

COTTONWOOD UNION SCHOOL DISTRICT

20512 West First Street
Cottonwood, California 96022

AGENDA FOR Tuesday, September 17, 2019, 5:30 P.M.

Regular Board Meeting, West Cottonwood Library

Rules and Procedures

The Cottonwood Union School District Board desires that its meetings be conducted in an open fashion and encourages public participation. Persons attending a meeting who wish to speak concerning an agenda item should notify the Board Chairperson of their desire to speak prior to the start of the meeting and should come forward during the time set aside for public comment and communication. It may be necessary, at times, for the Chairperson to limit discussions due to time considerations.

Arrangements to place an item on the agenda and make a presentation concerning said item must be established with the Superintendent, or any Board Member, at least ten calendar days in advance of the meeting. The request to address the Board shall be submitted in writing and the proposed stated in, or with, the request.

The board will meet at 5:30 p.m. to tour North Cottonwood Elementary School. The regular meeting will begin at approximately 6:30 p.m. at the West Cottonwood Library after the tour is over

PR 1.0 Call meeting to Order at 5:30 p.m.

PR 2.0 Tour of North Cottonwood Elementary School

1.0 Call Regular Meeting to Order at 6:30 p.m.

2.0 Pledge of Allegiance

3.0 Approval of Agenda

**4.0 Recognition (Students, Staff, Curriculum)/Curriculum Review –
-Star Performers- North Cottonwood**

5.0 Public Forum/Hearing of Persons Wishing to Address the Board

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code [35145.5](#), Government Code [54954.2](#)) Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code [54954.2](#))

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda.

Comments shall be limited to 3 minutes per person and 20 minutes for all comments, unless different time limits are set by the Chairman subject to the approval of the Board.

6.0 Consent Agenda

6.1 Review of Consent Agenda

6.1.1 Approval of Board Meeting Minutes for:

Regular Board Meeting held on August 20, 2019 (pg. 4-6)

6.1.2 Approval to hire: **David Blanchard**- Health Clerk, **Sarah Anker, Grace Knott, Tiffany McDougal, Christina Quintana**- Instructional Assistants, **Tavelyn Blanchard**- Preschool Assistant.

6.1.3 Accept Letter of Resignation from: **Becky Bloom**- Instructional Assistant. (pg. 7)

6.2 Approval of Consent Agenda

7.0 Discussion/Action Items:

7.1 Discussion on immunization and enrollment. (pg. 8-24)

7.2 Consider approval of the Commercial Warrants. (pg. 25-55)

7.3 **Public Hearing**- persons wishing to address the Board regarding sufficient/ insufficient pupil textbooks/instructional materials. Consider adoption of **Resolution #2019-10**, specifying that each pupil within the school district has or will have, prior to the end of the fiscal year, sufficient textbooks or instructional materials in each subject area that are consistent with the curriculum frameworks adopted by the State Board. (pg. 56)

7.4 Consider certification of the 2018/2019 Unaudited Actuals. (pg. 57-162)

7.5 Consider approval of **Resolution #2019-11 fixing the Appropriations Limit**. This resolution establishes maximum appropriations for school districts each fiscal year in accordance with the provisions of the Gann Amendment, as amended by Proposition 98. (Also enclosed is a Fiscal Report titled "It's Gann Limit Calculation Time – 2019" to help explain the Gann Limit).

(pg. 163-168)

7.6 Consider Approval of the 2019/20 LCAP Revisions. (pg. 169-274)

7.7 Consider approval of the attached surplus list. (pg. 275-276)

7.8 Consider Approval: Board Policies/ Administrative Regulations (pg. 277-278)

AR4161.1/4361.1- Personal Illness/ Injury Leave (pg. 279-289)

AR 4261.1- Personal Illness/ Injury Leave (pg. 290-300)

AR 5148- Child Care and Development (pg. 301-313)

BB/E(1)/E(2)- Actions by the Board (pg. 214-324)

BP 1112- Media Relations (pg. 325-328)

AR 3320- Claims and Actions Against the District (pg. 329-334)

BP/AR 3551 - Food Service Operations/Cafeteria Fund (pg. 335-350)

AR 4117.7/4317.7 - Employment Status Reports (pg. 351-355)

8.0 Informational Items:

8.1 CTA Report

8.2 Superintendent's Report

8.3 Principal's Reports

9.0 Information/Communication Items.

- 9.1 Enrollment Report (pg. 356)
- 9.2 Pooled Investment Report for August 30, 2019 (pg. 357-358)
- 9.3 Construction Invoices Paid (pg. 359-364)

10.0 Governing Board Discussion and Suggested Agenda Items.

11.0 Future Meetings:

- 11.1 Regular Board Meeting, **Tuesday, October 15, 2019, 6:30 p.m.** in the West Cottonwood School Library, 20512 W. First Street, Cottonwood, CA 96022.

12.0 Closed Session: Adjournment to Closed Session during this meeting to consider and/or take action upon the following items:

- 12.1 Pursuant to Government Code section 54957
Public Employee / Discipline / Dismissal / Release

Public Notice of Action Taken in Closed Session

13.0 Adjournment

AMERICAN WITH DISABILITIES ACT NOTICE

In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board of Trustees meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the District Office at (530) 347-3165. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services.

DOCUMENT AVAILABILITY

Documents provided to a majority of the Governing Board regarding an open session item on this agenda, including documents distributed to the board less than 72 hours in advance of a board meeting are available for public inspection at the District office located at 20512 West First Street, Cottonwood, CA 96022 during normal business hours.

NOTE: Copies of the agenda, approved board minutes and board packets may be reviewed/downloaded on the Cottonwood Union School District's website at www.cwusd.com Each month's board packet will be available on the website after 3:00 p.m. on the Friday prior to the Regular Board Meeting.

To review and/or print a board packet:

Go to www.cwusd.com

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**Cottonwood Union School District
20512 West First Street
Cottonwood, CA 96022**

MINUTES for Tuesday, August 20, 2019, 6:30 P.M.

Regular Board Meeting, West Cottonwood Library

Members Present Mr. Iles, Mrs McDougall and Mr Vazquez
Members Absent Mrs Cordova and Mrs Semingson
Other Present Superintendent Doug Geren
 Principals Don Ray, Terri Wright
 Assistant Principal Christine Hill
 Laura Merrick, Business Manager
 Becky Bragg, Administrative Assistant
 Staff six staff members were present along with approximately 1 community member

- 1.0 **Call Regular Meeting to Order-** Mr Iles called the regular meeting to order at 6 30 p m
- 2.0 **Pledge of Allegiance** led by Mr Iles
- 3.0 **Approval of Agenda**
ACTION: Mr Vazquez moved, seconded by Mrs McDougall, to approve the agenda as presented
VOTE: Unanimous in favor
- 4.0 **Recognition (Students, Staff, Curriculum) Curriculum Review**
Introduction of New Staff Members- Mr Ray introduced 1 new teacher and Mrs Smedley introduced 2 new preschool teachers
- 5.0 **Public Forum/Hearing of Person Wishing to Address the Board**
None at this time
- 6.0 **Consent Agenda**
 - 6.1 **Review of Consent Agenda**
 - 6 1 1 **Approval of Board Meeting Minutes for.**
Regular Board Meeting held on **Tuesday, June 11, 2019**
Regular Board Meeting held on **Tuesday, June 12, 2019**
Special Board Meeting held on **Tuesday, July 23, 2019**
 - 6 1 2 Accept Letters of Resignation from **Jenny Dawson** and **Ami Foley-** Instructional Assistant
 - 6 1 3 Approval to Hire **Rachel Barnett-** Teacher, **Madelyn Gamble, Annette Herring, Anna Traetz,** - Instructional Assistants, **Louchan Saelee, Saeng Saeteurn, Bourke Wilmont-Custodians, Rebecca Barnes, Faith Kirk-** Preschool Teachers, **Brianna Alfonso, Jennifer Dawson, Courtney Elam, Faith Kirk, Lauren Lowry, Cori Miller, Yvonne White-** Preschool Assistants
 - 6 1 4 Approval of the following Contracts
School Services of California, Inc.- Fiscal Budget Services for 2019/20
 - 6.2 **Approval of Consent Agenda**
ACTION: Mr Vazquez moved, seconded by Mrs McDougall, to approve the Consent Agenda as Presented
VOTE: Unanimous in favor

7.0 Discussion/Action items**7.1 Consider approval of the Commercial Warrants.**

ACTION: Mr Vazquez moved, seconded by Mrs McDougall, to approve the Commercial Warrants

VOTE: Unanimous in favor

7.2 Consider approval of the job description and salary schedule for the Daily Operations Lead School Bus Driver.

ACTION: Mr Vazquez moved, seconded by Mrs McDougall, to approve job the description and salary schedule for the Daily Operations Lead School Bus Driver

VOTE: Unanimous in favor

7.3 Consider approval of the AB1200 for July 1, 2018 through June 30, 2022 with the Administrators.

ACTION: Mrs McDougall moved, seconded by Mr Vazquez, to approve job the AB1200 for July 1, 2018 through June 30, 2022 with the Administrators

VOTE: Unanimous in favor

7.4 Consider approval of the AB1200 for 2019-20 with Unrepresented Classified.

ACTION: Mr Vazquez moved, seconded by Mrs McDougall, to approve job the AB1200 for 2019-20 with Unrepresented Classified

VOTE: Unanimous in favor

7.5 Consider approval: Board Policies/ Administrative Regulations

BP/ AR 4030- Nondiscrimination in Employment

BP/ AR 5117- Interdistrict Attendance

AR 5125.2- Withholding Grades, Diploma, Transcripts

BP 5127- Graduation Ceremonies and Activities

E 5145.6- Parental Notifications

ACTION: Mr Vazquez moved, seconded by Mrs McDougall, to approve the Board Policies/ Administrative Regulations removing BP 5127 as it does not apply

VOTE: Unanimous in favor

8.0 Informational Items:

8.1 CTA Report- Mrs McNeely shared that North had their Back to School Night last night, both campuses look great, and she has some big shoes to fill as she steps into Ms Andrews position in CTA

8.2 Superintendent's Report- Mr Geren shares that everyone has been working hard to get ready for the beginning of the new school year, the back to school luncheon was successful with a great message, and the district had a busy summer with the construction and North Cottonwood and taking over the preschool program

8.3 Principal's Report-

Mr. Ray shared that Back to School Night was a success with a great turn out, the North campus is looking great, transportation has been a challenge but everyone is pitching in to make it work for the students, Project Share is off to a great start and have been really easy to work with and Friday is the first Fabulous Friday Flag

Mrs. Wright shared that the maintenance team worked really hard this summer, she went with a group to the PLC and had a great conference, Back to School Night was August 15th and they had a great turnout at all grade levels, the first Renaissance Field Trip is this Friday and Mrs Hill is gearing up for this year's attendance challenge

9.0 Information/Communication Items.

- 9.1 Shasta County Pooled Investment Report for June 28, 2019
Shasta County Pooled Investment Report for July 31, 2019
- 9.2 Construction Invoices Paid
- 9.3 Quarterly Report on Williams Uniform Complaints (April-June 2019)

10.0 Governing Board Discussion and Suggested Agenda Items

Mr Vazquez would like to take a tour of the sites

11.0 Future Meetings:

- 11.1 Regular Board Meeting, **Tuesday, September 17, 2019, 6:30 p.m.** in the West Cottonwood School Library, 20512 w First Street, Cottonwood, CA 96022

12.0 Closed Session: Adjournment to Closed Session at 7:12 p.m. to consider and/or take action upon the following items:

- 12.1 Pursuant to Government Code Section 54957
Public Employee / Discipline / Dismissal / Release

Public Notice of Action Taken in Closed Session

No action taken

13.0 Adjournment-the meeting adjourned at 7 30 p m

Kim Cordova, President

Matt Iles, Clerk

Deidre McDougall, Member

Judy Semingson, Member

Tom Vazquez, Member

September 3, 2019

To Don Ray, Principal
North Cottonwood Elementary School
19920 Gas Point Road
Cottonwood, CA 96022

From Becky Bloom, Aide


Re Resignation

Dear Mr Ray,

I first want to thank you for hiring me last year to be an aide here at North Cottonwood I absolutely love working with these amazing kids and, even more, this amazing staff It has been a joy to get to know these kids and to watch their growth in just one year

It is with a sad and joyful heart that I am giving my two week notice I'm sad because I have loved what I do here and loved making two new friends in Lois and Denise I am joyful because I know my place right now is to be at home full-time for family I am blessed to be a wife and a mother, and they come first always

My last day of work will be Friday, September 13, 2019

Thank you, again, for trusting me with this opportunity to be part of such a special school

Sincerely,



Becky Bloom

PARENTS' GUIDE TO IMMUNIZATIONS REQUIRED FOR SCHOOL ENTRY



Starting July 1, 2019

Students Admitted at TK/K-12 Need:

- **Diphtheria, Tetanus, and Pertussis (DTaP, DTP, Tdap, or Td) — 5 doses**
(4 doses OK if one was given on or after 4th birthday
3 doses OK if one was given on or after 7th birthday)
For 7th-12th graders, at least 1 dose of pertussis-containing vaccine is required on or after 7th birthday
- **Polio (OPV or IPV) — 4 doses**
(3 doses OK if one was given on or after 4th birthday)
- **Hepatitis B — 3 doses**
(Not required for 7th grade entry)
- **Measles, Mumps, and Rubella (MMR) — 2 doses**
(Both given on or after 1st birthday)
- **Varicella (Chickenpox) — 2 doses**

These immunization requirements apply to new admissions and transfers for all grades, including transitional kindergarten

Students Starting 7th Grade Need:

- **Tetanus, Diphtheria, Pertussis (Tdap) — 1 dose**
(Whooping cough booster usually given at 11 years and up)
- **Varicella (Chickenpox) — 2 doses**
(Usually given at ages 12 months and 4-6 years)

In addition, the TK/K-12 immunization requirements apply to 7th graders who

- previously had a valid personal beliefs exemption filed before 2016 upon entry between TK/Kindergarten and 6th grade
- are new admissions

Records:

California schools are required to check immunization records for all new student admissions at TK/Kindergarten through 12th grade and all students advancing to 7th grade before entry. Parents must show their child's Immunization Record as proof of immunization.



California

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SB-714 Immunizations (2019-2020)

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Date Published 09/10/2019 02:00 PM

Senate Bill No. 714

CHAPTER 281

An act to amend Sections 120370, 120372, and 120372.05 of the Health and Safety Code, relating to public health

[Approved by Governor September 09, 2019 Filed with Secretary of State September 09, 2019]

LEGISLATIVE COUNSEL'S DIGEST

SB 714, Pan Immunizations

Existing law generally prohibits the governing authority of a school or other institution from admitting for attendance any pupil who fails to obtain required immunizations within the time limits prescribed by the State Department of Public Health, except when the pupil has an exemption from this requirement. Existing law, as proposed by SB 276 of the 2019-20 Regular Session, requires the department, by January 1, 2021, to develop and make available for use by licensed physicians and surgeons an electronic, standardized, statewide medical exemption certification form that would be transmitted using the California Immunization Registry (CAIR), and which, commencing January 1, 2021, would be the only documentation of a medical exemption that a governing authority may accept. SB 276 also specifies the information to be included in the form, including a certification under penalty of perjury that the statements and information contained in the form are true, accurate, and complete. SB 276 requires a medical exemption authorized prior to the adoption of the form to be submitted by January 1, 2021, for inclusion in a statewide database to remain valid.

The bill would instead allow a child who has a medical exemption issued before January 1, 2020, to be allowed to continue enrollment until the child enrolls in the next grade span, as specified, and would prohibit, on and after July 1, 2021, a governing authority from unconditionally admitting or readmitting to these institutions, or admit or advance any pupil to 7th grade level, unless the pupil has been immunized or has a medical exemption through a procedure that includes the completion of a compliant statewide form. The bill would remove the requirement that the statewide form be signed under penalty of perjury. The bill would modify which physicians and surgeons are eligible to issue a medical exemption.

This bill would make its operation contingent on the enactment of SB 276 of the 2019-20 Regular Session.

Vote majority Appropriation no Fiscal Committee yes Local Program no

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS

SECTION 1 Section 120370 of the Health and Safety Code, as proposed to be amended by SB 276 of the 2019-20 Regular Session, is amended to read:

120370 (a) (1) Prior to January 1, 2021, if the parent or guardian files with the governing authority a written statement by a licensed physician and surgeon to the effect that the physical condition of the child is such, or medical circumstances relating to the child are such, that immunization is not considered safe, indicating the

specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician and surgeon does not recommend immunization, that child shall be exempt from the requirements of this chapter, except for Section 120380, and exempt from Sections 120400, 120405, 120410, and 120415 to the extent indicated by the physician and surgeon's statement

(2) Commencing January 1, 2020, a child who has a medical exemption issued before January 1, 2020, shall be allowed continued enrollment to any public or private elementary or secondary school, child care center, day nursery, nursery school, family day care home, or developmental center within the state until the child enrolls in the next grade span

For purposes of this subdivision, "grade span" means each of the following

(A) Birth to preschool, inclusive

(B) Kindergarten and grades 1 to 6, inclusive, including transitional kindergarten

(C) Grades 7 to 12, inclusive

(3) Except as provided in this subdivision, on and after July 1, 2021, the governing authority shall not unconditionally admit or readmit to any of those institutions specified in this subdivision, or admit or advance any pupil to 7th grade level, unless the pupil has been immunized pursuant to Section 120335 or the parent or guardian files a medical exemption form that complies with Section 120372

(b) If there is good cause to believe that a child has been exposed to a disease listed in subdivision (b) of Section 120335 and the child's documentary proof of immunization status does not show proof of immunization against that disease, that child may be temporarily excluded from the school or institution until the local health officer is satisfied that the child is no longer at risk of developing or transmitting the disease

SEC 2 Section 120372 of the Health and Safety Code, as proposed to be added by SB 276 of the 2019-20 Regular Session, is amended to read

120372 (a) (1) By January 1, 2021, the department shall develop and make available for use by licensed physicians and surgeons an electronic, standardized, statewide medical exemption certification form that shall be transmitted directly to the department's California Immunization Registry (CAIR) established pursuant to Section 120440 Pursuant to Section 120375, the form shall be printed, signed, and submitted directly to the school or institution at which the child will attend, submitted directly to the governing authority of the school or institution, or submitted to that governing authority through the CAIR where applicable Notwithstanding Section 120370, commencing January 1, 2021, the standardized form shall be the only documentation of a medical exemption that the governing authority may accept

(2) At a minimum, the form shall require all of the following information

(A) The name, California medical license number, business address, and telephone number of the physician and surgeon who issued the medical exemption, and of the primary care physician of the child, if different from the physician and surgeon who issued the medical exemption

(B) The name of the child for whom the exemption is sought, the name and address of the child's parent or guardian, and the name and address of the child's school or other institution

(C) A statement certifying that the physician and surgeon has conducted a physical examination and evaluation of the child consistent with the relevant standard of care and complied with all applicable requirements of this section

(D) Whether the physician and surgeon who issued the medical exemption is the child's primary care physician If the issuing physician and surgeon is not the child's primary care physician, the issuing physician and surgeon shall also provide an explanation as to why the issuing physician and not the primary care physician is filling out the medical exemption form

(E) How long the physician and surgeon has been treating the child

(F) A description of the medical basis for which the exemption for each individual immunization is sought Each specific immunization shall be listed separately and space on the form shall be provided to allow for the inclusion of descriptive information for each immunization for which the exemption is sought

(G) Whether the medical exemption is permanent or temporary, including the date upon which a temporary medical exemption will expire. A temporary exemption shall not exceed one year. All medical exemptions shall not extend beyond the grade span, as defined in Section 120370.

(H) An authorization for the department to contact the issuing physician and surgeon for purposes of this section and for the release of records related to the medical exemption to the department, the Medical Board of California, and the Osteopathic Medical Board of California.

(I) A certification by the issuing physician and surgeon that the statements and information contained in the form are true, accurate, and complete.

(3) An issuing physician and surgeon shall not charge for either of the following:

(A) Filling out a medical exemption form pursuant to this section.

(B) A physical examination related to the renewal of a temporary medical exemption.

(b) Commencing January 1, 2021, if a parent or guardian requests a licensed physician and surgeon to submit a medical exemption for the parent's or guardian's child, the physician and surgeon shall inform the parent or guardian of the requirements of this section. If the parent or guardian consents, the physician and surgeon shall examine the child and submit a completed medical exemption certification form to the department. A medical exemption certification form may be submitted to the department at any time.

(c) By January 1, 2021, the department shall create a standardized system to monitor immunization levels in schools and institutions as specified in Sections 120375 and 120440, and to monitor patterns of unusually high exemption form submissions by a particular physician and surgeon.

(d) (1) The department, at a minimum, shall annually review immunization reports from all schools and institutions in order to identify medical exemption forms submitted to the department and under this section that will be subject to paragraph (2).

(2) A clinically trained immunization department staff member, who is either a physician and surgeon or a registered nurse, shall review all medical exemptions from any of the following:

(A) Schools or institutions subject to Section 120375 with an overall immunization rate of less than 95 percent.

(B) Physicians and surgeons who have submitted five or more medical exemptions in a calendar year beginning January 1, 2020.

(C) Schools or institutions subject to Section 120375 that do not provide reports of vaccination rates to the department.

(3) (A) The department shall identify those medical exemption forms that do not meet applicable CDC, ACIP, or AAP criteria for appropriate medical exemptions. The department may contact the primary care physician and surgeon or issuing physician and surgeon to request additional information to support the medical exemption.

(B) Notwithstanding subparagraph (A), the department, based on the medical discretion of the clinically trained immunization staff member, may accept a medical exemption that is based on other contraindications or precautions, including consideration of family medical history, if the issuing physician and surgeon provides written documentation to support the medical exemption that is consistent with the relevant standard of care.

(C) A medical exemption that the reviewing immunization department staff member determines to be inappropriate or otherwise invalid under subparagraphs (A) and (B) shall also be reviewed by the State Public Health Officer or a physician and surgeon from the department's immunization program designated by the State Public Health Officer. Pursuant to this review, the State Public Health Officer or physician and surgeon designee may revoke the medical exemption.

(4) Medical exemptions issued prior to January 1, 2020, shall not be revoked unless the exemption was issued by a physician or surgeon that has been subject to disciplinary action by the Medical Board of California or the Osteopathic Medical Board of California.

(5) The department shall notify the parent or guardian, issuing physician and surgeon, the school or institution, and the local public health officer with jurisdiction over the school or institution of a denial or revocation under this subdivision.

(6) If a medical exemption is revoked pursuant to this subdivision, the child shall continue in attendance. However, within 30 calendar days of the revocation, the child shall commence the immunization schedule.

required for conditional admittance under Chapter 4 (commencing with Section 6000) of Division 1 of Title 17 of the California Code of Regulations in order to remain in attendance, unless an appeal is filed pursuant to Section 120372 05 within that 30-day time period, in which case the child shall continue in attendance and shall not be required to otherwise comply with immunization requirements unless and until the revocation is upheld on appeal

(7) (A) If the department determines that a physician's and surgeon's practice is contributing to a public health risk in one or more communities, the department shall report the physician and surgeon to the Medical Board of California or the Osteopathic Medical Board of California, as appropriate. The department shall not accept a medical exemption form from the physician and surgeon until the physician and surgeon demonstrates to the department that the public health risk no longer exists, but in no event shall the physician and surgeon be barred from submitting these forms for less than two years

(B) If there is a pending accusation against a physician and surgeon with the Medical Board of California or the Osteopathic Medical Board of California relating to immunization standards of care, the department shall not accept a medical exemption form from the physician and surgeon unless and until the accusation is resolved in favor of the physician and surgeon

(C) If a physician and surgeon licensed with the Medical Board of California or the Osteopathic Medical Board of California is on probation for action relating to immunization standards of care, the department and governing authority shall not accept a medical exemption form from the physician and surgeon unless and until the probation has been terminated

(8) The department shall notify the Medical Board of California or the Osteopathic Medical Board of California, as appropriate, of any physician and surgeon who has five or more medical exemption forms in a calendar year that are revoked pursuant to this subdivision

(9) Notwithstanding any other provision of this section, a clinically trained immunization program staff member who is a physician and surgeon or a registered nurse may review any exemption in the CAIR or other state database as necessary to protect public health

(e) The department, the Medical Board of California, and the Osteopathic Medical Board of California shall enter into a memorandum of understanding or similar agreement to ensure compliance with the requirements of this section

(f) In administering this section, the department and the independent expert review panel created pursuant to Section 120372 05 shall comply with all applicable state and federal privacy and confidentiality laws. The department may disclose information submitted in the medical exemption form in accordance with Section 120440, and may disclose information submitted pursuant to this chapter to the independent expert review panel for the purpose of evaluating appeals

(g) The department shall establish the process and guidelines for review of medical exemptions pursuant to this section. The department shall communicate the process to providers and post this information on the department's website

(h) If the department or the California Health and Human Services Agency determines that contracts are required to implement or administer this section, the department may award these contracts on a single-source or sole-source basis. The contracts are not subject to Part 2 (commencing with Section 10100) of Division 2 of the Public Contract Code, Article 4 (commencing with Section 19130) of Chapter 5 of Part 2 of Division 5 of Title 2 of the Government Code, or Sections 4800 to 5180, inclusive, of the State Administrative Manual as they relate to approval of information technology projects or approval of increases in the duration or costs of information technology projects

(i) Notwithstanding the rulemaking provisions of the Administrative Procedure Act (Chapter 3 5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code), the department may implement and administer this section through provider bulletins, or similar instructions, without taking regulatory action

(j) For purposes of administering this section, the department and the California Health and Human Services Agency appeals process shall be exempt from the rulemaking and administrative adjudication provisions in the Administrative Procedure Act Chapter 3 5 (commencing with Section 11340), and Chapter 4 (commencing with Section 11370), Chapter 4 5 (commencing with 11400), and Chapter 5 (commencing with Section 11500) of, Part 1 of Division 3 of Title 2 of the Government Code

SEC 3 Section 120372 05 of the Health and Safety Code, as proposed to be added by SB 276 of the 2019- 20 Regular Session, is amended to read

120372 05 (a) A medical exemption revoked pursuant to Section 120372 may be appealed by a parent or guardian to the Secretary of California Health and Human Services. Parents, guardians, or the physician who issued the medical exemption may provide necessary information for purposes of the appeal.

(b) The secretary shall establish an independent expert review panel, consisting of three licensed physicians and surgeons who have relevant knowledge, training, and experience relating to primary care or immunization to review appeals. The agency shall establish the process and guidelines for the appeals process pursuant to this section, including the process for the panel to contact the issuing physician and surgeon, parent, or guardian. The agency shall post this information on the agency's internet website. The agency shall also establish requirements, including conflict-of-interest standards, consistent with the purposes of this chapter, that a physician and surgeon shall meet in order to qualify to serve on the panel.

(c) The independent expert review panel shall evaluate appeals consistent with the federal Centers for Disease Control and Prevention, federal Advisory Committee on Immunization Practices, or American Academy of Pediatrics guidelines or the relevant standard of care, as applicable.

(d) The independent expert review panel shall submit its determination to the secretary. The secretary shall adopt the determination of the independent expert review panel and shall promptly issue a written decision to the child's parent or guardian. The decision shall not be subject to further administrative review.

(e) A child whose medical exemption revocation pursuant to subdivision (d) of Section 120372 is appealed under this section shall continue in attendance and shall not be required to commence the immunization required for conditional admittance under Chapter 4 (commencing with Section 6000) of Division 1 of Title 17 of the California Code of Regulations, provided that the appeal is filed within 30 calendar days of revocation of the medical exemption.

(f) For purposes for administering this section, the department and the California Health and Human Services Agency appeals process shall be exempt from the rulemaking and administrative adjudication provisions in the Administrative Procedure Act Chapter 3.5 (commencing with Section 11340), and Chapter 4 (commencing with Section 11370), Chapter 4.5 (commencing with 11400), and Chapter 5 (commencing with Section 11500) of, Part 1 of Division 3 of Title 2 of the Government Code.

SEC 4 This act shall become operative only if Senate Bill 276 of the 2019-20 Regular Session is enacted and becomes effective.

Cottonwood Union ESD | BP 5141.31 Students

Immunizations

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board shall cooperate with state and local public health agencies to encourage and facilitate immunization of all district students against preventable diseases

(cf 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.26 - Tuberculosis Testing)

(cf. 6142.8 - Comprehensive Health Education)

Each student enrolling for the first time in a district elementary or secondary school, preschool, or child care and development program or, after July 1, 2016, enrolling in or advancing to grade 7 shall present an immunization record from any authorized private or public health care provider certifying that he/she has received all required immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

(cf. 5112.1 - Exemptions from Attendance)

(cf 5112.2 - Exclusions from Attendance)

(cf 5141 32 - Health Screening for School Entry)

(cf 5148 - Child Care and Development)

(cf 5148 3 - Preschool/Early Childhood Education)

Each transfer student shall be requested to present his/her immunization record, if possible, upon registration at a district school

(cf. 6173 - Education for Homeless Children)

(cf 6173.1 - Education for Foster Youth)

(cf 6173 2 - Education of Children of Military Families)

The Superintendent or designee may arrange for an authorized health care provider to administer immunizations at school to any student whose parent/guardian has consented in writing. At the beginning of the school year, parents/guardians shall be notified of their right to provide consent for the administration of an immunization to their child at school. (Education Code 49403)

(cf. 5141 3 - Health Examinations)

(cf 5141 6 - School Health Services)

(cf 5145 6 - Parental Notifications)

Legal Reference·

EDUCATION CODE

44871 Qualifications of supervisor of health

46010 Total days of attendance

48216 Immunization

48853.5 Immediate enrollment of foster youth

48980 Required notification of rights

49403 Cooperation in control of communicable disease and immunizations

49426 Duties of school nurses

49701 Flexibility in enrollment of children of military families

51745-51749 6 Independent study

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable disease, especially

120335 Immunization requirement for admission

120395 Information about meningococcal disease, including recommendation for vaccination

120440 Disclosure of immunization information

CODE OF REGULATIONS, TITLE 5

430 Student records

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 42

11432 Immediate enrollment of homeless children

CODE OF FEDERAL REGULATIONS, TITLE 34

99 1-99 67 Family Educational Rights and Privacy

Management Resources·

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

California Immunization Handbook for Child Care Programs and Schools, August 2015

Guide to Immunizations Required for Child Care

Guide to Immunizations Required for School Entry

Parents' Guide to Immunizations Required for Child Care

Parents' Guide to Immunizations Required for School Entry

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of Local Education Agencies and State Compliance Reporting, July 2015

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

California Department of Public Health, Immunization Branch
<http://www.cdph.ca.gov/programs/immunize>

California Department of Public Health, Shots for Schools <http://shotsforschools.org>

Centers for Disease Control and Prevention <http://www.cdc.gov>

Education Audit Appeals Panel. <http://www.eaap.ca.gov>

U S. Department of Education· [http //www.ed.gov](http://www.ed.gov)

Policy COTTONWOOD UNION SCHOOL DISTRICT

adopted. December 13, 2016 Cottonwood, California

Cottonwood Union ESD | AR 5141 31 Students

Immunizations

Required Immunizations

The Superintendent or designee shall provide parents/guardians, upon school registration, a written notice summarizing the state's immunization requirements

The Superintendent or designee shall not unconditionally admit any student to a district elementary or secondary school, preschool, or child care and development program for the first time nor, after July 1, 2016, admit or advance any student to grade 7 unless the student has been fully immunized. The student shall present documentation of full immunization, in accordance with the age/grade and dose required by the California Department of Public Health (CDPH), against the following diseases: (Health and Safety Code 120335, 17 CCR 6020)

- 1 Measles, mumps, and rubella (MMR)
- 2 Diphtheria, tetanus, and pertussis (whooping cough) (DTP, DTaP, or Tdap)
- 3 Poliomyelitis (polio)
- 4 Hepatitis B
5. Varicella (chickenpox)
- 6 Haemophilus influenza type b (Hib meningitis)
- 7 Any other disease designated by the CDPH

(cf 5141 22 - Infectious Diseases)

(cf 5148 - Child Care and Development)

(cf. 5148 3 - Preschool/Early Childhood Education)

(cf 6170 1 - Transitional Kindergarten)

However, full immunization against hepatitis B shall not be a condition by which the Superintendent or designee shall admit or advance any student to grade 7. (Health and Safety Code 120335)

A student who qualifies for an individualized education program (IEP), unless otherwise exempt, shall be fully immunized in accordance with Health and Safety Code 120335 and this regulation. However, the district shall continue to implement the student's IEP and shall not prohibit the student from accessing any special education and related service required by his/her IEP regardless of whether the student is fully immunized (Health and Safety Code 120335)

(cf 6159 - Individualized Education Program)

The student's immunization record shall be provided by the student's health care provider or from the student's previous school immunization record. The record must show at least the month and year for

each dose, except that the day, month, and year must be shown for the MMR doses given during the month of the first birthday and for the Tdap dose given during the month of the seventh birthday (17 CCR 6070)

Exemptions

Exemption from one or more immunization requirements shall be granted under any of the following circumstances

1. The parent/guardian files with the district a written statement by a licensed physician to the effect that the physical condition of the child is such, or medical circumstances

relating to the child are such, that immunization is not considered safe The statement shall indicate the specific nature and probable duration of the medical condition or circumstances, including, but not limited to, family medical history, for which the physician does not recommend immunization (Health and Safety Code 120370, 17 CCR 6051)

2 The student's parent/guardian files with the district, before January 1, 2016, a letter or written affidavit stating that an immunization is contrary to his/her personal beliefs, in which case the student shall be exempted from the immunization until he/she enrolls in the next applicable grade span requiring immunization (birth to preschool, grades K-6, grades 7-12) (Health and Safety Code 120335)

(cf 6141 2 - Recognition of Religious Beliefs and Customs)

When a student transfers to a different school within the district or transfers into the district from another school district in California, his/her personal beliefs exemption filed before January 1, 2016, shall remain in effect until the next applicable grade span. A student transferring from a school outside the district shall present a copy of the personal beliefs exemption upon enrollment. When a student transfers into the district from outside California and presents a personal beliefs exemption issued by another state or country prior to January 1, 2016, the Superintendent or designee may consult with legal counsel regarding the applicable immunization requirements.

3. The student is enrolled in an independent study program pursuant to Education Code 51745-51749.6 and does not receive classroom-based instruction

(cf 6158 - Independent Study)

Conditional Enrollment

The Superintendent or designee may conditionally admit a student with documentation from an authorized health care provider that: (Health and Safety Code 120340, 17 CCR 6000, 6035)

1. The student has not received all the immunizations required for his/her age group, but has commenced receiving doses of all required vaccines and is not due for any other doses at the time of admission

2. The student has a temporary exemption from immunization for medical reasons pursuant to item #1 in the section "Exemptions" above

The Superintendent or designee shall notify the student's parents/guardians of the date by which the student must complete all the remaining doses as specified in 17 CCR 6035.

(cf 5145 6 - Parental Notifications)

In addition, a transfer student may be conditionally admitted for up to 30 school days while his/her immunization records are being transferred from the previous school. If such documentation is not presented within 30 days, the student shall be excluded from school until the required immunizations have been administered. (17 CCR 6070)

The Superintendent or designee shall review the immunization record of each student admitted conditionally every 30 days until that student has received all the required immunizations. If the student does not receive the required immunizations within the specified time limits, he/she shall be excluded from further attendance until the immunizations are received (Health and Safety Code 120375; 17 CCR 6070)

The Superintendent or designee shall immediately enroll homeless students, foster youth, and students of military families even if their immunization records are missing or unavailable at the time of enrollment. School or district staff shall work with the student's prior school to obtain the student's immunization records or shall ensure that he/she is properly immunized (Education Code 48853 5, 49701, Health and Safety Code 120341, 42 USC 11432)

(cf. 6173 - Education for Homeless Children)

(cf 6173.1 - Education for Foster Youth)

(cf. 6173 2 - Education of Children of Military Families)

Exclusions Due to Lack of Immunizations

Any student without the required evidence of immunization may be excluded from school until the immunization is obtained or an exemption is granted in accordance with the section "Exemptions" above

(cf 5112 2 - Exclusions from Attendance)

(cf 6183 - Home and Hospital Instruction)

Before an already admitted student is excluded from school attendance because of lack of immunization, the Superintendent or designee shall notify the parent/guardian that he/she has 10 school days to supply evidence of proper immunization or an appropriate exemption. This notice shall refer the parent/guardian to the student's usual source of medical care or, if the student has no usual source of medical care, then to the county health department or school immunization program, if any. (Education Code 48216, 17 CCR 6040)

(cf. 5141 6 - School Health Services)

The Superintendent or designee shall exclude from further attendance any already admitted student who fails to obtain the required immunization within 10 school days following the parent/guardian's receipt of the notice specified above. The student shall remain excluded from school until he/she

provides written evidence that he/she has received a dose of each required vaccine due at that time. The student shall also be reported to the attendance supervisor or principal. (17 CCR 6055)

Exclusion Due to Exposure to Disease

If the district has good cause to believe that a student has been exposed to a disease listed in the section "Required Immunizations" above and his/her documentation of immunization does not show proof of immunization against that disease, that student may be temporarily excluded from the school until the local health officer informs the district in writing that he/she is satisfied that the student is no longer at risk of developing or transmitting the disease (Health and Safety Code 120370)

Records

The Superintendent or designee shall record each new entrant's immunizations in the California School Immunization Record and retain it as part of the student's mandatory permanent student record. District staff shall maintain the confidentiality of immunization records and may disclose such information to state and local health departments only in accordance with law (Health and Safety Code 120375, 120440, 17 CCR 6070)

(cf. 5125 - Student Records)

The district shall also retain in the mandatory student record any physician or health officer statement, personal beliefs letter or affidavit, reason for conditional enrollment, or any other documentation related to the student's immunization record or exemptions.

Audits

If an audit reveals deficiencies in the district's reporting procedures, the Superintendent or designee shall present the Board with a plan to remedy such deficiencies

Regulation COTTONWOOD UNION SCHOOL DISTRICT

approved December 13, 2016 Cottonwood, California

Cottonwood Union ESD | AR 5112.2 Students

Exclusions From Attendance

The Superintendent or designee shall ensure that each child entering a district school at any grade level adheres to district admission requirements and enrollment procedures

(cf 5111 - Admission)

(cf. 5111.1 - District Residency)

(cf. 5116 - Intradistrict Open Enrollment)

(cf 5117 - Interdistrict Attendance)

(cf 5125 - Student Records)

(cf 5141.3 - Health Examinations)

Mandatory Exclusions

The Superintendent or designee shall not unconditionally admit any student to an elementary or secondary school, preschool, or child care and development program for the first time, nor, after July 1, 2016, admit or advance any student to grade 7 unless the student has been fully immunized in accordance with Health and Safety Code 120335 and BP/AR 5141.31 - Immunizations or is exempted by law.

If a conditionally admitted student has not received required immunizations within 10 days after his/her parent/guardian has been notified of the need to do so, the student shall be excluded until he/she provides written evidence that he/she has received the vaccines due at that time. (Education Code 48216, Health and Safety Code 120335, 120370; 17 CCR 6055)

(cf. 5141.31 - Immunizations)

(cf 5141.22 - Infectious Diseases)

The Superintendent or designee shall not admit a student who is reasonably suspected of having active tuberculosis. He/she shall be denied admission until the local health officer or licensed medical practitioner informs the district, in writing, that the student is no longer at risk of developing or transmitting the disease. (Health and Safety Code 121485, 121495, 121505)

(cf. 5141.26 - Tuberculosis Testing)

The Superintendent or designee shall exclude a student who is infected with any contagious or infectious disease. The student shall be permitted to return to school when a medical provider informs the Superintendent or designee in writing that he/she is satisfied that the contagious or infectious disease no longer exists. (Education Code 49451; 5 CCR 202)

The Superintendent or designee shall exclude a student who resides where any contagious, infectious, or communicable disease subject to quarantine exists or has recently existed and who is subject to

strict isolation or quarantine of contacts, unless written permission of the health officer is provided (Health and Safety Code 120230)

Permissive Exclusions

A student may be excluded from attendance at a district school under either of the following circumstances

1. If there is good cause to believe that the student has been exposed to any disease stated in Health and Safety Code 120335 and his/her documentation of immunization does not show proof of immunization against that disease, the student may be temporarily excluded from the school until the local health officer is satisfied that the student is no longer at risk of developing or transmitting the disease (Health and Safety Code 120335, 120370)

2 If the student has not had the health screening specified in Health and Safety Code 124040 before or within the first 90 days of attending first grade, he/she may be excluded for up to five days unless the parent/guardian has presented a waiver or the district has exempted the student from this requirement in accordance with law. (Health and Safety Code 124105)

(cf. 5141 32 - Health Screening for School Entry)

Notifications to Parents/Guardians

The Superintendent or designee may exclude a student without prior notice to the parent/guardian if the student is excluded for any of the following reasons: (Education Code 48213)

1 He/she resides in an area subject to quarantine pursuant to Health and Safety Code 120230

2 He/she is exempt from a medical examination but suffers from a contagious or infectious disease pursuant to Education Code 49451.

3 The Superintendent or designee determines that the presence of the student would constitute a clear and present danger to the safety or health of other students or school personnel.

However, in such cases, the Superintendent or designee shall send a notice as soon as reasonably possible after the exclusion (Education Code 48213)

(cf 5145.6 - Parental Notifications)

In all other cases, the Superintendent or designee shall send a notice to the student's parent/guardian stating the facts leading to the exclusion, prior to excluding the student from attendance

Appeals from Exclusion

Upon exclusion of his/her child, a parent/guardian may meet with the Superintendent or designee to discuss the exclusion. If the parent/guardian disagrees with the decision of the Superintendent or designee to exclude his/her child, he/she may appeal the decision to the Governing Board.

The parent/guardian shall have an opportunity to inspect all documents upon which the district is basing its decision, to challenge any evidence and question any witness presented by the district, to

present oral and documentary evidence on the student's behalf, and to have one or more representatives present at the meeting

Legal Reference

EDUCATION CODE

48210-48216 Persons excluded

49076 Access to records by persons without written consent or under judicial order

49408 Information of use in emergencies

49451 Parent's refusal to consent

HEALTH AND SAFETY CODE

120230 Exclusion of persons from school

120325-120380 Educational and child care facility immunization requirements

121475-121520 Tuberculosis tests for students

124025-124110 Child Health and Disability Prevention Program

CODE OF REGULATIONS, TITLE 5

202 Exclusion of students with a contagious disease

CODE OF REGULATIONS, TITLE 17

6055 Exclusion for failure to obtain required immunizations

Management Resources.

