach out to families of students who have three or more unexcused absences. Staff members from both school offices meet at least every other month to discuss how to communicate with and support families who have students at both schools that are struggling with good attendance. We send letters home monthly to families of students who are chronically absent.

LCAP Highlights

A brief overview of the LCAP, including any key features that should be emphasized.

The LCAP is organized around three general areas: student academic achievement, social-emotional learning / student behavior, and facilities. The global pandemic has challenged our learning community in new ways and old, and this document continues to point the way to student achievement and wellness. We make a significant investment in our intervention services (both academic and behavioral) and in our facilities. For intervention, we invest in more counselor hours, more math intervention, and continued Bridges intervention. For facilities, we invest in upgrading/installing HVAC systems. All of the items in the LCAP have strong support from our various stakeholder groups.

Comprehensive Support and Improvement

An LEA with a school or schools eligible for comprehensive support and improvement must respond to the following prompts.

Schools Identified

A list of the schools in the LEA that are eligible for comprehensive support and improvement.

n/a

Support for Identified Schools

A description of how the LEA has or will support its eligible schools in developing comprehensive support and improvement plans.

n/a

Monitoring and Evaluating Effectiveness

A description of how the LEA will monitor and evaluate the plan to support student and school improvement.

n/a

Stakeholder Engagement

A summary of the stakeholder process and how the stakeholder engagement was considered before finalizing the LCAP.

Beginning in late April and continuing into May, the superintendent held LCAP and Expanded Learning Opportunities (ELO) grant feedback sessions. By moving the sessions to already-scheduled staff meetings for certificated and classified staff, we had the highest turnout ever recorded for these sessions. The family member feedback event held online in the evening drew more families than have ever participated as well. The superintendent also included students, union representatives, and both Site Councils in separate LCAP/ELO grant feedback meetings. The board was able to provide their feedback at the May board meeting, and members of the public could make public comment during that time as well. The superintendent synthesized the feedback from all these sessions in creating the LCAP draft.

A summary of the feedback provided by specific stakeholder groups.

Staff members are in support of HVAC upgrades, maintaining small class sizes, increasing counseling services, maintaining TA time, increasing math intervention services, and increasing our restorative practices and social-emotional learning capacity. They are not in favor of extending the school day or the school year, arguing that the students are taxed enough post-pandemic.

Families are in support of HVAC upgrades, maintaining small class sizes, increasing counseling services, maintaining TA time, increasing math intervention services, and increasing our restorative practices and social-emotional learning capacity. They would also like to see an expansion of outdoor learning areas and outdoor eating capacity. They are not in favor of extending the school day or the school year, citing the same reason as the staff.

Student representatives are in support of HVAC upgrades, maintaining small class sizes, increasing counseling services, maintaining TA time, increasing math intervention services, and increasing our restorative practices and social-emotional learning capacity. They are not in favor of extending the school day or the school year, citing the same reason as the staff. Student representatives like that summer school and after-school tutoring are optional ways for families to extend the school day and the school year for their children.

Feedback from the Site Council meetings was in line with that of the staff and family meetings, which makes sense because the site councils consist of family members and staff. Sisson's site council would like to see items that benefit higher achieving students in the LCAP.

All stakeholders are excited that music and PE are returning.

A description of the aspects of the LCAP that were influenced by specific stakeholder input.

The LCAP includes investments in HVAC upgrades, maintaining small class sizes, increasing counseling services, maintaining TA time, increasing math intervention services, and increasing our restorative practices and social-emotional learning capacity. We will continue to offer summer school and after-school tutoring for those families who want to take advantage of extended learning time on a voluntary basis. Stakeholders were not in favor of extending the school year or the school day, so that idea was scrapped from the planning.

Goals and Actions

Goal

Goal #	Description
1	Students will have consistent access to rich instruction and materials and will demonstrate increasing proficiency in all academic areas.

An explanation of why the LEA has developed this goal.

In order for students to achieve high academic standards, they must have consistent access to high-quality instruction and materials. To provide high quality instruction, staff members must receive continuing professional learning support and have access to high-quality materials. In the prior LCAP, these aims were distributed across two goals. By focusing academics in one goal, we reduce redundancy and allow for more specific focus on the area of academics. This goal is in line with our Multi-Tiered System of Support (MTSS).

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Technology inventory	The student:device ratio is 1:1 for grades K-8.				The student:device ratio remains 1:1 for grades K-8.
Williams report	All students have access to high-quality, state-standards-aligned instructional materials in English language arts and math.				All students have access to high-quality, state-standards-aligned instructional materials in all core areas.
Sign-in sheets and conference request forms	59% of teachers received professional development in state standards even in the face of the global pandemic.				At least 50% of teachers receive professional development in state standards.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Attendance rate	We have an attendance rate of 94.5%				Attendance rate is 95% or higher.
Middle school dropout rate	The middle school dropout rate is 0%				The middle school dropout rate remains at 0%.
School Accountability Report Card (SARC) and Williams report	100% of teachers are appropriately credentialed and assigned.				100% of teachers are appropriately credentialed and assigned.
California School Dashboard / CAASPP State test results / local benchmark results	In math and ELA, state test results have our students performing at the green level.				In math and ELA, our students will reach "High" status, the blue level, on the California School Dashboard.
Targeted student lists, intervention rosters, benchmark reports, Title I / intervention reports	We're projecting that an average of 20% of students receiving Tier 3 or 4 reading intervention are meeting standards. We currently don't offer Tier 3 or 4 math intervention.				An average of 40% of students receiving Tier 3 or 4 reading or math intervention services meet state standards.
ELPAC English learner test results	Of our 10 English learners we had when test results are available, two were beginning Level 1, five were level 2, two were level 3, and one was level 4 - nearly proficient.				All English learners will make progress on the ELPAC, ultimately resulting in timely reclassification.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
California School Dashboard / CAASPP State test results	Due to the suspension of the CAASPP in the spring of 2020, we were not able to determine if our students with disabilities continued to close the gap between their state-test performance in ELA and math and that of the school as a whole.				Our students with disabilities continue to close the gap between their state-test performance in ELA and math and that of the school as a whole.
Chronic absence rate	13.6% chronic absence rate				The chronic absence rate is 6% or less.
English learner reclassification rates	Of our 10 English learners we had when test results are available, none were reclassified.				All of our Level 4 students are reclassified within two years.
Master Schedules	All students have access to a broad course of study.				All students continue to have access to a broad course of study.

Actions

Action #	Title	Description	Total Funds	Contributing
1	Student Technology Devices	Student devices will be maintained and replaced annually according to the replacement plan developed by the technology committee.	\$25,000.00	Yes
2	Teacher Credentialing and Assignment	100% of teachers will be fully credentialed and appropriately assigned.	\$0.00	No

Action #	Title	Description	Total Funds	Contributing
3	Tier 4 Resource Program	Maintain a Resource program to provide Tier 4 intervention services to identified students.	\$338,798.42	Yes
4	Teacher/Classroom Technology Devices	Maintain or replace teacher/classroom devices according to the replacement plan developed by the technology committee.	\$10,000.00	No
5	Science and Social Studies Curricula	Adopt and purchase science materials and then follow the same process at the appropriate time for social studies.	\$0.00	No
6	Teacher Professional Development	At least 25% of teachers will participate in standards-based professional development.	\$5,445.48	No
7	Bridges Program	Maintain an opportunity/intervention classroom to serve identified at-risk students in grades 6-8.	\$137,166.41	Yes
8	Small Class Sizes	Maintain small class sizes across both schools to mitigate the learning loss caused by the effects of the global pandemic.	\$95,967.61	No
9	Teacher Assistants	Continue additional TA support.	\$49,999.29	No
10	Bilingual Teacher Assistants	Hire two (2) bilingual teacher assistants to assist in providing integrated and designated English learner instruction.	\$30,233.70	Yes
11	Intervention Services	Provide Tier 3 intervention services in ELA and math for identified students.	\$470,243.70	Yes

Action #	Title	Description	Total Funds	Contributing
12	Summer Learning	Provide summer learning opportunities to mitigate learning loss.	\$48,094.61	Yes
13	Tutoring	Provide after-school tutoring to mitigate learning loss.	\$13,227.38	Yes
14	Gifted and Talented Education	Continue to support gifted and talented students in discovering and strengthening their abilities.	\$12,035.63	

Goal Analysis [2021-22]

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

An explanation of how effective the specific actions were in making progress toward the goal.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

A report of the Estimated Actual Expenditures for last year's actions may be found in the Annual Update Expenditures Table.

Goals and Actions

Goal

Goal #	Description
2	Students will develop healthy bodies and minds and maximize their ability to get along with others.

An explanation of why the LEA has developed this goal.

This goal encompasses social/emotional learning and general student wellness. A plethora of non-academic issues can get in the way of student academic achievement, and this goal is all about overcoming those obstacles and supporting the whole child. This goal is in line with our Multi-Tiered System of Support (MTSS).

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Student survey results	5% of MSE students say students are not nice, and 8% report being treated disrespectfully. 9% of Sisson students feel other students do not treat them kindly and with respect.				Less than 1% of students say other students do not treat them kindly and with respect.
Suspension rate	Our suspension rate is 3.1%				Our suspension rate will be below 1%.
Behavior intervention team notes	There are 16 students receiving intensive Tier 3 and 4 services across both school sites.				We will have no more than 10 students receiving intensive Tier 3 and 4 services across both school sites.
Wellness Policy	Federal review indicates it's time for				All outcomes from the Local School

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
	our Local School Wellness Policy Triennial Assessment.				Wellness Policy Triennial Assessment are in place, and the district is ready to assess the effectiveness of any changes or additions.
First 5 Flyers and Sign-ins, agreements with Great Northern Services, the farmers' market, the Resource Center, and the Land Trust	We collaborate with agencies to provide opportunities for strengthening families.				Continue the collaboration and deepen the connections.
Minutes from Site Councils and Partners in Education (P.I.E.), donations from the Education Foundation, sign-in sheets from LCAP stakeholder meetings, parent/caregiver survey results	The district will promote opportunities for all parents and caregivers to be engaged in school groups, activities, and decision-making.				Continue to provide these opportunities and maintain high participation.
Programs from performances and Back-to-School Night/Open House sign-ins	We consistently have over 90% participation from parents/caregivers in these types of school activities.				Continue to see high participation rates in these types of activities.
Expulsion rate	Our expulsion rate is 0%.				Our expulsion rate remains at 0%.

Actions

Action #	Title	Description	Total Funds	Contributing
1	Physical Education	All students will have opportunities to be physically active on a regular basis including at least 200 minutes of research-based physical education every 10 school days.	\$0.00	No
2	Nutrition	Foods and beverages sold or served at school for breakfast and lunch will meet the nutrition recommendations of the U.S. Dietary Guidelines for Americans.		No
3	Health Education	A health educator will work with students and teachers in grades K-8 to cover the items in the State health education framework and to provide guidance and support for PE in grades K-5.	\$96,967.61	No
4	Nursing	Maintain nursing days to support dental hygiene, other hygiene, nutrition, COVID contact tracing, and other health-related activities.	\$9,913.89	Yes
5	Counseling	Hire an additional 1.0 FTE certificated or classified counselor to work with students and staff around restorative and trauma-informed practices, conflict resolution, and positive decision-making.	\$87,073.41	Yes
6	Parental Involvement	Provide high-interest and engaging school activities for parents/caregivers to attend. Invite parents into the school to volunteer in the classroom, in the garden, and on the school yard.	\$0.00	No
7	Confidential Reporting of Bullying and Other Issues	We are purchasing access to an app where students can make confidential reports that are flagged directly to our behavior intervention team.	\$2,500.00	No

Goal Analysis [2021-22]

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

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Goals and Actions

Goal

Goal #	Description
3	Maintain the district facilities in good condition and modernize systems where feasible.

An explanation of why the LEA has developed this goal.

Students cannot grow and learn at school without a clean, well maintained physical learning environment.

Measuring and Reporting Results

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for 2023–24
Facilities Inspection Tool (FIT)	There are currently no significant facilities inspection findings.				Continue to have no significant facilities inspection findings.
Construction Contracts	Our HVAC system at Sisson is not complete, nor is it up to the task of refreshing the air to standards that would battle COVID-19. There is no HVAC system at Mt. Shasta Elementary School, and the boilers to heat the building are very old.				HVAC systems with appropriate MERV filtration are installed at both sites and MSE no longer uses the boilers to heat the buildings.