CSBA PUBLICATIONS

Recent Legislation on Vaccines. SB 277, Fact Sheet, August 2015

WEB SITES

CSBA. [http //www.csba.org](http://www.csba.org)

California Department of Public Health, Immunization Branch
<http://www.cdph.ca.gov/programs/immunize>

California Healthy Kids Resource Center <http://www.californiahealthykids.org>

Centers for Disease Control and Prevention. [http //www.cdc.gov](http://www.cdc.gov)

Regulation COTTONWOOD UNION SCHOOL DISTRICT

approved: March 15, 2016 Cottonwood, California

ReqPay05a

Payment Register

Scheduled 09/09/2019 - 09/11/2019 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			ACSA FOUNDATION FOR EDUCATIONAL ADM (000026/5) 1575 BAYSHORE HIGHWAY BURLINGAME, CA 94010								
F	2019/20	08/31/19	R4820-00157	ACSA 2019 LEADERSHIP SUMMIT	INV17544	09/10/19	Audit	2,196 00		2,196 00	
				2020 (001275) 01-001-0000-7200-5210-0000-7200-000-			549 00				
				2020 (001278) 01-020-0000-2700-5210-0000-2700-100-			1,098 00				
				2020 (001286) 01-050-0000-2700-5210-0000-2700-100-			549 00				
				Batchld		Check Date	PO# P4820-00157		Register #		
Total Invoice Amount								2,196 00	Check		
AP Vendor			AMAZON/ SYNCB (000560/2) P O BOX 530958 ATLANTA, GA 30353-0958								
F	2019/20	08/10/19	R4820-00043	COOKING ELECTIVE	434864594794	09/10/19	Audit	836 16		836 16	
				2020 (004125) 01-020-0100-2206-4310-1110-1000-LC2-							
				Batchld		Check Date	PO# P4820-00043		Register #		
F	2019/20	08/10/19	R4820-00042	CLASSROOM SUPPLIES	456934565539	09/10/19	Audit	221 28		221 28	
				2020 (004723) 01-001-7510-0000-4310-1110-1000-000-							
				Batchld		Check Date	PO# P4820-00042		Register #		
F	2019/20	08/10/19	R4820-00123	BACK TO SCHOOL MEETING	458747689497	09/10/19	Audit	66 97	4 86	71 83	
				2020 (001247) 01-001-0000-2700-4510-0000-2700-100-			71 83				
				Batchld		Check Date	PO# P4820-00123		Register #		
	2019/20	08/10/19	R4820-00042	CLASSROOM SUPPLIES	658659386949	09/10/19	Audit	984 38		984 38	
				2020 (004723) 01-001-7510-0000-4310-1110-1000-000-							
				Batchld		Check Date	PO# P4820-00042		Register #		
	2019/20	08/10/19	R4820-00042	CLASSROOM SUPPLIES	734733676674	09/10/19	Audit	107 96	7 83	115 79	
				2020 (004723) 01-001-7510-0000-4310-1110-1000-000-			115 79				
				Batchld		Check Date	PO# P4820-00042		Register #		
Total Invoice Amount								2,216 75	Check		

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Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor ANDERSON-COTTONWOOD DISP SRVCE (000005/1) PO BOX 541065 LOS ANGELES, CA 90054-1065										
2019/20	09/01/19	R4820-00111	GARBAGE DISPOSAL 19/20	1971276-0531-3	09/09/19	Audit		1,224 05		1,224 05
2020 (002086) 01-001-0000-8240-5510-0000-8200-000-						BatchId	Check Date	PO# P4820-00111	Register #	
2019/20	09/01/19	R4820-00111	GARBAGE DISPOSAL 19/20	1971520-0531-4	09/09/19	Audit		883 25		883 25
2020 (002086) 01-001-0000-8240-5510-0000-8200-000-						BatchId	Check Date	PO# P4820-00111	Register #	
Total Invoice Amount								2,107 30	Check	
Direct Vendor AT&T (000043/3) P O BOX 9011 CAROL STREAM, IL 60197-5025										
2019/20	08/19/19		PHONE SERVICE	13491678	09/11/19	Audit		849 47		849 47
2020 (001384) 01-001-0000-7200-5910-0000-7200-000-										
Total Invoice Amount								849 47	Check	
Direct Vendor BERNARD FOOD INDUSTRIES, INC (000733/1) P O BOX 1497 EVANSTON, IL 60204-1497										
2019/20	07/30/19		FOOD - CAFE	00832623	09/09/19	Audit		1,372 44		1,372 44
2020 (001890) 13-001-5310-0000-4710-0000-3700-000-										
Total Invoice Amount								1,372 44	Check	
Direct Vendor BRIAN MOORE (000777/1) 2098 QUARTZ WAY REDDING, CA 96001										
2019/20	08/29/19		SMARTBOARD SPEAKERS	82919	09/10/19	Audit		182 97		182 97
2020 (001159) 01-020-1100-2420-4310-0000-2420-100-							99 00			
2020 (001257) 01-050-0000-2700-4510-0000-2700-100-							83 97			
Total Invoice Amount								182 97	Check	
AP Vendor CALIFORNIA SAFETY CO (000021/1) PO BOX 990956 REDDING, CA 96099-0956										

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('?'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE [ONLINE](#)

ReqPay05a

Payment Register

Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor		CALIFORNIA SAFETY CO (000021/1)			(continued)						
2019/20	08/07/19	R4820-00120	ALARM JULY19- JUNE20	424239	09/09/19	Audit		142 50		142 50	
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-			142 50					
		2020 (001335)	01-020-0000-2700-5630-0000-2700-100-								
		2020 (001324)	01-050-0000-2700-5630-0000-2700-100-	BatchId			Check Date	PO# P4820-00120	Register #		
2019/20	08/07/19	R4820-00120	ALARM JULY19- JUNE20	425444	09/09/19	Audit		130 00		130 00	
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-								
		2020 (001335)	01-020-0000-2700-5630-0000-2700-100-								
		2020 (001324)	01-050-0000-2700-5630-0000-2700-100-	BatchId		130 00	Check Date	PO# P4820-00120	Register #		
2019/20	08/07/19	R4820-00120	ALARM JULY19- JUNE20	425445	09/09/19	Audit		232 50		232 50	
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-								
		2020 (001335)	01-020-0000-2700-5630-0000-2700-100-			232 50					
		2020 (001324)	01-050-0000-2700-5630-0000-2700-100-	BatchId			Check Date	PO# P4820-00120	Register #		
2019/20	09/05/19	R4820-00120	ALARM JULY19- JUNE20	426463	09/09/19	Audit		142 50		142 50	
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-			142 50					
		2020 (001335)	01-020-0000-2700-5630-0000-2700-100-								
		2020 (001324)	01-050-0000-2700-5630-0000-2700-100-	BatchId			Check Date	PO# P4820-00120	Register #		
2019/20	09/05/19	R4820-00120	ALARM JULY19- JUNE20	427681	09/09/19	Audit		130 00		130 00	
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-								
		2020 (001335)	01-020-0000-2700-5630-0000-2700-100-								
		2020 (001324)	01-050-0000-2700-5630-0000-2700-100-	BatchId		130 00	Check Date	PO# P4820-00120	Register #		
2019/20	09/05/19	R4820-00120	ALARM JULY19- JUNE20	427682	09/09/19	Audit		232 50		232 50	
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Total Invoice Amount								1,010 00	Check		

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ESCAPE 

ReqPay05a

Payment Register

Scheduled 09/09/2019 - 09/11/2019 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			CASCADE ATHLETIC SUPPLY (000042/1) 2930 BIDDLE RD MEDFORD, OR 97504								
F	2019/20	08/31/19	R4820-00049	ATHLETIC SUPPLIES	260829	09/10/19	Audit	598 67		598 67	
			2020 (001161) 01-020-1100-0070-4310-1110-4200-100- BatchId				Check Date	PO# P4820-00049	Register #		
	2019/20	08/31/19	R4820-00050	6TH GRADE BASKETBALL UNIFOMRS	260882	09/11/19	Audit	1,773 45		1,773 45	
			2020 (001161) 01-020-1100-0070-4310-1110-4200-100- BatchId				Check Date	PO# P4820-00050	Register #		
F	2019/20	09/05/19	R4820-00050	6TH GRADE BASKETBALL UNIFOMRS	260901	09/11/19	Audit	1,773 45		1,773 45	
			2020 (001161) 01-020-1100-0070-4310-1110-4200-100- BatchId				Check Date	PO# P4820-00050	Register #		
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Direct Vendor			CASCADE UNION ELEM SCHOOL DIST (000094/1) 1645 WEST MILL ST ANDERSON, CA 96007								
	2019/20	07/01/19		VEH MAINT - JULY	INV20-00148	09/11/19	Audit	629 22		629 22	
			2020 (003205) 01-001-0000-0000-5630-0000-3600-000- BatchId				Check Date	PO# P4820-00050	Register #		
Total Invoice Amount								629 22	Check		
AP Vendor			CDW-G (000159/1) 75 REMITTANCE DR STE 1515 CHICAGO, IL 60675-1515								
F	2019/20	08/06/19	R4820-00107	LIBRARY PROJECTOR SCREEN	TJX3091	09/10/19	Audit	1,099 23		1,099 23	
			2020 (003519) 01-001-0000-2420-4410-1110-1000-100- SHIPPING ENTERED WRONG ON BatchId				Check Date	PO# P4820-00107	Register #		
Total Invoice Amount								1,099 23	Check		

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE

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Payment Register

Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			CHICO POWER EQUIPMENT (000508/1) 2795 ESPLANADE CHICO, CA 95973							
2019/20	08/29/19		VACUM BELT	0141024	09/10/19	Audit		54 88		54 88
		2020 (001244)	01-020-0000-8200-4510-0000-8200-100-							
Total Invoice Amount								54 88	Check	
AP Vendor			COASTAL BUSINESS SYSTEMS LEASING COMPANY (000270/1) 336 FIRST ST EUREKA, CA 95501							
2019/20	08/20/19	R4820-00109	DOC STAR 19/20	856614	09/09/19	Audit		232 73		232 73
		2020 (001311)	01-001-0000-7200-5610-0000-7200-000- Batchld				Check Date	PO# P4820-00109	Register #	
Total Invoice Amount								232 73	Check	
AP Vendor			COTTONWOOD WATER DISTRICT (000002/1) PO BOX 2130 COTTONWOOD, CA 96022							
2019/20	08/22/19	R4820-00112	WATER 19-20	67044	09/09/19	Audit		2,508 89		2,508 89
		2020 (001309)	01-001-0000-8230-5510-0000-8200-000- Batchld				Check Date	PO# P4820-00112	Register #	
Total Invoice Amount								2,508 89	Check	
Direct Vendor			CRACKMASTER (000095/1) PO BOX 2737 REDDING, CA 96099							
2019/20	08/20/19		WINDSHIELD REPAIR	76445	09/10/19	Audit		95 00		95 00
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-							
2019/20	08/26/19		WINDSHIELD REPAIR	82619	09/10/19	Audit		130 00		130 00
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-							
2019/20	09/03/19		WINDSHIELD REPAIR	20	09/10/19	Audit		75 00		75 00
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-							
Total Invoice Amount								300 00	Check	

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 09/09/2019 - 09/11/2019 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			CRESSWELL PHYSICAL THERAPY (000271/1) PO BOX 492006 REDDING, CA 96049							
2019/20	08/21/19		OT SERVICES - AUG	87	09/10/19	Audit		1,062 50		1,062 50
		2020 (002528)	01-001-6500-0204-5805-5770-1180-100-							

Total Invoice Amount **1,062 50** Check

AP Vendor			CROSS PETROLEUM (000083/1) PO BOX 492200 REDDING, CA 96049-2200							
2019/20	08/15/19	R4820-00113	FUEL FOR VEHICLES 19/20	CL85282	09/09/19	Audit		468 01		468 01
		2020 (003195)	01-001-0000-0000-4601-0000-3600-000-					300 92		
		2020 (001250)	01-001-0000-8120-4510-0000-8110-100-					167 09		
		2020 (001889)	13-001-5310-0000-4510-0000-3700-000-							
				BatchId		Check Date		PO# P4820-00113		Register #

Total Invoice Amount **2,010 21** Check


2019/20	08/31/19	R4820-00113	FUEL FOR VEHICLES 19/20	CL85750	09/09/19	Audit		2,010 21		2,010 21
		2020 (003195)	01-001-0000-0000-4601-0000-3600-000-					1,977 39		
		2020 (001250)	01-001-0000-8120-4510-0000-8110-100-					32 82		
		2020 (001889)	13-001-5310-0000-4510-0000-3700-000-							
				BatchId		Check Date		PO# P4820-00113		Register #

Total Invoice Amount **2,478 22** Check

AP Vendor			EDMENTUM (000494/1) N W 7504 PO BOX 1450 MINNEAPOLIS, MN 55485-7504							
F	2019/20	07/08/19	R4820-00056	READING EGGS	INV119492	09/10/19	Audit	1,760 00		1,760 00
				2019/20						
			2020 (001235)	01-050-6300-0000-4310-1110-1000-LC1-						
				BatchId		Check Date		PO# P4820-00056		Register #

Total Invoice Amount **1,760 00** Check

AP Vendor			EPES (000339/1) 206 N ARMSTRONG BIXBY, OK 74008-4309							
F	2019/20	08/28/19	R4820-00164	EPES UPGARDE	5266	09/10/19	Audit	123 00		123 00
			2020 (001242)	01-020-0000-2700-4510-0000-2700-100-						

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y) ESCAPE 
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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
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AP Vendor EPES (000339/1) (continued)

BatchId

Check Date

PO# P4820-00164

Register #

Total Invoice Amount

123 00

Check

Direct Vendor FIRST NATIONAL BANK OMAHA
 MASTERCARD (000129/1)
 PO BOX 2818
 OMAHA, NE 68103-2818

2019/20 08/12/19 STAFF MTG SUPPLIES 027017 09/11/19 Audit 23 81 23 81

2020 (001247) 01-001-0000-2700-4510-0000-2700-100-

2019/20 08/12/19 STAFF MTG SUPPLIES STAFF MTG SUPPLIES 09/11/19 Audit 96 43 96 43

2020 (001247) 01-001-0000-2700-4510-0000-2700-100-

2019/20 08/22/19 IPAD'S P0#4820-00140 4787414 09/11/19 Audit 544 10 544 10

2020 (001189) 01-050-1100-2420-4310-1110-1000-100-

2019/20 08/25/19 FEE 0825 09/11/19 Audit 17 68 17 68

2020 (001359) 01-001-0000-2700-5801-0000-2700-000-

Total Invoice Amount

682 02

Check

Direct Vendor FOOD SERVICE ASSIST (000595/1)
 2580 FRESHWATER RD
 EUREKA, CA 95503

2019/20 08/06/19 CERTIFICATION CLASS 8619 09/10/19 Audit 240 00 240 00

2020 (003513) 13-001-5310-0000-5210-0000-3700-000-

Total Invoice Amount

240 00

Check

Direct Vendor FRANZ FAMILY BAKERIES (000537/1)
 P O BOX 742654
 LOS ANGELES, CA 90074-2654

2019/20 08/13/19 BAKERY - CAFE 049300522505 09/09/19 Audit 118 80 118 80

2020 (001890) 13-001-5310-0000-4710-0000-3700-000-

2019/20 08/19/19 BAKERY - CAFE 049300523115 09/09/19 Audit 151 60 151 60

2020 (001890) 13-001-5310-0000-4710-0000-3700-000-

2019/20 08/26/19 BAKERY - CAFE 049300523811 09/09/19 Audit 332 34 332 34

2020 (001890) 13-001-5310-0000-4710-0000-3700-000-

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
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Total Invoice Amount 602 74 Check

Direct Vendor	FRED WYCKOFF (000539/1) 3405 DENICE WAY COTTONWOOD, CA 96022									
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2019/20	08/13/19		CPR/FIRST AID CLASS	81319	09/11/19	Audit		575 00		575 00
		2020 (004218)	01-001-0000-3140-5801-0000-3140-100-							

Total Invoice Amount 575 00 Check

Direct Vendor	GATEWAY UNIFIED SCHOOL DIST ATTN ACCTS RECVBLE OFFICE (000211/1) 4411 MOUNTAIN LAKES BLVD REDDING, CA 96003									
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2019/20	08/30/19		4TH QTR GREAT PARTNERSHIP 18/19	INV19-00304	09/10/19	Audit		12,208 09		12,208 09
		2020 (002914)	01- -6500- -9500- - - -							

Total Invoice Amount 12,208 09 Check

Direct Vendor	GIBSON HEATING & AC (000711/1) 1153 PRESTIGE WAY REDDING, CA 96003									
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2019/20	07/20/19		WALK IN FRIDGE SERVICE	34492	09/10/19	Audit		620 49		620 49
		2020 (001893)	13-001-5310-0000-5630-0000-3700-000-							

2019/20	07/22/19		KITCHEN AC WEST	34504	09/10/19	Audit		1,080 87		1,080 87
		2020 (001337)	01-020-0000-8200-5630-0000-8200-100-							

2019/20	08/17/19		RM 37 & GIRLS LOCKER ROOM AC SERVICE	34713	09/10/19	Audit		354 83		354 83
		2020 (001337)	01-020-0000-8200-5630-0000-8200-100-							

2019/20	08/27/19		GYM SWAMP COOLER REPAIRS	34777	09/10/19	Audit		446 89		446 89
		2020 (001337)	01-020-0000-8200-5630-0000-8200-100-							

Total Invoice Amount 2,503 08 Check

Direct Vendor	GOLD STAR FOODS, INC (000630/2) P O BOX 4328 ONTARIO, CA 91761									
---------------	--	--	--	--	--	--	--	--	--	--

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('?'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE ONLINE

Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor GOLD STAR FOODS, INC (000630/2) (continued)										
2019/20	08/08/19		FOOD - CAFE	2777773	09/09/19	Audit		2,246 49		2,246 49
		2020 (001890)	13-001-5310-0000-4710-0000-3700-000-							
Total Invoice Amount								2,246 49	Check	
Direct Vendor GORDON D LEMKE (000891/1) 11969 LIVONA LANE REDDING, CA 96003										
2019/20	09/03/19		PAY REQUEST # 2	21757	09/10/19	Audit		11,678 11		11,678 11
		2020 (004841)	40-000-0000-0000-6210-0000-8500-000-							
Total Invoice Amount								11,678 11	Check	
Direct Vendor HEARTLAND PAYMENT SYSTEMS, INC (000499/1) 787 ELMGROVE ROAD, BUILDING 1 ROCHESTER, NY 14624										
2019/20	08/30/19		ANNUAL NUTRI-KIDS SUPPORT 19/20	C001813	09/10/19	Audit		1,303 00		1,303 00
		2020 (001889)	13-001-5310-0000-4510-0000-3700-000-							
Total Invoice Amount								1,303 00	Check	
Direct Vendor KELLY-MOORE PAINTS (000288/1) 2686 HILLTOP DR REDDING, CA 96002										
2019/20	08/20/19		PAINT	259574	09/11/19	Audit		55 34		55 34
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-							
Total Invoice Amount								55 34	Check	
AP Vendor LAUNDRY WORLD (000141/1) PO BOX 98 ANDERSON, CA 96007										
2019/20	08/21/19	R4820-00116	LAUNDRY SERVICE 19-20	194303	09/09/19	Audit		51 72		51 72
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000-							
				BatchId		Check Date		PO# P4820-00116		Register #
2019/20	08/21/19	R4820-00116	LAUNDRY SERVICE 19-20	194304	09/09/19	Audit		67 69		67 69
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000-							
				BatchId		Check Date		PO# P4820-00116		Register #

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE 

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Payment Register

Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			LAUNDRY WORLD (000141/1) (continued)				(continued)				
2019/20	08/21/19	R4820-00116	LAUNDRY SERVICE 19-20	194306	09/09/19	Audit		91 37		91 37	
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000- BatchId			Check Date		PO# P4820-00116	Register #		
2019/20	08/28/19	R4820-00116	LAUNDRY SERVICE 19-20	194728	09/09/19	Audit		12 05		12 05	
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000- BatchId			Check Date		PO# P4820-00116	Register #		
2019/20	08/28/19	R4820-00116	LAUNDRY SERVICE 19-20	194729	09/09/19	Audit		67 69		67 69	
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000- BatchId			Check Date		PO# P4820-00116	Register #		
2019/20	08/28/19	R4820-00116	LAUNDRY SERVICE 19-20	194730	09/09/19	Audit		91 37		91 37	
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000- BatchId			Check Date		PO# P4820-00116	Register #		
2019/20	09/04/19	R4820-00116	LAUNDRY SERVICE 19-20	195168	09/09/19	Audit		12 05		12 05	
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000- BatchId			Check Date		PO# P4820-00116	Register #		
2019/20	09/04/19	R4820-00116	LAUNDRY SERVICE 19-20	195169	09/09/19	Audit		67 69		67 69	
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000- BatchId			Check Date		PO# P4820-00116	Register #		
2019/20	09/04/19	R4820-00116	LAUNDRY SERVICE 19-20	195170	09/09/19	Audit		91 37		91 37	
		2020 (001306)	01-001-0000-8250-5510-0000-8200-000- BatchId			Check Date		PO# P4820-00116	Register #		

Total Invoice Amount 553 00 Check

AP Vendor			MAILFINANCE INC (000302/2) P O Box 123682 DALLAS, TX 75312-3682							
2019/20	08/20/19	R4820-00110	POSTAGE METER LEASE 19/20	N7876651	09/09/19	Audit		492 21		492 21
		2020 (001311)	01-001-0000-7200-5610-0000-7200-000- BatchId			Check Date		PO# P4820-00110	Register #	

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
								Total Invoice Amount	492 21	Check
AP Vendor MCGRAW HILL INC SCHOOL PUBLISHING COMPANY (000008/2) LOCKBOX 71545 CHICAGO, IL 60694-1545										
2019/20	08/07/19	R4820-00106	WONDERS CURRICULUM	108992506001	09/10/19	Audit		2,078 66		2,078 66
		2020 (004156)	01-001-0000-0000-4110-1110-1000-LC1-BatchId				Check Date	PO# P4820-00106	Register #	
F	2019/20	08/07/19	R4820-00106	WONDERS CURRICULUM	108992507001	09/10/19	Audit	161 27		161 27
		2020 (004156)	01-001-0000-0000-4110-1110-1000-LC1-ADDITIONAL SHIPPING				Check Date	PO# P4820-00106	Register #	
2019/20	08/08/19	R4820-00106	WONDERS CURRICULUM	108992508001	09/10/19	Audit		1,946 87		1,946 87
		2020 (004156)	01-001-0000-0000-4110-1110-1000-LC1-ADDITIONAL SHIPPING				Check Date	PO# P4820-00106	Register #	
2019/20	08/13/19	R4820-00106	WONDERS CURRICULUM	109054729001	09/10/19	Audit		1,119 18		1,119 18
		2020 (004156)	01-001-0000-0000-4110-1110-1000-LC1-BatchId				Check Date	PO# P4820-00106	Register #	
								Total Invoice Amount	5,305 98	Check
Direct Vendor MCKINLEY ELEVATOR CORPORATION (000232/1) 7611 ARMSTRONG AVE IRVINE, CA 92614										
2019/20	08/05/19		LIFT MAINTENANCE	A120201-N	09/11/19	Audit		300 00		300 00
		2020 (001322)	01-050-0000-8200-5630-0000-8200-100-							
								Total Invoice Amount	300 00	Check
Direct Vendor MT SHASTA SPRING WATER (000036/1) 1878 TWIN VIEW BLVD REDDING, CA 96003-1501										
2019/20	07/16/19		WATER DO	118678	09/11/19	Audit		6 20		6 20
		2020 (001247)	01-001-0000-2700-4510-0000-2700-100-							
2019/20	08/06/19		WATER TRANS	125570	09/11/19	Audit		12 40		12 40
		2020 (003223)	01-001-0000-0000-4510-0000-3600-100-							
2019/20	08/06/19		WATER DO	125572	09/11/19	Audit		15 60		15 60
Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)										

Scheduled 09/09/2019 - 09/11/2019 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
Direct Vendor			MT SHASTA SPRING WATER (000036/1)				(continued)		(continued)		
2019/20	08/06/19		WATER DO	125572 (continued)	09/11/19	Audit		(continued)			
	2020	(001247)	01-001-0000-2700-4510-0000-2700-100-								
2019/20	08/27/19		WATER TRANS	132843	09/11/19	Audit		15 60		15 60	
	2020	(003223)	01-001-0000-0000-4510-0000-3600-100-								
2019/20	08/27/19		WATER DO	132845	09/11/19	Audit		30 59		30 59	
	2020	(001247)	01-001-0000-2700-4510-0000-2700-100-								
Total Invoice Amount								80 39	Check		

AP Vendor			NEWS-2-YOU (000719/1)				PO BOX 550 HURON, OH 44839				
F	2019/20	07/19/19	R4820-00054	N2Y SUBSCRIPTION	INV-1006337	09/10/19	Audit	528 10		528 10	
		2020	(001209)	01-050-6500-0200-4310-5770-1120-131-							
				BatchId		Check Date		PO# P4820-00054		Register #	
Total Invoice Amount								528 10	Check		

AP Vendor			NFHS (000120/1)				PO BOX 361246 INDIANAPOLIS, IN 46236-5324				
F	2019/20	09/11/19	R4820-00048	ATHLETIC SUPPLIES	191986	09/11/19	Audit	83 63	6 06	89 69	
		2020	(001161)	01-020-1100-0070-4310-1110-4200-100-							
				ADDITIONAL SHIPPING	BatchId	Check Date		PO# P4820-00048		Register #	
Total Invoice Amount								83 63	Check		

Direct Vendor			NORTHERN CAL SCHOOLS INS GRP (000027/2)				310 HEMSTED DR, #200 REDDING, CA 96002				
	2019/20	08/29/19		DEDUCTIBLE	083019	09/11/19	Audit	1,000 00		1,000 00	
		2020	(001305)	01-001-0000-7200-5450-0000-7200-000-							
Total Invoice Amount								1,000 00	Check		

Direct Vendor			NVVOA (000743/1)				2525 KEYLOD STREET REDDING, CA 96002				
	2019/20	08/31/19		VOLLEYBALL LEAGUE FEES	WCMSVBS19	09/11/19	Audit	387 50		387 50	

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('?'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			NVOA (000743/1) (continued)							
2019/20	08/31/19		VOLLEYBALL LEAGUE FEES	WCMSVBS19 (continued)	09/11/19	Audit		(continued)		
		2020 (001372)	01-001-0000-0070-5805-1110-4200-100-							
Total Invoice Amount								387 50	Check	
AP Vendor			OFFICE DEPOT BUSINESS SERV DIV (000091/2) PO BOX 70025 LOS ANGELES, CA 90074-0025							
2019/20	07/18/19	R4820-00082	8TH GRADE CLASSROOM SUPPLIES	343962153001	09/10/19	Audit		778 04		778 04
		2020 (001162)	01-020-1100-0000-4310-1110-1000-100-				BatchId	Check Date	PO# P4820-00082	Register #
F	2019/20	07/19/19	R4820-00082	8TH GRADE CLASSROOM SUPPLIES	343962590001	09/10/19	Audit	42 45		42 45
		2020 (001162)	01-020-1100-0000-4310-1110-1000-100-				BatchId	Check Date	PO# P4820-00082	Register #
F	2019/20	07/22/19	R4820-00080	5TH GRADE CLASSROOM SUPPLIES	946195347001	09/10/19	Audit	37 75		37 75
		2020 (001162)	01-020-1100-0000-4310-1110-1000-100-				BatchId	Check Date	PO# P4820-00080	Register #
	2019/20	07/23/19	R4820-00080	5TH GRADE CLASSROOM SUPPLIES	346194942001	09/10/19	Audit	773 81		773 81
		2020 (001162)	01-020-1100-0000-4310-1110-1000-100-				BatchId	Check Date	PO# P4820-00080	Register #
	2019/20	07/31/19	R4820-00090	STAFF ROOM SUPPLIES	352543674001	09/11/19	Audit	881 06		881 06
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-				BatchId	Check Date	PO# P4820-00090	Register #
	2019/20	07/31/19	R4820-00090	STAFF ROOM SUPPLIES	352652911001	09/11/19	Audit	120 17		120 17
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-				BatchId	Check Date	PO# P4820-00090	Register #

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y) ESCAPE TO MENU

ReqPay05a

Payment Register

Scheduled 09/09/2019 - 09/11/2019 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			OFFICE DEPOT BUSINESS SERV DIV	(000091/2) (continued)					(continued)	
2019/20	08/01/19	R4820-00090	STAFF ROOM SUPPLIES	352652920001	09/11/19	Audit		40 41		40 41
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00090	Register #	
2019/20	08/02/19	R4820-00090	STAFF ROOM SUPPLIES	352652910001	09/11/19	Audit		1,028 01		1,028 01
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00090	Register #	
F	2019/20	08/05/19	R4820-00098	STAFF ROOM SUPPLIES	354963573001	09/11/19	Audit	3,741 34		3,741 34
		2020 (001162)	01-020-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00098	Register #	
2019/20	08/06/19	R4820-00092	OFFICE SUPPLIES	356597833001	09/11/19	Audit		4,460 04		4,460 04
		2020 (001257)	01-050-0000-2700-4510-0000-2700-100-	BatchId		Check Date		PO# P4820-00092	Register #	
F	2019/20	08/06/19	R4820-00092	OFFICE SUPPLIES	356601440001	09/11/19	Audit	14 47		14 47
		2020 (001257)	01-050-0000-2700-4510-0000-2700-100-	BatchId		Check Date		PO# P4820-00092	Register #	
2019/20	08/06/19	R4820-00084	3RD GRADE OFFICE SUPPLIES	356870720001	09/11/19	Audit		1,006 34		1,006 34
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00084	Register #	
2019/20	08/06/19	R4820-00084	3RD GRADE OFFICE SUPPLIES	356880339001	09/11/19	Audit		14 47		14 47
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00084	Register #	
F	2019/20	08/07/19	R4820-00084	3RD GRADE OFFICE SUPPLIES	357580478001	09/11/19	Audit	96 31		96 31
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00084	Register #	
2019/20	08/07/19	R4820-00084	3RD GRADE OFFICE SUPPLIES	357587777001	09/11/19	Audit		176 24		176 24
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00084	Register #	

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Scheduled 09/09/2019 - 09/11/2019 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor		OFFICE DEPOT BUSINESS SERV DIV (000091/2)			(continued)		(continued)			
2019/20	08/16/19	R4820-00085	2ND GRADE CLASSROOM SUPPLIES	356813081002	09/11/19	Audit		10 39		10 39
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00085	Register #	
2019/20	08/21/19	R4820-00085	2ND GRADE CLASSROOM SUPPLIES	366693408001	09/11/19	Audit		27 89		27 89
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00085	Register #	
F	2019/20	08/21/19	R4820-00087	KINDER CLASSROOM SUPPLIES	366799975001	09/11/19	Audit	92 38		92 38
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		Check Date		PO# P4820-00087	Register #	
F	2019/20	08/23/19	R4820-00163	TONER	368300430001	09/10/19	Audit	88 05		88 05
		2020 (004764)	01-060-0000-1573-4510-0001-2700-LC1-	BatchId		Check Date		PO# P4820-00162	Register #	
F	2019/20	08/30/19	R4820-00168	CHAIRS FOR CURRICULUM	371675532001	09/10/19	Audit	715 55		715 55
		2020 (001162)	01-020-1100-0000-4310-1110-1000-100-			357 77				
		2020 (001188)	01-050-1100-0000-4310-1110-1000-100-	BatchId		357 78				
				BatchId		Check Date		PO# P4820-00168	Register #	
Total Invoice Amount								14,145 17	Check	

AP Vendor ORIENTAL TRADING CO (000603/1)
P O BOX 2308
OMAHA, NE 68103-2308

F	2019/20	08/26/19	R4820-00150	WIN DEN PRIZES	697736148-01	09/10/19	Audit	416 90		416 90
		2020 (004782)	01-050-0000-0950-4310-1110-1000-LC2-	BatchId		Check Date		PO# P4820-00150	Register #	
Total Invoice Amount								416 90	Check	

AP Vendor PACIFIC GAS AND ELECTRIC CO (000007/1)
BOX 997300
SACRAMENTO, CA 95899-7300

	2019/20	09/11/19	R4820-00117	AUG CAFE 19-20	AUG19	09/11/19	Audit	3,818 95		3,818 95
		2020 (001307)	01-001-0000-8260-5510-0000-8200-000-							

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('?'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Payment Register

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			PACIFIC GAS AND ELECTRIC CO (000007/1)		(continued)					
					BatchId	Check Date		PO# P4820-00117	Register #	
Total Invoice Amount								3,818 95	Check	
AP Vendor			PALMER HAMILTON (000883/1) 143 SOUTH JACKSON STREET ELKHORN, WI 53121							
F	2019/20	08/22/19	R4820-00094	TABLE TOPS AND WHEELS	0000118259	09/11/19	Audit	1,004 83		1,004 83
2020 (001889) 13-001-5310-0000-4510-0000-3700-000-					BatchId	Check Date		PO# P4820-00094	Register #	
Total Invoice Amount								1,004 83	Check	
AP Vendor			PCMG (000606/2) FILE 55327 LOS ANGELES, CA 90074-5327							
F	2019/20	09/05/19	R4820-00097	MICROSOFT LICENSES	900547295	09/10/19	Audit	3,211 00		3,211 00
2020 (001159) 01-020-1100-2420-4310-0000-2420-100-							1,605 50			
2020 (001189) 01-050-1100-2420-4310-1110-1000-100-					BatchId	Check Date		PO# P4820-00097	Register #	
Total Invoice Amount								3,211 00	Check	
AP Vendor			PREMIER AGENDAS (000097/2) 32656 COLLECTION CENTER DR CHICAGO, IL 60693-0326							
F	2019/20	08/21/19	R4820-00018	AGENDAS	208123738665	09/10/19	Audit	791 02		791 02
2020 (001203) 01-050-0000-1110-4310-1110-1000-LC2-					BatchId	Check Date		PO# P4820-00018	Register #	
Total Invoice Amount								791 02	Check	
Direct Vendor			PRESENCE LEARNING, INC (000669/3) P O, BOX 743532 LOS ANGELES, CA 90074-3532							
	2019/20	09/05/19		SPEECH SET-UP AUGUST	INV29397	09/11/19	Audit	6,466 20		6,466 20
2020 (002500) 01-001-6500-0204-5805-5770-1190-100-										
Total Invoice Amount								6,466 20	Check	

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Payment Register

Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor PRODUCERS DAIRY (000203/1) PO BOX 1231 FRESNO, CA 93715-1231										
2019/20	08/08/19		DAIRY - CAFE	63601364	09/09/19	Audit		680 25		680 25
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/10/19		DAIRY - CAFE	63601365	09/09/19	Audit		382 89		382 89
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/19/19		DAIRY - CAFE	63601537	09/09/19	Audit		195 70		195 70
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/22/19		DAIRY - CAFE	63601589	09/09/19	Audit		223 78		223 78
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/26/19		DAIRY - CAFE	63601658	09/09/19	Audit		429 58		429 58
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/26/19		DAIRY - CAFE	63601660	09/09/19	Audit		140 11		140 11
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/29/19		DAIRY - CAFE	56848598	09/09/19	Audit		336 01		336 01
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/29/19		DAIRY - CAFE	63601714	09/09/19	Audit		252 14		252 14
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
Total Invoice Amount								2,640 46	Check	

Direct Vendor PROFESSIONAL EXTERMINATORS (000403/1) PO BOX 991507 REDDING, CA 96099										
2019/20	08/24/19		WASPS NORTH	0112669	09/11/19	Audit		300 00		300 00
	2020 (004217)	01-050-0000-8110-5801-0000-8110-100-								
Total Invoice Amount								300 00	Check	

Direct Vendor PROPACIFIC FRESH (000491/1) P O BOX 1069 DURHAM, CA 95938										
2019/20	08/07/19		FOOD - CAFE	6717246	09/09/19	Audit		610 81		610 81
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/16/19		FOOD - CAFE	6719881	09/09/19	Audit		508 20		508 20
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/19/19		FOOD - CAFE	6720600	09/09/19	Audit		508 20		508 20
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								

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Payment Register

Scheduled 09/09/2019 - 09/11/2019 Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor	PROPACIFIC FRESH (000491/1) (continued)									
2019/20	08/20/19		FOOD - CAFE	FOOD - CAFE	09/09/19	Audit		514 92	(continued)	514 92
	2020	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2019/20	08/20/19		FOOD - CAFE	RA6721537	09/09/19	Audit		508 20-		508 20-
	2020	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2019/20	08/23/19		FOOD - CAFE	6722192	09/09/19	Audit		472 56		472 56
	2020	(001890)	13-001-5310-0000-4710-0000-3700-000-							
2019/20	08/30/19		FOOD - CAFE	6724108	09/09/19	Audit		723 91		723 91
	2020	(001890)	13-001-5310-0000-4710-0000-3700-000-							
Total Invoice Amount								2,830 40	Check	

Direct Vendor	RAY MORGAN COMPANY (000561/1) 3131 ESPLANADE CHICO, CA 95973									
2019/20	08/27/19		TRANSITION COPIES	266074	09/11/19	Audit		142 60		142 60
	2020	(001312)	01-020-1100-1120-5610-1110-1000-100-							
Total Invoice Amount								142 60	Check	

AP Vendor	RED BLUFF FLOORS (000876/1) 406 WALNUT RED BLUFF, CA 96080									
F	2019/20	08/13/19	R4820-00132	FLOORING IN SCHOOL LOBBY	3972	09/10/19	Audit	3,975 93		3,975 93
		2020	(003520)	01-020-8150-8110-5630-0000-8110-LC3-						
					BatchId	Check Date	PO# P4820-00132	Register #		
Total Invoice Amount								3,975 93	Check	

AP Vendor	REDDING PRINTING COMPANY, INC (000829/1) 1130 CONTINENTAL STREET REDDING, CA 96001									
F	2019/20	08/13/19	R4820-00130	STUDENT HANDBOOKS	13543	09/10/19	Audit	537 32		537 32
		2020	(001162)	01-020-1100-0000-4310-1110-1000-100-						
					BatchId	Check Date	PO# P4820-00130	Register #		
Total Invoice Amount								537 32	Check	

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Payment Register

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor RYAN'S LAWN CARE (000526/5) 3873 WOLVERINE DR REDDING, CA 96001										
2019/20	08/10/19	R4820-00122	LAWN MAINT 19/20	1591	09/09/19	Audit		750 00		750 00
	2020	(004214)	01-020-0000-8110-5801-0000-8110-100-			375 00				
	2020	(004217)	01-050-0000-8110-5801-0000-8110-100-			375 00				
				BatchId		Check Date		PO# P4820-00122	Register #	
2019/20	08/17/19	R4820-00122	LAWN MAINT 19/20	1596	09/09/19	Audit		750 00		750 00
	2020	(004214)	01-020-0000-8110-5801-0000-8110-100-			375 00				
	2020	(004217)	01-050-0000-8110-5801-0000-8110-100-			375 00				
				BatchId		Check Date		PO# P4820-00122	Register #	
2019/20	08/24/19	R4820-00122	LAWN MAINT 19/20	1601	09/09/19	Audit		750 00		750 00
	2020	(004214)	01-020-0000-8110-5801-0000-8110-100-			375 00				
	2020	(004217)	01-050-0000-8110-5801-0000-8110-100-			375 00				
				BatchId		Check Date		PO# P4820-00122	Register #	
2019/20	09/01/19	R4820-00122	LAWN MAINT 19/20	1608	09/09/19	Audit		750 00		750 00
	2020	(004214)	01-020-0000-8110-5801-0000-8110-100-			375 00				
	2020	(004217)	01-050-0000-8110-5801-0000-8110-100-			375 00				
				BatchId		Check Date		PO# P4820-00122	Register #	
2019/20	09/07/19	R4820-00122	LAWN MAINT 19/20	1610	09/09/19	Audit		750 00		750 00
	2020	(004214)	01-020-0000-8110-5801-0000-8110-100-			375 00				
	2020	(004217)	01-050-0000-8110-5801-0000-8110-100-			375 00				
				BatchId		Check Date		PO# P4820-00122	Register #	

& Employee Also

Total Invoice Amount 3,750 00 Check

AP Vendor S&S WORLDWIDE INC (000393/1) ACCOUNTS RECEIVABLE PO BOX 210 HARTFORD, CT 06141-0210										
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F	2019/20	07/10/19	R4820-00047	PE SUPPLIES	IN100193569	09/11/19	Audit	565 56		565 56
			2020	(001161)	01-020-1100-0070-4310-1110-4200-100-					
					BatchId		Check Date	PO# P4820-00047	Register #	

Total Invoice Amount 565 56 Check

AP Vendor SCHOLASTIC INC (000015/1) PO BOX 3725 JEFFERSON CITY, MO 65102-3725										
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Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			SCHOLASTIC INC (000015/1) (continued)							
F	2019/20	09/09/19	R4820-00053	PRE-K SCHOLASTIC NEWS	M6792271-6	09/10/19	Audit	193 60	14 04	207 64
			2020 (001188)	01-050-1100-0000-4310-1110-1000-100-			207 64			
				BatchId		Check Date		PO# P4820-00053	Register #	
Total Invoice Amount								193 60	Check	
AP Vendor			SCHOOLYARD COMMUNICATIONS (000284/1) PO BOX 4953 SAN LUIS OBISPO, CA 93403-4953							
F	2019/20	09/10/19	R4820-00025	PARENT RIGHTS BOOKLETS	19-10173	09/10/19	Audit	556 99		556 99
			2020 (001353)	01-020-0000-2700-5801-0000-2700-100-			251 23			
			2020 (001365)	01-050-0000-2700-5801-0000-2700-100-			305 76			
				BatchId		Check Date		PO# P4820-00025	Register #	
Total Invoice Amount								556 99	Check	
AP Vendor			SCP DISTRIBUTORS LLC (000812/1) PO BOX 80248 CITY OF INDUSTRY, CA 91716							
	2019/20	07/01/19	R4820-00121	POOL CHEMICALS	SN025502	09/09/19	Audit	60 00-		60 00-
			2020 (001254)	01-001-0000-8210-4510-0000-8200-100-						
				BatchId		Check Date		PO# P4820-00121	Register #	
	2019/20	07/20/19	R4820-00121	POOL CHEMICALS	SN026981	09/09/19	Audit	60 00-		60 00-
			2020 (001254)	01-001-0000-8210-4510-0000-8200-100-						
				BatchId		Check Date		PO# P4820-00121	Register #	
	2019/20	08/16/19	R4820-00121	POOL CHEMICALS	SN028805	09/09/19	Audit	546 17		546 17
			2020 (001254)	01-001-0000-8210-4510-0000-8200-100-						
				BatchId		Check Date		PO# P4820-00121	Register #	
	2019/20	08/19/19	R4820-00121	POOL CHEMICALS	SN028977	09/09/19	Audit	120 00-		120 00-
			2020 (001254)	01-001-0000-8210-4510-0000-8200-100-						
				BatchId		Check Date		PO# P4820-00121	Register #	
	2019/20	08/22/19	R4820-00121	POOL CHEMICALS	SN029252	09/09/19	Audit	425 33		425 33
			2020 (001254)	01-001-0000-8210-4510-0000-8200-100-						
				BatchId		Check Date		PO# P4820-00121	Register #	
Total Invoice Amount								731 50	Check	

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE

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Payment Register

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Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor SHANNON IRONSIDE (000899/1) 1979 FIRST ST COTTONWOOD, CA 96022										
2019/20	08/20/19		PRESCHOOL	246324	09/11/19	Audit		140 00		140 00
			APRONS/UNIFORMS							
		2020 (004764)	01-060-0000-1573-4510-0001-2700-LC1-							
Total Invoice Amount								140 00	Check	

Direct Vendor SHASTA CO OFFICE OF EDUCATION (000055/1) 1644 MAGNOLIA AVE REDDING, CA 96001										
2019/20	08/15/19		VEH MAINT JULY 19	INV20-00098	09/11/19	Audit		2,009 15		2,009 15
		2020 (003205)	01-001-0000-0000-5630-0000-3600-000-							
2019/20	09/04/19		FINGERPRINTING	INV20-00130	09/11/19	Audit		25 00		25 00
		2020 (001360)	01-001-0000-7207-5801-0000-7200-000-							
Total Invoice Amount								2,034 15	Check	

Direct Vendor SHASTA COLLEGE FOUNDATION (000795/1) P O BOX 496006 REDDING, CA 96049-6006										
2019/20	09/06/19		REACH HIGHER	9619	09/11/19	Audit		1,000 00		1,000 00
			2019-20							
		2020 (001359)	01-001-0000-2700-5801-0000-2700-000-							
Total Invoice Amount								1,000 00	Check	

Direct Vendor SHELBY'S PLUMBING (000225/1) 20175 GAS POINT RD COTTONWOOD, CA 96022										
2019/20	08/16/19		RESTROOM	81619	09/11/19	Audit		872 76		872 76
			REPAIRS - WEST							
		2020 (001337)	01-020-0000-8200-5630-0000-8200-100-							
Total Invoice Amount								872 76	Check	

AP Vendor SIMPSON UNIVERSITY (000888/1) 2211 COLLEGE VIEW DRIVE REDDING, CA 96003										
F	2019/20	08/21/19	R4820-00131	PARAPROFESSIO	2019-8	09/10/19	Audit	600 00		600 00
				L TRAINING						
			2020 (004728)	01-001-7311-0000-5210-1110-1000-000-						