Actions

Action #	Title	Description	Total Funds	Contributing
1	Facilities in Good Repair	Use appropriate revenue streams to maintain the facilities in good repair.	\$25,000.00	No
2	Modernize/Install HVAC and Upgrade Heating	We will modernize/install HVAC and in the process, upgrade heating where appropriate.	\$1,700,000.00	No

Goal Analysis [2021-22]

An analysis of how this goal was carried out in the previous year.

A description of any substantive differences in planned actions and actual implementation of these actions.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

An explanation of material differences between Budgeted Expenditures and Estimated Actual Expenditures.

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A description of any changes made to the planned goal, metrics, desired outcomes, or actions for the coming year that resulted from reflections on prior practice.

Analysis of the 2021-22 goals will occur during the 2022-23 update cycle.

A report of the Estimated Actual Expenditures for last year's actions may be found in the Annual Update Expenditures Table.

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students [2021-22]

Percentage to Increase or Improve Services	Increased Apportionment based on the Enrollment of Foster Youth, English Learners, and Low-Income students
8.15%	\$375,292

The Budgeted Expenditures for Actions identified as Contributing may be found in the Increased or Improved Services Expenditures Table.

Required Descriptions

For each action being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.

Student technology devices: 1) These students are less likely to have access to devices for learning outside of school, and many struggle with connectivity issues. 2) By providing devices for student use, we remove the barriers that lack of access to technology create.

Tier 4 resource program: 1) Students in these groups who also need Tier 4 support face more challenges than other students who qualify for the support. It's also important that we correctly identify students for Tier 4 support, and that we don't over-identify students for Tier 4 support from these groups who may be struggling due to other factors. 2) Providing individualized support in academics and behavior is effective for these students because they haven't succeeded with lower-tier academic or behavior interventions in our MTSS system.

Bridges program: 1) Students from these groups who struggle in the general education classroom benefit with a different, more personalized approach, and that is what our Bridges program offers. 2) The program helps us maintain our 0% dropout rate by providing the connection and supports that these students need.

Bilingual teacher assistants: 1) This action is a direct response to the needs of our English learners. 2) Bilingual aides provide extra supports to students in the classroom and can participate in training that helps them effectively work with students in the general education setting and in the targeted ELD setting as well.

Intervention services: 1) Students in these groups who also need Tier 3 support face more challenges than other students who qualify for the support. 2) The data collected by our Title I teachers verifies that the extra support helps students accelerate their progress toward grade-level mastery. These intervention services are also critical in making sure we don't over-identify students in these groups for Tier 4 intervention.

Summer learning: 1) Extending the school year has proven to positively affect student achievement for students in these groups. 2) Students have more time to be exposed to academic environments, and English learners in particular can practice their English skills more

frequently than if only being exposed to their native language at home during the summer. Students attending summer school also have ready access to the summer food program.

Tutoring: 1) Extending the school day has proven to positively affect student achievement for students in these groups. 2) Students who otherwise lack effective support away from school have access to a credentialed teacher who can help them complete their work and understand concepts with which they may be struggling.

Nursing: 1) Students in these groups may struggle to receive healthcare services, and the school nurse is a front-line professional who can connect families with proper medical care that may be needed. 2) Our nurse universally screens all students for vision and hearing, conducts contact tracing related to the COVID virus, and alerts families to issues that are affecting their children's health, using the services of an interpreter where needed.

Counseling: 1) Students in these groups who need counseling face more challenges than other students who utilize the counselor's services. 2) The work of the counselor is vital to keeping these students connected to school and to each other. The counselor is another front-line professional who can connect families with community supports outside of our school system and who monitors the effectiveness of behavioral interventions, both provided by the school as well as provided by community support organizations.

A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.

Our multi-tiered system of supports dictates that there are services available to students outside the general education classroom, and the increased apportionment allows us to hire more people than we otherwise would be able to while enriching our programs in ways that would otherwise be unattainable. The increase in counseling and math intervention services alone is expected to result in the required proportional increase or improvement in services for unduplicated students as compared to the services we provide to all students.

Total Expenditures Table

LCFF Funds	Other State Funds	Local Funds	Federal Funds	Total Funds
\$244,200.81	\$438,826.57	\$338,798.42	\$2,135,841.34	\$3,157,667.14

Totals:	Total Personnel	Total Non-personnel
Totals:	\$1,217,788.61	\$1,939,878.53

Goal	Action #	Student Group(s)	Title	LCFF Funds	Other State Funds	Local Funds	Federal Funds	Total Funds
1	1	English Learners Foster Youth Low Income	Student Technology Devices	\$25,000.00				\$25,000.00
1	2	All	Teacher Credentialing and Assignment					\$0.00
1	3	English Learners Foster Youth Low Income	Tier 4 Resource Program			\$338,798.42		\$338,798.42
1	4	All	Teacher/Classroom Technology Devices	\$10,000.00				\$10,000.00
1	5	All	Science and Social Studies Curricula					\$0.00
1	6	All	Teacher Professional Development				\$5,445.48	\$5,445.48
1	7	English Learners Foster Youth Low Income	Bridges Program	\$28,340.49			\$108,825.92	\$137,166.41
1	8	All	Small Class Sizes	\$95,967.61				\$95,967.61
1	9	All	Teacher Assistants	\$7,488.54	\$42,510.75			\$49,999.29
1	10	English Learners	Bilingual Teacher Assistants	\$30,233.70				\$30,233.70
1	11	English Learners Foster Youth Low Income	Intervention Services	\$2,720.95	\$209,274.80		\$258,247.95	\$470,243.70
1	12	English Learners Foster Youth Low Income	Summer Learning		\$2,000.00		\$46,094.61	\$48,094.61

Goal	Action #	Student Group(s)	Title	LCFF Funds	Other State Funds	Local Funds	Federal Funds	Total Funds
1	13	English Learners Foster Youth Low Income	Tutoring		\$1,000.00		\$12,227.38	\$13,227.38
1	14		Gifted and Talented Education	\$7,035.63			\$5,000.00	\$12,035.63
2	1	All	Physical Education					\$0.00
2	2	All	Nutrition					
2	3	All	Health Education		\$96,967.61			\$96,967.61
2	4	English Learners Foster Youth Low Income	Nursing	\$9,913.89				\$9,913.89
2	5	English Learners Foster Youth Low Income	Counseling		\$87,073.41			\$87,073.41
2	6	All	Parental Involvement					\$0.00
2	7	All	Confidential Reporting of Bullying and Other Issues	\$2,500.00				\$2,500.00
3	1	All	Facilities in Good Repair	\$25,000.00				\$25,000.00
3	2	All	Modernize/Install HVAC and Upgrade Heating				\$1,700,000.00	\$1,700,000.00