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('?'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount	
AP Vendor			SIMPSON UNIVERSITY (000888/1)		(continued)						
					BatchId	Check Date	PO# P4820-00131	Register #			
Total Invoice Amount								600 00	Check		
AP Vendor			SST (000338/1) PO BOX 990327 REDDING, CA 96099-327								
F	2019/20	08/22/19	R4820-00046	DEF FLUID	4477	09/10/19	Audit	129 18		129 18	
2020 (003199) 01-001-0000-0000-4606-0000-3600-000-					BatchId	Check Date	PO# P4820-00046	Register #			
Total Invoice Amount								129 18	Check		
Direct Vendor			STATE OF CALIFORNIA DEPARTMENT OF JUSTICE (000111/1) ACCOUNTING OFFICE PO BOX 944255 SACRAMENTO, CA 94244-2550								
	2019/20	09/05/19		FINGERPRINTING	400622	09/11/19	Audit	441 00		441 00	
2020 (001360) 01-001-0000-7207-5801-0000-7200-000-											
Total Invoice Amount								441 00	Check		
AP Vendor			STEPHENS ELECTRICAL INC (000370/1) 2452 AIRSTRIP RD STE A REDDING, CA 96003								
F	2019/20	08/23/19	R4820-00024	ELECTRICAL	S03011	09/10/19	Audit	2,378 48		2,378 48	
2020 (001336) 01-020-0000-8110-5630-0000-8110-100-					BatchId	Check Date	PO# P4820-00024	Register #			
	2019/20	08/23/19		OUTLET FOR	S03016	09/11/19	Audit	207 27		207 27	
2020 (001337) 01-020-0000-8200-5630-0000-8200-100-											
Total Invoice Amount								2,585 75	Check		
Direct Vendor			SYSCO FOOD SVCS OF SACRAMENTO (000169/1) PO BOX 138007 SACRAMENTO, CA 95813-8007								
	2019/20	08/08/19		FOOD - CAFE	231404361	09/09/19	Audit	1,735 96		1,735 96	
2020 (001889) 13-001-5310-0000-4510-0000-3700-000-							395 71				
2020 (001890) 13-001-5310-0000-4710-0000-3700-000-							1,296 83				
Selection	Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)								ESCAPE ONLINE		

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			SYSCO FOOD SVCS OF SACRAMENTO (000169/1) (continued)							
2019/20	08/08/19		FOOD - CAFE	231404361 (continued)	09/09/19	Audit		(continued)		
	2020	(001891)	13-001-5310-0000-4790-0000-3700-000-			43 42				
2019/20	08/15/19		FOOD - CAFE	231414525	09/09/19	Audit		965 86		965 86
	2020	(001889)	13-001-5310-0000-4510-0000-3700-000-			14 72				
	2020	(001890)	13-001-5310-0000-4710-0000-3700-000-			927 24				
	2020	(001891)	13-001-5310-0000-4790-0000-3700-000-			23 90				
2019/20	08/17/19		SUPPLIES	231416454	09/10/19	Audit		20 86		20 86
	2020	(001891)	13-001-5310-0000-4790-0000-3700-000-							
2019/20	08/22/19		SNACKS FOR LATE BUS	231423208	09/09/19	Audit		265 18		265 18
	2020	(001188)	01-050-1100-0000-4310-1110-1000-100-							
2019/20	08/22/19		FOOD - CAFE	231423209	09/09/19	Audit		581 29		581 29
	2020	(001890)	13-001-5310-0000-4710-0000-3700-000-			488 05				
	2020	(001891)	13-001-5310-0000-4790-0000-3700-000-			93 24				
2019/20	08/29/19		FOOD - CAFE	231433074	09/09/19	Audit		1,964 19		1,964 19
	2020	(001890)	13-001-5310-0000-4710-0000-3700-000-			1,722 34				
	2020	(001891)	13-001-5310-0000-4790-0000-3700-000-			241 85				
Total Invoice Amount								5,533 34	Check	

AP Vendor			TAYLOR AUTO PARTS #2 (000004/1) 2500 BALLS FERRY RD ANDERSON, CA 96022							
2019/20	08/16/19	R4820-00119	A/C PARTS	985980	09/09/19	Audit		9 52		9 52
	2020	(003198)	01-001-0000-0000-4605-0000-3600-000-							
	2020	(003199)	01-001-0000-0000-4606-0000-3600-000-							
	2020	(001245)	01-020-0000-8110-4510-0000-8110-100-			9 52				
	2020	(001889)	13-001-5310-0000-4510-0000-3700-000-							
					BatchId	Check Date	PO# P4820-00119	Register #		
Total Invoice Amount								9 52	Check	

Direct Vendor			TEHAMA CO LOCK AND SECURITY ANDERSON LOCK & SAFE (000229/1) 1015 Walnut St RED BLUFF, CA 96080							
2019/20	08/19/19		KEYS	38670	09/11/19	Audit		24 66		24 66
	2020	(001244)	01-020-0000-8200-4510-0000-8200-100-							

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
								Total Invoice Amount	24 66	Check
Direct Vendor THE DANIELSON COMPANY (000495/1) 435 SOUTHGATE COURT CHICO, CA 95928										
2019/20	08/12/19		FOOD - CAFE	202435	09/09/19	Audit		485 66		485 66
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-				431 67				
	2020 (001891)	13-001-5310-0000-4790-0000-3700-000-				53 99				
2019/20	08/19/19		FOOD - CAFE	203157	09/09/19	Audit		694 19		694 19
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
2019/20	08/26/19		FOOD - CAFE	203840	09/09/19	Audit		984 86		984 86
	2020 (001890)	13-001-5310-0000-4710-0000-3700-000-								
								Total Invoice Amount	2,164 71	Check
AP Vendor THRESHOLD (000886/1) 537 NEW BRITAIN AVE, PO BOX 789 FARMINGTON, CT 06034-0789										
2019/20	07/29/19	R4820-00104	VISITOR PASSES	1419929	09/11/19	Audit		567 00	41 11	608 11
	2020 (001242)	01-020-0000-2700-4510-0000-2700-100-				608 11				
				BatchId		Check Date		PO# P4820-00104	Register #	
								Total Invoice Amount	567 00	Check
Direct Vendor TONY'S REFRIGERATION, INC (000900/1) 930 WALL ST REDDING, CA 96002										
2019/20	08/14/19		SERVICE REFRIG COMPRESSOR	61383	09/11/19	Audit		259 25		259 25
	2020 (001893)	13-001-5310-0000-5630-0000-3700-000-								
								Total Invoice Amount	259 25	Check
Direct Vendor TRI-COUNTIES BANK (000371/2) P O BOX 60532 CITY OF INDUSTRY, CA 91716-0532										
2019/20	08/14/19		FOOD - PRESCHOOL	014453	09/11/19	Audit		19 35		19 35
	2020 (004765)	01-060-0000-1573-4710-0001-3700-LC1-								
2019/20	08/19/19		FOOD - PRESCHOOL	019386	09/11/19	Audit		7 88		7 88
	2020 (004765)	01-060-0000-1573-4710-0001-3700-LC1-								

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Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor		TRI-COUNTIES BANK (000371/2)			(continued)		(continued)			
2019/20	08/20/19		FOOD - PRESCHOOL	020948	09/11/19	Audit		10 47		10 47
		2020 (004765)	01-060-0000-1573-4710-0001-3700-LC1-							
2019/20	08/20/19		FOOD - PRESCHOOL	227133	09/11/19	Audit		246 18		246 18
		2020 (004765)	01-060-0000-1573-4710-0001-3700-LC1-							
2019/20	08/21/19		MUSIC - PRESCHOOL	021412	09/11/19	Audit		50 00		50 00
		2020 (004282)	01-060-0000-1573-4310-0001-1000-LC1-							
2019/20	08/21/19		FOOD - PRESCHOOL	021691	09/11/19	Audit		44 11		44 11
		2020 (004765)	01-060-0000-1573-4710-0001-3700-LC1-							
2019/20	08/21/19		CLEANING SUPPLIES - PRESCHOOL	021913	09/11/19	Audit		58 29		58 29
		2020 (004764)	01-060-0000-1573-4510-0001-2700-LC1-							
2019/20	08/26/19		FOOD - PRESCHOOL	026789	09/11/19	Audit		6 18		6 18
		2020 (004765)	01-060-0000-1573-4710-0001-3700-LC1-							
Total Invoice Amount								442 46	Check	
Direct Vendor		US BANK EQUIPMENT FINANCE (000558/1) P O BOX 790448 ST LOUIS, MO 63179-0448								
2019/20	09/20/19		COPIERS	393428560	09/11/19	Audit		4,142 86		4,142 86
		2020 (001312)	01-020-1100-1120-5610-1110-1000-100-			2,071 43				
		2020 (001321)	01-050-1100-1120-5610-1110-1000-100-			2,071 43				
Total Invoice Amount								4,142 86	Check	
AP Vendor		VALLEY WEST ACE HARDWARE (000241/1) 20639 GAS POINT RD COTTONWOOD, CA 96022								
2019/20	08/05/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064226	09/09/19	Audit		3 21		3 21
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-							
					BatchId	Check Date	PO# P4820-00114	Register #		

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Scheduled 09/09/2019 - 09/11/2019

Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor	VALLEY WEST ACE HARDWARE (000241/1)		(continued)						(continued)	
2019/20	08/06/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064238	09/09/19	Audit		58 45		58 45
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/06/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064239	09/09/19	Audit		34 30		34 30
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/07/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064251	09/09/19	Audit		42 36		42 36
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/09/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064273	09/09/19	Audit		46 47		46 47
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/12/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064301	09/09/19	Audit		21 43		21 43
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/12/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064303	09/09/19	Audit		45 84		45 84
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/13/19	R4820-00115	MAINTENANCE SUPPLIES BLANKET PO 2019/20	064313	09/10/19	Audit		25 70		25 70
		2020 (001255)	01-050-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00115	Register #	

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor	VALLEY WEST ACE HARDWARE (000241/1)			(continued)						(continued)
2019/20	08/15/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064338	09/09/19	Audit		96 49		96 49
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	Batchld		Check Date		PO# P4820-00114		Register #
2019/20	08/16/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064349	09/09/19	Audit		24 84		24 84
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	Batchld		Check Date		PO# P4820-00114		Register #
2019/20	08/19/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064386	09/09/19	Audit		46 49		46 49
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	Batchld		Check Date		PO# P4820-00114		Register #
2019/20	08/20/19	R4820-00115	MAINTENANCE SUPPLIES BLANKET PO 2019/20	064399	09/10/19	Audit		20 37		20 37
		2020 (001255)	01-050-0000-8110-4510-0000-8110-100-	Batchld		Check Date		PO# P4820-00115		Register #
2019/20	08/20/19	R4820-00115	MAINTENANCE SUPPLIES BLANKET PO 2019/20	064405	09/10/19	Audit		11 77		11 77
		2020 (001255)	01-050-0000-8110-4510-0000-8110-100-	Batchld		Check Date		PO# P4820-00115		Register #
2019/20	08/21/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064388	09/09/19	Audit		5 35		5 35
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	Batchld		Check Date		PO# P4820-00114		Register #
2019/20	08/21/19	R4820-00115	MAINTENANCE SUPPLIES BLANKET PO 2019/20	064416	09/10/19	Audit		17 14		17 14
		2020 (001255)	01-050-0000-8110-4510-0000-8110-100-	Batchld		Check Date		PO# P4820-00115		Register #

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor	VALLEY WEST ACE HARDWARE (000241/1)		(continued)						(continued)	
2019/20	08/21/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064418	09/09/19	Audit		18 21		18 21
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/22/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064427	09/09/19	Audit		20 14		20 14
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/22/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064431	09/09/19	Audit		30 51		30 51
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/23/19	R4820-00115	MAINTENANCE SUPPLIES BLANKET PO 2019/20	064439	09/10/19	Audit		20 55		20 55
		2020 (001255)	01-050-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00115	Register #	
2019/20	08/27/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064485	09/09/19	Audit		21 43		21 43
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/29/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	064507	09/09/19	Audit		20 73		20 73
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
2019/20	08/30/19	R4820-00114	MAINTENANCE SUPPLIES BLANKET PO FOR 2019/20	288435	09/09/19	Audit		12 42		12 42
		2020 (001245)	01-020-0000-8110-4510-0000-8110-100-	BatchId		Check Date		PO# P4820-00114	Register #	
Total Invoice Amount								644 20	Check	

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
AP Vendor			VIRCO (000427/1) 2027 HARPERS WAY TORRANCE, CA 90501							
F	2019/20	08/21/19	R4820-00069	FURNITURE	91889740	09/10/19	Audit	18,679 09		18,679 09
			2020 (001153)	01-001-0000-1110-4310-1110-1000-100-			15,975 88			
			2020 (001257)	01-050-0000-2700-4510-0000-2700-100-			2,703 21			
				BatchId		Check Date		PO# P4820-00069		Register #
Total Invoice Amount								18,679 09	Check	
AP Vendor			VOCABULARY SPELLING CITY (000880/1) 6300 NE 1ST AVE, STE 203 FT LAUDERDALE, FL 33334							
F	2019/20	08/26/19	R4820-00062	SPELLING CITY	1354720	09/10/19	Audit	69 95		69 95
				PREMIUM MEMBERSHIP 2019/20						
			2020 (001182)	01-020-6300-0000-4310-1110-1000-LC1-						
				BatchId		Check Date		PO# P4820-00062		Register #
Total Invoice Amount								69 95	Check	
AP Vendor			WARD'S NATURAL SCIENCE (000018/2) PO BOX 644312 PITTSBURGH, PA 15264-4312							
F	2019/20	08/21/19	R4820-00143	SCIENCE SUPPLIES	8087363650	09/11/19	Audit	2,015 85		2,015 85
			2020 (004723)	01-001-7510-0000-4310-1110-1000-000-						
				SHIPPING						
				BatchId		Check Date		PO# P4820-00143		Register #
Total Invoice Amount								2,015 85	Check	
AP Vendor			WONDERLAND SIGNS, INC (000702/1) 3316 S MARKET ST REDDING, CA 96001							
F	2019/20	09/10/19	R4820-00100	PERPETUAL	123257	09/11/19	Audit	211 87		211 87
				PLAQUE						
			2020 (001353)	01-020-0000-2700-5801-0000-2700-100-						
				BatchId		Check Date		PO# P4820-00100		Register #
Total Invoice Amount								211 87	Check	
Direct Vendor			WORLD TELECOM, INC (000509/1) 1819 KEYSTONE CT REDDING, CA 96003							

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

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Bank Account COUNTY - County

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			WORLD TELECOM, INC (000509/1)		(continued)					
2019/20	08/16/19		ADD PHONES PD ROOM	20381	09/11/19	Audit		2,444 67		2,444 67
			2020 (001242) 01-020-0000-2700-4510-0000-2700-100-							
Total Invoice Amount								2,444 67	Check	

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
01	124,054 55	1,182,671 69-	1,306,726 24-
13	20,585 79	4,837 29-	25,423 08-
40	11,678 11	456,894 37	445,216 26
Total	156,318 45		

Number of Payments	192
Number of Checks	77
Number of ACH Advice	0
Number of vCard Advice	0
Total Check/Advice Amount	\$156,244 55
Total Unpaid Sales Tax	\$73 90
Total Expense Amount	\$156,318 45
<hr/>	
CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS	
\$0 - \$99	7
\$100 - \$499	18
\$500 - \$999	16
\$1,000 - \$4,999	29
\$5,000 - \$9,999	3
\$10,000 - \$14,999	3
\$15,000 - \$99,999	1
\$100,000 - \$199,999	
\$200,000 - \$499,999	
\$500,000 - \$999,999	
\$1,000,000 -	
<hr/>	
***** ITEMS OF INTEREST *****	
* Number of payments to a different vendor	
! Number of Prepaid payments	
@ Number of Liability payments	
& Number of Employee Also Vendors	1
? denotes check name different than payment name	
F denotes Final Payment	

APPROVAL DATE _____

Report Totals - Payment Count 192 Check Count 77 ACH Count 0 vCard Count 0 Total Check/Advice Amount 156,244 55

Selection Sorted by AP Check Order Option, Filtered by (Org = 48, Payment Method = N, Payment Type = N, Payment Status(s) IN ('7'), On Hold? = Y, Approval Batch Id(s) = 019034, Page Break by Check/Advice? = N, Zero? = Y)

ESCAPE 

**RESOLUTION REGARDING SUFFICIENCY OR INSUFFICIENCY
OF INSTRUCTIONAL MATERIALS
EDUCATION CODE SECTION 60119
FOR FISCAL YEAR 2019/2020**

Resolution #2019-10

WHEREAS, the governing board of the Cottonwood Union School District, in order to comply with the requirements of *Education Code* Section 60119 held a public hearing on September 18, 2018 at 6:30 p m , which is on or before the eighth week of school and which did not take place during or immediately following school hours, and,

WHEREAS, the governing board provided at least 10 days notice of the public hearing posted in at least three public places within the district that stated the time, place, and purpose of the hearing, and,

WHEREAS, the governing board encouraged participation by parents, teachers, members of the community, and bargaining unit leaders (if the district or county office has a bargaining unit) in the public hearing, and,

WHEREAS, information provided at the public hearing and to the governing board at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the district/county office of education, and;

WHEREAS, the definition of “sufficient textbooks or instructional materials” means that each pupil has a textbook or instructional materials, or both, to use in class and to take home, and;

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects: in mathematics, science, history-social science, and English/language arts, including the English language development component of an adopted program;

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

NOW, THEREFORE, IT IS RESOLVED, that for the 2019/2020 school year, the Cottonwood Union School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

DULY ADOPTED THIS 17th day of September, 2019, by the governing board of the Cottonwood Union School District, by the following votes:

AYES:
NOES:
ABSENT:
ABSTAINED:

Matt Iles, Clerk

	2018/19 Adopted Budget	2018/19 First Interim	2018/19 Second Interim	2018/19 Unaudited Actuals	Change
Revenue Limit (LCFF)	\$8,069,602	\$8,116,600	\$8,101,932	\$8,242,003	\$140,071
Federal Revenue	\$457,363	\$474,922	\$469,531	\$557,949	\$88,418
State Revenue	\$839,603	\$1,142,960	\$1,250,329	\$1,589,981	\$339,652
Local Revenue	\$640,907	\$652,223	\$664,616	\$790,786	\$126,170
Other Income Source					
Total Revenue	\$10,007,475	\$10,386,705	\$10,486,408	\$11,180,719	\$694,311

	2018/19 Adopted Budget	2018/19 First Interim	2018/19 Second Interim	2018/19 Unaudited Actuals	Change
Certificated Salaries	\$3,790,500	\$3,770,576	\$3,785,361	\$3,815,827	\$30,466
Classified Salaries	\$1,481,972	\$1,501,189	\$1,547,174	\$1,515,039	-\$32,135
Employee Benefits	\$2,307,243	\$2,519,749	\$2,519,912	\$2,794,378	\$274,466
Books & Supplies	\$467,550	\$537,220	\$535,379	\$510,126	-\$25,253
Services & Other Exp's	\$1,630,732	\$1,740,839	\$1,782,675	\$1,842,427	\$59,752
Capital Outlay	\$282,194	\$431,504	\$431,504	\$403,829	-\$27,675
Other Outgo	\$78,742	\$73,979	\$73,979	\$73,979	\$0
Direct Support/Indirect Costs	\$0	\$0	\$0	\$0	\$0
Interfund Transfers Out	\$5,000	\$5,000	\$5,000	\$605,000	\$600,000
Total Expenditures	\$10,043,933	\$10,580,056	\$10,680,984	\$11,560,605	\$879,621

NET INCREASE/(DECREASE)	-\$36,458	-\$193,351	-\$194,576	-\$379,886	-\$185,310
BEGINNING BALANCE	\$3,724,222	\$3,627,378	\$3,627,378	\$3,627,378	\$0
ENDING BALANCE	\$3,687,764	\$3,434,027	\$3,432,802	\$3,247,492	-\$185,310

COMPONENTS OF ENDING BALANCE

Reserved Rev Cash/Ppds/Stores	2,000	2,000	2,000	2,000	\$0
Economic Uncertainty	502,200	528,675	533,760	578,035	\$44,275
Other Assignments	3,132,194	2,809,502	2,745,588	2,448,248	-\$297,340
Restricted	51,370	93,850	151,454	219,209	\$67,755
Undesignated	-	-	-	-	-

Ending Balance Components
2018/19 Second Interim Budget

	2018/19 Adopted Budget	2018/19 First Interim	2018/19 Second Interim	2018/19 Unaudited Actuals	Change
UNRESTRICTED					
Rev Cash/Ppds/Stores	\$ 2 000	\$ 2 000	\$ 2 000	\$ 2 000	\$ -
Economic Uncertainty	\$ 502 200	\$ 528 675	\$ 533 760	\$ 578 035	\$ 44 275
Prepaid Expenses					
Other Assignments					
Lottery-Site 20	\$ 54 008	\$ 60 297	\$ 66 847	\$ 69 497	\$ 2 650
Lottery-Site 50	\$ 3 199	\$ 2 271	\$ 8 882	\$ 13 880	\$ 4 998
Assigned for Future District Priorities	\$ 3 074,987	\$ 2,746 934	\$ 2 669 859	\$ 2,364,871	\$ (304 988)
Future Bus Fleet Replacement	\$ 120 000	\$ 125 000	\$ 125 000	\$ 125 000	\$ -
Future Technology Needs	\$ 100 000	\$ 100 000	\$ 100 000	\$ 100 000	\$ -
Future Textbook Purchases	\$ 100 000	\$ 100 000	\$ 100 000	\$ 100 000	\$ -
Future Facility Needs	\$ 600 000	\$ 600 000	\$ 600 000	\$ -	\$ (600 000)
Future Sp Ed Student Needs	\$ 200 000	\$ 200 000	\$ 200 000	\$ 200 000	\$ -
Future Staffing Needs/Growth	\$ 500 000	\$ 400 000	\$ 400 000	\$ 400 000	\$ -
Future Cash Flow Needs	\$ 637 299	\$ 560 884	\$ 560 884	\$ 855,896	\$ 295,012
One Time Purchases (One Time Mand	\$ 429 088	\$ 329 088	\$ 252,013	\$ 252 013	\$ -
Assigned for Golden Handshakes	\$ 388 600	\$ 331 962	\$ 331 962	\$ 331 962	\$ -
Undesignated	\$ -	\$ -	\$ -	\$ -	\$ -
Total Unrestricted	\$ 3 636 394	\$ 3 340 177	\$ 3 281,348	\$ 3 028 283	\$ (253 065)
RESTRICTED					
Medi-Cal	\$ -	\$ 2 740	\$ 2,740	\$ 4 811	\$ 2 071
Lottery					
Site 20	\$ 501	\$ 29 250	\$ 29 250	\$ 42 948	\$ 13 698
Site 50	\$ 50 869	\$ 61,860	\$ 61,860	\$ 69 103	\$ 7,243
Class Prof Dev Grant	\$ -	\$ -	\$ 7 803	\$ 7 803	\$ -
Low Performing Students Block Grant			\$ 49 801	\$ 94 544	\$ 44,743
Total Restricted	\$ 51 370	\$ 93 850	\$ 151,454	\$ 219 209	\$ 67 755
TOTAL Ending Balance	\$ 3,687,764	\$ 3,434 027	\$ 3,432,802	\$ 3 247,492	\$ (185 310)

UNAUDITED ACTUAL FINANCIAL REPORT

To the County Superintendent of Schools

2018-19 UNAUDITED ACTUAL FINANCIAL REPORT This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100

Signed _____
Clerk/Secretary of the Governing Board
(Original signature required)

Date of Meeting Sep 17, 2019

To the Superintendent of Public Instruction

2018-19 UNAUDITED ACTUAL FINANCIAL REPORT This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100

Signed _____
County Superintendent/Designee
(Original signature required)

Date _____

For additional information on the unaudited actual reports, please contact

For County Office of Education

For School District

DeAn Chambless

Laura Merrick

Name

Name

Director of Business Services

Chief Business Official

Title

Title

530-245-7822

530-347-3165

Telephone

Telephone

dchambless@shastacoe.org

lmerrick@cwusd.com

E-mail Address

E-mail Address

Following is a summary of the critical data elements contained in your unaudited actual data. Since these data may have fiscal implications for your agency, please verify their accuracy before filing your unaudited actual financial reports.

Form	Description	Value
CEA	Percent of Current Cost of Education Expended for Classroom Compensation Must equal or exceed 60% for elementary, 55% for unified, and 50% for high school districts or future apportionments may be affected (EC 41372)	60.50%
	CEA Deficiency Amount Applicable to districts not exempt from the requirement and not meeting the minimum classroom compensation percentage - see Form CEA for further details	\$0.00
ESMOE	Every Student Succeeds Act (ESSA) Maintenance of Effort (MOE) Determination If MOE Not Met, the 2020-21 apportionment may be reduced by the lesser of the following two percentages MOE Deficiency Percentage - Based on Total Expenditures MOE Deficiency Percentage - Based on Expenditures Per ADA	MOE Met
GANN	Adjustments to Appropriations Limit Per Government Code Section 7902.1 If this amount is not zero, it represents an increase to your Appropriations Limit. The Department of Finance must be notified of increases within 45 days of budget adoption	\$0.00
	Adjusted Appropriations Limit	\$5,858,285.16
	Appropriations Subject to Limit	\$5,858,285.16
	These amounts represent the board approved Appropriations Limit and Appropriations Subject to Limit pursuant to Government Code Section 7906 and EC 42132	
ICR	Preliminary Proposed Indirect Cost Rate Fixed-with-carry-forward indirect cost rate for use in 2020-21, subject to CDE approval	5.73%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
A REVENUES									
1) LCFF Sources		8010-8099	8,242,002.64	0.00	8,242,002.64	8,615,677.00	0.00	8,615,677.00	4.5%
2) Federal Revenue		8100-8299	12,288.03	545,660.54	557,948.57	3,763.00	437,559.00	441,322.00	-20.9%
3) Other State Revenue		8300-8599	352,939.12	1,237,042.19	1,589,981.31	168,813.00	581,023.00	749,836.00	-52.8%
4) Other Local Revenue		8600-8799	346,227.64	444,558.45	790,786.09	503,998.00	417,118.00	921,116.00	16.5%
5) TOTAL, REVENUES			8,953,457.43	2,227,261.18	11,180,718.61	9,292,251.00	1,435,700.00	10,727,951.00	-4.0%
B EXPENDITURES									
1) Certificated Salaries		1000-1999	3,283,797.88	532,029.06	3,815,826.94	3,387,526.00	509,644.00	3,897,170.00	2.1%
2) Classified Salaries		2000-2999	1,229,856.71	285,182.55	1,515,039.26	1,394,882.00	235,165.00	1,630,047.00	7.6%
3) Employee Benefits		3000-3999	1,833,407.63	960,970.22	2,794,377.85	2,343,541.00	615,865.00	2,959,406.00	5.9%
4) Books and Supplies		4000-4999	393,197.23	116,928.75	510,125.98	463,234.00	100,036.00	563,270.00	10.4%
5) Services and Other Operating Expenditures		5000-5999	960,126.89	882,299.96	1,842,426.85	952,601.00	769,181.00	1,721,782.00	-6.5%
6) Capital Outlay		6000-6999	209,324.95	194,504.24	403,829.19	70,000.00	60,000.00	130,000.00	-67.8%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	73,979.45	0.00	73,979.45	0.00	0.00	0.00	-100.0%
8) Other Outgo Transfers of Indirect Costs		7300-7399	(16,725.23)	16,725.23	0.00	(14,248.00)	14,248.00	0.00	0.0%
9) TOTAL, EXPENDITURES			7,966,965.51	2,988,640.01	10,955,605.52	8,597,536.00	2,304,139.00	10,901,675.00	-0.5%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			986,491.92	(761,378.83)	225,113.09	694,715.00	(868,439.00)	(173,724.00)	177.2%
D OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	605,000.00	0.00	605,000.00	5,000.00	0.00	5,000.00	99.2%
2) Other Sources/Uses									
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(828,173.76)	828,173.76	0.00	(795,672.00)	795,672.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,433,173.76)	828,173.76	(605,000.00)	(800,672.00)	795,672.00	(5,000.00)	-99.2%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(446,681.84)	66,794.93	(379,886.91)	(105,957.00)	(72,767.00)	(178,724.00)	53.0%
F FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	3,474,964.58	152,414.12	3,627,378.70	3,028,282.74	219,209.05	3,247,491.79	-10.5%
b) Audit Adjustments		9793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,474,964.58	152,414.12	3,627,378.70	3,028,282.74	219,209.05	3,247,491.79	-10.5%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,474,964.58	152,414.12	3,627,378.70	3,028,282.74	219,209.05	3,247,491.79	-10.5%
2) Ending Balance June 30 (E + F1e)			3,028,282.74	219,209.05	3,247,491.79	2,922,325.74	146,442.05	3,068,767.79	-5.5%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	2,000.00	0.00	2,000.00	2,000.00	0.00	2,000.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted			0.00	219,209.05	219,209.05	0.00	146,442.05	146,442.05	-33.2%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	2,448,247.74	0.00	2,448,247.74	2,374,987.74	0.00	2,374,987.74	-3.0%
Future Bus Fleet Replacement	0000	9780	125,000.00		125,000.00			125,000.00	
Future Technology Needs	0000	9780	100,000.00		100,000.00			100,000.00	
Future Textbook Purchases	0000	9780	100,000.00		100,000.00			100,000.00	
Future Sp Ed Student Needs	0000	9780	200,000.00		200,000.00			200,000.00	
Future Staffing Needs/Growth	0000	9780	400,000.00		400,000.00			400,000.00	
Future Cash Flow Needs	0000	9780	855,813.93		855,813.93			855,813.93	
One Time Purchases (One Time Mandat	0000	9780	252,013.00		252,013.00			252,013.00	
Assigned for Golden Handshakes	0000	9780	331,962.00		331,962.00			331,962.00	
West Cottonwood	1100	9780	69,497.00		69,497.00			69,497.00	
North Cottonwood	1100	9780	13,880.52		13,880.52			13,880.52	
Certificated Salaries	1400	9780	81.29		81.29			81.29	
Future Bus Fleet Replacement	0000	9780				125,000.00		125,000.00	
Future Technology Needs	0000	9780				100,000.00		100,000.00	
Future Textbook Purchases	0000	9780				100,000.00		100,000.00	
Future Sp Ed Student Needs	0000	9780				200,000.00		200,000.00	
Future Staffing Needs/Growth	0000	9780				400,000.00		400,000.00	
Future Cash Flow Needs	0000	9780				1,108,021.93		1,108,021.93	
One Time Purchases (One Time Mandat	0000	9780				252,013.00		252,013.00	
West Cottonwood	1100	9780				77,344.00		77,344.00	
North Cottonwood	1100	9780				12,527.52		12,527.52	
Certificated Salaries	1400	9780				81.29		81.29	
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	578,035.00	0.00	578,035.00	545,338.00	0.00	545,338.00	-5.7%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019 20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
G ASSETS									
1) Cash									
a) in County Treasury		9110	2,934,885.09	(83,666.07)	2,851,219.02				
1) Fair Value Adjustment to Cash in County Treasury		9111	19,263.00	0.00	19,263.00				
b) in Banks		9120	0.00	0.00	0.00				
c) in Revolving Cash Account		9130	2,000.00	0.00	2,000.00				
d) with Fiscal Agent/Trustee		9135	0.00	0.00	0.00				
e) Collections Awaiting Deposit		9140	0.00	0.00	0.00				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	57,201.06	8,442.09	65,643.15				
4) Due from Grantor Government		9290	195,586.00	393,156.26	588,742.26				
5) Due from Other Funds		9310	0.00	0.00	0.00				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	0.00	0.00	0.00				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			3,208,935.15	317,932.28	3,526,867.43				
H DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I LIABILITIES									
1) Accounts Payable		9500	143,041.41	77,681.95	220,723.36				
2) Due to Grantor Governments		9590	37,611.00	876.46	38,487.46				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	20,164.82	20,164.82				
6) TOTAL, LIABILITIES			180,652.41	98,723.23	279,375.64				
J DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K FUND EQUITY									
Ending Fund Balance June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			3,028,282.74	219,209.05	3,247,491.79				

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
LCFF SOURCES									
Principal Apportionment State Aid Current Year		8011	5,095,739.00	0.00	5,095,739.00	5,469,185.00	0.00	5,469,185.00	7.3%
Education Protection Account State Aid Current Year		8012	1,391,762.00	0.00	1,391,762.00	1,334,983.00	0.00	1,334,983.00	-4.1%
State Aid Prior Years		8019	(495.00)	0.00	(495.00)	0.00	0.00	0.00	-100.0%
Tax Relief Subventions Homeowners Exemptions		8021	30,594.68	0.00	30,594.68	31,206.00	0.00	31,206.00	2.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes Secured Roll Taxes		8041	2,158,898.69	0.00	2,158,898.69	2,198,544.00	0.00	2,198,544.00	1.8%
Unsecured Roll Taxes		8042	94,061.84	0.00	94,061.84	95,033.00	0.00	95,033.00	1.0%
Prior Years Taxes		8043	1,362.09	0.00	1,362.09	3,737.00	0.00	3,737.00	174.4%
Supplemental Taxes		8044	46,694.67	0.00	46,694.67	24,394.00	0.00	24,394.00	47.8%
Education Revenue Augmentation Fund (ERAF)		8045	(131,834.33)	0.00	(131,834.33)	(93,972.00)	0.00	(93,972.00)	-28.7%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less Non LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			8,686,783.64	0.00	8,686,783.64	9,063,110.00	0.00	9,063,110.00	4.3%
LCFF Transfers									
Unrestricted LCFF Transfers Current Year	0000	8091	0.00		0.00	0.00		0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(444,781.00)	0.00	(444,781.00)	(447,433.00)	0.00	(447,433.00)	0.6%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL LCFF SOURCES			8,242,002.64	0.00	8,242,002.64	8,615,677.00	0.00	8,615,677.00	4.5%
FEDERAL REVENUE									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	188,130.00	188,130.00	0.00	182,154.00	182,154.00	-3.2%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	12,288.03	0.00	12,288.03	3,763.00	0.00	3,763.00	-69.4%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Title I Part A Basic	3010	8290		319,250.11	319,250.11		225,731.00	225,731.00	-29.3%
Title I Part D Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
Title II Part A Supporting Effective Instruction	4035	8290		31,306.00	31,306.00		29,674.00	29,674.00	5.2%
Title III Part A Immigrant Student Program	4201	8290		0.00	0.00		0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2018 19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
Title III Part A English Learner Program	4203	8290		0 00	0 00		0 00	0 00	0 0%
Public Charter Schools Grant Program (PCSGP)	4610	8290		0 00	0 00		0 00	0 00	0 0%
	3020 3040 3041 3045 3060 3061 3110 3150 3155 3177 3180 3181 3182 3185 4050 4123 4124 4126 4127 4128 5510								
Other NCLB / Every Student Succeeds Act	5630	8290		4 313 85	4 313 85		0 00	0 00	-100 0%
Career and Technical Education	3500-3599	8290		0 00	0 00		0 00	0 00	0 0%
All Other Federal Revenue	All Other	8290	0 00	2 660 58	2 660 58	0 00	0 00	0 00	-100 0%
TOTAL FEDERAL REVENUE			12,288 03	545 660 54	557,948 57	3 763 00	437 559 00	441 322 00	-20 9%
OTHER STATE REVENUE									
Other State Apportionments									
ROC/P Entitlement Prior Years	6360	8319		0 00	0 00		0 00	0 00	0 0%
Special Education Master Plan Current Year	6500	8311		0 00	0 00		0 00	0 00	0 0%
Prior Years	6500	8319		0 00	0 00		0 00	0 00	0 0%
All Other State Apportionments - Current Year	All Other	8311	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other State Apportionments - Prior Years	All Other	8319	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Child Nutrition Programs		8520	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Mandated Costs Reimbursements		8550	191,843 00	0 00	191,843 00	28,719 00	0 00	28 719 00	-85 0%
Lottery Unrestricted and Instructional Materials		8560	155 622 08	65,907 81	221,529 89	140 094 00	49,172 00	189 266 00	14 6%
Tax Relief Subventions Restricted Levies - Other									
Homeowners Exemptions		8575	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Other Subventions/in Lieu Taxes		8576	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Pass-Through Revenues from State Sources		8587	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
After School Education and Safety (ASES)	6010	8590		183 201 38	183 201 38		189 668 00	189 668 00	3 5%
Charter School Facility Grant	6030	8590		0 00	0 00		0 00	0 00	0 0%
Drug/Alcohol/Tobacco Funds	6650 6690 6695	8590		0 00	0 00		0 00	0 00	0 0%
California Clean Energy Jobs Act	6230	8590		231,122 00	231,122 00		0 00	0 00	-100 0%
Career Technical Education Incentive Grant Program	6387	8590		0 00	0 00		0 00	0 00	0 0%
American Indian Early Childhood Education	7210	8590		0 00	0 00		0 00	0 00	0 0%
Specialized Secondary	7370	8590		0 00	0 00		0 00	0 00	0 0%
Quality Education Investment Act	7400	8590		0 00	0 00		0 00	0 00	0 0%
All Other State Revenue	All Other	8590	5,474 04	756,811 00	762,285 04	0 00	342,183 00	342 183 00	-55 1%
TOTAL OTHER STATE REVENUE			352,939 12	1,237,042 19	1,589,981 31	168,813 00	581 023 00	749 836 00	-52 8%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
OTHER LOCAL REVENUE									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies									
Secured Roll		8615	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Unsecured Roll		8616	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Prior Years Taxes		8617	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Supplemental Taxes		8618	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Non-Ad Valorem Taxes									
Parcel Taxes		8621	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Other		8622	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Community Redevelopment Funds									
Not Subject to LCFF Deduction		8625	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Penalties and Interest from									
Delinquent Non-LCFF		8629	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Taxes									
Sales									
Sale of Equipment/Supplies		8631	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Sale of Publications		8632	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Food Service Sales		8634	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Sales		8639	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Leases and Rentals		8650	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Interest		8660	52,575 39	628 14	53,203 53	35 000 00	0 00	35,000 00	34 2%
Net Increase (Decrease) in the Fair Value of Investments		8662	38,478 00	0 00	38,478 00	0 00	0 00	0 00	-100 0%
Fees and Contracts									
Adult Education Fees		8671	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Non Resident Students		8672	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Transportation Fees From Individuals		8675	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Interagency Services		8677	186,079 75	0 00	186,079 75	192 623 00	0 00	192 623 00	3 5%
Mitigation/Developer Fees		8681	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Fees and Contracts		8689	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Other Local Revenue									
Plus Misc Funds Non-LCFF (50%) Adjustment		8691	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Pass-Through Revenues From Local Sources		8697	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Local Revenue		8699	69,094 50	4,962 31	74,056 81	276,375 00	0 00	276,375 00	273 2%
Tuition		8710	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Transfers In		8781-8783	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0 00	0 00		0 00	0 00	0 0%
From County Offices	6500	8792		438,968 00	438,968 00		417 118 00	417,118 00	-5 0%
From JPAs	6500	8793		0 00	0 00		0 00	0 00	0 0%
ROC/P Transfers									
From Districts or Charter Schools	6360	8791		0 00	0 00		0 00	0 00	0 0%
From County Offices	6360	8792		0 00	0 00		0 00	0 00	0 0%
From JPAs	6360	8793		0 00	0 00		0 00	0 00	0 0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
From County Offices	All Other	8792	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
From JPAs	All Other	8793	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Transfers In from All Others		8799	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
TOTAL OTHER LOCAL REVENUE			346,227 64	444,558 45	790 786 09	503 998 00	417,118 00	921,116 00	16 5%
TOTAL REVENUES			8,953,457 43	2 227,261 18	11,180,718 61	9,292,251 00	1,435 700 00	10,727 951 00	-4 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019 20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	2,795,178.22	424,672.10	3,219,850.32	2,809,266.00	476,923.00	3,286,189.00	2.1%
Certificated Pupil Support Salaries		1200	127,496.86	62,562.28	190,059.14	192,978.00	11,522.00	204,500.00	7.6%
Certificated Supervisors and Administrators Salaries		1300	361,122.80	44,794.68	405,917.48	385,282.00	21,199.00	406,481.00	0.1%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL CERTIFICATED SALARIES			3,283,797.88	532,029.06	3,815,826.94	3,387,526.00	509,644.00	3,897,170.00	2.1%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	355,254.65	180,553.18	535,807.83	499,028.00	153,289.00	652,317.00	21.7%
Classified Support Salaries		2200	393,187.47	104,629.37	497,816.84	350,043.00	81,876.00	431,919.00	-13.2%
Classified Supervisors and Administrators Salaries		2300	217,743.86	0.00	217,743.86	259,890.00	0.00	259,890.00	19.4%
Classified Technical and Office Salaries		2400	167,422.20	0.00	167,422.20	151,663.00	0.00	151,663.00	-9.4%
Other Classified Salaries		2900	96,248.53	0.00	96,248.53	134,258.00	0.00	134,258.00	39.5%
TOTAL CLASSIFIED SALARIES			1,229,856.71	285,182.55	1,515,039.26	1,394,882.00	235,165.00	1,630,047.00	7.6%
EMPLOYEE BENEFITS									
STRS		3101-3102	519,069.94	627,160.28	1,146,230.22	597,229.00	397,964.00	995,193.00	13.2%
PERS		3201-3202	159,536.70	159,174.79	318,711.49	220,133.00	75,469.00	295,602.00	-7.3%
OASDI/Medicare/Alternative		3301-3302	136,107.18	36,789.22	172,896.40	183,289.00	38,636.00	221,925.00	28.4%
Health and Welfare Benefits		3401-3402	595,517.98	101,848.44	697,366.42	634,375.00	80,890.00	715,265.00	2.6%
Unemployment Insurance		3501-3502	3,907.09	402.41	4,309.50	2,545.00	368.00	2,913.00	32.4%
Workers' Compensation		3601-3602	133,482.84	24,166.41	157,649.25	117,817.00	29,427.00	138,244.00	12.3%
OPEB Allocated		3701-3702	50,288.33	8,576.80	58,865.13	63,650.00	0.00	63,650.00	8.1%
OPEB Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	235,497.57	2,851.87	238,349.44	524,503.00	2,111.00	526,614.00	120.9%
TOTAL EMPLOYEE BENEFITS			1,833,407.63	960,970.22	2,794,377.85	2,343,541.00	615,865.00	2,959,406.00	5.9%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	77,618.85	0.00	77,618.85	124,500.00	0.00	124,500.00	60.4%
Books and Other Reference Materials		4200	6,284.63	0.00	6,284.63	10,750.00	0.00	10,750.00	71.1%
Materials and Supplies		4300	260,457.46	111,297.44	371,754.90	314,656.00	100,036.00	414,692.00	11.5%
Noncapitalized Equipment		4400	48,836.29	5,631.31	54,467.60	6,200.00	0.00	6,200.00	-88.6%
Food		4700	0.00	0.00	0.00	7,128.00	0.00	7,128.00	New
TOTAL BOOKS AND SUPPLIES			393,197.23	116,928.75	510,125.98	463,234.00	100,036.00	563,270.00	10.4%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	0.00	383,572.44	383,572.44	0.00	345,368.00	345,368.00	-10.0%
Travel and Conferences		5200	40,745.13	58,492.19	99,237.32	49,350.00	86,453.00	135,803.00	36.8%
Dues and Memberships		5300	14,584.79	0.00	14,584.79	15,100.00	0.00	15,100.00	3.5%
Insurance		5400 - 5450	87,715.15	0.00	87,715.15	86,500.00	0.00	86,500.00	-1.4%
Operations and Housekeeping Services		5500	310,813.47	0.00	310,813.47	311,556.00	0.00	311,556.00	0.2%
Rentals Leases Repairs and Noncapitalized Improvements		5600	176,049.27	213,620.41	389,669.68	165,200.00	135,300.00	300,500.00	22.9%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	312,957.33	226,614.92	539,572.25	308,645.00	202,060.00	510,705.00	-5.4%
Communications		5900	17,261.75	0.00	17,261.75	16,250.00	0.00	16,250.00	5.9%
TOTAL SERVICES AND OTHER OPERATING EXPENDITURES			960,126.89	882,299.96	1,842,426.85	952,601.00	769,181.00	1,721,782.00	6.5%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019-20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
CAPITAL OUTLAY									
Land		6100	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Land Improvements		6170	18 968 87	0 00	18 968 87	50 000 00	60 000 00	110 000 00	479 9%
Buildings and Improvements of Buildings		6200	100 775 74	0 00	100 775 74	20 000 00	0 00	20 000 00	80 2%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Equipment		6400	89 580 34	0 00	89 580 34	0 00	0 00	0 00	-100 0%
Equipment Replacement		6500	0 00	194 504 24	194 504 24	0 00	0 00	0 00	-100 0%
TOTAL CAPITAL OUTLAY			209 324 95	194 504 24	403 829 19	70 000 00	60 000 00	130 000 00	67 8%
OTHER OUTGO (excluding Transfers of Indirect Costs)									
Tuition									
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
State Special Schools		7130	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Tuition Excess Costs and/or Deficit Payments									
Payments to Districts or Charter Schools		7141	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Payments to County Offices		7142	18 282 00	0 00	18 282 00	0 00	0 00	0 00	-100 0%
Payments to JPAs		7143	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Transfers of Pass Through Revenues									
To Districts or Charter Schools		7211	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
To County Offices		7212	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
To JPAs		7213	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Special Education SELPA Transfers of Apportionments									
To Districts or Charter Schools	6500	7221		0 00	0 00		0 00	0 00	0 0%
To County Offices	6500	7222		0 00	0 00		0 00	0 00	0 0%
To JPAs	6500	7223		0 00	0 00		0 00	0 00	0 0%
ROC/P Transfers of Apportionments									
To Districts or Charter Schools	6360	7221		0 00	0 00		0 00	0 00	0 0%
To County Offices	6360	7222		0 00	0 00		0 00	0 00	0 0%
To JPAs	6360	7223		0 00	0 00		0 00	0 00	0 0%
Other Transfers of Apportionments	All Other	7221-7223	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Transfers		7281-7283	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Transfers Out to All Others		7299	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Debt Service									
Debt Service - Interest		7438	2 761 48	0 00	2 761 48	0 00	0 00	0 00	-100 0%
Other Debt Service - Principal		7439	52 935 97	0 00	52 935 97	0 00	0 00	0 00	100 0%
TOTAL OTHER OUTGO (excluding Transfers of Indirect Costs)			73 979 45	0 00	73 979 45	0 00	0 00	0 00	100 0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(16 725 23)	16 725 23	0 00	(14 248 00)	14 248 00	0 00	0 0%
Transfers of Indirect Costs - Interfund		7350	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
TOTAL OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(16 725 23)	16 725 23	0 00	(14 248 00)	14 248 00	0 00	0 0%
TOTAL EXPENDITURES			7 966 965 51	2 988 640 01	10 955 605 52	8 597 536 00	2 304 139 00	10 901 675 00	-0 5%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals			2019 20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From Special Reserve Fund		8912	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
From Bond Interest and Redemption Fund		8914	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Other Authorized Interfund Transfers In		8919	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
(a) TOTAL INTERFUND TRANSFERS IN			0 00	0 00	0 00	0 00	0 00	0 00	0 0%
INTERFUND TRANSFERS OUT									
To Child Development Fund		7611	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
To Special Reserve Fund		7612	600 000 00	0 00	600 000 00	0 00	0 00	0 00	100 0%
To State School Building Fund/ County School Facilities Fund		7613	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
To Cafeteria Fund		7616	5,000 00	0 00	5,000 00	5,000 00	0 00	5,000 00	0 0%
Other Authorized Interfund Transfers Out		7619	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
(b) TOTAL INTERFUND TRANSFERS OUT			605,000 00	0 00	605,000 00	5,000 00	0 00	5,000 00	-99 2%
OTHER SOURCES/USES									
SOURCES									
State Apportionments Emergency Apportionments		8931	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Proceeds									
Proceeds from Disposal of Capital Assets		8953	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Long-Term Debt Proceeds									
Proceeds from Certificates of Participation		8971	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Proceeds from Capital Leases		8972	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Proceeds from Lease Revenue Bonds		8973	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Financing Sources		8979	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
(c) TOTAL SOURCES			0 00	0 00	0 00	0 00	0 00	0 00	0 0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Other Financing Uses		7699	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
(d) TOTAL USES			0 00	0 00	0 00	0 00	0 00	0 00	0 0%
CONTRIBUTIONS									
Contributions from Unrestricted Revenues		8980	(828 173 76)	828,173 76	0 00	(795 672 00)	795 672 00	0 00	0 0%
Contributions from Restricted Revenues		8990	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
(e) TOTAL CONTRIBUTIONS			(828,173 76)	828,173 76	0 00	(795 672 00)	795,672 00	0 00	0 0%
TOTAL, OTHER FINANCING SOURCES/USES (a b + c - d + e)			(1,433,173 76)	828,173 76	(605,000 00)	(600,672 00)	795,672 00	(5,000 00)	99 2%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals			2019 20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
A REVENUES									
1) LCFF Sources		8010-8099	8 242 002 64	0 00	8 242 002 64	8 615 677 00	0 00	8 615 677 00	4 5%
2) Federal Revenue		8100 8299	12 288 03	545,660 54	557,948 57	3 763 00	437 559 00	441 322 00	-20 9%
3) Other State Revenue		8300-8599	352,939 12	1,237 042 19	1 589,981 31	168,813 00	581 023 00	749 836 00	52 8%
4) Other Local Revenue		8600 8799	346,227 64	444,558 45	790,786 09	503,998 00	417 118 00	921,116 00	16 5%
5) TOTAL REVENUES			8,953,457 43	2,227,261 18	11,180,718 61	9,292,251 00	1,435,700 00	10,727,951 00	-4 0%
B EXPENDITURES (Objects 1000 7999)									
1) Instruction	1000-1999		4,765,267 47	1 834 948 30	6,600 215 77	5 461,766 00	1 600 230 00	7,061 996 00	7 0%
2) Instruction Related Services	2000-2999		827,175 31	120 113 74	947,289 05	954 442 00	60,702 00	1 015 144 00	7 2%
3) Pupil Services	3000 3999		669 833 02	199,708 09	869,541 11	734 354 00	112,036 00	846 390 00	-2 7%
4) Ancillary Services	4000-4999		34,048 42	183 685 38	217,733 80	22,671 00	187 947 00	210 618 00	-3 3%
5) Community Services	5000-5999		0 00	0 00	0 00	0 00	0 00	0 00	0 0%
6) Enterprise	6000 6999		0 00	0 00	0 00	0 00	0 00	0 00	0 0%
7) General Administration	7000 7999		691 939 06	48 710 23	740,649 29	644,466 00	25,106 00	669 572 00	9 6%
8) Plant Services	8000 8999		904,722 78	601,474 27	1 506 197 05	779 837 00	318,118 00	1,097,955 00	27 1%
9) Other Outgo	9000-9999	Except 7600-7699	73,979 45	0 00	73,979 45	0 00	0 00	0 00	-100 0%
10) TOTAL EXPENDITURES			7,966,965 51	2,988,640 01	10,955,605 52	8,597,536 00	2,304,139 00	10,901,675 00	0 5%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			986,491 92	(761,378 83)	225,113 09	694,715 00	(868,439 00)	(173,724 00)	-177 2%
D OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
b) Transfers Out		7600-7629	605,000 00	0 00	605 000 00	5,000 00	0 00	5,000 00	-99 2%
2) Other Sources/Uses									
a) Sources		8930 8979	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
3) Contributions		8980-8999	(828,173 76)	828,173 76	0 00	(795,672 00)	795,672 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,433,173 76)	828,173 76	(605,000 00)	(800,672 00)	795,672 00	(5,000 00)	99 2%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals			2019 20 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col D + E (F)	
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(446,681 84)	66,794 93	(379,886 91)	(105,957 00)	(72,767 00)	(178,724 00)	-53 0%
F FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	3,474,964 58	152,414 12	3,627,378 70	3,028,282 74	219,209 05	3,247,491 79	-10 5%
b) Audit Adjustments		9793	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)			3,474,964 58	152,414 12	3,627,378 70	3,028,282 74	219,209 05	3,247,491 79	10 5%
d) Other Restatements		9795	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)			3,474,964 58	152,414 12	3,627,378 70	3,028,282 74	219,209 05	3,247,491 79	-10 5%
2) Ending Balance June 30 (E + F1e)			3,028,282 74	219,209 05	3,247,491 79	2,922,325 74	146,442 05	3,068,767 79	5 5%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	2,000 00	0 00	2,000 00	2,000 00	0 00	2,000 00	0 0%
Stores		9712	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Prepaid Items		9713	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
All Others		9719	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
b) Restricted		9740	0 00	219,209 05	219,209 05	0 00	146,442 05	146,442 05	33 2%
c) Committed									
Stabilization Arrangements		9750	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
Other Commitments (by Resource/Object)		9760	0 00	0 00	0 00	0 00	0 00	0 00	0 0%
d) Assigned									
Other Assignments (by Resource/Object)		9780	2,448,247 74	0 00	2,448,247 74	2,374,987 74	0 00	2,374,987 74	3 0%
Future Bus Fleet Replacement	0000	9780	125,000 00		125,000 00			125,000 00	
Future Technology Needs	0000	9780	100,000 00		100,000 00			100,000 00	
Future Textbook Purchases	0000	9780	100,000 00		100,000 00			100,000 00	
Future Sp Ed Student Needs	0000	9780	200,000 00		200,000 00			200,000 00	
Future Staffing Needs/Growth	0000	9780	400,000 00		400,000 00			400,000 00	
Future Cash Flow Needs	0000	9780	855,813 93		855,813 93			855,813 93	
One Time Purchases (One Time Manda	0000	9780	252,013 00		252,013 00			252,013 00	
Assigned for Golden Handshakes	0000	9780	331,962 00		331,962 00			331,962 00	
West Cottonwood	1100	9780	69,497 00		69,497 00			69,497 00	
North Cottonwood	1100	9780	13,880 52		13,880 52			13,880 52	
Certificated Salaries	1400	9780	81 29		81 29			81 29	
Future Bus Fleet Replacement	0000	9780				125,000 00		125,000 00	
Future Technology Needs	0000	9780				100,000 00		100,000 00	
Future Textbook Purchases	0000	9780				100,000 00		100,000 00	
Future Sp Ed Student Needs	0000	9780				200,000 00		200,000 00	
Future Staffing Needs/Growth	0000	9780				400,000 00		400,000 00	
Future Cash Flow Needs	0000	9780				1,108,021 93		1,108,021 93	
One Time Purchases (One Time Manda	0000	9780				252,013 00		252,013 00	
West Cottonwood	1100	9780				77,344 00		77,344 00	
North Cottonwood	1100	9780				12,527 52		12,527 52	
Certificated Salaries	1400	9780				81 29		81 29	
e) Unassigned/Unappropriated									
Reserve for Economic Uncertainties		9789	578,035 00	0 00	578,035 00	545,338 00	0 00	545,338 00	-5 7%
Unassigned/Unappropriated Amount		9790	0 00	0 00	0 00	0 00	0 00	0 00	0 0%