Contributing Expenditures Tables

Totals by Type	Total LCFF Funds	Total Funds
Total:	\$96,209.03	\$1,159,751.52
LEA-wide Total:	\$65,975.33	\$1,116,290.44
Limited Total:	\$30,233.70	\$30,233.70
Schoolwide Total:	\$0.00	\$13,227.38

Goal	Action #	Action Title	Scope	Unduplicated Student Group(s)	Location	LCFF Funds	Total Funds
1	1	Student Technology Devices	LEA-wide	English Learners Foster Youth Low Income	All Schools	\$25,000.00	\$25,000.00
1	3	Tier 4 Resource Program	LEA-wide	English Learners Foster Youth Low Income	All Schools		\$338,798.42
1	7	Bridges Program	LEA-wide	English Learners Foster Youth Low Income	All Schools 3-8	\$28,340.49	\$137,166.41
1	10	Bilingual Teacher Assistants	Limited to Unduplicated Student Group(s)	English Learners	All Schools	\$30,233.70	\$30,233.70
1	11	Intervention Services	LEA-wide	English Learners Foster Youth Low Income	All Schools	\$2,720.95	\$470,243.70
1	12	Summer Learning	LEA-wide	English Learners Foster Youth Low Income	All Schools		\$48,094.61
1	13	Tutoring	Schoolwide	English Learners Foster Youth Low Income	Specific Schools: Sisson 4-8		\$13,227.38
2	4	Nursing	LEA-wide	English Learners	All Schools	\$9,913.89	\$9,913.89

Goal	Action #	Action Title	Scope	Unduplicated Student Group(s)	Location	LCFF Funds	Total Funds
				Foster Youth Low Income			
2	5	Counseling	LEA-wide	English Learners Foster Youth Low Income	All Schools		\$87,073.41

Annual Update Table Year 1 [2021-22]

Annual update of the 2021-22 goals will occur during the 2022-23 update cycle.

Last Year's Goal #	Last Year's Action #	Prior Action/Service Title	Contributed to Increased or Improved Services?	Last Year's Total Planned Expenditures	Total Estimated Actual Expenditures
			Totals:	Planned Expenditure Total	Estimated Actual Total
			Totals:		

Instructions

[Plan Summary](#)

[Stakeholder Engagement](#)

[Goals and Actions](#)

[Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students](#)

For additional questions or technical assistance related to the completion of the LCAP template, please contact the local COE, or the California Department of Education's (CDE's) Local Agency Systems Support Office by phone at 916-319-0809 or by email at lcff@cde.ca.gov.

Introduction and Instructions

The Local Control Funding Formula (LCFF) requires LEAs to engage their local stakeholders in an annual planning process to evaluate their progress within eight state priority areas encompassing all statutory metrics (COEs have ten state priorities). LEAs document the results of this planning process in the Local Control and Accountability Plan (LCAP) using the template adopted by the State Board of Education.

The LCAP development process serves three distinct, but related functions:

- **Comprehensive Strategic Planning:** The process of developing and annually updating the LCAP supports comprehensive strategic planning (California *Education Code* [EC] 52064(e)(1)). Strategic planning that is comprehensive connects budgetary decisions to teaching and learning performance data. Local educational agencies (LEAs) should continually evaluate the hard choices they make about the use of limited resources to meet student and community needs to ensure opportunities and outcomes are improved for all students.
- **Meaningful Stakeholder Engagement:** The LCAP development process should result in an LCAP that reflects decisions made through meaningful stakeholder engagement (EC 52064(e)(1)). Local stakeholders possess valuable perspectives and insights about an LEA's programs and services. Effective strategic planning will incorporate these perspectives and insights in order to identify potential goals and actions to be included in the LCAP.
- **Accountability and Compliance:** The LCAP serves an important accountability function because aspects of the LCAP template require LEAs to show that they have complied with various requirements specified in the LCFF statutes and regulations, most notably:
 - Demonstrating that LEAs are increasing or improving services for foster youth, English learners, and low-income students in proportion to the amount of additional funding those students generate under LCFF (EC 52064(b)(4-6)).
 - Establishing goals, supported by actions and related expenditures, that address the statutory priority areas and statutory metrics (EC 52064(b)(1) & (2)).

- Annually reviewing and updating the LCAP to reflect progress toward the goals (*EC 52064(b)(7)*).

The LCAP template, like each LEA's final adopted LCAP, is a document, not a process. LEAs must use the template to memorialize the outcome of their LCAP development process, which should: (a) reflect comprehensive strategic planning (b) through meaningful engagement with stakeholders that (c) meets legal requirements, as reflected in the final adopted LCAP. The sections included within the LCAP template do not and cannot reflect the full development process, just as the LCAP template itself is not intended as a stakeholder engagement tool.

If a county superintendent of schools has jurisdiction over a single school district, the county board of education and the governing board of the school district may adopt and file for review and approval a single LCAP consistent with the requirements in *EC* sections 52060, 52062, 52066, 52068, and 52070. The LCAP must clearly articulate to which entity's budget (school district or county superintendent of schools) all budgeted and actual expenditures are aligned.

The revised LCAP template for the 2021–22, 2022–23, and 2023–24 school years reflects statutory changes made through Assembly Bill 1840 (Committee on Budget), Chapter 243, Statutes of 2018. These statutory changes enhance transparency regarding expenditures on actions included in the LCAP, including actions that contribute to meeting the requirement to increase or improve services for foster youth, English learners, and low-income students, and to streamline the information presented within the LCAP to make adopted LCAPs more accessible for stakeholders and the public.

At its most basic, the adopted LCAP should attempt to distill not just what the LEA is doing, but also allow stakeholders to understand why, and whether those strategies are leading to improved opportunities and outcomes for students. LEAs are strongly encouraged to use language and a level of detail in their adopted LCAPs intended to be meaningful and accessible for the LEA's diverse stakeholders and the broader public.