Resource	Description	2018-19 Unaudited Actuals	2019-20 Budget
5640	Medi-Cal Billing Option	4,810 88	2,070 88
6300	Lottery Instructional Materials	112,050 88	98,826 88
7311	Classified School Employee Professional Development Block Grant	7,803 00	0 00
7510	Low-Performing Students Block Grant	94,544 24	45,544 24
9010	Other Restricted Local	0 05	0 05
Total, Restricted Balance		219,209 05	146,442 05

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	289,121 19	278,810 00	-3 6%
3) Other State Revenue		8300-8599	25 030 88	19,000 00	-24 1%
4) Other Local Revenue		8600-8799	98,108 96	92,100 00	-6 1%
5) TOTAL, REVENUES			412,261 03	389,910 00	-5 4%
B EXPENDITURES					
1) Certificated Salaries		1000-1999	0 00	0 00	0 0%
2) Classified Salaries		2000-2999	110,678 34	118,679 00	7 2%
3) Employee Benefits		3000-3999	63,625 61	61,933 00	-2 7%
4) Books and Supplies		4000-4999	185,186 06	180,810 00	-2 4%
5) Services and Other Operating Expenditures		5000-5999	45,851 27	48,437 00	5 6%
6) Capital Outlay		6000-6999	0 00	0 00	0 0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0 00	0 00	0 0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0 00	0 00	0 0%
9) TOTAL, EXPENDITURES			405,341 28	409,859 00	1 1%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)					
			6,919 75	(19,949 00)	-388 3%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	5,000 00	5,000 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	7,000 00	New
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			5,000 00	12,000 00	140 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			11,919 75	(7,949 00)	-166 7%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	58,149 20	70,068 95	20 5%
b) Audit Adjustments					
		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)					
			58,149 20	70,068 95	20 5%
d) Other Restatements					
		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)					
			58,149 20	70,068 95	20 5%
2) Ending Balance, June 30 (E + F1e)					
			70,068 95	62,119 95	-11 3%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0 00	0 00	0 0%
Stores					
		9712	5,216 11	3 200 00	-38 7%
Prepaid Items					
		9713	0 00	0 00	0 0%
All Others					
		9719	0 00	0 00	0 0%
b) Restricted					
		9740	64,852 84	58 919 95	-9 1%
c) Committed					
Stabilization Arrangements					
		9750	0 00	0 00	0 0%
Other Commitments					
		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments					
		9780	0 00	0 00	0 0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount					
		9790	0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
G ASSETS					
1) Cash					
a) in County Treasury		9110	49,187 65		
1) Fair Value Adjustment to Cash in County Treasury		9111	332 00		
b) in Banks		9120	2,551 47		
c) in Revolving Cash Account		9130	0 00		
d) with Fiscal Agent/Trustee		9135	0 00		
e) Collections Awaiting Deposit		9140	0 00		
2) Investments		9150	0 00		
3) Accounts Receivable		9200	56,111 43		
4) Due from Grantor Government		9290	0 00		
5) Due from Other Funds		9310	0 00		
6) Stores		9320	5,216 11		
7) Prepaid Expenditures		9330	0 00		
8) Other Current Assets		9340	0 00		
9) TOTAL, ASSETS			113,398 66		
H DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0 00		
2) TOTAL, DEFERRED OUTFLOWS			0 00		
I LIABILITIES					
1) Accounts Payable		9500	43,329 71		
2) Due to Grantor Governments		9590	0 00		
3) Due to Other Funds		9610	0 00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0 00		
6) TOTAL, LIABILITIES			43,329 71		
J DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0 00		
2) TOTAL, DEFERRED INFLOWS			0 00		
K FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			70,068 95		

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	271,623 31	260,000 00	-4 3%
Donated Food Commodities		8221	17,497 88	18,810 00	7 5%
All Other Federal Revenue		8290	0 00	0 00	0 0%
TOTAL, FEDERAL REVENUE			289,121 19	278,810 00	-3 6%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	19,134 88	19,000 00	-0 7%
All Other State Revenue		8590	5,896 00	0 00	-100 0%
TOTAL, OTHER STATE REVENUE			25,030 88	19 000 00	-24 1%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0 00	0 00	0 0%
Food Service Sales		8634	97,356 95	92,000 00	-5 5%
Leases and Rentals		8650	0 00	0 00	0 0%
Interest		8660	212 01	100 00	-52 8%
Net Increase (Decrease) in the Fair Value of Investments		8662	540 00	0 00	-100 0%
Fees and Contracts					
Interagency Services		8677	0 00	0 00	0 0%
Other Local Revenue					
All Other Local Revenue		8699	0 00	0 00	0 0%
TOTAL, OTHER LOCAL REVENUE			98,108 96	92,100 00	-6 1%
TOTAL, REVENUES			412,261 03	389,910 00	-5 4%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0 00	0 00	0 0%
Other Certificated Salaries		1900	0 00	0 00	0 0%
TOTAL CERTIFICATED SALARIES			0 00	0 00	0 0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	110,678 34	118,679 00	7 2%
Classified Supervisors' and Administrators' Salaries		2300	0 00	0 00	0 0%
Clencal, Technical and Office Salaries		2400	0 00	0 00	0 0%
Other Classified Salaries		2900	0 00	0 00	0 0%
TOTAL CLASSIFIED SALARIES			110,678 34	118,679 00	7 2%
EMPLOYEE BENEFITS					
STRS		3101-3102	0 00	0 00	0 0%
PERS		3201-3202	22,684 49	20,554 00	-9 4%
OASDI/Medicare/Alternative		3301-3302	8,104 01	8 709 00	7 5%
Health and Welfare Benefits		3401-3402	29 076 45	29 174 00	0 3%
Unemployment Insurance		3501-3502	53 00	57 00	7 5%
Workers' Compensation		3601-3602	3 276 06	2 995 00	-8 6%
OPEB Allocated		3701-3702	0 00	0 00	0 0%
OPEB Active Employees		3751-3752	0 00	0 00	0 0%
Other Employee Benefits		3901-3902	431 60	444 00	2 9%
TOTAL EMPLOYEE BENEFITS			63,625 61	61 933 00	-2 7%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0 00	0 00	0 0%
Materials and Supplies		4300	7,009 36	10,000 00	42 7%
Noncapitalized Equipment		4400	0 00	0 00	0 0%
Food		4700	178,176 70	170 810 00	-4 1%
TOTAL BOOKS AND SUPPLIES			185,186 06	180,810 00	-2 4%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0 00	0 00	0 0%
Travel and Conferences		5200	120 00	150 00	25 0%
Dues and Memberships		5300	0 00	0 00	0 0%
Insurance		5400-5450	0 00	0 00	0 0%
Operations and Housekeeping Services		5500	0 00	0 00	0 0%
Rentals Leases, Repairs, and Noncapitalized Improvements		5600	698 56	1,000 00	43 2%
Transfers of Direct Costs		5710	0 00	0 00	0 0%
Transfers of Direct Costs - Interfund		5750	0 00	0 00	0 0%
Professional/Consulting Services and Operating Expenditures		5800	45,032 71	47,037 00	4 5%
Communications		5900	0 00	250 00	New
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			45,851 27	48,437 00	5 6%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	0 00	0 00	0 0%
Equipment		6400	0 00	0 00	0 0%
Equipment Replacement		6500	0 00	0 00	0 0%
TOTAL CAPITAL OUTLAY			0 00	0 00	0 0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0 00	0 00	0 0%
Other Debt Service - Principal		7439	0 00	0 00	0 0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0 00	0 00	0 0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	0 00	0 00	0 0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0 00	0 00	0 0%
TOTAL, EXPENDITURES			405,341 28	409,859 00	1 1%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From General Fund		8916	5,000 00	5,000 00	0 0%
Other Authorized Interfund Transfers In		8919	0 00	0 00	0 0%
(a) TOTAL, INTERFUND TRANSFERS IN			5,000 00	5,000 00	0 0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0 00	0 00	0 0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0 00	0 00	0 0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0 00	0 00	0 0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0 00	0 00	0 0%
All Other Financing Sources		8979	0 00	7 000 00	New
(c) TOTAL, SOURCES			0 00	7,000 00	New
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0 00	0 00	0 0%
All Other Financing Uses		7699	0 00	0 00	0 0%
(d) TOTAL, USES			0 00	0 00	0 0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0 00	0 00	0 0%
Contributions from Restricted Revenues		8990	0 00	0 00	0 0%
(e) TOTAL CONTRIBUTIONS			0 00	0 00	0 0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			5,000 00	12,000 00	140 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	289,121 19	278,810 00	-3 6%
3) Other State Revenue		8300-8599	25,030 88	19,000 00	-24 1%
4) Other Local Revenue		8600-8799	98,108 96	92,100 00	-6 1%
5) TOTAL, REVENUES			412,261 03	389,910 00	-5 4%
B EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0 00	0 00	0 0%
2) Instruction - Related Services	2000-2999		0 00	0 00	0 0%
3) Pupil Services	3000-3999		405,341 28	409,859 00	1 1%
4) Ancillary Services	4000-4999		0 00	0 00	0 0%
5) Community Services	5000-5999		0 00	0 00	0 0%
6) Enterprise	6000-6999		0 00	0 00	0 0%
7) General Administration	7000-7999		0 00	0 00	0 0%
8) Plant Services	8000-8999		0 00	0 00	0 0%
9) Other Outgo	9000-9999	Except 7600-7699	0 00	0 00	0 0%
10) TOTAL, EXPENDITURES			405,341 28	409,859 00	1 1%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			6,919 75	(19,949 00)	-388 3%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	5,000 00	5,000 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	7,000 00	New
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			5,000 00	12,000 00	140 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			11,919 75	(7,949 00)	-166 7%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	58,149 20	70,068 95	20 5%
b) Audit Adjustments		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)			58,149 20	70,068 95	20 5%
d) Other Restatements		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)			58,149 20	70,068 95	20 5%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0 00	0 00	0 0%
Stores		9712	5,216 11	3,200 00	-38 7%
Prepaid Items		9713	0 00	0 00	0 0%
All Others		9719	0 00	0 00	0 0%
b) Restricted		9740	64,852 84	58,919 95	-9 1%
c) Committed					
Stabilization Arrangements		9750	0 00	0 00	0 0%
Other Commitments (by Resource/Object)		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0 00	0 00	0 0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount		9790	0 00	0 00	0 0%

Resource	Description	2018-19 Unaudited Actuals	2019-20 Budget
5310	Child Nutrition School Programs (e g , School Lunch, School	64,852 84	58,919 95
Total, Restricted Balance		64,852 84	58,919 95

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	0 00	0 00	0 0%
4) Other Local Revenue		8600-8799	5,573 68	2,000 00	-64 1%
5) TOTAL REVENUES			5,573 68	2,000 00	-64 1%
B EXPENDITURES					
1) Certificated Salaries		1000-1999	0 00	0 00	0 0%
2) Classified Salaries		2000-2999	0 00	0 00	0 0%
3) Employee Benefits		3000-3999	0 00	0 00	0 0%
4) Books and Supplies		4000-4999	0 00	0 00	0 0%
5) Services and Other Operating Expenditures		5000-5999	0 00	0 00	0 0%
6) Capital Outlay		6000-6999	0 00	0 00	0 0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0 00	0 00	0 0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0 00	0 00	0 0%
9) TOTAL EXPENDITURES			0 00	0 00	0 0%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			5,573 68	2,000 00	-64 1%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0 00	0 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL OTHER FINANCING SOURCES/USES			0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			5,573 68	2,000 00	-64 1%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	192,954 20	198,527 88	2 9%
b) Audit Adjustments					
		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)					
			192 954 20	198,527 88	2 9%
d) Other Restatements					
		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)					
			192,954 20	198,527 88	2 9%
2) Ending Balance June 30 (E + F1e)					
			198,527 88	200,527 88	1 0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0 00	0 00	0 0%
Stores					
		9712	0 00	0 00	0 0%
Prepaid Items					
		9713	0 00	0 00	0 0%
All Others					
		9719	0 00	0 00	0 0%
b) Restricted					
		9740	0 00	0 00	0 0%
c) Committed					
Stabilization Arrangements					
		9750	0 00	0 00	0 0%
Other Commitments					
		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments					
		9780	198,527 88	200,527 88	1 0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount					
		9790	0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
G ASSETS					
1) Cash					
a) in County Treasury		9110	197,195 88		
1) Fair Value Adjustment to Cash in County Treasury		9111	1,332 00		
b) in Banks		9120	0 00		
c) in Revolving Cash Account		9130	0 00		
d) with Fiscal Agent/Trustee		9135	0 00		
e) Collections Awaiting Deposit		9140	0 00		
2) Investments		9150	0 00		
3) Accounts Receivable		9200	0 00		
4) Due from Grantor Government		9290	0 00		
5) Due from Other Funds		9310	0 00		
6) Stores		9320	0 00		
7) Prepaid Expenditures		9330	0 00		
8) Other Current Assets		9340	0 00		
9) TOTAL, ASSETS			198,527 88		
H DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0 00		
2) TOTAL, DEFERRED OUTFLOWS			0 00		
I LIABILITIES					
1) Accounts Payable		9500	0 00		
2) Due to Grantor Governments		9590	0 00		
3) Due to Other Funds		9610	0 00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0 00		
6) TOTAL, LIABILITIES			0 00		
J DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0 00		
2) TOTAL, DEFERRED INFLOWS			0 00		
K FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			198,527 88		

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Interest		8660	3,157 68	2,000 00	-36 7%
Net Increase (Decrease) in the Fair Value of Investments		8662	2,416 00	0 00	-100 0%
TOTAL, OTHER LOCAL REVENUE			5,573 68	2 000 00	-64 1%
TOTAL, REVENUES			5,573 68	2,000 00	-64 1%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From General Fund/CSSF		8912	0 00	0 00	0 0%
Other Authorized Interfund Transfers In		8919	0 00	0 00	0 0%
(a) TOTAL, INTERFUND TRANSFERS IN			0 00	0 00	0 0%
INTERFUND TRANSFERS OUT					
To General Fund/CSSF		7612	0 00	0 00	0 0%
To State School Building Fund/ County School Facilities Fund		7613	0 00	0 00	0 0%
Other Authorized Interfund Transfers Out		7619	0 00	0 00	0 0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0 00	0 00	0 0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0 00	0 00	0 0%
(c) TOTAL, SOURCES			0 00	0 00	0 0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0 00	0 00	0 0%
(d) TOTAL USES			0 00	0 00	0 0%
CONTRIBUTIONS					
Contributions from Restricted Revenues		8990	0 00	0 00	0 0%
(e) TOTAL, CONTRIBUTIONS			0 00	0 00	0 0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0 00	0 00	0 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	0 00	0 00	0 0%
4) Other Local Revenue		8600-8799	5,573 68	2,000 00	-64 1%
5) TOTAL, REVENUES			5,573 68	2,000 00	-64 1%
B EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0 00	0 00	0 0%
2) Instruction - Related Services	2000-2999		0 00	0 00	0 0%
3) Pupil Services	3000-3999		0 00	0 00	0 0%
4) Ancillary Services	4000-4999		0 00	0 00	0 0%
5) Community Services	5000-5999		0 00	0 00	0 0%
6) Enterprise	6000-6999		0 00	0 00	0 0%
7) General Administration	7000-7999		0 00	0 00	0 0%
8) Plant Services	8000-8999		0 00	0 00	0 0%
9) Other Outgo	9000-9999	Except 7600-7699	0 00	0 00	0 0%
10) TOTAL, EXPENDITURES			0 00	0 00	0 0%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			5,573 68	2,000 00	-64 1%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0 00	0 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0 00	0 00	0 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			5,573 68	2,000 00	-64 1%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	192,954 20	198,527 88	2 9%
b) Audit Adjustments		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)			192,954 20	198,527 88	2 9%
d) Other Restatements		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)			192,954 20	198,527 88	2 9%
2) Ending Balance, June 30 (E + F1e)			198,527 88	200,527 88	1 0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0 00	0 00	0 0%
Stores		9712	0 00	0 00	0 0%
Prepaid Items		9713	0 00	0 00	0 0%
All Others		9719	0 00	0 00	0 0%
b) Restricted		9740	0 00	0 00	0 0%
c) Committed					
Stabilization Arrangements		9750	0 00	0 00	0 0%
Other Commitments (by Resource/Object)		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	198,527 88	200,527 88	1 0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount		9790	0 00	0 00	0 0%

<u>Resource</u>	<u>Description</u>	<u>2018-19 Unaudited Actuals</u>	<u>2019-20 Budget</u>
	Total, Restricted Balance	0 00	0 00

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	0 00	0 00	0 0%
4) Other Local Revenue		8600-8799	60 270 06	80 850 00	34 1%
5) TOTAL, REVENUES			60,270 06	80,850 00	34 1%
B EXPENDITURES					
1) Certificated Salaries		1000-1999	0 00	0 00	0 0%
2) Classified Salaries		2000-2999	0 00	0 00	0 0%
3) Employee Benefits		3000-3999	0 00	0 00	0 0%
4) Books and Supplies		4000-4999	0 00	0 00	0 0%
5) Services and Other Operating Expenditures		5000-5999	627 00	1,130 00	80 2%
6) Capital Outlay		6000-6999	0 00	0 00	0 0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	95,692 17	95,692 00	0 0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0 00	0 00	0 0%
9) TOTAL, EXPENDITURES			96,319 17	96,822 00	0 5%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(36,049 11)	(15,972 00)	-55 7%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0 00	0 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(36,049 11)	(15,972 00)	-55 7%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	59,871 50	23,822 39	-60 2%
b) Audit Adjustments		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)			59,871 50	23,822 39	-60 2%
d) Other Restatements		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)			59,871 50	23,822 39	-60 2%
2) Ending Balance, June 30 (E + F1e)			23,822 39	7,850 39	-67 0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0 00	0 00	0 0%
Stores		9712	0 00	0 00	0 0%
Prepaid Items		9713	0 00	0 00	0 0%
All Others		9719	0 00	0 00	0 0%
b) Restricted		9740	0 00	29,917 00	New
c) Committed					
Stabilization Arrangements		9750	0 00	0 00	0 0%
Other Commitments		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments		9780	23,822 39	0 00	-100 0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount		9790	0 00	(22,066 61)	New

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
G ASSETS					
1) Cash					
a) in County Treasury		9110	23,662 39		
1) Fair Value Adjustment to Cash in County Treasury		9111	160 00		
b) in Banks		9120	0 00		
c) in Revolving Cash Account		9130	0 00		
d) with Fiscal Agent/Trustee		9135	0 00		
e) Collections Awaiting Deposit		9140	0 00		
2) Investments		9150	0 00		
3) Accounts Receivable		9200	0 00		
4) Due from Grantor Government		9290	0 00		
5) Due from Other Funds		9310	0 00		
6) Stores		9320	0 00		
7) Prepaid Expenditures		9330	0 00		
8) Other Current Assets		9340	0 00		
9) TOTAL, ASSETS			23,822 39		
H DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0 00		
2) TOTAL, DEFERRED OUTFLOWS			0 00		
I LIABILITIES					
1) Accounts Payable		9500	0 00		
2) Due to Grantor Governments		9590	0 00		
3) Due to Other Funds		9610	0 00		
4) Current Loans		9640	0 00		
5) Unearned Revenue		9650	0 00		
6) TOTAL, LIABILITIES			0 00		
J DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0 00		
2) TOTAL, DEFERRED INFLOWS			0 00		
K FUND EQUITY					
Ending Fund Balance - June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			23,822 39		

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
OTHER STATE REVENUE					
Tax Relief Subventions Restricted Levies - Other					
Homeowners' Exemptions		8575	0 00	0 00	0 0%
Other Subventions/In-Lieu Taxes		8576	0 00	0 00	0 0%
All Other State Revenue		8590	0 00	0 00	0 0%
TOTAL, OTHER STATE REVENUE			0 00	0 00	0 0%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes					
Other Restricted Levies Secured Roll		8615	0 00	0 00	0 0%
Unsecured Roll		8616	0 00	0 00	0 0%
Prior Years' Taxes		8617	0 00	0 00	0 0%
Supplemental Taxes		8618	0 00	0 00	0 0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0 00	0 00	0 0%
Other		8622	0 00	0 00	0 0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0 00	0 00	0 0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0 00	0 00	0 0%
Sales Sale of Equipment/Supplies		8631	0 00	0 00	0 0%
Interest		8660	1,169 47	850 00	-27 3%
Net Increase (Decrease) in the Fair Value of Investments		8662	496 00	0 00	-100 0%
Fees and Contracts					
Mitigation/Developer Fees		8681	58,604 59	80,000 00	36 5%
Other Local Revenue					
All Other Local Revenue		8699	0 00	0 00	0 0%
All Other Transfers In from All Others		8799	0 00	0 00	0 0%
TOTAL, OTHER LOCAL REVENUE			60,270 06	80,850 00	34 1%
TOTAL, REVENUES			60,270 06	80,850 00	34 1%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
CERTIFICATED SALARIES					
Other Certificated Salaries		1900	0 00	0 00	0 0%
TOTAL, CERTIFICATED SALARIES			0 00	0 00	0 0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0 00	0 00	0 0%
Classified Supervisors' and Administrators' Salaries		2300	0 00	0 00	0 0%
Clerical Technical and Office Salaries		2400	0 00	0 00	0 0%
Other Classified Salaries		2900	0 00	0 00	0 0%
TOTAL, CLASSIFIED SALARIES			0 00	0 00	0 0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0 00	0 00	0 0%
PERS		3201-3202	0 00	0 00	0 0%
OASDI/Medicare/Alternative		3301-3302	0 00	0 00	0 0%
Health and Welfare Benefits		3401-3402	0 00	0 00	0 0%
Unemployment Insurance		3501-3502	0 00	0 00	0 0%
Workers' Compensation		3601-3602	0 00	0 00	0 0%
OPEB, Allocated		3701-3702	0 00	0 00	0 0%
OPEB, Active Employees		3751-3752	0 00	0 00	0 0%
Other Employee Benefits		3901-3902	0 00	0 00	0 0%
TOTAL, EMPLOYEE BENEFITS			0 00	0 00	0 0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0 00	0 00	0 0%
Books and Other Reference Materials		4200	0 00	0 00	0 0%
Materials and Supplies		4300	0 00	0 00	0 0%
Noncapitalized Equipment		4400	0 00	0 00	0 0%
TOTAL BOOKS AND SUPPLIES			0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0 00	0 00	0 0%
Travel and Conferences		5200	0 00	0 00	0 0%
Insurance		5400-5450	0 00	0 00	0 0%
Operations and Housekeeping Services		5500	0 00	0 00	0 0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0 00	0 00	0 0%
Transfers of Direct Costs		5710	0 00	0 00	0 0%
Transfers of Direct Costs - Interfund		5750	0 00	0 00	0 0%
Professional/Consulting Services and Operating Expenditures		5800	627 00	1,130 00	80 2%
Communications		5900	0 00	0 00	0 0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			627 00	1 130 00	80 2%
CAPITAL OUTLAY					
Land		6100	0 00	0 00	0 0%
Land Improvements		6170	0 00	0 00	0 0%
Buildings and Improvements of Buildings		6200	0 00	0 00	0 0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0 00	0 00	0 0%
Equipment		6400	0 00	0 00	0 0%
Equipment Replacement		6500	0 00	0 00	0 0%
TOTAL CAPITAL OUTLAY			0 00	0 00	0 0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0 00	0 00	0 0%
Debt Service					
Debt Service - Interest		7438	12 962 79	12,793 00	-1 3%
Other Debt Service - Principal		7439	82,729 38	82,899 00	0 2%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			95,692 17	95,692 00	0 0%
TOTAL EXPENDITURES			96,319 17	96,822 00	0 5%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0 00	0 00	0 0%
(a) TOTAL, INTERFUND TRANSFERS IN			0 00	0 00	0 0%
INTERFUND TRANSFERS OUT					
To State School Building Fund/ County School Facilities Fund		7613	0 00	0 00	0 0%
Other Authorized Interfund Transfers Out		7619	0 00	0 00	0 0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0 00	0 00	0 0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0 00	0 00	0 0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0 00	0 00	0 0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0 00	0 00	0 0%
Proceeds from Capital Leases		8972	0 00	0 00	0 0%
Proceeds from Lease Revenue Bonds		8973	0 00	0 00	0 0%
All Other Financing Sources		8979	0 00	0 00	0 0%
(c) TOTAL SOURCES			0 00	0 00	0 0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0 00	0 00	0 0%
All Other Financing Uses		7699	0 00	0 00	0 0%
(d) TOTAL, USES			0 00	0 00	0 0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0 00	0 00	0 0%
Contributions from Restricted Revenues		8990	0 00	0 00	0 0%
(e) TOTAL, CONTRIBUTIONS			0 00	0 00	0 0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0 00	0 00	0 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	0 00	0 00	0 0%
4) Other Local Revenue		8600-8799	60,270 06	80,850 00	34 1%
5) TOTAL, REVENUES			60,270 06	80,850 00	34 1%
B EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0 00	0 00	0 0%
2) Instruction - Related Services	2000-2999		0 00	0 00	0 0%
3) Pupil Services	3000-3999		0 00	0 00	0 0%
4) Ancillary Services	4000-4999		0 00	0 00	0 0%
5) Community Services	5000-5999		0 00	0 00	0 0%
6) Enterprise	6000-6999		0 00	0 00	0 0%
7) General Administration	7000-7999		627 00	1,130 00	80 2%
8) Plant Services	8000-8999		0 00	0 00	0 0%
9) Other Outgo	9000-9999	Except 7600-7699	95,692 17	95,692 00	0 0%
10) TOTAL, EXPENDITURES			96,319 17	96,822 00	0 5%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(36,049 11)	(15,972 00)	-55 7%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0 00	0 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0 00	0 00	0 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(36,049 11)	(15,972 00)	-55 7%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	59,871 50	23,822 39	-60 2%
b) Audit Adjustments		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)			59,871 50	23,822 39	-60 2%
d) Other Restatements		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)			59,871 50	23,822 39	-60 2%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0 00	0 00	0 0%
Stores		9712	0 00	0 00	0 0%
Prepaid Items		9713	0 00	0 00	0 0%
All Others		9719	0 00	0 00	0 0%
b) Restricted					
		9740	0 00	29,917 00	New
c) Committed					
Stabilization Arrangements		9750	0 00	0 00	0 0%
Other Commitments (by Resource/Object)		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	23,822 39	0 00	-100 0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount		9790	0 00	(22,066 61)	New

Resource	Description	2018-19 Unaudited Actuals	2019-20 Budget
9010	Other Restricted Local	0 00	29,917 00
Total, Restricted Balance		0 00	29,917 00

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	0 00	0 00	0 0%
4) Other Local Revenue		8600-8799	35,975 23	10,000 00	-72 2%
5) TOTAL, REVENUES			35,975 23	10,000 00	-72 2%
B EXPENDITURES					
1) Certificated Salaries		1000-1999	0 00	0 00	0 0%
2) Classified Salaries		2000-2999	0 00	0 00	0 0%
3) Employee Benefits		3000-3999	0 00	0 00	0 0%
4) Books and Supplies		4000-4999	0 00	0 00	0 0%
5) Services and Other Operating Expenditures		5000-5999	0 00	0 00	0 0%
6) Capital Outlay		6000-6999	0 00	0 00	0 0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0 00	0 00	0 0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0 00	0 00	0 0%
9) TOTAL, EXPENDITURES			0 00	0 00	0 0%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			35,975 23	10,000 00	-72 2%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	600,000 00	0 00	-100 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			600,000 00	0 00	-100 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			635,975 23	10,000 00	-98 4%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	1,094,914 14	1,730,889 37	58 1%
b) Audit Adjustments					
		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)					
			1,094,914 14	1,730,889 37	58 1%
d) Other Restatements					
		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)					
			1,094,914 14	1,730,889 37	58 1%
2) Ending Balance, June 30 (E + F1e)					
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash					
		9711	0 00	0 00	0 0%
Stores					
		9712	0 00	0 00	0 0%
Prepaid Items					
		9713	0 00	0 00	0 0%
All Others					
		9719	0 00	0 00	0 0%
b) Restricted					
		9740	0 00	0 00	0 0%
c) Committed					
Stabilization Arrangements					
		9750	0 00	0 00	0 0%
Other Commitments					
		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments					
		9780	1,730,889 37	1,740,889 37	0 6%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties					
		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount					
		9790	0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
G ASSETS					
1) Cash					
a) in County Treasury		9110	1,719,274 37		
1) Fair Value Adjustment to Cash in County Treasury		9111	11 615 00		
b) in Banks		9120	0 00		
c) in Revolving Cash Account		9130	0 00		
d) with Fiscal Agent/Trustee		9135	0 00		
e) Collections Awaiting Deposit		9140	0 00		
2) Investments		9150	0 00		
3) Accounts Receivable		9200	0 00		
4) Due from Grantor Government		9290	0 00		
5) Due from Other Funds		9310	0 00		
6) Stores		9320	0 00		
7) Prepaid Expenditures		9330	0 00		
8) Other Current Assets		9340	0 00		
9) TOTAL, ASSETS			1,730,889 37		
H DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0 00		
2) TOTAL, DEFERRED OUTFLOWS			0 00		
I LIABILITIES					
1) Accounts Payable		9500	0 00		
2) Due to Grantor Governments		9590	0 00		
3) Due to Other Funds		9610	0 00		
4) Current Loans		9640	0 00		
5) Unearned Revenue		9650	0 00		
6) TOTAL, LIABILITIES			0 00		
J DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0 00		
2) TOTAL, DEFERRED INFLOWS			0 00		
K FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			1,730,889 37		