In developing and finalizing the LCAP for adoption, LEAs are encouraged to keep the following overarching frame at the forefront of the strategic planning and stakeholder engagement functions:

Given present performance across the state priorities and on indicators in the California School Dashboard, how is the LEA using its budgetary resources to respond to student and community needs, and address any performance gaps, including by meeting its obligation to increase or improve services for foster youth, English learners, and low-income students?

LEAs are encouraged to focus on a set of metrics or a set of actions that the LEA believes, based on input gathered from stakeholders, research, and experience, will have the biggest impact on behalf of its students.

These instructions address the requirements for each section of the LCAP, but may include information about effective practices when developing the LCAP and completing the LCAP itself. Additionally, information is included at the beginning of each section emphasizing the purpose that each section serves.

Plan Summary

Purpose

A well-developed Plan Summary section provides a meaningful context for the LCAP. This section provides information about an LEA's community as well as relevant information about student needs and performance. In order to provide a meaningful context for the rest of the LCAP, the content of this section should be clearly and meaningfully related to the content included in the subsequent sections of the LCAP.

Requirements and Instructions

General Information – Briefly describe the students and community. For example, information about an LEA in terms of geography, enrollment, or employment, the number and size of specific schools, recent community challenges, and other such information as an LEA wishes to include can enable a reader to more fully understand an LEA's LCAP.

Reflections: Successes – Based on a review of performance on the state indicators and local performance indicators included in the Dashboard, progress toward LCAP goals, local self-assessment tools, stakeholder input, and any other information, what progress is the LEA most proud of and how does the LEA plan to maintain or build upon that success? This may include identifying specific examples of how past increases or improvements in services for foster youth, English learners, and low-income students have led to improved performance for these students.

Reflections: Identified Need – Referring to the Dashboard, identify: (a) any state indicator for which overall performance was in the “Red” or “Orange” performance category or any local indicator where the LEA received a “Not Met” or “Not Met for Two or More Years” rating AND (b) any state indicator for which performance for any student group was two or more performance levels below the “all student” performance. What steps is the LEA planning to take to address these areas of low performance and performance gaps? Other needs may be identified using locally collected data including data collected to inform the self-reflection tools and reporting local indicators on the Dashboard.

LCAP Highlights – Identify and briefly summarize the key features of this year's LCAP.

Comprehensive Support and Improvement – An LEA with a school or schools identified for comprehensive support and improvement (CSI) under the Every Student Succeeds Act must respond to the following prompts:

- **Schools Identified:** Identify the schools within the LEA that have been identified for CSI.
- **Support for Identified Schools:** Describe how the LEA has or will support the identified schools in developing CSI plans that included a school-level needs assessment, evidence-based interventions, and the identification of any resource inequities to be addressed through the implementation of the CSI plan.
- **Monitoring and Evaluating Effectiveness:** Describe how the LEA will monitor and evaluate the implementation and effectiveness of the CSI plan to support student and school improvement.

Stakeholder Engagement

Purpose

Significant and purposeful engagement of parents, students, educators, and other stakeholders, including those representing the student groups identified by LCFF, is critical to the development of the LCAP and the budget process. Consistent with statute, such stakeholder engagement should support comprehensive strategic planning, accountability, and improvement across the state priorities and locally identified priorities (EC 52064(e)(1)). Stakeholder engagement is an ongoing, annual process.

This section is designed to reflect how stakeholder engagement influenced the decisions reflected in the adopted LCAP. The goal is to allow stakeholders that participated in the LCAP development process and the broader public understand how the LEA engaged stakeholders and the impact of that engagement. LEAs are encouraged to keep this goal in the forefront when completing this section.

Statute and regulations specify the stakeholder groups that school districts and COEs must consult when developing the LCAP: teachers, principals, administrators, other school personnel, local bargaining units of the LEA, parents, and students. Before adopting the LCAP, school districts and COEs must share it with the Parent Advisory Committee and, if applicable, to its English Learner Parent Advisory Committee. The superintendent is required by statute to respond in writing to the comments received from these committees. School districts and COEs must also consult with the special education local plan area administrator(s) when developing the LCAP. Statute requires charter schools to consult with teachers, principals, administrators, other school personnel, parents, and students in developing the LCAP. The LCAP should also be shared with, and LEAs should request input from, schoolsite-level advisory groups, as applicable (e.g., schoolsite councils, English Learner Advisory Councils, student advisory groups, etc.), to facilitate alignment between schoolsite and district-level goals and actions.

Information and resources that support effective stakeholder engagement, define student consultation, and provide the requirements for advisory group composition, can be found under Resources on the following web page of the CDE's website: <https://www.cde.ca.gov/re/lc/>.

Requirements and Instructions

Below is an excerpt from the 2018–19 *Guide for Annual Audits of K–12 Local Education Agencies and State Compliance Reporting*, which is provided to highlight the legal requirements for stakeholder engagement in the LCAP development process:

Local Control and Accountability Plan:

For county offices of education and school districts only, verify the LEA:

- a) Presented the local control and accountability plan to the parent advisory committee in accordance with Education Code section 52062(a)(1) or 52068(a)(1), as appropriate.
- b) If applicable, presented the local control and accountability plan to the English learner parent advisory committee, in accordance with Education Code section 52062(a)(2) or 52068(a)(2), as appropriate.

- c) Notified members of the public of the opportunity to submit comments regarding specific actions and expenditures proposed to be included in the local control and accountability plan in accordance with Education Code section 52062(a)(3) or 52068(a)(3), as appropriate.
- d) Held at least one public hearing in accordance with Education Code section 52062(b)(1) or 52068(b)(1), as appropriate.
- e) Adopted the local control and accountability plan in a public meeting in accordance with Education Code section 52062(b)(2) or 52068(b)(2), as appropriate.

Prompt 1: “A summary of the stakeholder process and how the stakeholder engagement was considered before finalizing the LCAP.”

Describe the stakeholder engagement process used by the LEA to involve stakeholders in the development of the LCAP, including, at a minimum, describing how the LEA met its obligation to consult with all statutorily required stakeholder groups as applicable to the type of LEA. A sufficient response to this prompt must include general information about the timeline of the process and meetings or other engagement strategies with stakeholders. A response may also include information about an LEA’s philosophical approach to stakeholder engagement.

Prompt 2: “A summary of the feedback provided by specific stakeholder groups.”

Describe and summarize the stakeholder feedback provided by specific stakeholders. A sufficient response to this prompt will indicate ideas, trends, or inputs that emerged from an analysis of the feedback received from stakeholders.

Prompt 3: “A description of the aspects of the LCAP that were influenced by specific stakeholder input.”

A sufficient response to this prompt will provide stakeholders and the public clear, specific information about how the stakeholder engagement process influenced the development of the LCAP. The response must describe aspects of the LCAP that were influenced by or developed in response to the stakeholder feedback described in response to Prompt 2. This may include a description of how the LEA prioritized stakeholder requests within the context of the budgetary resources available or otherwise prioritized areas of focus within the LCAP. For the purposes of this prompt, “aspects” of an LCAP that may have been influenced by stakeholder input can include, but are not necessarily limited to:

- Inclusion of a goal or decision to pursue a Focus Goal (as described below)
- Inclusion of metrics other than the statutorily required metrics
- Determination of the desired outcome on one or more metrics
- Inclusion of performance by one or more student groups in the Measuring and Reporting Results subsection
- Inclusion of action(s) or a group of actions
- Elimination of action(s) or group of actions
- Changes to the level of proposed expenditures for one or more actions
- Inclusion of action(s) as contributing to increased or improved services for unduplicated services
- Determination of effectiveness of the specific actions to achieve the goal
- Determination of material differences in expenditures

- Determination of changes made to a goal for the ensuing LCAP year based on the annual update process
- Determination of challenges or successes in the implementation of actions

Goals and Actions

Purpose

Well-developed goals will clearly communicate to stakeholders what the LEA plans to accomplish, what the LEA plans to do in order to accomplish the goal, and how the LEA will know when it has accomplished the goal. A goal statement, associated metrics and expected outcomes, and the actions included in the goal should be in alignment. The explanation for why the LEA included a goal is an opportunity for LEAs to clearly communicate to stakeholders and the public why, among the various strengths and areas for improvement highlighted by performance data and strategies and actions that could be pursued, the LEA decided to pursue this goal, and the related metrics, expected outcomes, actions, and expenditures.

A well-developed goal can be focused on the performance relative to a metric or metrics for all students, a specific student group(s), narrowing performance gaps, or implementing programs or strategies expected to impact outcomes. LEAs should assess the performance of their student groups when developing goals and the related actions to achieve such goals.

Requirements and Instructions

LEAs should prioritize the goals, specific actions, and related expenditures included within the LCAP within one or more state priorities. LEAs should consider performance on the state and local indicators, including their locally collected and reported data for the local indicators that are included in the Dashboard in determining whether and how to prioritize its goals within the LCAP.

In order to support prioritization of goals, the LCAP template provides LEAs with the option of developing three different kinds of goals:

- **Focus Goal:** A Focus Goal is relatively more concentrated in scope and may focus on a fewer number of metrics to measure improvement. A Focus Goal statement will be time bound and make clear how the goal is to be measured.
- **Broad Goal:** A Broad Goal is relatively less concentrated in its scope and may focus on improving performance across a wide range of metrics.
- **Maintenance of Progress Goal:** A Maintenance of Progress Goal includes actions that may be ongoing without significant changes and allows an LEA to track performance on any metrics not addressed in the other goals of the LCAP.

At a minimum, the LCAP must address all LCFF priorities and associated metrics.

Focus Goal(s)

Goal Description: The description provided for a Focus Goal must be specific, measurable, and time bound. An LEA develops a Focus Goal to address areas of need that may require or benefit from a more specific and data intensive approach. The Focus Goal can explicitly reference the metric(s) by which achievement of the goal will be measured and the time frame according to which the LEA expects to achieve the goal.

Explanation of why the LEA has developed this goal: Explain why the LEA has chosen to prioritize this goal. An explanation must be based on Dashboard data or other locally collected data. LEAs must describe how the LEA identified this goal for focused attention, including relevant consultation with stakeholders. LEAs are encouraged to promote transparency and understanding around the decision to pursue a focus goal.

Broad Goal

Goal Description: Describe what the LEA plans to achieve through the actions included in the goal. The description of a broad goal will be clearly aligned with the expected measurable outcomes included for the goal. The goal description organizes the actions and expected outcomes in a cohesive and consistent manner. A goal description is specific enough to be measurable in either quantitative or qualitative terms. A broad goal is not as specific as a focus goal. While it is specific enough to be measurable, there are many different metrics for measuring progress toward the goal.

Explanation of why the LEA has developed this goal: Explain why the LEA developed this goal and how the actions and metrics grouped together will help achieve the goal.

Maintenance of Progress Goal

Goal Description: Describe how the LEA intends to maintain the progress made in the LCFF State Priorities not addressed by the other goals in the LCAP. Use this type of goal to address the state priorities and applicable metrics not addressed within the other goals in the LCAP. The state priorities and metrics to be addressed in this section are those for which the LEA, in consultation with stakeholders, has determined to maintain actions and monitor progress while focusing implementation efforts on the actions covered by other goals in the LCAP.

Explanation of why the LEA has developed this goal: Explain how the actions will sustain the progress exemplified by the related metrics.

Measuring and Reporting Results:

For each LCAP year, identify the metric(s) that the LEA will use to track progress toward the expected outcomes. LEAs are encouraged to identify metrics for specific student groups, as appropriate, including expected outcomes that would reflect narrowing of any existing performance gaps.

Include in the baseline column the most recent data associated with this metric available at the time of adoption of the LCAP for the first year of the three-year plan. LEAs may use data as reported on the 2019 Dashboard for the baseline of a metric only if that data represents the most recent available (e.g. high school graduation rate).

Using the most recent data available may involve reviewing data the LEA is preparing for submission to the California Longitudinal Pupil Achievement Data System (CALPADS) or data that the LEA has recently submitted to CALPADS. Because final 2020–2021 outcomes on some metrics may not be computable at the time the 2021–24 LCAP is adopted (e.g. graduation rate, suspension rate), the most recent data available may include a point in time calculation taken each year on the same date for comparability purposes.

The baseline data shall remain unchanged throughout the three-year LCAP.