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
FEMA		8281	0 00	0 00	0 0%
All Other Federal Revenue		8290	0 00	0 00	0 0%
TOTAL, FEDERAL REVENUE			0 00	0 00	0 0%
OTHER STATE REVENUE					
Pass-Through Revenues from State Sources		8587	0 00	0 00	0 0%
California Clean Energy Jobs Act	6230	8590	0 00	0 00	0 0%
All Other State Revenue	All Other	8590	0 00	0 00	0 0%
TOTAL, OTHER STATE REVENUE			0 00	0 00	0 0%
OTHER LOCAL REVENUE					
Other Local Revenue					
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0 00	0 00	0 0%
Sales					
Sale of Equipment/Supplies		8631	0 00	0 00	0 0%
Leases and Rentals		8650	0 00	0 00	0 0%
Interest		8660	18,209 23	10,000 00	-45 1%
Net Increase (Decrease) in the Fair Value of Investments		8662	17,766 00	0 00	-100 0%
Other Local Revenue					
All Other Local Revenue		8699	0 00	0 00	0 0%
All Other Transfers In from All Others		8799	0 00	0 00	0 0%
TOTAL, OTHER LOCAL REVENUE			35,975 23	10,000 00	-72 2%
TOTAL, REVENUES			35,975 23	10,000 00	-72 2%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0 00	0 00	0 0%
Classified Supervisors' and Administrators' Salaries		2300	0 00	0 00	0 0%
Clerical, Technical and Office Salaries		2400	0 00	0 00	0 0%
Other Classified Salaries		2900	0 00	0 00	0 0%
TOTAL, CLASSIFIED SALARIES			0 00	0 00	0 0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0 00	0 00	0 0%
PERS		3201-3202	0 00	0 00	0 0%
OASDI/Medicare/Alternative		3301-3302	0 00	0 00	0 0%
Health and Welfare Benefits		3401-3402	0 00	0 00	0 0%
Unemployment Insurance		3501-3502	0 00	0 00	0 0%
Workers' Compensation		3601-3602	0 00	0 00	0 0%
OPEB, Allocated		3701-3702	0 00	0 00	0 0%
OPEB, Active Employees		3751-3752	0 00	0 00	0 0%
Other Employee Benefits		3901-3902	0 00	0 00	0 0%
TOTAL, EMPLOYEE BENEFITS			0 00	0 00	0 0%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0 00	0 00	0 0%
Materials and Supplies		4300	0 00	0 00	0 0%
Noncapitalized Equipment		4400	0 00	0 00	0 0%
TOTAL, BOOKS AND SUPPLIES			0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0 00	0 00	0 0%
Travel and Conferences		5200	0 00	0 00	0 0%
Insurance		5400-5450	0 00	0 00	0 0%
Operations and Housekeeping Services		5500	0 00	0 00	0 0%
Rentals, Leases, Repairs and Noncapitalized Improvements		5600	0 00	0 00	0 0%
Transfers of Direct Costs		5710	0 00	0 00	0 0%
Transfers of Direct Costs - Interfund		5750	0 00	0 00	0 0%
Professional/Consulting Services and Operating Expenditures		5800	0 00	0 00	0 0%
Communications		5900	0 00	0 00	0 0%
TOTAL SERVICES AND OTHER OPERATING EXPENDITURES			0 00	0 00	0 0%
CAPITAL OUTLAY					
Land		6100	0 00	0 00	0 0%
Land Improvements		6170	0 00	0 00	0 0%
Buildings and Improvements of Buildings		6200	0 00	0 00	0 0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0 00	0 00	0 0%
Equipment		6400	0 00	0 00	0 0%
Equipment Replacement		6500	0 00	0 00	0 0%
TOTAL CAPITAL OUTLAY			0 00	0 00	0 0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0 00	0 00	0 0%
To County Offices		7212	0 00	0 00	0 0%
To JPAs		7213	0 00	0 00	0 0%
All Other Transfers Out to All Others		7299	0 00	0 00	0 0%
Debt Service					
Debt Service - Interest		7438	0 00	0 00	0 0%
Other Debt Service - Principal		7439	0 00	0 00	0 0%
TOTAL OTHER OUTGO (excluding Transfers of Indirect Costs)			0 00	0 00	0 0%
TOTAL EXPENDITURES			0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From General Fund/CSSF		8912	600,000 00	0 00	-100 0%
Other Authorized Interfund Transfers In		8919	0 00	0 00	0 0%
(a) TOTAL, INTERFUND TRANSFERS IN			600,000 00	0 00	-100 0%
INTERFUND TRANSFERS OUT					
To General Fund/CSSF		7612	0 00	0 00	0 0%
To State School Building Fund/ County School Facilities Fund		7613	0 00	0 00	0 0%
Other Authorized Interfund Transfers Out		7619	0 00	0 00	0 0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Disposal of Capital Assets		8953	0 00	0 00	0 0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0 00	0 00	0 0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0 00	0 00	0 0%
Proceeds from Capital Leases		8972	0 00	0 00	0 0%
Proceeds from Lease Revenue Bonds		8973	0 00	0 00	0 0%
All Other Financing Sources		8979	0 00	0 00	0 0%
(c) TOTAL, SOURCES			0 00	0 00	0 0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0 00	0 00	0 0%
All Other Financing Uses		7699	0 00	0 00	0 0%
(d) TOTAL, USES			0 00	0 00	0 0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0 00	0 00	0 0%
Contributions from Restricted Revenues		8990	0 00	0 00	0 0%
(e) TOTAL, CONTRIBUTIONS			0 00	0 00	0 0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)					
			600,000 00	0 00	-100 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	0 00	0 00	0 0%
4) Other Local Revenue		8600-8799	35,975 23	10,000 00	-72 2%
5) TOTAL, REVENUES			35,975 23	10,000 00	-72 2%
B EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0 00	0 00	0 0%
2) Instruction - Related Services	2000-2999		0 00	0 00	0 0%
3) Pupil Services	3000-3999		0 00	0 00	0 0%
4) Ancillary Services	4000-4999		0 00	0 00	0 0%
5) Community Services	5000-5999		0 00	0 00	0 0%
6) Enterprise	6000-6999		0 00	0 00	0 0%
7) General Administration	7000-7999		0 00	0 00	0 0%
8) Plant Services	8000-8999		0 00	0 00	0 0%
9) Other Outgo	9000-9999	Except 7600-7699	0 00	0 00	0 0%
10) TOTAL, EXPENDITURES			0 00	0 00	0 0%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			35,975 23	10,000 00	-72 2%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	600,000 00	0 00	-100 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			600,000 00	0 00	-100 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			635,975.23	10,000.00	-98.4%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,094,914.14	1,730,889.37	58.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,094,914.14	1,730,889.37	58.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,094,914.14	1,730,889.37	58.1%
2) Ending Balance, June 30 (E + F1e)			1,730,889.37	1,740,889.37	0.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	1,730,889.37	1,740,889.37	0.6%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<u>Resource</u>	<u>Description</u>	<u>2018-19 Unaudited Actuals</u>	<u>2019-20 Budget</u>
	Total, Restricted Balance	0 00	0 00

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	3,968 68	2,503 00	-36 9%
4) Other Local Revenue		8600-8799	268,523 43	172,674 00	-35 7%
5) TOTAL REVENUES			272,492 11	175,177 00	-35 7%
B EXPENDITURES					
1) Certificated Salaries		1000-1999	0 00	0 00	0 0%
2) Classified Salaries		2000-2999	0 00	0 00	0 0%
3) Employee Benefits		3000-3999	0 00	0 00	0 0%
4) Books and Supplies		4000-4999	0 00	0 00	0 0%
5) Services and Other Operating Expenditures		5000-5999	0 00	0 00	0 0%
6) Capital Outlay		6000-6999	0 00	0 00	0 0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	185,000 00	194,169 00	5 0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0 00	0 00	0 0%
9) TOTAL EXPENDITURES			185,000 00	194,169 00	5 0%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			87,492 11	(18,992 00)	-121 7%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0 00	0 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL OTHER FINANCING SOURCES/USES			0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			87,492 11	(18,992 00)	-121 7%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	162,585 24	250 077 35	53 8%
b) Audit Adjustments		9793	0 00	0 00	0 0%
c) As of July 1 - Audited (F1a + F1b)			162,585 24	250,077 35	53 8%
d) Other Restatements		9795	0 00	0 00	0 0%
e) Adjusted Beginning Balance (F1c + F1d)			162 585 24	250 077 35	53 8%
2) Ending Balance, June 30 (E + F1e)			250,077 35	231,085 35	-7 6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0 00	0 00	0 0%
Stores		9712	0 00	0 00	0 0%
Prepaid Items		9713	0 00	0 00	0 0%
All Others		9719	0 00	0 00	0 0%
b) Restricted			0 00	0 00	0 0%
c) Committed					
Stabilization Arrangements		9750	0 00	0 00	0 0%
Other Commitments		9760	0 00	0 00	0 0%
d) Assigned					
Other Assignments		9780	250,077 35	231,085 35	-7 6%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0 00	0 00	0 0%
Unassigned/Unappropriated Amount		9790	0 00	0 00	0 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
G ASSETS					
1) Cash					
a) in County Treasury		9110	248,399 35		
1) Fair Value Adjustment to Cash in County Treasury		9111	1,678 00		
b) in Banks		9120	0 00		
c) in Revolving Cash Account		9130	0 00		
d) with Fiscal Agent/Trustee		9135	0 00		
e) Collections Awaiting Deposit		9140	0 00		
2) Investments		9150	0 00		
3) Accounts Receivable		9200	0 00		
4) Due from Grantor Government		9290	0 00		
5) Due from Other Funds		9310	0 00		
6) Stores		9320	0 00		
7) Prepaid Expenditures		9330	0 00		
8) Other Current Assets		9340	0 00		
9) TOTAL, ASSETS			250,077 35		
H DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0 00		
2) TOTAL, DEFERRED OUTFLOWS			0 00		
I LIABILITIES					
1) Accounts Payable		9500	0 00		
2) Due to Grantor Governments		9590	0 00		
3) Due to Other Funds		9610	0 00		
4) Current Loans		9640	0 00		
5) Unearned Revenue		9650	0 00		
6) TOTAL, LIABILITIES			0 00		
J DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0 00		
2) TOTAL, DEFERRED INFLOWS			0 00		
K FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			250,077 35		

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
FEDERAL REVENUE					
All Other Federal Revenue		8290	0 00	0 00	0 0%
TOTAL, FEDERAL REVENUE			0 00	0 00	0 0%
OTHER STATE REVENUE					
Tax Relief Subventions Voted Indebtedness Levies					
Homeowners' Exemptions		8571	3,968 68	2,503 00	-36 9%
Other Subventions/In-Lieu Taxes		8572	0 00	0 00	0 0%
TOTAL OTHER STATE REVENUE			3,968 68	2,503 00	-36 9%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes Voted Indebtedness Levies Secured Roll					
		8611	259 475 14	167,026 00	-35 6%
Unsecured Roll		8612	1,717 45	2,856 00	66 3%
Prior Years' Taxes		8613	40 57	71 00	75 0%
Supplemental Taxes		8614	3,040 78	2 421 00	-20 4%
Penalties and Interest from Delinquent Non-LCFF Taxes					
		8629	0 00	0 00	0 0%
Interest		8660	1,658 49	300 00	-81 9%
Net Increase (Decrease) in the Fair Value of Investments		8662	2,591 00	0 00	-100 0%
Other Local Revenue					
All Other Local Revenue		8699	0 00	0 00	0 0%
All Other Transfers In from All Others		8799	0 00	0 00	0 0%
TOTAL, OTHER LOCAL REVENUE			268,523 43	172,674 00	-35 7%
TOTAL, REVENUES			272,492 11	175,177 00	-35 7%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Bond Redemptions		7433	185,000 00	92,674 00	-49 9%
Bond Interest and Other Service Charges		7434	0 00	101 495 00	New
Debt Service - Interest		7438	0 00	0 00	0 0%
Other Debt Service - Principal		7439	0 00	0 00	0 0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			185,000 00	194 169 00	5 0%
TOTAL, EXPENDITURES			185,000 00	194,169 00	5 0%

Description	Resource Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0 00	0 00	0 0%
(a) TOTAL, INTERFUND TRANSFERS IN			0 00	0 00	0 0%
INTERFUND TRANSFERS OUT					
To General Fund		7614	0 00	0 00	0 0%
Other Authorized Interfund Transfers Out		7619	0 00	0 00	0 0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0 00	0 00	0 0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0 00	0 00	0 0%
All Other Financing Sources		8979	0 00	0 00	0 0%
(c) TOTAL, SOURCES			0 00	0 00	0 0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0 00	0 00	0 0%
All Other Financing Uses		7699	0 00	0 00	0 0%
(d) TOTAL, USES			0 00	0 00	0 0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0 00	0 00	0 0%
Contributions from Restricted Revenues		8990	0 00	0 00	0 0%
(e) TOTAL, CONTRIBUTIONS			0 00	0 00	0 0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)					
			0 00	0 00	0 0%

Unaudited Actuals
Bond Interest and Redemption Fund
Expenditures by Function

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
A REVENUES					
1) LCFF Sources		8010-8099	0 00	0 00	0 0%
2) Federal Revenue		8100-8299	0 00	0 00	0 0%
3) Other State Revenue		8300-8599	3,968 68	2,503 00	-36 9%
4) Other Local Revenue		8600-8799	268,523 43	172,674 00	-35 7%
5) TOTAL, REVENUES			272,492 11	175,177 00	-35 7%
B EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0 00	0 00	0 0%
2) Instruction - Related Services	2000-2999		0 00	0 00	0 0%
3) Pupil Services	3000-3999		0 00	0 00	0 0%
4) Ancillary Services	4000-4999		0 00	0 00	0 0%
5) Community Services	5000-5999		0 00	0 00	0 0%
6) Enterprise	6000-6999		0 00	0 00	0 0%
7) General Administration	7000-7999		0 00	0 00	0 0%
8) Plant Services	8000-8999		0 00	0 00	0 0%
9) Other Outgo	9000-9999	Except 7600-7699	185,000 00	194,169 00	5 0%
10) TOTAL, EXPENDITURES			185,000 00	194,169 00	5 0%
C EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			87,492 11	(18,992 00)	-121 7%
D OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0 00	0 00	0 0%
b) Transfers Out		7600-7629	0 00	0 00	0 0%
2) Other Sources/Uses					
a) Sources		8930-8979	0 00	0 00	0 0%
b) Uses		7630-7699	0 00	0 00	0 0%
3) Contributions		8980-8999	0 00	0 00	0 0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0 00	0 00	0 0%

Description	Function Codes	Object Codes	2018-19 Unaudited Actuals	2019-20 Budget	Percent Difference
E NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			87,492.11	(18,992.00)	-121.7%
F FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	162,585.24	250,077.35	53.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			162,585.24	250,077.35	53.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			162,585.24	250,077.35	53.8%
2) Ending Balance, June 30 (E + F1e)			250,077.35	231,085.35	-7.6%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Items		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	250,077.35	231,085.35	-7.6%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Resource	Description	2018-19 Unaudited Actuals	2019-20 Budget
Total, Restricted Balance		0 00	0 00

Description	2018-19 Unaudited Actuals			2019-20 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
A DISTRICT						
1 Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	889 53	894 98	891 53	909 15	909 15	909 15
2 Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
3 Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
4 Total, District Regular ADA (Sum of Lines A1 through A3)	889 53	894 98	891 53	909 15	909 15	909 15
5 District Funded County Program ADA						
a County Community Schools						
b Special Education-Special Day Class	0 86	0 84	0 84	0 90	0 90	0 90
c Special Education-NPS/LCI	0 60	0 56	0 56	0 90	0 90	0 90
d Special Education Extended Year						
e Other County Operated Programs Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools						
f County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	1 46	1 40	1 40	1 80	1 80	1 80
6 TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	890 99	896 38	892 93	910 95	910 95	910 95
7 Adults in Correctional Facilities						
8 Charter School ADA (Enter Charter School ADA using Tab C Charter School ADA)						

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities						
Capital assets not being depreciated						
Land	149,481 00		149,481 00	18,968 87		168,449 87
Work in Progress			0 00			0 00
Total capital assets not being depreciated	149,481 00	0 00	149,481 00	18,968 87	0 00	168,449 87
Capital assets being depreciated						
Land Improvements	933,619 00		933,619 00			933,619 00
Buildings	23,598,212 00	21,121 00	23,619,333 00			23,619,333 00
Equipment	1,762,156 00		1,762,156 00	174,568 00		1,936,724 00
Total capital assets being depreciated	26,293,987 00	21,121 00	26,315,108 00	174,568 00	0 00	26,489,676 00
Accumulated Depreciation for						
Land Improvements	(423,681 77)	(152,229 00)	(575,910 77)	35,578 46		(540,332 31)
Buildings	(8,808,668 08)	(456,767 92)	(9,265,436 00)	427,728 67		(8,837,707 33)
Equipment	(1,224,869 65)	(205,158 00)	(1,430,027 65)	86,286 66		(1,343,740 99)
Total accumulated depreciation	(10,457,219 50)	(814,154 92)	(11,271,374 42)	549,593 79	0 00	(10,721,780 63)
Total capital assets being depreciated, net	15,836,767 50	(793,033 92)	15,043,733 58	724,161 79	0 00	15,767,895 37
Governmental activity capital assets, net	15,986,248 50	(793,033 92)	15,193,214 58	743,130 66	0 00	15,936,345 24
Business-Type Activities						
Capital assets not being depreciated						
Land			0 00			0 00
Work in Progress			0 00			0 00
Total capital assets not being depreciated	0 00	0 00	0 00	0 00	0 00	0 00
Capital assets being depreciated						
Land Improvements			0 00			0 00
Buildings			0 00			0 00
Equipment			0 00			0 00
Total capital assets being depreciated	0 00	0 00	0 00	0 00	0 00	0 00
Accumulated Depreciation for						
Land Improvements			0 00			0 00
Buildings			0 00			0 00
Equipment			0 00			0 00
Total accumulated depreciation	0 00	0 00	0 00	0 00	0 00	0 00
Total capital assets being depreciated, net	0 00	0 00	0 00	0 00	0 00	0 00
Business-type activity capital assets, net	0 00	0 00	0 00	0 00	0 00	0 00

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No	Reductions (See Note 1) (2)	EDP No	Current Expense of Education (Col 1 - Col 2) (3)	EDP No	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No	Current Expense-Part II (Col 3 - Col 4) (5)	EDP No
1000 - Certificated Salaries	3,815,826.94	301	0.00	303	3,815,826.94	305	0.00		307	3,815,826.94	309
2000 - Classified Salaries	1,515,039.26	311	0.00	313	1,515,039.26	315	201,768.63		317	1,313,270.63	319
3000 - Employee Benefits	2,794,377.85	321	58,865.13	323	2,735,512.72	325	108,970.03		327	2,626,542.69	329
4000 - Books, Supplies Equip Replace (6500)	704,630.22	331	174,568.00	333	530,062.22	335	198,644.44		337	331,417.78	339
5000 - Services & 7300 - Indirect Costs	1,842,426.85	341	57,985.59	343	1,784,441.26	345	483,856.77		347	1,300,584.49	349
TOTAL					10,380,882.40	365			TOTAL	9,387,642.53	369

Note 1 - In Column 2, report expenditures for the following programs Nonagency (Goals 7100-7199), Community Services (Goal 8100) Food Services (Function 3700), Fringe Benefits for Retired Persons (Objects 3701-3702), and Facilities Acquisition & Construction (Function 8500)

Note 2 - In Column 4, report expenditures for Transportation (Function 3600), Lottery Expenditures (Resource 1100) Special Education Students in Nonpublic Schools (Function 1180) and other federal or state categorical aid in which funds were granted for expenditures in a program not incurring any teacher salary expenditures or requiring disbursement of the funds without regard to the requirements of EC Section 41372

* If an amount (even zero) is entered in any row of Column 4b or in Line 13b the form uses only the values in Column 4b and Line 13b rather than the values in Column 4a and Line 13a

PART II MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)		Object	EDP No
1	Teacher Salaries as Per EC 41011	1100	375
2	Salaries of Instructional Aides Per EC 41011	2100	380
3	STRS	3101 & 3102	382
4	PERS	3201 & 3202	383
5	OASDI - Regular, Medicare and Alternative	3301 & 3302	384
6	Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans)	3401 & 3402	385
7	Unemployment Insurance	3501 & 3502	390
8	Workers' Compensation Insurance	3601 & 3602	392
9	OPEB, Active Employees (EC 41372)	3751 & 3752	0.00
10	Other Benefits (EC 22310)	3901 & 3902	393
11	SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10)		395
12	Less Teacher and Instructional Aide Salaries and Benefits deducted in Column 2		0.00
13a	Less Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted)		0.00
b	Less Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*		396
14	TOTAL SALARIES AND BENEFITS		397
15	Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372		60.50%
16	District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X')		

PART III DEFICIENCY AMOUNT	
A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374	
1	Minimum percentage required (60% elementary, 55% unified, 50% high)
2	Percentage spent by this district (Part II Line 15)
3	Percentage below the minimum (Part III, Line 1 minus Line 2)
4	District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369)
5	Deficiency Amount (Part III, Line 3 times Line 4)

PART IV Explanation for adjustments entered in Part I, Column 4b (required)

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Unaudited Actuals
2018-19 Unaudited Actuals
Schedule of Long-Term Liabilities

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities							
General Obligation Bonds Payable	759,946 00	930,760 00	1,690,706 00		185,000 00	1,505,706 00	
State School Building Loans Payable			0 00			0 00	
Certificates of Participation Payable			0 00			0 00	
Capital Leases Payable	261,083 00	(1 00)	261,082 00		82,729 38	178,352 62	
Lease Revenue Bonds Payable			0 00			0 00	
Other General Long-Term Debt	51,531 81		51,531 81		51,531 81	0 00	
Net Pension Liability			0 00			0 00	
Total/Net OPEB Liability	106,759 00	615,535 00	722,294 00	94,582 00	63,682 00	753,194 00	
Compensated Absences Payable	92,571 00	(687 00)	91,884 00		23,832 00	68,052 00	
Governmental activities long-term liabilities	1,271,890 81	1,545,607 00	2,817,497 81	94,582 00	406,775 19	2,505,304 62	0 00
Business-Type Activities							
General Obligation Bonds Payable			0 00			0 00	
State School Building Loans Payable			0 00			0 00	
Certificates of Participation Payable			0 00			0 00	
Capital Leases Payable			0 00			0 00	
Lease Revenue Bonds Payable			0 00			0 00	
Other General Long-Term Debt			0 00			0 00	
Net Pension Liability			0 00			0 00	
Total/Net OPEB Liability			0 00			0 00	
Compensated Absences Payable			0 00			0 00	
Business-type activities long-term liabilities	0 00	0 00	0 00	0 00	0 00	0 00	0 00

Section I - Expenditures	Funds 01, 09, and 62			2018-19 Expenditures
	Goals	Functions	Objects	
A Total state, federal, and local expenditures (all resources)	All	All	1000-7999	11,560,605 52
B Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	579,485 32
C Less state and local expenditures not allowed for MOE (All resources, except federal as identified in Line B)				
1 Community Services	All	5000-5999	1000-7999	0 00
2 Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	403,829 19
3 Debt Service	All	9100	5400-5450, 5800, 7430- 7439	55,697 45
4 Other Transfers Out	All	9200	7200-7299	0 00
5 Interfund Transfers Out	All	9300	7600-7629	605,000 00
6 All Other Financing Uses	All	9100	7699	0 00
		9200	7651	
7 Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	57,985 59
8 Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0 00
9 Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered Must not include expenditures in lines B, C1-C8, D1, or D2			0 00
10 Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				1,122,512 23
D Plus additional MOE expenditures			1000-7143, 7300-7439 minus 8000-8699	
1 Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All		0 00
2 Expenditures to cover deficits for student body activities	Manually entered Must not include expenditures in lines A or D1			0 00
E Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				9,858,607 97

Section II - Expenditures Per ADA		2018-19 Annual ADA/ Exps. Per ADA
A Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)		896 38
B Expenditures per ADA (Line I E divided by Line II A)		10,998 25
Section III - MOE Calculation (For data collection only Final determination will be done by CDE)		
	Total	Per ADA
A Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation) (Note If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount)	8,892,372 20	9,979 21
1 Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0 00	0 00
2 Total adjusted base expenditure amounts (Line A plus Line A 1)	8,892,372 20	9,979 21
B Required effort (Line A 2 times 90%)	8,003,134 98	8,981 29
C Current year expenditures (Line I E and Line II B)	9,858,607 97	10,998 25
D MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0 00	0 00
E MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met, if both amounts are positive, the MOE requirement is not met If either column in Line A 2 or Line C equals zero, the MOE calculation is incomplete)	MOE Met	
F MOE deficiency percentage, if MOE not met, otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2020-21 may be reduced by the lower of the two percentages)	0 00%	0 00%

SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A 1)		
Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0 00	0 00

	2018-19 Calculations			2019-20 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
A PRIOR YEAR DATA (2017-18 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2017-18 Actual			2018-19 Actual		
1 FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11 PY column)	5 650 332 20		5,650 332 20			5 858 285 16
2 PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	890 86		890 86			890 99
	Adjustments to 2017-18			Adjustments to 2018-19		
ADJUSTMENTS TO PRIOR YEAR LIMIT						
3 District Lapses, Reorganizations and Other Transfers						
4 Temporary Voter Approved Increases						
5 Less Lapses of Voter Approved Increases						
6 TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0 00			0 00
7 ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B CURRENT YEAR GANN ADA (2018-19 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2018-19 P2 Report			2019-20 P2 Estimate		
1 Total K-12 ADA (Form A Line A6)	890 99		890 99	910 95		910 95
2 Total Charter Schools ADA (Form A, Line C9)	0 00		0 00	0 00		0 00
3 TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			890 99			910 95
C CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2018-19 Actual			2019-20 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1 Homeowners' Exemption (Object 8021)	30 594 68		30 594 68	31,206 00		31,206 00
2 Timber Yield Tax (Object 8022)	0 00		0 00	0 00		0 00
3 Other Subventions/In-Lieu Taxes (Object 8029)	0 00		0 00	0 00		0 00
4 Secured Roll Taxes (Object 8041)	2,158,898 69		2 158,898 69	2,198,544 00		2,198,544 00
5 Unsecured Roll Taxes (Object 8042)	94 061 84		94 061 84	95 033 00		95 033 00
6 Prior Years' Taxes (Object 8043)	1,362 09		1,362 09	3,737 00		3 737 00
7 Supplemental Taxes (Object 8044)	46 694 67		46 694 67	24,394 00		24,394 00
8 Ed Rev Augmentation Fund (ERAF) (Object 8045)	(131,834 33)		(131,834 33)	(93 972 00)		(93 972 00)
9 Penalties and Int from Delinquent Taxes (Object 8048)	0 00		0 00	0 00		0 00
10 Other In-Lieu Taxes (Object 8082)	0 00		0 00	0 00		0 00
11 Comm Redevelopment Funds (objects 8047 & 8625)	0 00		0 00	0 00		0 00
12 Parcel Taxes (Object 8621)	0 00		0 00	0 00		0 00
13 Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0 00		0 00	0 00		0 00
14 Penalties and Int from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0 00		0 00	0 00		0 00
15 Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16 TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	2 199 777 64	0 00	2,199,777 64	2 258 942 00	0 00	2 258 942 00
OTHER LOCAL REVENUES (Funds 01 09 and 62)						
17 To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0 00		0 00	0 00		0 00
18 TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	2,199,777 64	0 00	2 199 777 64	2 258 942 00	0 00	2 258 942 00

	2018-19 Calculations			2019-20 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19 Medicare (Enter federally mandated amounts only from obj 3301 & 3302 do not include negotiated amounts)			74,393 69			74,393 69
OTHER EXCLUSIONS						
20 Americans with Disabilities Act						
21 Unreimbursed Court Mandated Desegregation Costs						
22 Other Unfunded Court-ordered or Federal Mandates						
23 TOTAL EXCLUSIONS (Lines C19 through C22)			74 393 69			74,393 69
STATE AID RECEIVED (Funds 01, 09, and 62)						
24 LCFF - CY (objects 8011 and 8012)	6,487,501 00		6 487,501 00	6 804 168 00		6 804 168 00
25 LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	(495 00)		(495 00)	0 00		0 00
26 TOTAL STATE AID RECEIVED (Lines C24 plus C25)	6,487,006 00	0 00	6,487 006 00	6,804,168 00	0 00	6 804 168 00
DATA FOR INTEREST CALCULATION						
27 Total Revenues (Funds 01, 09 & 62, objects 8000-8799)	11,180 718 61		11 180 718 61	10,727,951 00		10,727,951 00
28 Total Interest and Return on Investments (Funds 01, 09 and 62, objects 8660 and 8662)	91,681 53		91 681 53	35,000 00		35,000 00
D APPROPRIATIONS LIMIT CALCULATIONS			2018-19 Actual			2019-20 Budget
PRELIMINARY APPROPRIATIONS LIMIT						
1 Revised Prior Year Program Limit (Lines A1 plus A6)			5 650 332 20			5,858,285 16
2 Inflation Adjustment			1 0367			1 0385
3 Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1 0001			1 0224
4 PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			5 858,285 16			6,220,106 91
APPROPRIATIONS SUBJECT TO THE LIMIT						
5 Local Revenues Excluding Interest (Line C18)			2,199,777 64			2,258 942 00
6 Preliminary State Aid Calculation						
a Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400 but not greater than Line C26 or less than zero)			106,918 80			109 314 00
b Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23, but not less than zero)			3,732 901 21			4 035,558 60
c Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			3 732,901 21			4 035 558 60
7 Local Revenues in Proceeds of Taxes						
a Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			49 049 98			20,603 06
b Total Local Proceeds of Taxes (Lines D5 plus D7a)			2 248,827 62			2,279,545 06
8 State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23, but not greater than Line C26 or less than zero)			3,683 851 23			4,014,955 54
9 Total Appropriations Subject to the Limit						
a Local Revenues (Line D7b)			2,248 827 62			
b State Subventions (Line D8)			3,683,851 23			
c Less Excluded Appropriations (Line C23)			74,393 69			
d TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			5,858 285 16			

Part I - General Administrative Share of Plant Services Costs

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

A Salaries and Benefits - Other General Administration and Centralized Data Processing

- 1 Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 7200-7700, goals 0000 and 9000) 341,364 02
- 2 Contracted general administrative positions not paid through payroll
 - a Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800 _____
 - b If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

B Salaries and Benefits - All Other Activities

- 1 Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400, Functions 7200-7700, all goals except 0000 & 9000) 7,725,014 90

C Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1, zero if negative) (See Part III, Lines A5 and A6) 4 42%

Part II - Adjustments for Employment Separation Costs

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

A Normal Separation Costs (optional)

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. Retain supporting documentation. _____

B Abnormal or Mass Separation Costs (required)

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. 0 00

Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)

A Indirect Costs

1	Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	487,210 20
2	Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	16,891 00
3	External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	16,000 00
4	Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0 00
5	Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	48,724 66
6	Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	0 00
7	Adjustment for Employment Separation Costs	
a	Plus Normal Separation Costs (Part II, Line A)	0 00
b	Less Abnormal or Mass Separation Costs (Part II, Line B)	0 00
8	Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	568,825 86
9	Carry-Forward Adjustment (Part IV, Line F)	0 00
10	Total Adjusted Indirect Costs (Line A8 plus Line A9)	568,825 86

B Base Costs

1	Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	6,400,656 15
2	Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	947,289 05
3	Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	816,229 67
4	Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	87,032 42
5	Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0 00
6	Enterprise (Function 6000, objects 1000-5999 except 5100)	0 00
7	Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	206,753 09
8	External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	0 00
9	Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999, Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	13,795 00
10	Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999, Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0 00
11	Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	1,053,643 20
12	Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0 00
13	Adjustment for Employment Separation Costs	
a	Less Normal Separation Costs (Part II, Line A)	0 00
b	Plus Abnormal or Mass Separation Costs (Part II, Line B)	0 00
14	Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0 00
15	Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0 00
16	Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	405,341 28
17	Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0 00
18	Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a)	9,930,739 86

**C Straight Indirect Cost Percentage Before Carry-Forward Adjustment
(For information only - not for use when claiming/recovering indirect costs)**

(Line A8 divided by Line B18) 5 73%

D Preliminary Proposed Indirect Cost Rate

(For final approved fixed-with-carry-forward rate for use in 2020-21 see www.cde.ca.gov/fg/ac/ic)

(Line A10 divided by Line B18) 5 73%

Part IV - Carry-forward Adjustment

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

A Indirect costs incurred in the current year (Part III, Line A8)	<u>568,825 86</u>
B Carry-forward adjustment from prior year(s)	
1 Carry-forward adjustment from the second prior year	<u>0 00</u>
2 Carry-forward adjustment amount deferred from prior year(s), if any	<u>0 00</u>
C Carry-forward adjustment for under- or over-recovery in the current year	
1 Under-recovery Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (6.01%) times Part III, Line B18), zero if negative	<u>0 00</u>
2 Over-recovery Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (6.01%) times Part III, Line B18) or (the highest rate used to recover costs from any program (5%) times Part III, Line B18), zero if positive	<u>0 00</u>
D Preliminary carry-forward adjustment (Line C1 or C2)	<u>0 00</u>
E Optional allocation of negative carry-forward adjustment over more than one year	
<p>Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.</p>	
Option 1 Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation	<u>not applicable</u>
Option 2 Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years	<u>not applicable</u>
Option 3 Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years	<u>not applicable</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
F Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	<u>0 00</u>

Unaudited Actuals
2018-19 Unaudited Actuals
LOTTERY REPORT
Revenues, Expenditures and
Ending Balances - All Funds

Description	Object Codes	Lottery Unrestricted (Resource 1100)	Transferred to Other Resources for Expenditure	Lottery Instructional Materials (Resource 6300)*	Totals
A AMOUNT AVAILABLE FOR THIS FISCAL YEAR					
1 Adjusted Beginning Fund Balance	9791-9795	66,694 46		101,997 96	168,692 42
2 State Lottery Revenue	8560	155,622 08		65,907 81	221,529 89
3 Other Local Revenue	8600-8799	0 00		0 00	0 00
4 Transfers from Funds of Lapsed/Reorganized Districts	8965	0 00		0 00	0 00
5 Contributions from Unrestricted Resources (Total must be zero)	8980	0 00			0 00
6 Total Available (Sum Lines A1 through A5)		222,316 54	0 00	167,905 77	390,222 31
B EXPENDITURES AND OTHER FINANCING USES					
1 Certificated Salaries	1000-1999	0 00			0 00
2 Classified Salaries	2000-2999	0 00			0 00
3 Employee Benefits	3000-3999	0 00			0 00
4 Books and Supplies	4000-4999	97,405 95		55,854 89	153,260 84
5 a Services and Other Operating Expenditures (Resource 1100)	5000-5999	41,533 07			41,533 07
b Services and Other Operating Expenditures (Resource 6300)	5000-5999, except 5100, 5710, 5800				
c Duplicating Costs for Instructional Materials (Resource 6300)	5100, 5710, 5800				
6 Capital Outlay	6000-6999	0 00			0 00
7 Tuition	7100-7199	0 00			0 00
8 Interagency Transfers Out					
a To Other Districts, County Offices, and Charter Schools	7211,7212,7221, 7222,7281,7282	0 00			0 00
b To JPAs and All Others	7213,7223, 7283,7299	0 00			0 00
9 Transfers of Indirect Costs	7300-7399				
10 Debt Service	7400-7499	0 00			0 00
11 All Other Financing Uses	7630-7699	0 00			0 00
12 Total Expenditures and Other Financing Uses (Sum Lines B1 through B11)		138,939 02	0 00	55,854 89	194,793 91
C ENDING BALANCE (Must equal Line A6 minus Line B12)					
	979Z	83,377 52	0 00	112,050 88	195,428 40
D COMMENTS					

Data from this report will be used to prepare a report to the Legislature as required by Control Section 24 60 of the Budget Act

*Pursuant to Government Code Section 8880 4(a)(2)(B) and the definition in Education Code Section 60010(h), Resource 6300 funds are to be used for the purchase of instructional materials only Any amounts in the shaded cells of this column should be reviewed for appropriateness

Unaudited Actuals
2018-19
General Fund and Charter Schools Funds
Program Cost Report

Goal	Program/Activity	----- Direct Costs -----			Central Admin Costs (col 3 x Sch CAC line E) Column 4	Other Costs (Schedule OC) Column 5	Total Costs by Program (col 3 + 4 + 5) Column 6
		Direct Charged (Schedule DCC) Column 1	Allocated (Schedule AC) Column 2	Subtotal (col 1 + 2) Column 3			
Instructional Goals							
0001	Pre-Kindergarten	1,027 69	0 00	1,027 69	74 25	1,101 94	
1110	Regular Education, K-12	5,829 589 05	2,541,460 20	8,371 049 25	604,831 50	8,975,880 75	
3100	Alternative Schools	0 00	0 00	0 00	0 00	0 00	
3200	Continuation Schools	0 00	0 00	0 00	0 00	0 00	
3300	Independent Study Centers	0 00	0 00	0 00	0 00	0 00	
3400	Opportunity Schools	0 00	0 00	0 00	0 00	0 00	
3550	Community Day Schools	0 00	0 00	0 00	0 00	0 00	
3700	Specialized Secondary Programs	0 00	0 00	0 00	0 00	0 00	
3800	Career Technical Education	0 00	0 00	0 00	0 00	0 00	
4110	Regular Education, Adult	0 00	0 00	0 00	0 00	0 00	
4610	Adult Independent Study Centers	0 00	0 00	0 00	0 00	0 00	
4620	Adult Correctional Education	0 00	0 00	0 00	0 00	0 00	
4630	Adult Career Technical Education	0 00	0 00	0 00	0 00	0 00	
4760	Bilingual	0 00	0 00	0 00	0 00	0 00	
4850	Migrant Education	0 00	0 00	0 00	0 00	0 00	
5000-5999	Special Education	1,168,717 08	246 687 27	1 415,404 35	102,266 89	1,517 671 24	
6000	Regional Occupational Ctr/Prg (ROC/P)	0 00	0 00	0 00	0 00	0 00	
Other Goals							
7110	Nonagency - Educational	57,985 59	0 00	57,985 59	4,189 62	62,175 21	
7150	Nonagency - Other	0 00	0 00	0 00	0 00	0 00	
8100	Community Services	0 00	0 00	0 00	0 00	0 00	
8500	Child Care and Development Services	0 00	0 00	0 00	0 00	0 00	
Other Costs							
----	Food Services				1,197 29	1,197 29	
----	Enterprise				0 00	0 00	
----	Facilities Acquisition & Construction				294,312 61	294,312 61	
----	Other Outgo				678,979 45	678,979 45	
Other Funds							
----	Adult Education Child Development, Cafeteria, Foundation ([Column 3 + CAC, line C5] times CAC, line E)		0 00	0 00	29,287 03	29,287 03	
----	Indirect Cost Transfers to Other Funds (Net of Funds 01, 09, 62 Function 7210, Object 7350)				0 00	0 00	
----	Total General Fund and Charter Schools Funds Expenditures	7 057 319 41	2 788,147 47	9 845 466 88	740 649 29	11 560,605 52	

Unaudited Actuals
2018-19
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Direct Charged Costs (DCC)

Goal	Type of Program	Instruction (Functions 1000-1999)	Instructional Supervision and Administration (Functions 2100-2200)	Library Media Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3110-3160 and 3900)	Pupil Transportation (Function 3600)	Ancillary Services (Functions 4000-4999)	Community Services (Functions 5000-5999)	General Administration (Functions 7000-7999 except 7210)*	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Total
Instructional Goals													
0001	Pre Kindergarten	1 027 69	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	1 027 69
1110	Regular Education K-12	5 555 848 86	4 500 00	0 00	0 00	51 506 39	0 00	217 733 80			0 00	0 00	5 829 589 05
3100	Alternative Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
3200	Continuation Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
3300	Independent Study Centers	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
3400	Opportunity Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
3550	Community Day Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
3700	Specialized Secondary Programs	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
3800	Career Technical Education	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
4110	Regular Education Adult	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
4610	Adult Independent Study Centers	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
4620	Adult Correctional Education	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
4630	Adult Career Technical Education	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
4760	Bilingual	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
4850	Migrant Education	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
5000-5999	Special Education	1 043 339 22	0 00	0 00	29 733 49	95 644 37	0 00	0 00			0 00	0 00	1 168 717 08
6000	ROC/P	0 00	0 00	0 00	0 00	0 00	0 00	0 00			0 00	0 00	0 00
Other Goals													
7110	Nonagency Educational	0 00	0 00	0 00	0 00	57 985 59	0 00	0 00	0 00	0 00	0 00	0 00	57 985 59
7150	Nonagency - Other	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
8100	Community Services		0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
8500	Child Care and Development Services	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
Total Direct Charged Costs		6 600 215 77	4 500 00	0 00	29 733 49	205 136 35	0 00	217 733 80	0 00	0 00	0 00	0 00	7 057 319 41

* Functions 7100-7199 for goals 8100 and 8500

Unaudited Actuals
2018-19
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Allocated Support Costs (AC)

Goal	Type of Program	Allocated Support Costs (Based on factors input on Form PCRAF)			Total
		Full-Time Equivalents	Classroom Units	Pupils Transported	
Instructional Goals					
0001	Pre-Kindergarten	0 00	0 00	0 00	0 00
1110	Regular Education, K-12	997,236 18	1,093,330 53	450,893 49	2,541,460 20
3100	Alternative Schools	0 00	0 00	0 00	0 00
3200	Continuation Schools	0 00	0 00	0 00	0 00
3300	Independent Study Centers	0 00	0 00	0 00	0 00
3400	Opportunity Schools	0 00	0 00	0 00	0 00
3550	Community Day Schools	0 00	0 00	0 00	0 00
3700	Specialized Secondary Programs	0 00	0 00	0 00	0 00
3800	Career Technical Education	0 00	0 00	0 00	0 00
4110	Regular Education, Adult	0 00	0 00	0 00	0 00
4610	Adult Independent Study Centers	0 00	0 00	0 00	0 00
4620	Adult Correctional Education	0 00	0 00	0 00	0 00
4630	Adult Career Technical Education	0 00	0 00	0 00	0 00
4760	Bilingual	0 00	0 00	0 00	0 00
4850	Migrant Education	0 00	0 00	0 00	0 00
5000-5999	Special Education (allocated to 5001)	108,134 05	118,553 91	19,999 31	246,687 27
6000	ROC/P	0 00	0 00	0 00	0 00
Other Goals					
7110	Nonagency - Educational	0 00	0 00	0 00	0 00
7150	Nonagency - Other	0 00	0 00	0 00	0 00
8100	Community Services	0 00	0 00	0 00	0 00
8500	Child Care and Development Svcs	0 00	0 00	0 00	0 00
Other Funds					
--	Adult Education (Fund 11)		0 00		0 00
--	Child Development (Fund 12)	0 00	0 00	0 00	0 00
--	Cafeteria (Funds 13 and 61)		0 00		0 00
Total Allocated Support Costs		1,105,370 23	1,211,884 44	470,892 80	2,788,147 47

Unaudited Actuals
2018-19
Program Cost Report
Schedule of Central Administration Costs (CAC)

A. Central Administration Costs in General Fund and Charter Schools Funds	
1 Board and Superintendent (Funds 01, 09, and 62, Functions 7100-7180, Goals 0000-6999 and 9000, Objects 1000-7999)	206,753 09
2 External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000-7999)	16,000 00
3 Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	501,005 20
4 Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	16,891 00
5 Total Central Administration Costs in General Fund and Charter Schools Funds	740,649 29
B. Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	
1 Total Direct Charged Costs (from Form PCR, Column 1, Total)	7,057,319 41
2 Total Allocated Costs (from Form PCR, Column 2, Total)	2,788,147 47
3 Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	9,845,466 88
C. Direct Charged Costs in Other Funds	
1 Adult Education (Fund 11, Objects 1000-5999, except 5100)	0 00
2 Child Development (Fund 12, Objects 1000-5999, except 5100)	0 00
3 Cafeteria (Funds 13 & 61, Objects 1000-5999, except 5100)	405,341 28
4 Foundation (Funds 19 & 57, Objects 1000-5999, except 5100)	0 00
5 Total Direct Charged Costs in Other Funds	405,341 28
D. Total Direct Charged and Allocated Costs (B3 + C5)	10,250,808 16
E. Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)	7 23%

Unaudited Actuals
2018-19
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Other Costs (OC)

Type of Activity	Food Services (Function 3700)	Enterprise (Function 6000)	Facilities Acquisition & Construction (Function 8500)	Other Outgo (Functions 9000-9999)	Total
Food Services (Objects 1000-5999, 6400, and 6500)	1,197 29				1,197 29
Enterprise (Objects 1000-5999, 6400, and 6500)		0 00			0 00
Facilities Acquisition & Construction (Objects 1000-6500)			294,312 61		294,312 61
Other Outgo (Objects 1000-7999)				678,979 45	678,979 45
Total Other Costs	1 197 29	0 00	294 312 61	678,979 45	974 489 35

Unaudited Actuals
2018-19
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Allocation Factors (AF) for Support Costs

	----- Teacher Full-Time Equivalents -----				----- Classroom Units -----		Pupils Transported
	Instructional Supervision and Administration (Functions 2100-2200)	Library Media Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3100-3199 & 3900)	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Pupil Transportation (Function 3600)
A Amount of Undistributed Expenditures, Funds 01, 09, and 62, Goals 0000 and 9000 (will be allocated based on factors input)	0 00	159 060 59	753 994 97	192 314 67	1 211,884 44	0 00	470 892 80
B Enter Allocation Factor(s) by Goal (Note Allocation factors are only needed for a column if there are undistributed expenditures in line A)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	CU Factor(s)	CU Factor(s)	PT Factor(s)
Instructional Goals Description							
0001 Pre-Kindergarten							
1110 Regular Education K-12		41 50	41 50	41 50	41 50	1 00	248 00
3100 Alternative Schools							
3200 Continuation Schools							
3300 Independent Study Centers							
3400 Opportunity Schools							
3550 Community Day Schools							
3700 Specialized Secondary Programs							
3800 Career Technical Education							
4110 Regular Education Adult							
4610 Adult Independent Study Centers							
4620 Adult Correctional Education							
4630 Adult Career Technical Education							
4760 Bilingual							
4850 Migrant Education							
5000-5999 Special Education (allocated to 5001)		4 50	4 50	4 50	4 50		11 00
6000 ROC/P							
Other Goals Description							
7110 Nonagency - Educational							
7150 Nonagency - Other							
8100 Community Services							
8500 Child Care and Development Services							
Other Funds Description							
-- Adult Education (Fund 11)							
-- Child Development (Fund 12)							
-- Cafeteria (Funds 13 & 61)							
C Total Allocation Factors	0 00	46 00	46 00	46 00	46 00	1 00	259 00

Unaudited Actuals
2018 19 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
01 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	605,000.00		
Fund Reconciliation							0.00	0.00
09 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
10 SPECIAL EDUCATION PASS THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
11 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
12 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
13 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					5,000.00	0.00		
Fund Reconciliation							0.00	0.00
14 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
15 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
17 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
18 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
19 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
20 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
21 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
30 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
35 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
40 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					600,000.00	0.00		
Fund Reconciliation							0.00	0.00
49 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
51 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
52 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
53 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
56 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
57 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
61 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00

Unaudited Actuals
2018-19 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900 8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
62 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
63 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
66 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
67 SELF INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
71 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
73 FOUNDATION PRIVATE PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
76 WARRANT/PASS THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
95 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
TOTALS	0.00	0.00	0.00	0.00	605,000.00	605,000.00	0.00	0.00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total
	UNDUPLICATED PUPIL COUNT									117
TOTAL EXPENDITURES (Funds 01, 09, & 62, resources 0000-9999)										
1000-1999	Certificated Salaries	30 278 59	0 00	0 00	0 00	0 00	0 00	299 793 54		330 072 13
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	153 07	180 400 11		180 553 18
3000-3999	Employee Benefits	15 650 22	0 00	0 00	0 00	0 00	1 211 66	227 858 91		244 720 79
4000-4999	Books and Supplies	346 04	0 00	0 00	0 00	0 00	2 131 31	2 965 42		5 442 77
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	114 862 72	293 065 49		407 928 21
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	46 274 85	0 00	0 00	0 00	0 00	118 358 76	1 004 083 47	0 00	1 168 717 08
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
PCRA	Program Cost Report Allocations	246 687 28								246 687 28
	Total Indirect Costs and PCR Allocations	246 687 28	0 00	0 00	0 00	0 00	0 00	0 00	0 00	246 687 28
	TOTAL COSTS	292 962 13	0 00	0 00	0 00	0 00	118 358 76	1 004 083 47	0 00	1 415 404 36
FEDERAL EXPENDITURES (Funds 01, 09, and 62, resources 3000-5999, except 3385)										
1000-1999	Certificated Salaries	0 00	0 00	0 00	0 00	0 00	0 00	78 547 48		78 547 48
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	153 07	35 562 76		35 715 83
3000-3999	Employee Benefits	0 00	0 00	0 00	0 00	0 00	1 66	37 090 30		37 091 96
4000-4999	Books and Supplies	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	0 00	36 774 73		36 774 73
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	0 00	0 00	0 00	0 00	0 00	154 73	187 975 27	0 00	188 130 00
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL BEFORE OBJECT 8980	0 00	0 00	0 00	0 00	0 00	154 73	187 975 27	0 00	188 130 00
8980	Less Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400 except 3385, all goals resources 3000-3178 & 3410-5810, goals 5000-5999)									0 00
	TOTAL COSTS									188 130 00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total
STATE AND LOCAL EXPENDITURES (Funds 01, 09, & 62, resources 0000-2999, 3385, & 6000-9999)										
1000-1999	Certificated Salaries	30 278 59	0 00	0 00	0 00	0 00	0 00	221,246 06		251 524 65
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	0 00	144,837 35		144 837 35
3000-3999	Employee Benefits	15 650 22	0 00	0 00	0 00	0 00	1 210 00	190 768 61		207 628 83
4000-4999	Books and Supplies	346 04	0 00	0 00	0 00	0 00	2 131 31	2,965 42		5 442 77
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	114 862 72	256 290 76		371 153 48
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	46 274 85	0 00	0 00	0 00	0 00	118 204 03	816,108 20	0 00	980 587 08
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
PCRA	Program Cost Report Allocations	246 687 28								246 687 28
	Total Indirect Costs and PCR Allocations	246,687 28	0 00	0 00	0 00	0 00	0 00	0 00	0 00	246,687 28
	TOTAL BEFORE OBJECT 8980	292 962 13	0 00	0 00	0 00	0 00	118 204 03	816,108 20	0 00	1,227,274 36
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)									0 00
	TOTAL COSTS									1 227 274 36
LOCAL EXPENDITURES (Funds 01, 09, & 62, resources 0000-1999 & 8000-9999)										
1000-1999	Certificated Salaries	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
3000-3999	Employee Benefits	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
4000-4999	Books and Supplies	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL BEFORE OBJECT 8980	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)									0 00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385 6500, 6510, & 7240, all goals resources 2000-2999 & 6010-7810 except 6500 6510 & 7240 goals 5000-5999)									485,008 08
	TOTAL COSTS									485 008 08

* Attach an additional sheet with explanations of any amounts in the Adjustments column

	A State and Local	B Local Only
2017-18 Expenditures		
1 Enter Total Costs amounts from the 2017-18 Report SEMA, 2017-18 Expenditures by LEA (LE-CY) worksheet, Total Column, for the State and Local Expenditures section and the Local Expenditures section	1,149,332 03	
2 Enter audit adjustments of 2017-18 special education expenditures from SACS2019ALL data, not included in Line 1 (explain below) (Funds 01, 09, and 62, resources 0000-2999 & 6000-9999, Object 9793) _____ _____ _____		
3 Enter restatements of 2018-19 special education beginning fund balances from SACS2019ALL data, not included in Line 1 (explain below) (Funds 01, 09, and 62, resources 0000-2999 & 6000-9999, Object 9795) _____ _____ _____		
4 Enter any other adjustments, not included in Line 1 (explain below) _____ _____ _____		
5 2017-18 Expenditures, Adjusted for 2018-19 MOE Calculation (Sum lines 1 through 4)	1,149,332 03	0 00
C Unduplicated Pupil Count		
1 Enter the unduplicated pupil count reported in 2017-18 Report SEMA, 2017-18 Expenditures by LEA (LE-CY) worksheet	107 00	
2 Enter any adjustments not included in Line C1 (explain below) _____ _____ _____		
3 2017-18 Unduplicated Pupil Count, Adjusted for 2018-19 MOE Calculation (Line C1 plus Line C2)	107 00	

SELPA Shasta County (AO)

This form is used to check maintenance of effort (MOE) for an LEA, whether the LEA is a member of a SELPA or is a single-LEA SELPA. If a member of a SELPA, submit this form together with the 2018-19 Expenditures by LEA (LE-CY) and the 2017-18 Expenditures by LEA (LE-PY) to the SELPA AU. If a single-LEA SELPA, submit the forms to the CDE.

Per the federal Subsequent Years Rule, in order to determine the required level of effort, the LEA must look back to the last fiscal year in which the LEA maintained effort using the same method by which it is currently establishing the compliance standard. To meet the requirement of the Subsequent Years Rule, the LMC-A worksheet has been revised to make changes to sections 3 A 1, 3 A 2, 3 B 1, and 3 B 2. The revised sections allow the LEA to compare the 2018-19 expenditures to the most recent fiscal year the LEA met MOE using that method, which is the comparison year. To ensure the LEA is comparing 2018-19 expenditures to the appropriate comparison year, the LEA is required to complete the Subsequent Years Tracking (SYT) worksheet with their LMC-A worksheet. The SYT worksheet tracks the result for each of the four methods back to FY 2011-12, which is the baseline year for LEA MOE calculations established by the Office of Special Education Programs. The SYT worksheet is available at <http://www.cde.ca.gov/sp/se/as/documents/subseqyrtrckwrksht.xls>

There are four methods that the LEA can use to demonstrate the compliance standard. They are (1) combined state and local expenditures, (2) combined state and local expenditures on a per capita basis, (3) local expenditures only, and (4) local expenditures only on a per capita basis.

The LEA is only required to pass one of the tests to meet the MOE requirement. However, the LEA is required to show results for all four methods. These results are necessary both for historical purposes and for the possibility that the LEA may want, or need, to switch methods in future years.

SECTION 1 Exempt Reduction Under 34 CFR Section 300.204

If your LEA determines that a reduction in expenditures occurred as a result of one or more of the following conditions, you may calculate a reduction to the required MOE standard. Reductions may apply to combined state and local MOE standard, local only MOE standard, or both. If the LEA meets one of the conditions below, the LEA must complete and include the IDEA MOE Exemption Worksheet available at <http://www.cde.ca.gov/sp/se/as/documents/leamoeexempwrksht.xls>

- 1 Voluntary departure, by retirement or otherwise, or departure for just cause, of special education or related services personnel
- 2 A decrease in the enrollment of children with disabilities
- 3 The termination of the obligation of the agency to provide a program of special education to a particular child with a disability that is an exceptionally costly program, as determined by the SEA, because the child
 - a Has left the jurisdiction of the agency,
 - b Has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has terminated, or
 - c No longer needs the program of special education
- 4 The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities
- 5 The assumption of cost by the high cost fund operated by the SEA under 34 CFR Sec. 300.704(c)

Provide the condition number, if any, to be used in the calculation below	<u>State and Local</u>	<u>Local Only</u>
#3A	76,095 17	76,095 17
Total exempt reductions	<u>76,095 17</u>	<u>76,095 17</u>

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SECTION 2 Reduction to MOE Requirement Under IDEA, Section 613 (a)(2)(C) (34 CFR Sec 300 205)

IMPORTANT NOTE Only LEAs that have a "meets requirement" compliance determination and that are not found significantly disproportionate for the current year are eligible to use this option to reduce their MOE requirement

Up to 50% of the increase in IDEA Part B Section 611 funding in current year compared with prior year may be used to reduce the required level of state and local expenditures This option is available only if the LEA used or will use the freed up funds for activities authorized under the Elementary and Secondary Education Act (ESEA) of 1965 Also, the amount of Part B funds used for early intervening services (34 CFR 300 226(a)) will count toward the maximum amount by which the LEA may reduce its MOE requirement under this exception [P L 108-446]

	<u>State and Local</u>	<u>Local Only</u>
Current year funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310)	188,130 00	
Less Prior year's funding (IDEA Section 611 Local Assistance Grant Awards - Resources 3310 and 3320)	156,075 00	
Increase in funding (if difference is positive)	32,055 00	
Maximum available for MOE reduction (50% of increase in funding)	16,027 50 (a)	
Current year funding (IDEA Section 619 - Resource 3315)	0 00	
Maximum available for early intervening services (EIS) (15% of current year funding - Resources 3310 and 3315)	28,219 50 (b)	

If (b) is greater than (a)		
Enter portion to set aside for EIS (cannot exceed line (b), Maximum available for EIS)	_____	(c)
Available for MOE reduction (line (a) minus line (c), zero if negative)	16,027 50	(d)
Enter portion used to reduce MOE requirement (cannot exceed line (d), Available for MOE reduction)	_____	_____

THIS SECTION IS NOT APPLICABLE!		
If (b) is less than (a)		
Enter portion used to reduce MOE requirement (first column cannot exceed line (a), Maximum available for MOE reduction, second and third columns cannot exceed (e), Portion used to reduce MOE requirement)	_____	(e) _____
Available to set aside for EIS (line (b) minus line (e), zero if negative)	28,219 50	(f)

Note If your LEA exercises the authority under 34 CFR 300 205(a) to reduce the MOE requirement, the LEA must list the activities (which are authorized under the ESEA) paid with the freed up funds

SELPA Shasta County (AO)

SECTION 3

	<u>Column A</u>	<u>Column B</u>	<u>Column C</u>
	<u>Actual Expenditures (LE-CY Worksheet) FY 2018-19</u>	<u>Actual Expenditures Comparison Year 2017-18</u>	<u>Difference (A - B)</u>
A COMBINED STATE AND LOCAL EXPENDITURES METHOD			
1 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on state and local expenditures			
a Total special education expenditures	1,415,404 36		
b Less Expenditures paid from federal sources	188,130 00		
c Expenditures paid from state and local sources	1,227,274 36	1,149,332 03	
Add/Less Adjustments required for MOE calculation Comparison year's expenditures, adjusted for MOE calculation		0 00	
		1,149,332 03	
Less Exempt reduction(s) for SECTION 1		76,095 17	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from state and local sources	1,227,274 36	1,073,236 86	154,037 50

If the difference in Column C for the Section 3 A 1 is positive or zero, the MOE compliance requirement is met based on the combination of state and local expenditures

	<u>Actual FY 2018-19</u>	<u>Comparison Year 2017-18</u>	<u>Difference</u>
2 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on the per capita state and local expenditures			
a Total special education expenditures	1,415,404 36		
b Less Expenditures paid from federal sources	188,130 00		
c Expenditures paid from state and local sources	1,227,274 36	1,149,332 03	
Add/Less Adjustments required for MOE calculation Comparison year's expenditures, adjusted for MOE calculation		0 00	
		1,149,332 03	
Less Exempt reduction(s) from SECTION 1		76,095 17	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from state and local sources	1,227,274 36	1,073,236 86	
d Special education unduplicated pupil count	117	107	
e Per capita state and local expenditures (A2c/A2d)	10,489 52	10,030 25	459 27

If the difference in Column C for the Section 3 A 2 is positive or zero, the MOE compliance requirement is met based on the per capita state and local expenditures

SELPA Shasta County (AO)

B LOCAL EXPENDITURES ONLY METHOD

	<u>Actual FY 2018-19</u>	<u>Comparison Year 2017-18</u>	<u>Difference</u>
1 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on local expenditures only			
a Expenditures paid from local sources	485,008 08	506,352 77	
Add/Less Adjustments required for MOE calculation		0 00	
Comparison year's expenditures, adjusted for MOE calculation		506,352 77	
Less Exempt reduction(s) from SECTION 1		76,095 17	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from local sources	485,008 08	430,257 60	54,750 48

If the difference in Column C for the Section 3 B 1 is positive or zero, the MOE compliance requirement is met based on the local expenditures only

	<u>Actual FY 2018-19</u>	<u>Comparison Year 2017-18</u>	<u>Difference</u>
2 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on the per capita local expenditures only			
a Expenditures paid from local sources	485,008 08	506,352 77	
Add/Less Adjustments required for MOE calculation		0 00	
Comparison year's expenditures, adjusted for MOE calculation		506,352 77	
Less Exempt reduction(s) from SECTION 1		76,095 17	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from local sources	485,008 08	430,257 60	
b Special education unduplicated pupil count	117	107	
c Per capita local expenditures (B2a/B2b)	4,145 37	4,021 10	124 27

If the difference in Column C for the Section 3 B 2 is positive or zero, the MOE compliance requirement is met based on the per capita local expenditures only

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Email Address

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total
	UNDUPLICATED PUPIL COUNT									117
TOTAL BUDGET (Funds 01, 09, & 62, resources 0000-9999)										
1000-1999	Certificated Salaries	31,721 00	0 00	0 00	0 00	0 00	0 00	307 178 00		338 899 00
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	250 00	153 039 00		153 289 00
3000-3999	Employee Benefits	20 973 00	0 00	0 00	0 00	0 00	73 00	232 313 00		253 359 00
4000-4999	Books and Supplies	1,000 00	0 00	0 00	0 00	0 00	0 00	3 200 00		4 200 00
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	120 860 00	235 650 00		356 510 00
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	53 694 00	0 00	0 00	0 00	0 00	121,183 00	931,380 00	0 00	1 106,257 00
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL COSTS	53,694 00	0 00	0 00	0 00	0 00	121 183 00	931 380 00	0 00	1 106 257 00
STATE AND LOCAL BUDGET (Funds 01, 09, & 62, resources 0000-2999, 3385, & 6000-9999)										
1000-1999	Certificated Salaries	31,721 00	0 00	0 00	0 00	0 00	0 00	223,209 00		254 930 00
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	0 00	117 959 00		117 959 00
3000-3999	Employee Benefits	20 973 00	0 00	0 00	0 00	0 00	0 00	193 216 00		214 189 00
4000-4999	Books and Supplies	1 000 00	0 00	0 00	0 00	0 00	0 00	3 200 00		4 200 00
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	120 860 00	211 965 00		332 825 00
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	53 694 00	0 00	0 00	0 00	0 00	120 860 00	749 549 00	0 00	924 103 00
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL BEFORE OBJECT 8980	53 694 00	0 00	0 00	0 00	0 00	120 860 00	749 549 00	0 00	924 103 00
8980	Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385 all goals, resources 3000-3178 & 3410-5810 goals 5000-5999)									0 00
	TOTAL COSTS									924 103 00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total	
LOCAL BUDGET (Funds 01, 09, & 62, resources 0000-1999 & 8000-9999)											
1000-1999	Certificated Salaries	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
3000-3999	Employee Benefits	0 00	0 00	0 00	0 00	0 00	0 00	48 000 00		48 000 00	
4000-4999	Books and Supplies	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
	Total Direct Costs	0 00	0 00	0 00	0 00	0 00	0 00	48 000 00	0 00	48 000 00	
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00	
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	
	TOTAL BEFORE OBJECT 8980	0 00	0 00	0 00	0 00	0 00	0 00	48 000 00	0 00	48 000 00	
8980	Contributions from Unrestricted Revenues to Federal Resources (from State and Local Budget section)										0 00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500-6540 & 7240 all goals, resources 2000-2999 & 6010-7810, except 6500-6540 & 7240 goals 5000-5999)										
	TOTAL COSTS										427 813 00
										475 813 00	

* Attach an additional sheet with explanations of any amounts in the Adjustments column

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total
UNDUPLICATED PUPIL COUNT										117
TOTAL EXPENDITURES (Funds 01, 09, & 62, resources 0000-9999)										
1000-1999	Certificated Salaries	30 278 59	0 00	0 00	0 00	0 00	0 00	299 793 54		330 072 13
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	153 07	180 400 11		180 553 18
3000-3999	Employee Benefits	15 650 22	0 00	0 00	0 00	0 00	1,211 66	227,858 91		244 720 79
4000-4999	Books and Supplies	346 04	0 00	0 00	0 00	0 00	2 131 31	2 965 42		5,442 77
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	114 862 72	293 065 49		407 928 21
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	46 274 85	0 00	0 00	0 00	0 00	118 358 76	1 004,083 47	0 00	1,168 717 08
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
PCRA	Program Cost Report Allocations (non-add)	246,687 28								246,687 28
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL COSTS	46,274 85	0 00	0 00	0 00	0 00	118 358 76	1,004 083 47	0 00	1 168,717 08
FEDERAL EXPENDITURES (Funds 01, 09, and 62, resources 3000-5999, except 3385)										
1000-1999	Certificated Salaries	0 00	0 00	0 00	0 00	0 00	0 00	78,547 48		78 547 48
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	153 07	35 562 76		35 715 83
3000-3999	Employee Benefits	0 00	0 00	0 00	0 00	0 00	1 66	37 090 30		37 091 96
4000-4999	Books and Supplies	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	0 00	36 774 73		36 774 73
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	0 00	0 00	0 00	0 00	0 00	154 73	187 975 27	0 00	188,130 00
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL BEFORE OBJECT 8980	0 00	0 00	0 00	0 00	0 00	154 73	187 975 27	0 00	188,130 00
8980	Less Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400 except 3385 all goals resources 3000-3178 & 3410-5810, goals 5000-5999)									0 00
	TOTAL COSTS									188 130 00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total
STATE AND LOCAL EXPENDITURES (Funds 01, 09, & 62, resources 0000-2999, 3385, & 6000-9999)										
1000-1999	Certificated Salaries	30 278 59	0 00	0 00	0 00	0 00	0 00	221 246 06		251 524 65
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	0 00	144,837 35		144,837 35
3000-3999	Employee Benefits	15 650 22	0 00	0 00	0 00	0 00	1 210 00	190 768 61		207 628 83
4000-4999	Books and Supplies	346 04	0 00	0 00	0 00	0 00	2,131 31	2 965 42		5 442 77
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	114 862 72	256 290 76		371 153 48
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	46 274 85	0 00	0 00	0 00	0 00	118,204 03	816 108 20	0 00	980 587 08
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
PCRA	Program Cost Report Allocations (non-add)	246 687 28								246,687 28
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL BEFORE OBJECT 8980	46 274 85	0 00	0 00	0 00	0 00	118,204 03	816 108 20	0 00	980 587 08
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)									0 00
	TOTAL COSTS									980 587 08
LOCAL EXPENDITURES (Funds 01, 09, & 62, resources 0000-1999 & 8000-9999)										
1000-1999	Certificated Salaries	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
2000-2999	Classified Salaries	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
3000-3999	Employee Benefits	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
4000-4999	Books and Supplies	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
5000-5999	Services and Other Operating Expenditures	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
6000-6999	Capital Outlay	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7130	State Special Schools	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7430-7439	Debt Service	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Direct Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
7310	Transfers of Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
7350	Transfers of Indirect Costs - Interfund	0 00	0 00	0 00	0 00	0 00	0 00	0 00		0 00
	Total Indirect Costs	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
	TOTAL BEFORE OBJECT 8980	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00	0 00
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)									0 00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500, 6510 & 7240, all goals, resources 2000-2999 & 6010-7810 except 6500, 6510 & 7240 goals 5000-5999)									485 008 08
	TOTAL COSTS									485 008 08

* Attach an additional sheet with explanations of any amounts in the Adjustments column

SELPA Shasta County (AO)

This form is used to check maintenance of effort (MOE) for an LEA, whether the LEA is a member of a SELPA or is a single-LEA SELPA. If a member of a SELPA, submit this form together with the 2019-20 Budget by LEA (LB-B) and the 2018-19 Expenditures by LEA (LE-B) to the SELPA AU. If a single-LEA SELPA, submit the forms to the CDE.

Per the federal Subsequent Years Rule, in order to determine the required level of effort, the LEA must look back to the last fiscal year in which the LEA maintained effort using the same method by which it is currently establishing the eligibility standard. To meet the requirement of the Subsequent Years Rule, the LMC-B worksheet has been revised to make changes to sections 3 A 1, 3 A 2, 3 B 1, and 3 B 2. The revised sections allow the LEA to compare the 2019-20 budgeted expenditures to the most recent fiscal year the LEA met MOE using that method, which is the comparison year. To ensure the LEA is comparing 2019-20 budgeted expenditures to the appropriate comparison year, the LEA is required to complete the Subsequent Years Tracking (SYT) worksheet with their LMC-B worksheet. The SYT worksheet tracks the result for each of the four methods back to FY 2011-12, which is the baseline year for LEA MOE calculations established by the Office of Special Education Programs. The SYT worksheet is available at <http://www.cde.ca.gov/sp/se/as/documents/subseqyrtrckwrksht.xls>

There are four methods that the LEA can use to demonstrate the eligibility standard. They are (1) combined state and local expenditures, (2) combined state and local expenditures on a per capita basis, (3) local expenditures only, and (4) local expenditures only on a per capita basis.

The LEA is only required to pass one of the tests to meet the MOE requirement. However, the LEA is required to show results for all four methods. These results are necessary both for historical purposes and for the possibility that the LEA may want, or need, to switch methods in future years.

SECTION 1 Exempt Reduction Under 34 CFR Section 300.204

If your LEA determines that a reduction in expenditures occurred as a result of one or more of the following conditions, you may calculate a reduction to the required MOE standard. Reductions may apply to combined state and local MOE standard, local only MOE standard, or both. If the LEA meets one of the conditions below, the LEA must complete and include the IDEA MOE Exemption Worksheet available at <http://www.cde.ca.gov/sp/se/as/documents/leamoeexempwrksht.xls>

- 1 Voluntary departure, by retirement or otherwise, or departure for just cause, of special education or related services personnel
- 2 A decrease in the enrollment of children with disabilities
- 3 The termination of the obligation of the agency to provide a program of special education to a particular child with a disability that is an exceptionally costly program, as determined by the SEA, because the child
 - a Has left the jurisdiction of the agency,
 - b Has reached the age at which the obligation of the agency to provide free appropriate public education (FAPE) to the child has terminated, or
 - c No longer needs the program of special education
- 4 The termination of costly expenditures for long-term purchases, such as the acquisition of equipment or the construction of school facilities
- 5 The assumption of cost by the high cost fund operated by the SEA under 34 CFR Sec. 300.704(c)

Provide the condition number, if any, to be used in the calculation below	<u>State and Local</u>	<u>Local Only</u>
#3b	17,056 00	17,056 00
#3a	3,812 50	3,812 50
#3b	1,284 93	1,284 93
#3b	414 49	414 49
#3b	971 77	971 77
#3b	3,462 50	3,462 50
Total exempt reductions	27,002 19	27,002 19

SELPA Shasta County (AO)

SECTION 2 Reduction to MOE Requirement Under IDEA, Section 613 (a)(2)(C) (34 CFR Sec 300 205)

IMPORTANT NOTE Only LEAs that have a "meets requirement" compliance determination and that are not found significantly disproportionate for the current year are eligible to use this option to reduce their MOE requirement

Up to 50% of the increase in IDEA Part B Section 611 funding in current year compared with prior year may be used to reduce the required level of state and local expenditures This option is available only if the LEA used or will use the freed up funds for activities authorized under the Elementary and Secondary Education Act (ESEA) of 1965 Also, the amount of Part B funds used for early intervening services (34 CFR 300 226(a)) will count toward the maximum amount by which the LEA may reduce its MOE requirement under this exception [P L 108-446]

	<u>State and Local</u>	<u>Local Only</u>
Current year funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310)	<u>182,154 00</u>	
Less Prior year's funding (IDEA Section 611 Local Assistance Grant Award - Resource 3310)	<u>188,130 00</u>	
Increase in funding (if difference is positive)	<u>0 00</u>	
Maximum available for MOE reduction (50% of increase in funding)	<u>0 00 (a)</u>	
Current year funding (IDEA Section 619 - Resource 3315)	<u> </u>	
Maximum available for early intervening services (EIS) (15% of current year funding - Resources 3310 and 3315)	<u>27,323 10 (b)</u>	

If (b) is greater than (a)		
Enter portion to set aside for EIS (cannot exceed line (b), Maximum available for EIS)	<u> </u>	(c)
Available for MOE reduction (line (a) minus line (c), zero if negative)	<u>0 00</u>	(d)
Enter portion used to reduce MOE requirement (cannot exceed line (d), Available for MOE reduction)	<u> </u>	<u> </u>

THIS SECTION IS NOT APPLICABLE!		
If (b) is less than (a)		
Enter portion used to reduce MOE requirement (first column cannot exceed line (a), Maximum available for MOE reduction, second and third columns cannot exceed (e), Portion used to reduce MOE requirement)	<u> </u>	(e)
Available to set aside for EIS (line (b) minus line (e), zero if negative)	<u>27,323 10</u>	(f)

Note If your LEA exercises the authority under 34 CFR 300 205(a) to reduce the MOE requirement, the LEA must list the activities (which are authorized under the ESEA) paid with the freed up funds		

SELPA Shasta County (AO)

SECTION 3

A COMBINED STATE AND LOCAL EXPENDITURES METHOD

1 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on state and local expenditures

	<u>Column A</u>	<u>Column B</u>	<u>Column C</u>
	<u>Budgeted Amounts (LB-B Worksheet) FY 2019-20</u>	<u>Actual Expenditures Comparison Year 2018-19</u>	<u>Difference (A - B)</u>
a Total special education expenditures	1,106,257 00		
b Less Expenditures paid from federal sources	182,154 00		
c Expenditures paid from state and local sources	924,103 00	923,976 08	
Add/Less Adjustments and/or PCRA required for MOE calculation		0 00	
Comparison year's expenditures, adjusted for MOE calculation		923,976 08	
Less Exempt reduction(s) from SECTION 1		27,002 19	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from state and local sources	924,103 00	896,973 89	27,129 11

If the difference in Column C for the Section 3 A 1 is positive or zero, the MOE Eligibility requirement is met based on the combination of state and local expenditures

2 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on the per capita state and local expenditures

	<u>Budgeted Amounts FY 2019-20</u>	<u>Comparison Year 2018-19</u>	<u>Difference</u>
a Total special education expenditures	1,106,257 00		
b Less Expenditures paid from federal sources	182,154 00		
c Expenditures paid from state and local sources	924,103 00	923,976 08	
Add/Less Adjustments and/or PCRA required for MOE calculation		0 00	
Comparison year's expenditures, adjusted for MOE calculation		923,976 08	
Less Exempt reduction(s) from SECTION 1		27,002 19	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from state and local sources	924,103 00	896,973 89	
d Special education unduplicated pupil count	117	117	
e Per capita state and local expenditures (A2c/A2d)	7,898 32	7,666 44	231 88

If the difference in Column C for the Section 3 A 2 is positive or zero, the MOE eligibility requirement is met based on the per capita state and local expenditures

SELPA Shasta County (AO)

B LOCAL EXPENDITURES ONLY METHOD

	<u>Budget FY 2019-20</u>	<u>Comparison Year 2018-19</u>	<u>Difference</u>
1 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on local expenditures only			
a Expenditures paid from local sources	475,813 00	485,008 08	
Add/Less Adjustments required for MOE calculation		0 00	
Comparison year's expenditures, adjusted for MOE calculation		485,008 08	
Less Exempt reduction(s) from SECTION 1		27,002 19	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from local sources	475,813 00	458,005 89	17,807 11

If the difference in Column C for the Section 3 B 1 is positive or zero, the MOE eligibility requirement is met based on the local expenditures only

	<u>Budget FY 2019-20</u>	<u>Comparison Year 2018-19</u>	<u>Difference</u>
2 Under "Comparison Year," enter the most recent year in which MOE compliance was met using the actual vs actual method based on per capita local expenditures			
a Expenditures paid from local sources	475,813 00	485,008 08	
Add/Less Adjustments required for MOE calculation		0 00	
Comparison year's expenditures, adjusted for MOE calculation		485,008 08	
Less Exempt reduction(s) from SECTION 1		27,002 19	
Less 50% reduction from SECTION 2		0 00	
Net expenditures paid from local sources	475,813 00	458,005 89	
b Special education unduplicated pupil count	117	117	
c Per capita local expenditures (B2a/B2b)	4,066 78	3,914 58	152 20

If the difference in Column C for the Section 3 B 2 is positive or zero, the MOE eligibility requirement is met based on the per capita local expenditures only

Laura Merrick
Contact Name

530-347-3165
Telephone Number

Chief Business Official
Title

lmerrick@cwusd.com
Email Address

G = General Ledger Data, S = Supplemental Data

Form	Description	Data Supplied For:	
		2018-19 Unaudited Actuals	2019-20 Budget
01	General Fund/County School Service Fund	GS	GS
09	Charter Schools Special Revenue Fund		
10	Special Education Pass-Through Fund		
11	Adult Education Fund		
12	Child Development Fund		
13	Cafeteria Special Revenue Fund	G	G
14	Deferred Maintenance Fund		
15	Pupil Transportation Equipment Fund		
17	Special Reserve Fund for Other Than Capital Outlay Projects		
18	School Bus Emissions Reduction Fund		
19	Foundation Special Revenue Fund		
20	Special Reserve Fund for Postemployment Benefits	G	G
21	Building Fund		
25	Capital Facilities Fund	G	G
30	State School Building Lease-Purchase Fund		
35	County School Facilities Fund		
40	Special Reserve Fund for Capital Outlay Projects	G	G
49	Capital Project Fund for Blended Component Units		
51	Bond Interest and Redemption Fund	G	G
52	Debt Service Fund for Blended Component Units		
53	Tax Override Fund		
56	Debt Service Fund		
57	Foundation Permanent Fund		
61	Cafeteria Enterprise Fund		
62	Charter Schools Enterprise Fund		
63	Other Enterprise Fund		
66	Warehouse Revolving Fund		
67	Self-Insurance Fund		
71	Retiree Benefit Fund		
73	Foundation Private-Purpose Trust Fund		
76	Warrant/Pass-Through Fund	G	
95	Student Body Fund		
76A	Changes in Assets and Liabilities (Warrant/Pass-Through)	G	
95A	Changes in Assets and Liabilities (Student Body)		
A	Average Daily Attendance	S	S
ASSET	Schedule of Capital Assets	S	
CA	Unaudited Actuals Certification	S	
CAT	Schedule for Categoricals		
CEA	Current Expense Formula/Minimum Classroom Comp - Actuals	GS	
CHG	Change Order Form		
DEBT	Schedule of Long-Term Liabilities	S	
ESMOE	Every Student Succeeds Act Maintenance of Effort	GS	
GANN	Appropriations Limit Calculations	GS	GS
ICR	Indirect Cost Rate Worksheet	GS	
L	Lottery Report	GS	
PCRAF	Program Cost Report Schedule of Allocation Factors	GS	

G = General Ledger Data, S = Supplemental Data

Form	Description	Data Supplied For:	
		2018-19 Unaudited Actuals	2019-20 Budget
PCR	Program Cost Report	GS	
SEA	Special Education Revenue Allocations		
SEAS	Special Education Revenue Allocations Setup (SELPA Selection)	S	S
SIAA	Summary of Interfund Activities - Actuals	G	

SACS2019ALL Financial Reporting Software - 2019 2 0
9/10/2019 2 46:30 PM

45-69955-0000000

Unaudited Actuals
2018-19 Unaudited Actuals
Technical Review Checks

Cottonwood Union Elementary

Shasta County

Following is a chart of the various types of technical review checks and related requirements

- F - Fatal (Data must be corrected, an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, correct the data, if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data; if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

GENERAL LEDGER CHECKS

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed

SACS2019ALL Financial Reporting Software - 2019 2 0
9/10/2019 2 46 16 PM

45-69955-0000000

Unaudited Actuals
2019-20 Budget
Technical Review Checks

Cottonwood Union Elementary

Shasta County

Following is a chart of the various types of technical review checks and related requirements:

- F - Fatal (Data must be corrected; an explanation is not allowed)
- W/WC - Warning/Warning with Calculation (If data are not correct, Correct the data, if data are correct an explanation is required)
- O - Informational (If data are not correct, correct the data, if data are correct an explanation is optional, but encouraged)

IMPORT CHECKS

GENERAL LEDGER CHECKS

EFB-POSITIVE - (W) - Ending balance (Object 979Z) is negative for the following resources. Please explain the cause of the negative balances and your plan to resolve them. EXCEPTION

<u>FUND</u>	<u>RESOURCE</u>	<u>NEG EFB</u>
25	0000	-22,066.61
Explanation Ending Fund Balance is transferred from a 0000 Resource to 9010 Resource in the 2019/20 budget year		
Total of negative resource balances for Fund 25		-22,066 61

OBJ-POSITIVE - (W) - The following objects have a negative balance by resource, by fund EXCEPTION

<u>FUND</u>	<u>RESOURCE</u>	<u>OBJECT</u>	<u>VALUE</u>
25	0000	9790	-22,066.61
Explanation The ending fund balance is transferred from a 0000 resource to a 9010 resource in the 2019/20 budget year			

SUPPLEMENTAL CHECKS

EXPORT CHECKS

Checks Completed.

**COTTONWOOD UNION SCHOOL DISTRICT
20512 West First Street
Cottonwood, CA 96022**

RESOLUTION #2019-11

RESOLUTION FIXING THE APPROPRIATIONS LIMIT

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called "Gann Limits," for public agencies, including school districts, and,

WHEREAS, the District must establish a revised Gann limit for the 2018-19 fiscal year and a projected Gann Limit for the 2018-19 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law,

NOW THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2017-18 and 2018-19 fiscal years are made in accord with applicable constitutional and statutory law,

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2018-19 and 2019-20 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provide copies of this resolution along with the appropriate attachments to interested citizens of this district

PASSED AND ADOPTED this 17th day of September, 2019, by the following vote

AYES.
NOES.
ABSENT:
ABSTAIN:

Matt Iles, Clerk

Tom Vazquez, Member

	2018-19 Calculations			2019-20 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
A PRIOR YEAR DATA (2017-18 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2017-18 Actual			2018-19 Actual		
1 FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	5,650,332.20		5,650,332.20			5,858,285.16
2 PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	890.86		890.86			890.99
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2017-18			Adjustments to 2018-19		
3 District Lapses, Reorganizations and Other Transfers						
4 Temporary Voter Approved Increases						
5 Less Lapses of Voter Approved Increases						
6 TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)		0.00				0.00
7 ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers and only if adjustments to the appropriations limit are entered in Line A3 above)						
B CURRENT YEAR GANN ADA (2018-19 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2018-19 P2 Report			2019-20 P2 Estimate		
1 Total K-12 ADA (Form A, Line A6)	890.99		890.99	910.95		910.95
2 Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3 TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			890.99			910.95
C CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2018-19 Actual			2019-20 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1 Homeowners' Exemption (Object 8021)	30,594.68		30,594.68	31,206.00		31,206.00
2 Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3 Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4 Secured Roll Taxes (Object 8041)	2,158,898.69		2,158,898.69	2,198,544.00		2,198,544.00
5 Unsecured Roll Taxes (Object 8042)	94,061.84		94,061.84	95,033.00		95,033.00
6 Prior Years' Taxes (Object 8043)	1,362.09		1,362.09	3,737.00		3,737.00
7 Supplemental Taxes (Object 8044)	46,694.67		46,694.67	24,394.00		24,394.00
8 Ed Rev Augmentation Fund (ERAF) (Object 8045)	(131,834.33)		(131,834.33)	(93,972.00)		(93,972.00)
9 Penalties and Int from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10 Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11 Comm Redevelopment Funds (objects 8047 & 8625)	0.00		0.00	0.00		0.00
12 Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13 Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14 Penalties and Int from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15 Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16 TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	2,199,777.64	0.00	2,199,777.64	2,258,942.00	0.00	2,258,942.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17 To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18 TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	2,199,777.64	0.00	2,199,777.64	2,258,942.00	0.00	2,258,942.00

	2018-19 Calculations			2019-20 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19 Medicare (Enter federally mandated amounts only from obj 3301 & 3302, do not include negotiated amounts)			74,393 69			74,393 69
OTHER EXCLUSIONS						
20 Americans with Disabilities Act						
21 Unreimbursed Court Mandated Desegregation Costs						
22 Other Unfunded Court-ordered or Federal Mandates						
23 TOTAL EXCLUSIONS (Lines C19 through C22)			74 393 69			74 393 69
STATE AID RECEIVED (Funds 01, 09, and 62)						
24 LCFF - CY (objects 8011 and 8012)	6,487,501 00		6,487,501 00	6,804,168 00		6,804,168 00
25 LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	(495 00)		(495 00)	0 00		0 00
26 TOTAL STATE AID RECEIVED (Lines C24 plus C25)	6 487,006 00	0 00	6,487,006 00	6,804,168 00	0 00	6 804,168 00
DATA FOR INTEREST CALCULATION						
27 Total Revenues (Funds 01, 09 & 62, objects 8000-8799)	11,180,718 61		11 180,718 61	10,727,951 00		10 727,951 00
28 Total Interest and Return on Investments (Funds 01, 09, and 62, objects 8660 and 8662)	91 681 53		91 681 53	35,000 00		35 000 00
D APPROPRIATIONS LIMIT CALCULATIONS			2018-19 Actual			2019-20 Budget
PRELIMINARY APPROPRIATIONS LIMIT						
1 Revised Prior Year Program Limit (Lines A1 plus A6)			5,650,332 20			5 858 285 16
2 Inflation Adjustment			1 0367			1 0385
3 Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1 0001			1 0224
4 PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			5,858,285 16			6 220,106 91
APPROPRIATIONS SUBJECT TO THE LIMIT						
5 Local Revenues Excluding Interest (Line C18)			2,199,777 64			2 258,942 00
6 Preliminary State Aid Calculation						
a Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400, but not greater than Line C26 or less than zero)			106 918 80			109 314 00
b Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23, but not less than zero)			3 732,901 21			4,035 558 60
c Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			3,732 901 21			4,035 558 60
7 Local Revenues in Proceeds of Taxes						
a Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			49,049 98			20,603 06
b Total Local Proceeds of Taxes (Lines D5 plus D7a)			2,248,827 62			2,279,545 06
8 State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23, but not greater than Line C26 or less than zero)			3,683 851 23			4 014 955 54
9 Total Appropriations Subject to the Limit						
a Local Revenues (Line D7b)			2,248,827 62			
b State Subventions (Line D8)			3,683,851 23			
c Less Excluded Appropriations (Line C23)			74,393 69			
d TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			5,858 285 16			

The **FISCAL REPORT** *an informational update*

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Volume 39

For Publication Date: August 23, 2019

No. 17

It's Gann Limit Calculation Time

The Gann Limit (named for Paul Gann, the author of Proposition 4 which amended the State Constitution to establish this limit) is intended to constrain the growth in state and local government spending by linking year-to-year changes in expenditures to changes in inflation (represented by per capita personal income) and population (represented by average daily attendance [ADA] for schools). Established in 1979 following the enactment of Proposition 13 and subsequently amended by Proposition 111, the Gann Limit has become a largely pro forma calculation that no longer constrains governmental expenditures. This is because the limit has grown significantly faster than appropriations subject to the limit.

Education Code Section 42132 requires that on or before September 15 of each year, the governing board of each school district adopt a resolution to identify the estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. The resolution must be adopted at a regular or special meeting of the governing board.

The Gann Limit is calculated by multiplying the prior-year limit by the percentage change in ADA and per capita personal income. There is no need to pull out your calculators, though, as the state's Standardized Account Code Structure (SACS) software does all of the work for you (see SACS Form GANN). The software includes the 3.85% statewide factor for per capita personal income change. Once you have uploaded the data from your financial software and entered prior year and current year estimated ADA in SACS Form A, the SACS software will calculate the percentage change in ADA for you and use the combination of these factors to provide you with the change in your district's Gann Limit.

The next step is to determine how much of your district's local resources are subject to that limit. It is important to understand that not all revenue sources count against your district's Gann Limit. Gann Limits only constrain the appropriations from state and local tax sources—therefore federal aid is excluded as well as nontax income, such as revenues from cafeteria sales, adult education fees, and foundations. Once again, the SACS software does the hard work for you as the Form GANN within the SACS software is prepopulated based on the data imported from your financial software.

Let's step back from the calculations for a moment and paint a mental picture of how the Gann Limit works. Envision the dollar amount of your district's Gann Limit as a bucket and this bucket can hold \$50 million (the calculated Gann Limit). First, put your local property taxes that count toward your Local Control Funding Formula entitlement into this bucket, including appropriate district interest income. Next, pour all of the district's other unrestricted state aid into this bucket. Per Government Code Section (G.C.) 7906, the amount of state aid that fills up the bucket counts toward your district's Gann Limit, while the amount that overflows the bucket counts toward the state's Gann Limit. (Note that all state aid for categorical programs always counts toward the state's Gann Limit.) Through this process, as much state aid as possible counts toward school agency Gann Limits. By reducing the amount of state aid that counts toward the state's Gann Limit in this manner, this process helps the state avoid being over its Gann Limit.