Complete the table as follows:

- **Metric:** Indicate how progress is being measured using a metric.
- **Baseline:** Enter the baseline when completing the LCAP for 2021–22. As described above, the baseline is the most recent data associated with a metric. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 1 Outcome:** When completing the LCAP for 2022–23, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 2 Outcome:** When completing the LCAP for 2023–24, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above.
- **Year 3 Outcome:** When completing the LCAP for 2024–25, enter the most recent data available. Indicate the school year to which the data applies, consistent with the instructions above. The 2024–25 LCAP will be the first year in the next three-year cycle. Completing this column will be part of the Annual Update for that year.
- **Desired Outcome for 2023-24:** When completing the first year of the LCAP, enter the desired outcome for the relevant metric the LEA expects to achieve by the end of the 2023–24 LCAP year.

Timeline for completing the “**Measuring and Reporting Results**” part of the Goal.

Metric	Baseline	Year 1 Outcome	Year 2 Outcome	Year 3 Outcome	Desired Outcome for Year 3 (2023-24)
Enter information in this box when completing the LCAP for 2021–22 .	Enter information in this box when completing the LCAP for 2021–22 .	Enter information in this box when completing the LCAP for 2022–23 . Leave blank until then.	Enter information in this box when completing the LCAP for 2023–24 . Leave blank until then.	Enter information in this box when completing the LCAP for 2024–25 . Leave blank until then.	Enter information in this box when completing the LCAP for 2021–22 .

The metrics may be quantitative or qualitative; but at minimum, an LEA’s LCAP must include goals that are measured using all of the applicable metrics for the related state priorities, in each LCAP year as applicable to the type of LEA. To the extent a state priority does not specify one or more metrics (e.g., implementation of state academic content and performance standards), the LEA must identify a metric to use within the LCAP. For these state priorities, LEAs are encouraged to use metrics based on or reported through the relevant self-reflection tool for local indicators within the Dashboard.

Actions: Enter the action number. Provide a short title for the action. This title will also appear in the expenditure tables. Provide a description of the action. Enter the total amount of expenditures associated with this action. Budgeted expenditures from specific fund sources will be provided in the summary expenditure tables. Indicate whether the action contributes to meeting the increase or improved services requirement as described in the Increased or Improved Services section using a “Y” for Yes or an “N” for No. (Note: for each such action offered on an LEA-wide or schoolwide basis, the LEA will need to provide additional information in the Increased or Improved Summary Section to address the requirements in *California Code of Regulations, Title 5 [5 CCR] Section 15496(b)* in the Increased or Improved Services Section of the LCAP).

Actions for English Learners: School districts, COEs, and charter schools that have a numerically significant English learner student subgroup must include specific actions in the LCAP related to, at a minimum, the language acquisition programs, as defined in *EC Section 306*, provided to students and professional development activities specific to English learners.

Actions for Foster Youth: School districts, COEs, and charter schools that have a numerically significant Foster Youth student subgroup are encouraged to include specific actions in the LCAP designed to meet needs specific to Foster Youth students.

Goal Analysis:

Enter the LCAP Year

Using actual annual measurable outcome data, including data from the Dashboard, analyze whether the planned actions were effective in achieving the goal. Respond to the prompts as instructed.

- Describe the overall implementation of the actions to achieve the articulated goal. Include a discussion of relevant challenges and successes experienced with the implementation process. This must include any instance where the LEA did not implement a planned action or implemented a planned action in a manner that differs substantively from how it was described in the adopted LCAP.
- Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures. Minor variances in expenditures do not need to be addressed, and a dollar-for-dollar accounting is not required.
- Describe the effectiveness of the specific actions to achieve the articulated goal as measured by the LEA. In some cases, not all actions in a goal will be intended to improve performance on all of the metrics associated with the goal. When responding to this prompt, LEAs may assess the effectiveness of a single action or group of actions within the goal in the context of performance on a single metric or group of specific metrics within the goal that are applicable to the action(s). Grouping actions with metrics will allow for more robust analysis of whether the strategy the LEA is using to impact a specified set of metrics is working and increase transparency for stakeholders. LEAs are encouraged to use such an approach when goals include multiple actions and metrics that are not closely associated.
- Describe any changes made to this goal, expected outcomes, metrics, or actions to achieve this goal as a result of this analysis and analysis of the data provided in the Dashboard or other local data, as applicable.

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

Purpose

A well-written Increased or Improved Services section provides stakeholders with a comprehensive description, within a single dedicated section, of how an LEA plans to increase or improved services for its unduplicated students as compared to all students and how LEA-wide or schoolwide actions identified for this purpose meet regulatory requirements. Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of stakeholders to facilitate their ability to provide input. An LEA's description in this section must align with the actions included in the Goals and Actions section as contributing.

Requirements and Instructions

This section must be completed for each LCAP year.

When developing the LCAP in year 2 or year 3, copy the "Increased or Improved Services" section and enter the appropriate LCAP year. Using the copy of the section, complete the section as required for the relevant LCAP year. Retain all prior year sections for each of the three years within the LCAP.

Percentage to Increase or Improve Services: Identify the percentage by which services for unduplicated pupils must be increased or improved as compared to the services provided to all students in the LCAP year as calculated pursuant to 5 CCR Section 15496(a)(7).

Increased Apportionment based on the enrollment of Foster Youth, English Learners, and Low-Income Students: Specify the estimate of the amount of funds apportioned on the basis of the number and concentration of unduplicated pupils for the LCAP year.

Required Descriptions:

For each action being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the goals for these students.

For each action included in the Goals and Actions section as contributing to the increased or improved services requirement for unduplicated pupils and provided on an LEA-wide or schoolwide basis, the LEA must include an explanation consistent with 5 CCR Section 15496(b). For any such actions continued into the 2021–24 LCAP from the 2017–2020 LCAP, the LEA must determine whether or not the action was effective as expected, and this determination must reflect evidence of outcome data or actual implementation to date.

Principally Directed and Effective: An LEA demonstrates how an action is principally directed towards and effective in meeting the LEA’s goals for unduplicated students when the LEA explains how:

- It considers the needs, conditions, or circumstances of its unduplicated pupils;
- The action, or aspect(s) of the action (including, for example, its design, content, methods, or location), is based on these considerations; and
- The action is intended to help achieve an expected measurable outcome of the associated goal.

As such, the response provided in this section may rely on a needs assessment of unduplicated students.

Conclusory statements that a service will help achieve an expected outcome for the goal, without an explicit connection or further explanation as to how, are not sufficient. Further, simply stating that an LEA has a high enrollment percentage of a specific student group or groups does not meet the increase or improve services standard because enrolling students is not the same as serving students.