Through this calculation, the revenues of nearly every local education agency are close to if not exactly at its Gann Limit. Furthermore, if any school agency should find itself over its Gann Limit, for any reason, that agency may adopt a Governing Board resolution increasing its Gann Limit by the amount needed and then

inform the Director of the Department of Finance, who must then reduce the state's Gann Limit by an equal dollar amount (see G C 7902 1)

To summarize, school agencies are required to perform Gann Limit calculations by the State Constitution, but it is also important for them to complete these calculations to identify how much state aid counts toward the local agency's Gann Limit, so that the state of California knows how much state aid counts toward its own Gann Limit

[Note Current year software and instructions are available through the SACS2019ALL software as a supplemental form at www.cde.ca.gov/fg/sf/fr While the functionality within the SACS software allows for the Form GANN to be prepopulated from the school agency's uploaded data, it is important to review the completed form for accuracy and any necessary board action (i e., resolutions)]

—Brianna García and Robert Miyashiro

posted 08/12/2019

LCFF Budget Overview for Parents

Local Educational Agency (LEA) Name Cottonwood Union School District

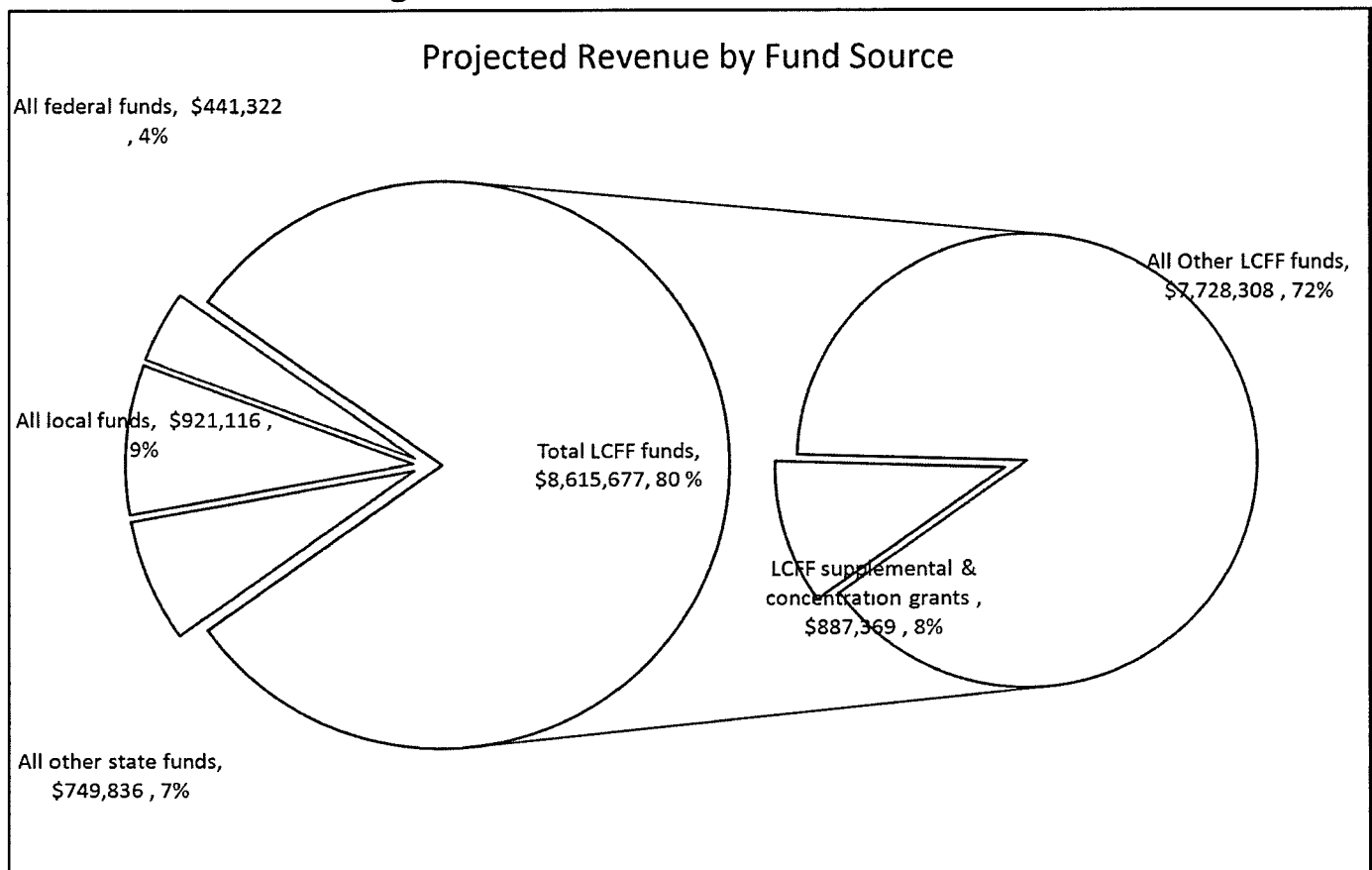
CDS Code 45-69955

Local Control and Accountability Plan (LCAP) Year 2019-20

LEA contact information Doug Geren, Superintendent

School districts receive funding from different sources state funds under the Local Control Funding Formula (LCFF), other state funds, local funds, and federal funds LCFF funds include a base level of funding for all LEAs and extra funding - called "supplemental and concentration" grants - to LEAs based on the enrollment of high needs students (foster youth, English learners, and low-income students)

Budget Overview for the 2019-20 LCAP Year

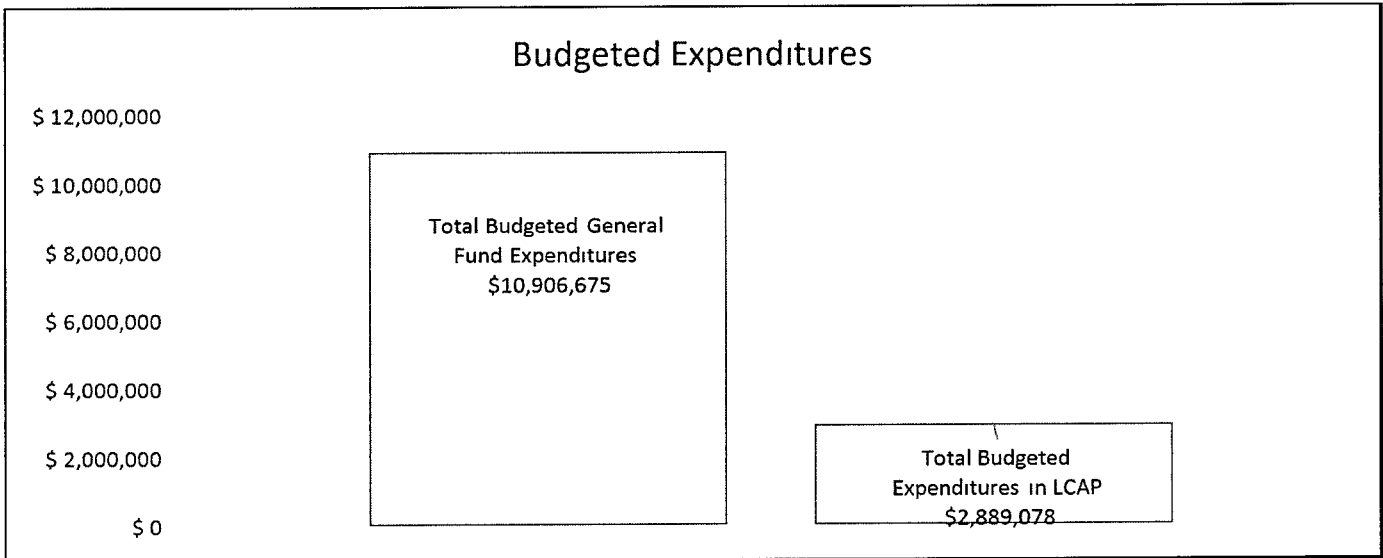


This chart shows the total general purpose revenue Cottonwood Union School District expects to receive in the coming year from all sources

The total revenue projected for Cottonwood Union School District is \$10,727,951, of which \$8615677 is Local Control Funding Formula (LCFF), \$749836 is other state funds, \$921116 is local funds, and \$441322 is federal funds Of the \$8615677 in LCFF Funds, \$887369 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students)

LCFF Budget Overview for Parents

The LCFF gives school districts more flexibility in deciding how to use state funds. In exchange, school districts must work with parents, educators, students, and the community to develop a Local Control and Accountability Plan (LCAP) that shows how they will use these funds to serve students.



This chart provides a quick summary of how much Cottonwood Union School District plans to spend for 2019-20. It shows how much of the total is tied to planned actions and services in the LCAP.

Cottonwood Union School District plans to spend \$10,906,675 for the 2019-20 school year. Of that amount, \$2,889,078 is tied to actions/services in the LCAP and \$8,017,597 is not included in the LCAP. The budgeted expenditures that are not included in the LCAP will be used for the following:

The district did not include the salaries and benefits for staff in the LCAP with the exception of our Instructional Assistants and Librarians. The total of the staff not included in the LCAP is \$7,019,793. These salaries include admin, teachers, custodial/maintenance, bus drivers, district and school office staff, counselors, health clerks, and school nurse. The district received and budgeted for two grants (Low Performing Students Block Grant and Classified Professional Development Grant) this year, however, the bulk of money will not be spent until next year. There is a balance of \$51,800 unspent this year with the same amount carried over for the 2019/20 year. The district spends approximately \$300,000 annually on basic utilities which are not in the LCAP but are part of daily operations. The district spends approximately \$220,000 annually on contracted services (repairs/maintenance to equipment/grounds). During the 2018/19 year, the district spent \$275,000 in Prop 39 energy grant funds for lighting/HVACs/thermostats in the district. This year the district spent approximately \$100,000 for architect services, planning/filing fees for a new construction project to be done in the 19/20 year. The district also purchased a small piece of land connected to the West Cottonwood School site for approximately \$20,000. Our special education program expenditures (excluding salaries) are budgeted at \$323,000 for the 18/19 year.

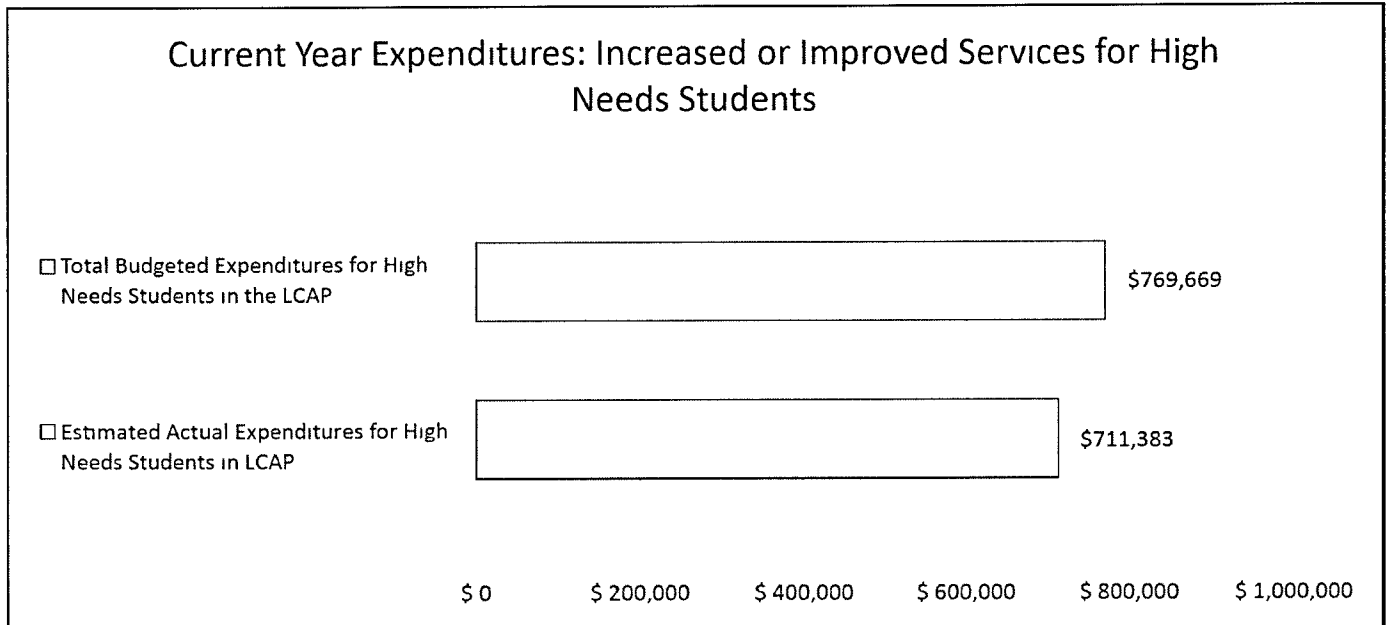
Increased or Improved Services for High Needs Students in 2019-20

In 2019-20, Cottonwood Union School District is projecting it will receive \$887,369 based on the enrollment of foster youth, English learner, and low-income students. Cottonwood Union School District must demonstrate the planned actions and services will increase or improve services for high needs students compared to the services all students receive in proportion to the increased funding it receives.

for high needs students In the LCAP, Cottonwood Union School District plans to spend \$869,059 on actions to meet this requirement

LCFF Budget Overview for Parents

Update on Increased or Improved Services for High Needs Students in 2018-19



This chart compares what Cottonwood Union School District budgeted last year in the LCAP for actions and services that contribute to increasing or improving services for high needs students with what Cottonwood Union School District estimates it has spent on actions and services that contribute to increasing or improving services for high needs students in the current year

In 2018-19, Cottonwood Union School District's LCAP budgeted \$769,669 for planned actions to increase or improve services for high needs students. Cottonwood Union School District estimates that it will actually spend \$711,383 for actions to increase or improve services for high needs students in 2018-19.

The difference between the budgeted and actual expenditures of \$-58,286 had the following impact on Cottonwood Union School District's ability to increase or improve services for high needs students. The district has instructional assistant positions throughout the district to help with high needs students. However, we have had trouble filling a few of these positions and also have had turnover in these positions this year. As a result, approximately \$10,663 was unspent that was budgeted for instructional assistant salaries and benefits. The district also did not spend approximately \$5,000 in salaries for staff teaching the various electives at the junior high school. There was approximately \$2,270 unspent in the budget for instructional materials related to the elective classes for students. Last summer, the district sponsored a Power Scholar summer program through an outside agency to help high needs students academically over the summer. There was \$2,000 unspent from the \$21,000 that was budgeted for this program.

Local Control Accountability Plan and Annual Update (LCAP) Template

Addendum General instructions & regulatory requirements

Appendix A Priorities 5 and 6 Rate Calculations

Appendix B Guiding Questions Use as prompts (not limits)

California School Dashboard Essential data to support completion of this LCAP Please analyze the LEA's full data set, specific links to the rubrics are also provided within the template

LEA Name	Contact Name and Title	Email and Phone
Cottonwood Union School District	Doug Geren Superintendent	dgeren@cwusd.com 530-347-3165

2017-20 Plan Summary

The Story

Describe the students and community and how the LEA serves them

The Cottonwood Union School District (CWUSD) is located in the southern most reaches of Shasta County and offers transitional kindergarten through eighth grade. In the 2018/19 school year, the district's enrollment was approximately 945 students. CWUSD is comprised of North Cottonwood Elementary School serving grades Transitional Kindergarten thru fourth, West Cottonwood Jr High School serving grades fifth thru eighth and Cottonwood Creek Charter School serving grades Kindergarten thru eighth by offering a hybrid independent study program. Cottonwood Creek Charter creates their own LCAP.

Our demographic includes approximately 57% Low income, 2 5% English Learner, 1% Homeless, and 1 1% Foster Children for a total unduplicated count of 57%.

LCAP Highlights

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

This year's LCAP for the Cottonwood Union School District's encompasses three goals

Goal 1 Increase Academic Proficiency & Support Student Learning

Goal 2 Increase Effective Communication/Connectedness and Promote a Positive Culture/Climate

Goal 3 Provide Safe and Well-Maintained Facilities

Goal One focuses on increase academic proficiency & support student learning. To accomplish this the following actions and services are highlighted:

Textbooks

Intervention for All

Professional Development
Collaboration
Technology
Promote Reading/ Early Literacy

Goal Two emphasizes to increase effective communication/connectedness and promote a positive culture/climate To accomplish this the following actions and services are highlighted

Open Communication
Community/Parent Involvement
Promote Positive Relations
Broad Course of Study

Goal Three addresses safe and well-maintained facilities To accomplish this the following actions and services are highlighted

Support deferred maintenance
Maintain facilities

A focus on ensuring each and every students needs are meet has helped direct our efforts and resources

Review of Performance

Based on a review of performance on the state indicators and local performance indicators included in the California School Dashboard, progress toward LCAP goals, local self-assessment tools, stakeholder input, or 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 any specific examples of how past increases or improvements in services for low-income students, English learners, and foster youth have led to improved performance for these students

Greatest Progress

CWUSD is proud of our work towards increasing academic proficiency and supporting students' learning Our school district has built a solid foundation to support learning for all students

We are most proud of the progress we made this past year as indicated below

Math shows a green performance level

Language Arts

White student group maintained at 0 1 points
Hispanic increased 9 6 points
Low income increased 6 3 points
Students with disabilities increased 13 1 points
Asian students increased 20 8 points
English Learners increased 7 7 points

Mathematics

Low Income increased significantly by 16 3 points
Hispanic increased 19 3 points
White increased 14 6 points
Students with Disabilities increased significantly by 19 3 points

American Indian maintained by 17 points
Asian increased 256 points
English Learners increased significantly by 185 points

Suspension Rate

Foster Youth (Blue) 0%
Two or more races (Blue) 33%
American Indian (Green) 78%
Students with Disabilities (Yellow) 67%

In our effort to maintain or decrease district suspension rates, CWUSD is continuing to expand our PBIS programs at both the elementary and junior high school sites. CWUSD is adding a counselor position to the elementary site and the counselor at the junior high site is implementing a new guidance program for students.

Referring to the California School Dashboard, identify any state indicator or local performance indicator for which overall performance was in the "Red" or "Orange" performance category or where the LEA received a "Not Met" or "Not Met for Two or More Years" rating. Additionally, identify any areas that the LEA has determined need significant improvement based on review of local performance indicators or other local indicators. What steps is the LEA planning to take to address these areas with the greatest need for improvement?

Greatest Needs

CWUSD is on the journey of continuous school improvement work towards increasing academic proficiency and supporting students learning.

The chronic absenteeism indicator shows a red performance level across almost all student groups. The suspension indicator and English Language Arts academic indicators show an orange performance level.

Suspension Indicators shows that the following student groups had an increase in suspensions:

English Learner increased by 25%
Students with Disabilities increased by 53%
American Indians by 105%

The Academic Indicator shows that the following student groups declined:

English Language Arts

English Learner declined by 196%
Hispanic declined by 92%

We will decrease suspension through working with students in-house. Through continued use and focus on Positive Behavior Intervention and Supports (PBIS) and Capturing Kids Hearts we will show a decrease in suspensions. Students will receive the socio-emotional support from the staff. We will also begin a program called WEB for students to learn new leadership, behavior and mentoring skills. We believe the combination of these programs will allow for a more positive culture and decrease behavior incidents.

The Dashboard indicates that our English Learner students are struggling in both mathematics and English Language Arts. We will use our English Learner Parent Liaison to provide additional math and English language arts support to English Learners in our after school tutoring and additional support in intervention time.

This year we have focused on Chronic Absenteeism as the state indicator showed that this was an area of need. A district committee explored the data and worked with the staff to implement new actions and services. A district-wide attendance campaign is currently being initiated.

Referring to the California School Dashboard, identify 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 performance gaps?

Performance Gaps

The Dashboard indicates that English Learners and Students with Disabilities show a performance gap in the area of suspension. It also indicates a performance gap with Students with Disabilities in mathematics. We have decreased suspension through working with students in-house. Through continued use and focus on Positive Behavior Intervention and Supports (PBIS) and Capturing Kids Hearts we will show a decrease in suspensions. Students will receive the socio-emotional support from the staff. We have also provided the program called WEB for students to learn new leadership, behavior and mentoring skills. We believe the combination of these programs will allow for a more positive culture and decrease behavior incidents.

Chronic absenteeism indicator shows a gap between the Foster Youth (Blue) and all other student groups. Students with Disability, Hispanic, Homeless, Socioeconomically, two or more races, and white students are in the red performance indicator.

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.

N/A

Support for Identified Schools

Describe how the LEA supported 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.

N/A

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

N/A

Annual Update

LCAP Year Reviewed: 2018-19

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP Duplicate the table as needed

Goal 1

Increase Academic Proficiency & Support Student Learning

State and/or Local Priorities addressed by this goal

State Priorities Priority 1 Basic (Conditions of Learning)
 Priority 2 State Standards (Conditions of Learning)
 Priority 4 Pupil Achievement (Pupil Outcomes)
 Priority 8 Other Pupil Outcomes (Pupil Outcomes)

Local Priorities

Annual Measurable Outcomes

Expected

Actual

Metric/Indicator

Priority 1 Local Indicator/Teacher credential

18-19

100% of Teachers Appropriately Credentialed
100% of Teachers Highly Qualified in subjects taught

100% of Teachers are appropriately credentialed

100% of teachers are effective in subjects taught as defined by the State Board of Education

Baseline

100% of Teachers Appropriately Credentialed,
97.5% of Teachers Highly Qualified in subjects taught (one teacher with a GELAP)

Metric/Indicator

Priority 1 Local Indicator/ Instructional materials

18-19

100% of students will have access to CCSS Math aligned instructional materials

100% of students have access to CCSS Math aligned instructional materials

Expected

Actual

Baseline

100% of students have access to CCSS ELA/ELD & Math aligned instructional materials

Metric/Indicator

Priority 2 Local Indicator/Implementation of State Standards/Local Evaluation Tool

18-19

All teachers trained in CA Common Core Standards

Schools use ongoing assessment and monitoring system that provides timely data which in turn is used to inform teachers and principals about student placement, diagnosis, progress and effectiveness of program

District supports two hours of structured collaboration meeting twice a month in order for teachers to analyze, discuss and utilize the results of student process in the instructional program as well as the school/district assessments of student progress

Programs and Services enable ELs to access core and ELD standards

Baseline

All teachers trained in CA Common Core Standards

Metric/Indicator

Priority 4 State Indicator/Academic Indicator/Grades 3-8 ELA SBAC results

18-19

Students will show annual improvement on SBAC ELA assessment

3rd grade-48% met or exceeded standards
4th grade-45% met or exceeded standards
5th grade-46% met or exceeded standards
6th grade-38% met or exceeded standards
7th grade-61% met or exceeded standards
8th grade-57% met or exceeded standards
Overall -50% met or exceeded standards

Baseline

Students will show annual improvement on SBAC ELA assessment

3rd grade-36% met or exceeded standards
4th grade-45% met or exceeded standards
5th grade-42% met or exceeded standards

All teachers were trained in CA Common Core Standards

Schools used ongoing assessment and monitoring system that provided timely data which in turn is used to inform teachers and principals about student placement, diagnosis, progress and effectiveness of program

District supported two hours of structured collaboration meeting twice a month in order for teachers to analyze, discuss and utilize the results of student process in the instructional program as well as the school/district assessments of student progress

Programs and Services enabled ELs to access core and ELD standards

Students showed annual improvement on SBAC ELA assessment

3rd grade- 58% met or exceeded standards
4th grade- 41% met or exceeded standards
5th grade- 43% met or exceeded standards-ELA
5th grade- 31% met or exceeded standards-Math
6th grade- 47% met or exceeded standards-ELA
6th grade- 41% met or exceeded standards-Math
7th grade- 44% met or exceeded standards-ELA
7th grade- 48% met or exceeded standards-Math
8th grade- 51% met or exceeded standards-ELA
8th grade- 54% met or exceeded standards-Math
Overall - 50% met or exceeded standards

Expected

Actual

6th grade-32% met or exceeded standards
7th grade-63% met or exceeded standards
8th grade-59% met or exceeded standards
Overall -46% met or exceeded standards

Metric/Indicator

Priority 4 State Indicator/Academic Indicator/English Language Progress Indicator

18-19

English Learner proficiency rates

Advanced 10%
Early Advanced 50%
Intermediate 20%
Early Intermediate 18%
Beginning 2%
Number tested

Baseline

English Learner proficiency rates

Advanced 4%
Early Advanced 41%
Intermediate 37%
Early Intermediate 15%
Beginning 4%
Number tested 27

Metric/Indicator

Priority 4 State Indicator/Academic Indicator/Reclassification rates

18-19

English Learner reclassification rates will improve to 25%

Baseline

English Learner reclassification rates 15%

Metric/Indicator

Priority 8 Local Metric/Other student outcomes (Reach Higher Shasta K-3 reading, Reach Higher Shasta K-2 math, iReady, local benchmarks, PSAT 8-9, SBAC interims, STAR reading assessment, DIBELS Plus, etc)

English Learner proficiency rates

Level 4-24% 5 out of 21 students
Level 3-29% 6 out of 21 students
Level 2-33% 7 out of 21 students
Level 1-14% 3 out of 21 students

English Learner proficiency rate results have not been released yet as we just sent in our tests to the state

English Learner reclassification rate was 20%

Students decreased in their overall literacy skills

Local Measures – Reading Assessments and DIBELS benchmark

Expected

18-19

Students will have improved literacy Students will show improvement on Local Measures – Reading Assessments and DIBELS benchmark + 5% gain

Kindergarten-75% students made benchmark for naming fluency
 1st Grade-72% students made benchmark for fluency
 2nd Grade-72% students made benchmark for fluency
 3rd Grade- 68% students made benchmark for fluency

Baseline

Students will have improved literacy Students will show improvement on Local Measures – Reading Assessments and DIBELS benchmark + 5% gain

Kindergarten- 62% students made benchmark for naming fluency
 1st Grade-58% students made benchmark for fluency
 2nd Grade-54% students made benchmark for fluency
 3rd Grade-48% students made benchmark for fluency

Actual

Kindergarten- 98% students made benchmark for naming fluency
 1st Grade- 39% students made benchmark for fluency
 2nd Grade- 51% students made benchmark for fluency
 3rd Grade- 49% students made benchmark for fluency
 4th Grade- 34% students made benchmark for fluency
 5th Grade- 27% students made benchmark for fluency

Actions / Services

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each Duplicate the table as needed

Action 1

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Textbooks/Instructional Materials Ensure California State Standards adopted textbooks and instructional materials are available to each students (including intervention curriculum)	Textbooks/Instructional Materials Ensure California State Standards adopted textbooks and instructional materials are available to each students (including intervention curriculum)	Instructional Materials 0000 Unrestricted Base \$3000 Purchase History/Social Studies Standards Curriculum 4000-4999 Books And Supplies Other \$100,000	Instructional Materials 0000 Unrestricted Base \$0 Purchase History/Social Studies Standards Curriculum 4000-4999 Books And Supplies Base 77,619

Purchase History/Social Studies Standards Curriculum	Purchased History/Social Studies Standards Curriculum	computer-based programs 4000-4999 Books And Supplies Lottery \$60,000	computer-based programs 4000-4999 Books And Supplies Lottery \$53,880
Purchase supplemental curriculum units if needed	Purchased supplemental curriculum units		
Provide instructional support (computer-based programs)	Provided instructional support (computer-based programs)		

Action 2

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Intervention for All Support	Intervention for All Support	intervention teachers 1000-1999 Certificated Personnel Salaries Supplemental and Concentration \$112,894	intervention teachers 1000-1999 Certificated Personnel Salaries Supplemental and Concentration \$144,555
Provide intervention teacher for All Students Model and Learning Lab at North Cottonwood School	Provided intervention teacher for All Students Model and Learning Lab at North Cottonwood School		
Instructional Assistants to provide small group instruction	Instructional Assistants provided small group instruction	Instructional Assistants 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$418,738	Instructional Assistants 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$326,245

Action 3

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Continue to provide kindergarten and first grade Instructional Assistant support (refer to action #2)	Continued to provide kindergarten and first grade Instructional Assistant support (refer to action #2)	Instructional Assistant Salaries 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$ See action 2	Instructional Assistant Salaries 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$ See action 2

Action 4

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
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Professional Development
Continue to support professional development to Deepen and Expand the Implementation of State Standards in Reading, Writing, Math, and Next Generation Science Standards, as well as provide training in Professional Learning Communities and technology.

Professional Development
Continued to support professional development to Deepen and Expand the Implementation of State Standards in Reading, Writing, Math, and Next Generation Science Standards, as well as provided training in Professional Learning Communities and technology

Conferences 5000-5999
Services And Other Operating Expenditures Title I \$34,200

Conferences 5000-5999
Services And Other Operating Expenditures Title I \$55,375

Action 5

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Continue to provide Curriculum & Instructional Support/Coach Curriculum and Instruction Coach for North and West, Principal for West	Continued to provide Curriculum & Instructional Support/Coach Curriculum and Instruction Coach for North and West, Principal for West Added a counselor at North Cottonwood	Teacher Salaries (50% Title I/50% Supp-Conc) 1000-1999 Certificated Personnel Salaries Title I \$210,934 25% Title 1 Principal Salaries 1000-1999 Certificated Personnel Salaries Title I \$31,631	Teacher Salaries (50% Title I/50% Supp-Conc) 1000-1999 Certificated Personnel Salaries Title I \$216,230 25% Title 1 Principal Salaries 1000-1999 Certificated Personnel Salaries Title I \$31,926

Action 6

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Collaboration Scheduled collaboration time for grade level/subject collaboration Continue to support weekly collaborative day (minimum day) Student data analysis, consistent assessments, pacing guides, Rtl/intervention decisions for reteaching/advancement (cost associated with additional after school program hours)	Collaboration Scheduled collaboration time for grade level/subject collaboration Continue to support weekly collaborative day (minimum day) Student data analysis, consistent assessments, pacing guides, Rtl/intervention decisions for reteaching/advancement (cost associated with additional after school program hours)	No Cost	No Cost

Action 7

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Support continuous school improvement summer training/collaboration	Supported continuous school improvement summer training/collaboration	Teacher Extra Duty Salary and Benefits 1000-1999 Certificated Personnel Salaries Supplemental and Concentration \$16,348	Teacher Extra Duty Salary and Benefits 1000-1999 Certificated Personnel Salaries Supplemental and Concentration \$21,420

Action 8

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Technology Continue to upgrade hardware Continue to purchase Chromebooks/carts	Technology Continued to upgrade hardware Continued to purchase Chromebooks/carts	Instructional Materials 4000-4999 Books And Supplies Base \$20,000	Instructional Materials 4000-4999 Books And Supplies Base \$31,372
Continue to support software Data Management system for student achievement assessments EADMS	Continued to support software Data Management system for student achievement assessments EADMS	Instructional Materials EADMS 4000-4999 Books And Supplies Title I \$12,000	Instructional Materials EADMS 4000-4999 Books And Supplies Title I \$7,396
Continue to support increased tech support	Continued to support increased tech support	Contracted Services 5000-5999 Services And Other Operating Expenditures Base \$67,300	Contracted Services 5000-5999 Services And Other Operating Expenditures Base \$67,300

Action 9

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Early Childhood Education Continue to support preschool to support early literacy and academic success	Early Childhood Education Continued to support preschool to support early literacy and academic success	Purchase Classroom Furniture for Preschool Class 4000-4999 Books And Supplies Base \$4,000	Purchase Classroom Furniture for Preschool Class 4000-4999 Books And Supplies Base \$12,145

Action 10

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Promote Reading/Early Literacy Promote reading Provide Librarians at both sites Support AR Club Support intrinsic and extrinsic motivation Support English Language Development Provide EL parent/ student support liaison Continue Reading Club with translator Provide EL support	Promoted Reading/Early Literacy Promoted reading Provided Librarians at both sites Supported AR Club Supported intrinsic and extrinsic motivation Supported English Language Development Provided EL parent/ student support liaison Continued Reading Club with translator Provided EL support	Librarians 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$108,321 EL Instructional Assistant Salaries (Included in Goal 2) 2000-2999 Classified Personnel Salaries Supplemental and Concentration no additional cost	Librarians 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$113,917 EL Instructional Assistant Salaries (Included in Goal 2)

Action 11

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Beyond School Day Intervention Support Provide interventions (afterschool and summer school small group tutoring programs)	Beyond School Day Intervention Support did not occur Provided interventions (Summer school small group tutoring programs)	Teacher Extra Duty-Summer School 1000-1999 Certificated Personnel Salaries Supplemental and Concentration \$11,167 Instructional Materials 4000-4999 Books And Supplies Supplemental and Concentration \$2,000 Power Scholars Summer Prg (62% Supp-Conc/38% Title I) 5000-5999 Services And Other Operating Expenditures Supplemental and Concentration \$21,000	Teacher Extra Duty-Summer School 1000-1999 Certificated Personnel Salaries Supplemental and Concentration \$9,800 Instructional Materials 4000- 4999 Books And Supplies Supplemental and Concentration \$5,415 Power Scholars Summer Prg (62% Supp-Conc/38% Title I) 0

Action 12

Planned
Actions/Services

Actual
Actions/Services

Budgeted
Expenditures

Estimated Actual
Expenditures

Analysis

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed. Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

With the exception of Beyond on the Day intervention, we implemented all of the actions/services to achieve the articulated goal.

Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.

Based on our CA School Dashboard we have increased almost all student groups for this goal. The actions and services will remain in place as we continue to see growth. We believe these actions and services are effective at meeting the articulated goal. We still need to make a focus on Students with Disabilities.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

We took over the preschool program from the YMCA, increased spending in professional development and did not implement Summer Power Scholar Program. Otherwise, there were no significant differences in the budgeted expenditures and the estimated actual expenditures.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

Beyond the Day Interventions did not occur this year. Otherwise there were no other changes made to this goal, expected outcomes, or metrics.

Annual Update

LCAP Year Reviewed: 2018-19

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP Duplicate the table as needed

Goal 2

Goal 2 Increase Effective Communication /Connectedness and Promote a Positive Culture/Climate

State and/or Local Priorities addressed by this goal

State Priorities Priority 3 Parental Involvement (Engagement)
 Priority 5 Pupil Engagement (Engagement)
 Priority 6 School Climate (Engagement)
 Priority 7 Course Access (Conditions of Learning)

Local Priorities

Annual Measurable Outcomes

Expected

Actual

Metric/Indicator

Priority 3 Local Indicator/Parent Involvement/Local Evaluation Tool

CWUSD 2019 Parent Survey Results show (involvement related questions)
~

North parent did not participate this year in the surveys We changed the parent survey to extract different information West Middle School changed the survey questions to better fit the identified information they need for their school

"If I call the school, I receive courteous service "

West Responses 93 3% Strongly Agree/Agree
6 67% Somewhat Agree
0% Disagree

"I understand the school rules and think they are fair "

West Responses 60% Strongly Agree/Agree

Expected

Actual

18-19

CWUSD 2018 Fall Parent Survey Results (involvement related questions) ~ 150 North parent participants & 150 West parent participants

"School personnel encourage me to participate in my child's education"
 North Responses 99% Strongly Agree/Agree
 West Responses 99% Strongly Agree/Agree

My child's teacher provides sufficient and appropriate information regarding my child's academic progress"
 North Responses 99% Strongly Agree/Agree
 West Responses 99% Strongly Agree/Agree

The school district and school web page provide me with the information I need"
 North Responses 89% Strongly Agree/Agree
 West Responses 99% Strongly Agree/Agree

I use the school Info App to acquire school information"
 North Responses 44% Strongly Agree/Agree
 West Responses 62% Strongly Agree/Agree

I regularly access Aeries to acquire school information"
 West Responses 88% Strongly Agree/Agree

"I participate in my child's parent/teacher conference"
 North Responses 99% Strongly Agree/Agree
 West Responses 99% Strongly Agree/Agree

"I attend Back to School Night"
 North Responses 99% Strongly Agree/Agree
 West Responses 90% Strongly Agree/Agree

"I attend Open House Nights"
 North Responses 99% Strongly Agree/Agree
 West Responses 99% Strongly Agree/Agree

"I volunteer at my child's school"
 North Responses 79% Strongly Agree/Agree
 West Responses 44% Strongly Agree/Agree

40% Somewhat Agree
 0% Disagree

"The teachers in the school really seem to care about the kids "
 West Responses 73 33% Strongly Agree/Agree
 26 67% Somewhat Agree
 0% Disagree

"Discipline of my child has been handled fairly at this school "
 West Responses 53 3% Strongly Agree/Agree
 33 33% Somewhat Agree
 13 33% Did not answers

"When I have concerns about my child, I can count on the school for support and know who to contact "
 West Responses 80% Strongly Agree/Agree
 13 33% Somewhat Agree
 6 67% Did not respond

"I receive enough communication from the school to keep me informed "
 West Responses 80% Strongly Agree/Agree
 13 3% Somewhat Agree
 1% Disagree

"The buildings and the grounds of my child's school are clean and safe "
 West Responses 66 67% Strongly Agree/Agree
 26 67% Somewhat Agree
 1% Disagree

"Adults at this school treat students with respect "
 West Responses 66 7% Strongly Agree/Agree
 33 3% Somewhat Agree

"I am satisfied with school programs and activities "
 West Responses 73 3% Strongly Agree/Agree
 20% Somewhat Agree
 6 67% Disagree

"I am satisfied with the technology and other instructional resources available to my child "
 West Responses 80% Strongly Agree/Agree
 20% Somewhat Agree

"I feel welcome and respected at this school "
 West Responses 93 33% Strongly Agree/Agree
 6 67% Somewhat Agree

20 c

"If my child has a problem, there is someone at school who they feel

Expected

Actual

Metric/Indicator

Priority 5 State Indicator/Student Engagement/Chronic absenteeism rates

18-19

Pupil Engagement Chronic absenteeism rates Chronic absenteeism will decrease to 10%

Pupil Engagement Chronic absenteeism rate was 14.6%

Baseline

Pupil Engagement Chronic absenteeism rates Chronic absenteeism 9%

Metric/Indicator

Priority 5 Local Metric/Middle school dropout rate

18-19

Pupil Engagement Middle School dropout rate Maintain at 0%

Pupil Engagement Middle School dropout rate Maintained at 0%

Baseline

Drop out rate 0%

Metric/Indicator

Priority 6 State Indicator/Student Suspension Indicator

18-19

School Climate Reduce student suspension rates at 2%

School Climate Suspension rates were
West Cottonwood 12.9%
North Cottonwood 0.5%

Baseline

Student suspension 3%

Metric/Indicator

Priority 6 Local Indicator/Local tool for school climate

18-19

School Climate Other local measures School sites climate surveys

School Climate Other local measures School sites climate surveys

"As a parent I am welcome at my child's school"

"I feel welcome and respected at this school "

"As a parent I am welcome at my child's school" North Responses Maintain 99% Strongly Agree/Agree

West Responses Maintain 99% Strongly Agree/Agree

West Responses 93.33% Strongly Agree/Agree
6.67% Somewhat Agree

Expected

Actual

Baseline

CWUSD 2016 Fall Parent Survey Results (involvement related questions)

"As a parent I am welcome at my child's school" North Responses 99% Strongly Agree/Agree
West Responses 99% Strongly Agree/Agree

Metric/Indicator

Priority 7 Local Metric/A broad course of study

18-19

Course Access Student access and enrollment in all required areas of study All students will have access to a foreign language offerings in 7-8 grade students and district students will have opportunity to participate in a visual and performing arts

Baseline

Course Access Student access and enrollment in all required areas of study All students will have access to a foreign language offerings in 7-8 grade students and district students will have opportunity to participate in a visual and performing arts

Metric/Indicator

Priority 6 Local Metric/Expulsion rate

18-19

School Climate Student expulsion rates Maintain 0%

Baseline

School Climate Student expulsion rates 0%

Metric/Indicator

Priority 5 State Indicator/Student Engagement/Chronic absenteeism rates

18-19

Increase attendance rate to 96%

Baseline

Attendance rate 87%

Metric/Indicator

Priority 7 Local Metric/Programs/services developed and provided to unduplicated pupils

18-19

100% English Learners, Foster Youth and Low Income have access to interventions and supports as needed

Course Access Student access and enrollment in all required areas of study All students will have access to a foreign language offerings in 7-8 grade students and district students will have opportunity to participate in a visual and performing arts

School Climate Student expulsion rates Maintained 0% rate

Attendance rate
West Cottonwood 95 53%
North Cottonwood 94 38%

100% English Learners, Foster Youth and Low Income have access to interventions and supports as needed

Expected

Actual

Baseline

100% English Learners, Foster Youth and Low Income have access to interventions and supports as needed

Metric/Indicator

Priority 7 Local Metric/Programs/services developed and provided to individuals with exceptional needs

100% IEPs were implemented

18-19

100% IEPs will be implemented

Baseline

100% IEPs were implemented

Actions / Services

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each Duplicate the table as needed

Action 1

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Open Communication Continue to support and update and create a user friendly website (Google translator link, links to events w/ details, parent links, student links, daily bulletin, monthly newsletter, parent survey) Provide SMS & weekly tech update	Open Communication Continued support and updated and created a user friendly website (Google translator link, links to events w/ details, parent links, student links, daily bulletin, monthly newsletter, parent survey) Provide SMS & weekly tech update	Postage 5000-5999 Services And Other Operating Expenditures Base \$500	No postage done through free surveys 5000-5999 Services And Other Operating Expenditures Base \$0
Administer local school climate surveys	Administered local school climate surveys		

Action 2

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Continue to support of participation/use of Aeries Communication	Implemented Aeries Communication	General Operating Expense 5000-5999 Services And Other Operating Expenditures Base \$4,000	General Operating Expense 5000-5999 Services And Other Operating Expenditures Base \$3,752

Action 3

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Community/Parent Involvement Continue to support and provide social events w/staff, Parents, Community	Community/Parent Involvement Continued to support and provide social events w/staff, Parents, Community	General Operating Expense 5000-5999 Services And Other Operating Expenditures Base \$2,500	General Operating Expense 5000-5999 Services And Other Operating Expenditures Base \$371

Action 4

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Continue to support and provide positive behavior intervention support (PBIS)	Continued to support and provide positive behavior intervention support (PBIS)	PBIS Support Materials 4000-4999 Books And Supplies Base \$3,000	PBIS Support Materials 4000-4999 Books And Supplies Base \$1,504

Action 5

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Broad Course of Study Provide a broad course of study including electives in VAPA, foreign language, career technical education, etc	Broad Course of Study Provided a broad course of study including electives in VAPA, foreign language, career technical education, etc	Music North Cottonwood 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$18,000 Electives at West Cottonwood 2000-2999 Classified Personnel	Music North Cottonwood 2000-2999 Classified Personnel Salaries Supplemental and Concentration \$16,270 Electives at West Cottonwood 2000-2999 Classified Personnel

Salaries Supplemental and Concentration \$12,017

Salaries Supplemental and Concentration \$7,856

Instructional materials at West 4000-4999 Books And Supplies Supplemental and Concentration \$9,000

Instructional materials at West 4000-4999 Books And Supplies Supplemental and Concentration \$5,407

Contracted Services for Elective Teachers 5000-5999 Services And Other Operating Expenditures Supplemental and Concentration \$40,184

Contracted Services for Elective Teachers 5000-5999 Services And Other Operating Expenditures Supplemental and Concentration \$32,733

Action 6

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Ensure students with disabilities are provided necessary supports	Ensured students with disabilities were provided necessary supports	no additional funds	Special Ed Cost-Salaries and Benefits 1000-1999 Certificated Personnel Salaries Special Education \$543092 Special Ed Contracted Services 5000-5999 Services And Other Operating Expenditures Special Education \$359511

Action 7

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Students will have parents that are equipped to help them succeed through the use of technology Students will improve at school through parent information evenings to aide in home-school communication	Parents were provided with the opportunity to help their students succeed through the use of technology Parent information evenings were implemented to aid in home-school communication	no cost	no cost

Student will improve in skills through the use of highly qualified parent volunteers

Students improved skills through the use of highly qualified parent volunteers

Action 8

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
K-8th grade students will have access to behavioral counseling	K-8th grade students had access to behavioral counseling	Salary for Behavioral Counseling (Base/SpEd/Title I/Supp-Conc) 1000-1999 Certificated Personnel Salaries Base \$125,000	Salary for Behavioral Counseling (Base/SpEd/Title I/Supp-Conc) 1000-1999 Certificated Personnel Salaries Base \$55,215 Salary 1000-1999 Certificated Personnel Salaries Special Education \$9 682 Salary 1000-1999 Certificated Personnel Salaries Supplemental and Concentration \$27,765 Salary 1000-1999 Certificated Personnel Salaries Title I \$27,765

Analysis

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed. Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

All of the actions and services to achieve this goal were implemented. We will add actions and services to this goal around attendance as we wish to increase awareness and believe it will increase academic outcomes for students.

Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.

Actions and services need to be added to this goal as it was not as effective at ensuring student attendance. We will add actions and services to increase awareness which will directly affect academic outcomes.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures

We reported the actual cost of Special Education. We are continuing to serve our Special Needs students. In the prior year, we did not report total cost.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

There were no significant changes to this goal, expected outcomes, metrics, or actions and services. We plan to add actions and services in Goal 2 of the LCAP to support increasing attendance.

Annual Update

LCAP Year Reviewed: **2018-19**

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed.

Goal 3

Goal 3 Provide Safe and Well-Maintained Facilities

State and/or Local Priorities addressed by this goal

State Priorities Priority 1 Basic (Conditions of Learning)
 Priority 6 School Climate (Engagement)

Local Priorities

Annual Measurable Outcomes

Expected

Actual

Metric/Indicator

Priority 1 Local Indicator/ Facilities in good repair

18-19

Required Metrics for State Priorities

3 Basic Services Degree to which school facilities are maintained and in good repair Maintain Williams Act Findings at 0

Required Metrics for State Priorities

Maintained facilities in good repair Maintained Williams Act Findings at 0

Expected

Actual

Baseline

Required Metrics for State Priorities

3 Basic Services Degree to which school facilities are maintained and in good repair Maintain Williams Act Findings at 0

Actions / Services

Duplicate the Actions/Services from the prior year LCAP and complete a copy of the following table for each Duplicate the table as needed

Action 1

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Staffing Continue to provide 1 0 FTE Maintenance Staff/Maintenance Coordinator	Staffing 1 0 FTE Maintenance Staff/Maintenance Coordinator	Contracted Services 5800 Professional/Consulting Services And Operating Expenditures Restricted (RRM) Contracted Services \$76,685	Maintenance Salaries 2000-2999 Classified Personnel Salaries Restricted (RRM) Contracted Services \$77,683

Action 2

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Major Facilities Work and Repair	Major facilities work and repair were completed	Facilities Projects at Both Sites 5000-5999 Services And Other Operating Expenditures Restricted (RRM) Contracted Services \$120,000	Facilities Projects at Both Sites 5000-5999 Services And Other Operating Expenditures Restricted (RRM) Contracted Services \$103,000

Action 3

Planned Actions/Services	Actual Actions/Services	Budgeted Expenditures	Estimated Actual Expenditures
Students will attend clean, safe, well maintained schools as identified by prioritized need District/School safety plans are updated District Facilities Plan is updated twice a year	Students attended clean, safe, well maintained schools as identified by prioritized need District/School safety plans were updated District Facilities Plan was updated twice a year	No cost	No cost

Analysis

Complete a copy of the following table for each of the LEA's goals from the prior year LCAP. Duplicate the table as needed. Use actual annual measurable outcome data, including performance data from the LCFF Evaluation Rubrics, as applicable.