For example, if an LEA determines that low-income students have a significantly lower attendance rate than the attendance rate for all students, it might justify LEA-wide or schoolwide actions to address this area of need in the following way:

After assessing the needs, conditions, and circumstances of our low-income students, we learned that the attendance rate of our low-income students is 7% lower than the attendance rate for all students. (Needs, Conditions, Circumstances [Principally Directed])

In order to address this condition of our low-income students, we will develop and implement a new attendance program that is designed to address some of the major causes of absenteeism, including lack of reliable transportation and food, as well as a school

climate that does not emphasize the importance of attendance. Goal N, Actions X, Y, and Z provide additional transportation and nutritional resources as well as a districtwide educational campaign on the benefits of high attendance rates. (Contributing Action(s))

These actions are being provided on an LEA-wide basis and we expect/hope that all students with less than a 100% attendance rate will benefit. However, because of the significantly lower attendance rate of low-income students, and because the actions meet needs most associated with the chronic stresses and experiences of a socio-economically disadvantaged status, we expect that the attendance rate for our low-income students will increase significantly more than the average attendance rate of all other students. (Measurable Outcomes [Effective In])

COEs and Charter Schools: Describe how actions included as contributing to meeting the increased or improved services requirement on an LEA-wide basis are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above. In the case of COEs and charter schools, schoolwide and LEA-wide are considered to be synonymous.

For School Districts Only:

Actions Provided on an LEA-Wide Basis:

Unduplicated Percentage > 55%: For school districts with an unduplicated pupil percentage of 55% or more, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities as described above.

Unduplicated Percentage < 55%: For school districts with an unduplicated pupil percentage of less than 55%, describe how these actions are principally directed to and effective in meeting its goals for unduplicated pupils in the state and any local priorities. Also describe how the actions **are the most effective use of the funds** to meet these goals for its unduplicated pupils. Provide the basis for this determination, including any alternatives considered, supporting research, experience, or educational theory.

Actions Provided on a Schoolwide Basis:

School Districts must identify in the description those actions being funded and provided on a schoolwide basis, and include the required description supporting the use of the funds on a schoolwide basis.

For schools with 40% or more enrollment of unduplicated pupils: Describe how these actions are principally directed to and effective in meeting its goals for its unduplicated pupils in the state and any local priorities.

For school districts expending funds on a schoolwide basis at a school with less than 40% enrollment of unduplicated pupils: Describe how these actions are principally directed to and how the actions are the most effective use of the funds to meet its goals for foster youth, English learners, and low-income students in the state and any local priorities.

“A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.”

Consistent with the requirements of 5 CCR Section 15496, describe how services provided for unduplicated pupils are increased or improved by at least the percentage calculated as compared to the services provided for all students in the LCAP year. To improve services means to grow services in quality and to increase services means to grow services in quantity. Services are increased or improved by those actions in the LCAP that are included in the Goals and Actions section as contributing to the increased or improved services requirement. This description must address how these action(s) are expected to result in the required proportional increase or improvement in services for unduplicated pupils as compared to the services the LEA provides to all students for the relevant LCAP year.

Expenditure Tables

Complete the Data Entry table for each action in the LCAP. The information entered into this table will automatically populate the other Expenditure Tables. All information is entered into the Data Entry table. Do not enter data into the other tables.

The following expenditure tables are required to be included in the LCAP as adopted by the local governing board or governing body:

- Table 1: Actions
- Table 2: Total Expenditures
- Table 3: Contributing Expenditures
- Table 4: Annual Update Expenditures

The Data Entry table may be included in the LCAP as adopted by the local governing board or governing body, but is not required to be included.

In the Data Entry table, provide the following information for each action in the LCAP for the relevant LCAP year:

- **Goal #:** Enter the LCAP Goal number for the action.
- **Action #:** Enter the action's number as indicated in the LCAP Goal.
- **Action Title:** Provide a title of the action.
- **Student Group(s):** Indicate the student group or groups who will be the primary beneficiary of the action by entering "All", or by entering a specific student group or groups.
- **Increased / Improved:** Type "Yes" if the action is included as contributing to meeting the increased or improved services; OR, type "No" if the action is **not** included as contributing to meeting the increased or improved services.
- If "Yes" is entered into the Contributing column, then complete the following columns:

- **Scope:** The scope of an action may be LEA-wide (i.e. districtwide, countywide, or charterwide), schoolwide, or limited. An action that is LEA-wide in scope upgrades the entire educational program of the LEA. An action that is schoolwide in scope upgrades the entire educational program of a single school. An action that is limited in its scope is an action that serves only one or more unduplicated student groups.
- **Unduplicated Student Group(s):** Regardless of scope, contributing actions serve one or more unduplicated student groups. Indicate one or more unduplicated student groups for whom services are being increased or improved as compared to what all students receive.
- **Location:** Identify the location where the action will be provided. If the action is provided to all schools within the LEA, the LEA must indicate “All Schools”. If the action is provided to specific schools within the LEA or specific grade spans only, the LEA must enter “Specific Schools” or “Specific Grade Spans”. Identify the individual school or a subset of schools or grade spans (e.g., all high schools or grades K-5), as appropriate.
- **Time Span:** Enter “ongoing” if the action will be implemented for an indeterminate period of time. Otherwise, indicate the span of time for which the action will be implemented. For example, an LEA might enter “1 Year”, or “2 Years”, or “6 Months”.
- **Personnel Expense:** This column will be automatically calculated based on information provided in the following columns:
 - **Total Personnel:** Enter the total amount of personnel expenditures utilized to implement this action.
 - **Total Non-Personnel:** This amount will be automatically calculated.
- **LCFF Funds:** Enter the total amount of LCFF funds utilized to implement this action, if any. LCFF funds include all funds that make up an LEA’s total LCFF target (i.e. base grant, grade span adjustment, supplemental grant, concentration grant, Targeted Instructional Improvement Block Grant, and Home-To-School Transportation).
- **Other State Funds:** Enter the total amount of Other State Funds utilized to implement this action, if any.
- **Local Funds:** Enter the total amount of Local Funds utilized to implement this action, if any.
- **Federal Funds:** Enter the total amount of Federal Funds utilized to implement this action, if any.
- **Total Funds:** This amount is automatically calculated based on amounts entered in the previous four columns.