Describe the overall implementation of the actions/services to achieve the articulated goal.

We implemented all of these actions and services to achieve the articulated goal.

Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.

We believe the actions and services were effective at meeting the goal. It is evident in our School Accountability Report Card and our 3 year facility maintenance plan that we are meeting this goal. We continue to maintain our facility and are planning to add four kindergarten classrooms as we continue to grow.

Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures.

There were no significant material differences between budgeted expenditures and estimated actual expenditures.

Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the LCFF Evaluation Rubrics, as applicable. Identify where those changes can be found in the LCAP.

There were no changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal. We will add actions in goal 3 to update our facilities projects for 2019-2020.

Stakeholder Engagement

LCAP Year 2019-20

Involvement Process for LCAP and Annual Update

How, when, and with whom did the LEA consult as part of the planning process for this LCAP/Annual Review and Analysis?

CWUSD provided stakeholders multiple opportunities to participate and be consulted on the revision of the 2017-20 LCAP. Through a series of informational, input gathering and strategic planning meetings throughout the 2018-19 school year CWUSD was successful involving our community. During these meetings we asked our participants to share ideas about what our school district was doing successfully, sought areas of improvement and specific action steps the district needed to consider to move forward.

The LCAP was reviewed at the School Site Councils meetings on April 23rd (West Cottonwood) and April 25th (North Cottonwood). Parent surveys were distributed in April and May.

In addition, throughout 2018/19 school year the superintendent provided LCAP updates at each board meeting, Leadership, Principal and other staff meetings.

CWUSD sought input at same meetings and were used to review the 2018/19 LCAP, as well as plans for the coming years. The various stakeholder groups throughout the 2018-19 school year included board members, staff, parents, E L Advisory group, Site Councils, District Leadership (superintendent, teachers, classified employees, bargaining unit members, confidential employees, management, and heads of departments), Foster Parent Advisory group, Student Advisory groups, teachers, and community members. Input was used to create the 2017-2020 LCAP. CWUSD is actively seeking to engage all stakeholders in the LCAP and guided by the vision and direction of creating a more collaborative culture for the benefit of all students.

Throughout the process, presentations that explained the details of the state's goals and district alignment through LCAP goals have guided the conversations. A thorough examination based on needs and input has led to a recognition to build capacity in our system, focus on essential components while creating additional student opportunities and create a culture of high expectations in a collaborative culture has provided a starting point for a new future for our district. A commitment to existing services for all students is recognized and is an integral part of the LCAP actions and services.

Impact on LCAP and Annual Update

How did these consultations impact the LCAP for the upcoming year?

All stakeholders in the district were invited to meetings and efforts were made to reach stakeholders in a variety of settings. The intent of the meetings were to review data, gather input, discuss prior efforts by the district and bring preliminary goals to review and discuss. The LCAP involvement process for CWUSD confirmed our district's strengths and areas of improvement which led to improved and focused goals and actions required for the 2017-20 school year. The first step in the revision of the LCAP was to engage our stakeholders in the understanding of the LCAP process and the current contents of the 2019-20 LCAP.

Advisory meetings throughout the year of parents, staff, students and community provided stakeholders the opportunity to share and suggest needed services, provided progress toward specific action and services. Each meeting led to other strategic planning meetings providing a collaborative setting to develop themes, create possible actions, prioritize actions and services and possible strategies and actions to reach LCAP goals. The final steps for the 2017-18 school year was to provide opportunity for public input on 2017-20 LCAP before approval and final Board approval of 2017-20 LCAP. During these stakeholder meetings we were successful to create a balance of services while minimizing a negative effect on the budget for our school district.

CWUSD sought input from various stakeholder groups throughout the 2018-19 school year. The LCAP goals have been a focus for the various district meetings agendas throughout the school year as well. This year one of the primary focus throughout the process has been to seek consultation from stakeholders groups in preparing the LCAP annual update. Specifically, we sought out what the strengths our district and areas of improvement. In addition, our goal was to review the data, with an emphasis on building academic measures, to utilize for future analysis. This process reconfirmed the specific areas of improvement for our school district. The themes: 1. Increase Academic Proficiency and Support Learning, 2. Increase Effective Communication/ Connectedness and Promote a Positive Culture/Climate and 3. Provide a Safe Environment (facilities). The engagement process shaped the LCAP by assisting our district focus goals and services to best meet the needs of all our students.

We made it a district priority to build 4 new kindergarten classrooms as the preschool enrollment continues to grow. Attendance has become a focus and new actions and services have been added to increase parent and student awareness. A new science curriculum adoption will take place next year.

Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEA's goals Duplicate the table as needed

(Select from New Goal, Modified Goal, or Unchanged Goal)

Unchanged Goal

Goal 1

Increase Academic Proficiency & Support Student Learning

State and/or Local Priorities addressed by this goal:

State Priorities
 Priority 1 Basic (Conditions of Learning)
 Priority 2 State Standards (Conditions of Learning)
 Priority 4 Pupil Achievement (Pupil Outcomes)
 Priority 8 Other Pupil Outcomes (Pupil Outcomes)

Local Priorities

Identified Need:

Although baseline data from CAASPP, state assessments and local measures indicate increase in student achievement continuous improvement is needed Professional development addressing quality first instruction and data use for instructional decision-making will continue to build capacity of educators and increase student achievement

Expected Annual Measurable Outcomes

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Priority 1 Local Indicator/Teacher credential	100% of Teachers Appropriately Credentialed, 97.5% of Teachers Highly Qualified in subjects taught(one teacher with a GELAP)	100% of Teachers Appropriately Credentialed, 100% of Teachers Highly Qualified in subjects taught	100% of Teachers Appropriately Credentialed 100% of Teachers Highly Qualified in subjects taught	100% of Teachers Appropriately Credentialed 100% of Teachers Highly Qualified in subjects taught

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Priority 1 Local Indicator/ Instructional materials	100% of students have access to CCSS ELA/ELD & Math aligned instructional materials	100% of students will have access to CCSS Math aligned instructional materials	100% of students will have access to CCSS Math aligned instructional materials	100% of students will have access to CCSS Math aligned instructional materials
Priority 2 Local Indicator/Implementation of State Standards/Local Evaluation Tool	All teachers trained in CA Common Core Standards	All teachers trained in CA Common Core Standards Schools use ongoing assessment and monitoring system that provides timely data which in turn is used to inform teachers and principals about student placement, diagnosis, progress and effectiveness of program District supports one hour structured collaboration meeting twice a month in order for teachers to analyze, discuss and utilize the results of student process in the instructional program as well as the school/district assessments of student progress	All teachers trained in CA Common Core Standards Schools use ongoing assessment and monitoring system that provides timely data which in turn is used to inform teachers and principals about student placement, diagnosis, progress and effectiveness of program District supports two hours of structured collaboration meeting twice a month in order for teachers to analyze, discuss and utilize the results of student process in the instructional program as well as the school/district assessments of student progress	All teachers trained in CA Common Core Standards Schools use ongoing assessment and monitoring system that provides timely data which in turn is used to inform teachers and principals about student placement, diagnosis, progress and effectiveness of program District supports two hours of structured collaboration twice a month in order for teachers to analyze, discuss and utilize the results of student process in the instructional program as well as the school/district assessments of student progress

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Priority 4 State Indicator/Academic Indicator/Grades 3-8 ELA SBAC results	Students will show annual improvement on SBAC ELA assessment 3rd grade-36% met or exceeded standards 4th grade-45% met or exceeded standards 5th grade-42% met or exceeded standards 6th grade-32% met or exceeded standards 7th grade-63% met or exceeded standards 8th grade-59% met or exceeded standards Overall -46% met or exceeded standards	Programs and Services enable ELs to access core and ELD standards Students will show annual improvement on SBAC ELA assessment 3rd grade-45% met or exceeded standards 4th grade-41% met or exceeded standards 5th grade-42% met or exceeded standards 6th grade- 33% met or exceeded standards 7th grade- 58% met or exceeded standards 8th grade- 54% met or exceeded standards Overall -47% met or exceeded standards	Programs and Services enable ELs to access core and ELD standards Students will show annual improvement on SBAC ELA assessment 3rd grade-48% met or exceeded standards 4th grade-45% met or exceeded standards 5th grade-46% met or exceeded standards 6th grade-38% met or exceeded standards 7th grade-61% met or exceeded standards 8th grade-57% met or exceeded standards Overall -50% met or exceeded standards	Programs and Services enable ELs to access core and ELD standards Students will show annual improvement on SBAC ELA assessment 3rd grade- 55% met or exceeded standards 4th grade- 55% met or exceeded standards 5th grade- 55% met or exceeded standards- ELA 5th grade- 55% met or exceeded standards- Math 6th grade- 55% met or exceeded standards- ELA 6th grade- 55% met or exceeded standards- Math 7th grade- 55% met or exceeded standards- ELA 7th grade- 55% met or exceeded standards- Math 8th grade- 55% met or exceeded standards- ELA 8th grade- 55% met or exceeded standards- Math Overall - 55% met or exceeded standards

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Priority 4 State Indicator/Academic Indicator/English Language Progress Indicator	English Learner proficiency rates Advanced 4% Early Advanced 41% Intermediate 37% Early Intermediate 15% Beginning 4% Number tested 27	English Learner proficiency rates Advanced 10% Early Advanced 50% Intermediate 20% Early Intermediate 18% Beginning 2% Number tested 28	English Learner proficiency rates Advanced 10% Early Advanced 50% Intermediate 20% Early Intermediate 18% Beginning 2% Number tested	English Learner proficiency rates Level 4-40% Level 3-50% Level 2-5% Level 1-5%
Priority 4 State Indicator/Academic Indicator/Reclassification rates	English Learner reclassification rates 15%	English Learner reclassification rates will improve to 20%	English Learner reclassification rates will improve to 25%	English Learner reclassification rates will improve to 25%
Priority 8 Local Metric/Other student outcomes (Reach Higher Shasta K-3 reading, Reach Higher Shasta K-2 math, iReady, local benchmarks, PSAT 8-9, SBAC interims, STAR reading assessment, DIBELS Plus, etc)	Students will have improved literacy Students will show improvement on Local Measures – Reading Assessments and DIBELS benchmark + 5% gain Kindergarten- 62% students made benchmark for naming fluency 1st Grade-58% students made benchmark for fluency	Students will have improved literacy Students will show improvement on Local Measures – Reading Assessments and DIBELS benchmark + 5% gain Kindergarten- 90% students made benchmark for naming fluency 1st Grade-50% students made benchmark for fluency	Students will have improved literacy Students will show improvement on Local Measures – Reading Assessments and DIBELS benchmark + 5% gain Kindergarten-92% students made benchmark for naming fluency 1st Grade-52% students made benchmark for fluency	Students will have improved literacy Students will show improvement on Local Measures – Reading Assessments and DIBELS benchmark + 5% gain Kindergarten- 98% students made benchmark for naming fluency 1st Grade- 39% students made benchmark for fluency

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	2nd Grade-54% students made benchmark for fluency	2nd Grade- 50% students made benchmark for fluency	2nd Grade-52% students made benchmark for fluency	2nd Grade- 51% students made benchmark for fluency
	3rd Grade-48% students made benchmark for fluency	3rd Grade-50% students made benchmark for fluency	3rd Grade- 52% students made benchmark for fluency	3rd Grade- 49% students made benchmark for fluency
				4th Grade- 34% students made benchmark for fluency
				5th Grade- 27% students made benchmark for fluency

Planned Actions / Services

Complete a copy of the following table for each of the LEA's Actions/Services. Duplicate the table, including Budgeted Expenditures, as needed.

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Modified Action

2017-18 Actions/Services

Textbooks/Instructional Materials Ensure California State Standards adopted textbooks and instructional materials are available to each students (including intervention curriculum)

No History/Social Studies or Next Generation Standards Science text adoptions will be purchased in 2017/18

Purchase supplemental curriculum units if needed

Provide instructional support (computer-based programs)

Select from New, Modified, or Unchanged for 2018-19

Modified Action

2018-19 Actions/Services

Textbooks/Instructional Materials Ensure California State Standards adopted textbooks and instructional materials are available to each students (including intervention curriculum)

Purchase History/Social Studies Standards Curriculum

Purchase supplemental curriculum units if needed

Provide instructional support (computer-based programs)

Select from New, Modified, or Unchanged for 2019-20

Modified Action

2019-20 Actions/Services

Textbooks/Instructional Materials Ensure California State Standards adopted textbooks and instructional materials are available to each students (including intervention curriculum)

Purchase Next Generation Science Standards Curriculum

Purchase supplemental curriculum units if needed

Provide instructional support (computer-based programs)

Budgeted Expenditures

Year 2017-18

Amount \$8,000

Source Lottery

Budget Reference 0000 Unrestricted Instructional Materials

2018-19

\$3000

Base

0000 Unrestricted Instructional Materials

2019-20

\$0

Base

0000 Unrestricted Instructional Materials

Amount	0	\$100,000	\$124,500
Source		Other	Base
Budget Reference	No History/Social Studies or Next Generation Standards Science text adoptions will be purchased in 2017/18	4000-4999 Books And Supplies Purchase History/Social Studies Standards Curriculum	4000-4999 Books And Supplies Purchase Next Generation Science Standards Curriculum
Amount	\$60,000	\$60,000	\$60,000
Source	Lottery	Lottery	Lottery
Budget Reference	4000-4999 Books And Supplies Computer-based programs	4000-4999 Books And Supplies computer-based programs	4000-4999 Books And Supplies computer-based programs

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

Low Income

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

LEA-wide

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Modified Action

2017-18 Actions/Services

Intervention for All Support

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Intervention for All Support

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Intervention for All Support

Provide intervention teacher for All Students Model and Learning Lab at North Cottonwood School

Provide intervention teacher for All Students Model and Learning Lab at North Cottonwood School

Provide intervention teacher for All Students Model and Learning Lab at North Cottonwood School

Instructional Assistants to provide small group instruction

Instructional Assistants to provide small group instruction

Instructional Assistants to provide small group instruction

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$51,000	\$112,894	\$88,858
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	1000-1999 Certificated Personnel Salaries intervention teacher	1000-1999 Certificated Personnel Salaries intervention teachers	1000-1999 Certificated Personnel Salaries Intervention Teachers
Amount	\$421,845	\$418,738	\$437,008
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	2000-2999 Classified Personnel Salaries Instructional Assistants	2000-2999 Classified Personnel Salaries Instructional Assistants	2000-2999 Classified Personnel Salaries Instructional Assistants

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

Low Income

Schoolwide

All Schools

Specific Schools North Cottonwood School

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Select from New, Modified, or Unchanged for 2018-19

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

Unchanged Action

Unchanged Action

2017-18 Actions/Services

2018-19 Actions/Services

2019-20 Actions/Services

Continue to provide kindergarten and first grade Instructional Assistant support (refer to action #2)

Continue to provide kindergarten and first grade Instructional Assistant support (refer to action #2)

Continue to provide kindergarten and first grade Instructional Assistant support (refer to action #2)

Budgeted Expenditures

Year 2017-18

2018-19

2019-20

Amount \$ See action 2

\$ See action 2

\$ See action 2

Source Supplemental and Concentration

Supplemental and Concentration

Supplemental and Concentration

Budget Reference 2000-2999 Classified Personnel

2000-2999 Classified Personnel

2000-2999 Classified Personnel

Salaries

Salaries

Salaries

Instructional Assistant Salaries

Instructional Assistant Salaries

Instructional Assistant Salaries

Action 4

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All

All Schools

Specific Student Groups At Risk Students

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Students to be Served selection here]

[Add Scope of Services selection here]

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Select from New, Modified, or Unchanged for 2018-19

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

Unchanged Action

Unchanged Action

2017-18 Actions/Services

2018-19 Actions/Services

2019-20 Actions/Services

Professional Development
Continue to support professional development to Deepen and Expand the Implementation of State Standards in Reading, Writing, Math, and Next Generation Science Standards, as well as provide training in Professional Learning Communities and technology

Professional Development
Continue to support professional development to Deepen and Expand the Implementation of State Standards in Reading, Writing, Math, and Next Generation Science Standards, as well as provide training in Professional Learning Communities and technology

Professional Development
Continue to support professional development to Deepen and Expand the Implementation of State Standards in Reading, Writing, Math, and Next Generation Science Standards, as well as provide training in Professional Learning Communities and technology

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$36,000	\$34,200	\$63,400
Source	Title I	Title I	Title II
Budget Reference	5000-5999 Services And Other Operating Expenditures Conferences	5000-5999 Services And Other Operating Expenditures Conferences	5000-5999 Services And Other Operating Expenditures Conferences

Action 5

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All

All Schools

Specific Student Groups At Risk Students

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Continue to provide Curriculum & Instructional Support/Coach Curriculum and Instruction Coach for North Assistant Principal C//I for West

Select from New, Modified, or Unchanged for 2018-19

Modified Action

2018-19 Actions/Services

Continue to provide Curriculum & Instructional Support/Coach Curriculum and Instruction Coach for North and West, Principal for West

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Continue to provide Curriculum & Instructional Support/Coach Curriculum and Instruction Coach for North and West, Principal for West

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$99,360	\$210,934	\$228,998
Source	Title I	Title I	Title I
Budget Reference	1000-1999 Certificated Personnel Salaries Teacher Salaries (80% Title I 20% Unrest)	1000-1999 Certificated Personnel Salaries Teacher Salaries (50% Title I/50% Supp-Conc)	1000-1999 Certificated Personnel Salaries Teacher Salaries
Amount	\$113,455	\$31,631	\$32,580
Source	Base	Title I	Base
Budget Reference	1000-1999 Certificated Personnel Salaries 75% Unrestricted 25% Title 1/Assistant Principal Salaries	1000-1999 Certificated Personnel Salaries 25% Title 1 Principal Salaries	1000-1999 Certificated Personnel Salaries 25% Principal Salaries

Action 6

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Collaboration Scheduled collaboration time for grade level/subject collaboration

Continue to support weekly collaborative day (minimum day) Student data analysis, consistent assessments, pacing guides, Rtl/intervention decisions for reteaching/advancement (cost associated with additional after school program hours)

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Collaboration Scheduled collaboration time for grade level/subject collaboration

Continue to support weekly collaborative day (minimum day) Student data analysis, consistent assessments, pacing guides, Rtl/intervention decisions for reteaching/advancement (cost associated with additional after school program hours)

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Collaboration Scheduled collaboration time for grade level/subject collaboration

Continue to support weekly collaborative day (minimum day) Student data analysis, consistent assessments, pacing guides, Rtl/intervention decisions for reteaching/advancement (cost associated with additional after school program hours)

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Budget Reference	No Cost	No Cost	No Cost

Action 7

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

- English Learners
- Foster Youth
- Low Income

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

- LEA-wide

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

- All Schools

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Support continuous school improvement summer training/collaboration

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Support continuous school improvement summer training/collaboration

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Support continuous school improvement summer training/collaboration

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$10,200	\$16,348	\$16,679
Source	Supplemental and Concentration	Supplemental and Concentration	Base
Budget Reference	1000-1999 Certificated Personnel Salaries Teacher Extra Duty	1000-1999 Certificated Personnel Salaries Teacher Extra Duty Salary and Benefits	1000-1999 Certificated Personnel Salaries Teacher Extra Duty Salary and Benefits

Action 8

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Technology
Continue to upgrade hardware
Continue to purchase Chromebooks/carts

Continue to support software
Data Management system for student achievement assessments EADMS

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Technology
Continue to upgrade hardware
Continue to purchase Chromebooks/carts

Continue to support software
Data Management system for student achievement assessments EADMS

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Technology
Continue to upgrade hardware
Continue to purchase Chromebooks/carts

Continue to support software
Data Management system for student achievement assessments EADMS

Continue to support increased tech support

Continue to support increased tech support

Continue to support increased tech support

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$20,000	\$20,000	\$48,000
Source	Base	Base	Base
Budget Reference	4000-4999 Books And Supplies Instructional Materials	4000-4999 Books And Supplies Instructional Materials	4000-4999 Books And Supplies Instructional Materials
Amount	\$12,000	\$12,000	\$7396
Source	Title I	Title I	Lottery
Budget Reference	4000-4999 Books And Supplies Instructional Materials EADMS	4000-4999 Books And Supplies Instructional Materials EADMS	4000-4999 Books And Supplies Instructional Materials EADMS
Amount	\$39,500	\$67,300	\$73,500
Source	Base	Base	Base
Budget Reference	5000-5999 Services And Other Operating Expenditures Contracted Services	5000-5999 Services And Other Operating Expenditures Contracted Services	5000-5999 Services And Other Operating Expenditures Contracted Services

Action 9

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

Specific Schools North Cottonwood School

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services**Early Childhood Education**

Continue to support preschool to support early literacy and academic success

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services**Early Childhood Education**

Continue to support preschool to support early literacy and academic success

Select from New, Modified, or Unchanged for 2019-20

Modified Action

2019-20 Actions/Services**Early Childhood Education**

Continue to support preschool to support early literacy and academic success

Budgeted Expenditures

Year 2017-18

Amount

Source

Budget

Reference

No Cost Continue to partnership with YMCA

2018-19

\$4,000

Base

4000-4999 Books And Supplies Purchase Classroom Furniture for Preschool Class

2019-20

\$187,371

Base

2000-2999 Classified Personnel Salaries
Opened new District Preschool - Salaries Preschool

Amount

Source

Budget

Reference

\$68,404

Base

3000-3999 Employee Benefits
Benefits for Preschool Staff

Action 10

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

- English Learners
- Foster Youth
- Low Income

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

LEA-wide

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

- Promote Reading/Early Literacy
- Promote reading
- Provide Librarians at both sites
- Support AR Club
- Support intrinsic and extrinsic motivation
- Support English Language Development
- Provide EL parent/ student support liaison
- Continue Reading Club with translator
- Provide EL support

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

- Promote Reading/Early Literacy
- Promote reading
- Provide Librarians at both sites
- Support AR Club
- Support intrinsic and extrinsic motivation
- Support English Language Development
- Provide EL parent/ student support liaison
- Continue Reading Club with translator
- Provide EL support

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

- Promote Reading/Early Literacy
- Promote reading
- Provide Librarians at both sites
- Support AR Club
- Support intrinsic and extrinsic motivation
- Support English Language Development
- Provide EL parent/ student support liaison
- Continue Reading Club with translator
- Provide EL support

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$100,728	\$108,321	\$113,104
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	2000-2999 Classified Personnel Salaries Librarians	2000-2999 Classified Personnel Salaries Librarians	2000-2999 Classified Personnel Salaries Librarians
Amount	no additional cost	no additional cost	no additional cost
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	2000-2999 Classified Personnel Salaries EL Instructional Assistant Salaries (Included in Goal 1)	2000-2999 Classified Personnel Salaries EL Instructional Assistant Salaries (Included in Goal 2)	2000-2999 Classified Personnel Salaries EL Instructional Assistant Salaries (Included in Goal 2)

Action 11

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

- English Learners
- Foster Youth
- Low Income

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

- LEA-wide

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

- All Schools

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Modified Action

2017-18 Actions/Services

Beyond School Day Intervention Support
Provide interventions (After School and
summer school small group tutoring
programs)

2018-19 Actions/Services

Beyond School Day Intervention Support
Provide interventions (After School and
summer school small group tutoring
programs)

2019-20 Actions/Services

Beyond School Day Intervention Support
Provide interventions (After School and
summer school small group tutoring
programs)

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$14,500	\$11,167	\$16,422
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	1000-1999 Certificated Personnel Salaries Teacher Extra Duty	1000-1999 Certificated Personnel Salaries Teacher Extra Duty-Summer School	1000-1999 Certificated Personnel Salaries Teacher Extra Duty-Summer School
Amount	\$2,000	\$2,000	\$2,000
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	4000-4999 Books And Supplies Instructional Materials	4000-4999 Books And Supplies Instructional Materials	4000-4999 Books And Supplies Instructional Materials
Amount		\$21,000	\$0
Source		Supplemental and Concentration	Supplemental and Concentration
Budget Reference		5000-5999 Services And Other Operating Expenditures Power Scholars Summer Prg (62% Supp-Conc/38% Title I)	5000-5999 Services And Other Operating Expenditures Power Scholars Summer Prg (62% Supp-Conc/38% Title I)

Action 12

All

All Schools

Specific Grade Spans Grades 4th-8th

OR

[Add Students to be Served selection here]

[Add Scope of Services selection here]

[Add Location(s) selection here]

Actions/Services

New Action

College and Career Curriculum training for
teachers and administrators

Budgeted Expenditures

Amount

No cost-Title IV County Grant

Budget

Reference

No cost-Title IV County Grant

Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEA's goals Duplicate the table as needed

(Select from New Goal, Modified Goal, or Unchanged Goal)

Unchanged Goal

Goal 2

Goal 2 Increase Effective Communication /Connectedness and Promote a Positive Culture/Climate

State and/or Local Priorities addressed by this goal:

- State Priorities
- Priority 3 Parental Involvement (Engagement)
 - Priority 5 Pupil Engagement (Engagement)
 - Priority 6 School Climate (Engagement)
 - Priority 7 Course Access (Conditions of Learning)

Local Priorities

Identified Need:

Increase information reaching parents and community

Increase positive culture/climate

Students need to feel engaged in learning and feeling a sense of connection to their school community

Students need to learn developmentally appropriate social skills

Students need to attend school regularly

We will focus on increasing student and parent awareness of the importance of attendance

Expected Annual Measurable Outcomes

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Priority 3 Local Indicator/Parent Involvement/Local Evaluation Tool	CWUSD 2016 Fall Parent Survey Results (involvement related questions) ~ 66 North	CWUSD 2017 Fall Parent Survey Results (involvement related questions) ~ 100 North	CWUSD 2018 Fall Parent Survey Results (involvement related questions) ~ 150 North	CWUSD 2019 Fall Parent Survey Results (involvement related questions) ~ 200 North

Metrics/Indicators

Baseline	2017-18	2018-19	2019-20
parent participants & 62 West parent participants	parent participants & 100 West parent participants	parent participants & 150 West parent participants	parent participants & 200 West parent participants
"School personnel encourage me to participate in my child's education" North Responses 98% Strongly Agree/Agree West Responses 98% Strongly Agree/Agree	"School personnel encourage me to participate in my child's education" North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	"School personnel encourage me to participate in my child's education" North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	"School personnel encourage me to participate in my child's education" North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree
My child's teacher provides sufficient and appropriate information regarding my child's academic progress" North Responses 94% Strongly Agree/Agree West Responses 94% Strongly Agree/Agree	My child's teacher provides sufficient and appropriate information regarding my child's academic progress" North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	My child's teacher provides sufficient and appropriate information regarding my child's academic progress" North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	My child's teacher provides sufficient and appropriate information regarding my child's academic progress" North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree
The school district and school web page provide me with the information I need" North Responses 79% Strongly Agree/Agree West Responses 92% Strongly Agree/Agree	The school district and school web page provide me with the information I need" North Responses 84% Strongly Agree/Agree West Responses 97% Strongly Agree/Agree	The school district and school web page provide me with the information I need" North Responses 89% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	The school district and school web page provide me with the information I need" North Responses 94% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree
I use the school Info App to acquire school information" North Responses 34% Strongly Agree/Agree	I use the school Info App to acquire school information" North Responses 39% Strongly Agree/Agree	I use the school Info App to acquire school information" North Responses 44% Strongly Agree/Agree	I use the school Info App to acquire school information" North Responses 49% Strongly Agree/Agree

Metrics/Indicators

	Baseline	2017-18	2018-19	2019-20
	West Responses 52% Strongly Agree/Agree	West Responses 57% Strongly Agree/Agree	West Responses 62% Strongly Agree/Agree	West Responses 67% Strongly Agree/Agree
I regularly access Aeries to acquire school information"	West Responses 78% Strongly Agree/Agree	West Responses 83% Strongly Agree/Agree	West Responses 88% Strongly Agree/Agree	West Responses 93% Strongly Agree/Agree
"I participate in my child's parent/teacher conference"	North Responses 98% Strongly Agree/Agree West Responses 92% Strongly Agree/Agree	North Responses 99% Strongly Agree/Agree West Responses 97% Strongly Agree/Agree	North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree
"I attend Back to School Night"	North Responses 87% Strongly Agree/Agree West Responses 80% Strongly Agree/Agree	North Responses 93% Strongly Agree/Agree West Responses 85% Strongly Agree/Agree	North Responses 99% Strongly Agree/Agree West Responses 90% Strongly Agree/Agree	North Responses 99% Strongly Agree/Agree West Responses 95% Strongly Agree/Agree
"I attend Open House Nights"	North Responses 93% Strongly Agree/Agree West Responses 94% Strongly Agree/Agree	North Responses 98% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree	North Responses 99% Strongly Agree/Agree West Responses 99% Strongly Agree/Agree
"I volunteer at my child's school"	North Responses 69% Strongly Agree/Agree West Responses 34% Strongly Agree/Agree	North Responses 74% Strongly Agree/Agree West Responses 39% Strongly Agree/Agree	North Responses 79% Strongly Agree/Agree West Responses 44% Strongly Agree/Agree	North Responses 84% Strongly Agree/Agree West Responses 49% Strongly Agree/Agree

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Priority 5 State Indicator/Student Engagement/Chronic absenteeism rates	Pupil Engagement Chronic absenteeism rates Chronic absenteeism 9%	Pupil Engagement Chronic absenteeism rates Chronic absenteeism will decrease to 7%	Pupil Engagement Chronic absenteeism rates Chronic absenteeism will decrease to 10%	Pupil Engagement Chronic absenteeism rates Chronic absenteeism will decrease to 7%
Priority 5 Local Metric/Middle school dropout rate	Drop out rate 0%	Pupil Engagement Middle School dropout rate Maintain at 0%	Pupil Engagement Middle School dropout rate Maintain at 0%	Pupil Engagement Middle School dropout rate Maintain at 0%
Priority 6 State Indicator/Student Suspension Indicator	Student suspension 3%	School Climate Reduce student suspension rates to 2%	School Climate Reduce student suspension rates at 2%	School Climate Maintain student suspension rates at 2%
Priority 6 Local Indicator/Local tool for school climate	CWUSD 2016 Fall Parent Survey Results (involvement related questions) "As a parent I am welcome at my child's school" North Responses 99% Strongly Agree/Agree	School Climate Other local measures School sites climate surveys "As a parent I am welcome at my child's school" North Responses Maintain 99% Strongly Agree/Agree	School Climate Other local measures School sites climate surveys "As a parent I am welcome at my child's school" North Responses Maintain 99% Strongly Agree/Agree	School Climate Other local measures School sites climate surveys "As a parent I am welcome at my child's school" North Responses Maintain 99% Strongly Agree/Agree

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
	West Responses 99% Strongly Agree/Agree	West Responses Maintain 99% Strongly Agree/Agree	West Responses Maintain 99% Strongly Agree/Agree	West Responses Maintain 99% Strongly Agree/Agree
Priority 7 Local Metric/A broad course of study	Course Access Student access and enrollment in all required areas of study All students will have access to a foreign language offerings in 7-8 grade students and district students will have opportunity to participate in a visual and performing arts	Course Access Student access and enrollment in all required areas of study All students will have access to a foreign language offerings in 7-8 grade students and district students will have opportunity to participate in a visual and performing arts	Course Access Student access and enrollment in all required areas of study All students will have access to a foreign language offerings in 7-8 grade students and district students will have opportunity to participate in a visual and performing arts	Course Access Student access and enrollment in all required areas of study All students will have access to a foreign language offerings in 7-8 grade students and district students will have opportunity to participate in a visual and performing arts
Priority 6 Local Metric/Expulsion rate	School Climate Student expulsion rates 0%	School Climate Student expulsion rates Maintain 0%	School Climate Student expulsion rates Maintain 0%	School Climate Student expulsion rates Maintain 0%
Priority 5 State Indicator/Student Engagement/Chronic absenteeism rates	Attendance rate 87%	Increase attendance rate to 92%	Increase attendance rate to 96%	Increase attendance rate to 98%
Priority 7 Local Metric/Programs/services developed and provided to unduplicated pupils	100% English Learners, Foster Youth and Low Income have access to interventions and supports as needed	100% English Learners, Foster Youth and Low Income have access to interventions and supports as needed	100% English Learners, Foster Youth and Low Income have access to interventions and supports as needed	100% English Learners, Foster Youth and Low Income have access to interventions and supports as needed
Priority 7 Local Metric/Programs/services developed and provided to individuals with exceptional needs	100% IEPs were implemented	100% IEPs will be implemented	100% IEPs will be implemented	100% IEPs will be implemented

Planned Actions / Services

Complete a copy of the following table for each of the LEA's Actions/Services Duplicate the table, including Budgeted Expenditures, as needed

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Open Communication

Continue to support and update and create a user friendly website (Google translator link, links to events w/ details, parent links, student links, daily bulletin, monthly newsletter, parent survey) Provide SMS & weekly tech update

Administer local school climate surveys

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Open Communication

Continue to support and update and create a user friendly website (Google translator link, links to events w/ details, parent links, student links, daily bulletin, monthly newsletter, parent survey) Provide SMS & weekly tech update

Administer local school climate surveys

Select from New, Modified, or Unchanged for 2019-20

Modified Action

2019-20 Actions/Services

Open Communication

Continue to support and update and create a user friendly website (Google translator link, links to events w/ details, parent links, student links, daily bulletin, monthly newsletter, parent survey) Provide SMS & weekly tech update

Monthly Principal newsletter

Parent night events

Administer local school climate surveys

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount			\$300
Source			Base
Budget Reference			4000-4999 Books And Supplies Parent Night Supplies
Amount	\$500	\$500	No cost
Source	Base	Base	Base
Budget Reference	5000-5999 Services And Other Operating Expenditures Postage	5000-5999 Services And Other Operating Expenditures Postage	5000-5999 Services And Other Operating Expenditures Online Survey - no cost We use free online surveys, online newsletter
Amount			\$2000
Source			Base
Budget Reference			5000-5999 Services And Other Operating Expenditures Website annual fee

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:
(Select from All, Students with Disabilities, or Specific Student Groups)
All

Location(s):
(Select from All Schools, Specific Schools, and/or Specific Grade Spans)
All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Continue to support of participation/use of School Info App

Select from New, Modified, or Unchanged for 2018-19

Modified Action

2018-19 Actions/Services

Continue to support of participation/use of Aeries Communication

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Continue to support of participation/use of Aeries Communication

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$500	\$4,000	\$4,000
Source	Base	Base	Base
Budget Reference	5000-5999 Services And Other Operating Expenditures General Operating Expense	5000-5999 Services And Other Operating Expenditures General Operating Expense	5000-5999 Services And Other Operating Expenditures General Operating Expense

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:
(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:
(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):
(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Community/Parent Involvement

Continue to support and provide social events w/staff, Parents, Community

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Community/Parent Involvement

Continue to support and provide social events w/staff, Parents, Community

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Community/Parent Involvement

Continue to support and provide social events w/staff, Parents, Community

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$1,500	\$2,500	\$500
Source	Base	Base	Base
Budget Reference	5000-5999 Services And Other Operating Expenditures General Operating Expense	5000-5999 Services And Other Operating Expenditures General Operating Expense	5000-5999 Services And Other Operating Expenditures General Operating Expense

Action 4

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:
(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):
(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

English Learners
Foster Youth
Low Income

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

LEA-wide

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Continue to support and provide positive behavior intervention support (PBIS)

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Continue to support and provide positive behavior intervention support (PBIS)

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Continue to support and provide positive behavior intervention support (PBIS)

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$1,500	\$3,000	\$3,000
Source	Base	Base	Base
Budget Reference	4000-4999 Books And Supplies PBIS Support Materials	4000-4999 Books And Supplies PBIS Support Materials	4000-4999 Books And Supplies PBIS Support Materials

Action 5

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

English Learners
Foster Youth
Low Income

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

LEA-wide

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Broad Course of Study
Provide a broad course of study including electives in VAPA, foreign language, career technical education, etc

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Broad Course of Study
Provide a broad course of study including electives in VAPA, foreign language, career technical education, etc

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Broad Course of Study
Provide a broad course of study including electives in VAPA, foreign language, career technical education, etc

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$16,800	\$18,000	\$20,000
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	2000-2999 Classified Personnel Salaries Music North Cottonwood	2000-2999 Classified Personnel Salaries Music North Cottonwood	2000-2999 Classified Personnel Salaries Music North Cottonwood
Amount	\$14,093	\$12,017	\$9,466
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	2000-2999 Classified Personnel Salaries Electives at West Cottonwood	2000-2999 Classified Personnel Salaries Electives at West Cottonwood	2000-2999 Classified Personnel Salaries Electives at West Cottonwood

Amount	\$17,175	\$9,000	\$13,050
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	4000-4999 Books And Supplies Instructional materials at West	4000-4999 Books And Supplies Instructional materials at West	4000-4999 Books And Supplies Instructional materials at West
Amount	\$29,100	\$40,184	\$37880
Source	Supplemental and Concentration	Supplemental and Concentration	Supplemental and Concentration
Budget Reference	5000-5999 Services And Other Operating Expenditures Contracted Services for Elective Teachers	5000-5999 Services And Other Operating Expenditures Contracted Services for Elective Teachers	5000-5999 Services And Other Operating Expenditures Contracted Services for Elective Teachers

Action 6

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

- Students with Disabilities
- Specific Student Groups SpEd

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

- All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

New Action

2017-18 Actions/Services

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Ensure students with disabilities are provided necessary supports

Ensure students with disabilities are provided necessary supports

Ensure students with disabilities are provided necessary supports
See page 26 regarding counselors

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	no additional funds	no additional funds	\$902603
Source			Special Education
Budget Reference			1000-1999 Certificated Personnel Salaries Special Ed Salaries and Benefits

Action 7

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

New Action

2017-18 Actions/Services

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Students will have parents that are equipped to help them succeed through the use of technology

Students will have parents that are equipped to help them succeed through the use of technology

Students will have parents that are equipped to help them succeed through the use of technology

Students will improve at school through parent information evenings to aide in home-school communication

Students will improve at school through parent information evenings to aide in home-school communication

Students will improve at school through parent information evenings to aide in home-school communication

Student will improve in skills through the use of highly qualified parent volunteers

Student will improve in skills through the use of highly qualified parent volunteers

Student will improve in skills through the use of highly qualified parent volunteers

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	no cost	no cost	no cost

Action 8

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

[Add Students to be Served selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

- English Learners
- Foster Youth
- Low Income

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

- LEA-wide

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

- All Schools
- Specific Schools West Cottonwood

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Select from New, Modified, or Unchanged for 2018-19

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action	Modified Action	Modified Action
2017-18 Actions/Services	2018-19 Actions/Services	2019-20 Actions/Services
5th-8th grade students will have access to behavioral counseling	K-8th grade students will have access to behavioral counseling	K-8th grade students will have access to behavioral counseling

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$60,768	\$125,000	\$59623
Source	Base	Base	Base
Budget Reference	1000-1999 Certificated Personnel Salaries Salary for Behavioral Counseling	1000-1999 Certificated Personnel Salaries Salary for Behavioral Counseling (Base/SpEd/Title I/Supp-Conc)	1000-1999 Certificated Personnel Salaries Salary for Behavioral Counseling
Amount			\$10522
Source			Special Education
Budget Reference			1000-1999 Certificated Personnel Salaries Salary for Behavioral Counseling
Amount			\$59435
Source			Supplemental and Concentration
Budget Reference			1000-1999 Certificated Personnel Salaries Salary for Behavioral Counseling

Action 9

All

All Schools

OR

[Add Students to be Served selection here]

[Add Scope of Services selection here]

[Add Location(s) selection here]

Actions/Services

New Action

Attendance awareness campaign-Address
at Back to School Night and Kindergarten
Round-Up and Preschool orientation
Attendance incentives will be provided to
students at each school site

Budgeted Expenditures

Amount

\$2,000

Source

Base

Budget

4000-4999 Books And Supplies

Reference

Incentives for each school site to
increase attendance

Goals, Actions, & Services

Strategic Planning Details and Accountability

Complete a copy of the following table for each of the LEA's goals Duplicate the table as needed

(Select from New Goal, Modified Goal, or Unchanged Goal)

Unchanged Goal

Goal 3

Goal 3 Provide Safe and Well-Maintained Facilities

State and/or Local Priorities addressed by this goal:

State Priorities Priority 1 Basic (Conditions of Learning)
 Priority 6 School Climate (Engagement)

Local Priorities

Identified Need:

CWUSD facilities are in good repair, however, are aging and in need of continual maintenance and upkeep We have identified areas in our maintenance plan that will need repairs.

Build 4 kindergarten classrooms to support the increase of preschool programs

Update the district office

West Cottonwood

Paint the main hallway

Put up PBIS signage

Reroofing a few classrooms and portables

New flooring in one classroom and the staff room

Concrete to the tether ball courts

Parking lot paint and reseal

Repair urinal

North Cottonwood

Parking lot and bus circle will need to be painted and resealed
 Cut a pathway in the center divider to add a crosswalk
 Lighting in the reading nook in library
 New flooring in selected classrooms
 Shade structures to be added to the playground

Expected Annual Measurable Outcomes

Metrics/Indicators	Baseline	2017-18	2018-19	2019-20
Priority 1 Local Indicator/ Facilities in good repair	Required Metrics for State Priorities 3 Basic Services Degree to which school facilities are maintained and in good repair Maintain Williams Act Findings at 0	Required Metrics for State Priorities 3 Basic Services Degree to which school facilities are maintained and in good repair Maintain Williams Act Findings at 0	Required Metrics for State Priorities 3 Basic Services Degree to which school facilities are maintained and in good repair Maintain Williams Act Findings at 0	Required Metrics for State Priorities 3 Basic Services Degree to which school facilities are maintained and in good repair Maintain Williams Act Findings at 0

Planned Actions / Services

Complete a copy of the following table for each of the LEA's Actions/Services Duplicate the table, including Budgeted Expenditures, as needed

Action 1

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

All

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Staffing

Continue to provide 1 0 FTE Maintenance Staff/Maintenance Coordinator

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Staffing

Continue to provide 1 0 FTE Maintenance Staff/Maintenance Coordinator

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Staffing

Continue to provide 1 0 FTE Maintenance Staff/Maintenance Coordinator

Budgeted Expenditures

Year	2017-18	2018-19	2019-20
Amount	\$66,000	\$76,685	\$76,479
Source	Restricted (RRM) Contracted Services	Restricted (RRM) Contracted Services	Restricted (RRM) Contracted Services
Budget Reference	5800 Professional/Consulting Services And Operating Expenditures Contracted Services	5800 Professional/Consulting Services And Operating Expenditures Contracted Services	2000-2999 Classified Personnel Salaries Salary & Benefits Custodial and Maintenance

Action 2

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

Unchanged Action

2017-18 Actions/Services

Major Facilities Work and Repair

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

2018-19 Actions/Services

Major Facilities Work and Repair

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2019-20 Actions/Services

Major Facilities Work and Repair (see above in Identified Need Section)

Budgeted Expenditures

Year 2017-18
Amount \$120,000

Source Restricted (RRM) Contracted Services

Budget Reference 5000-5999 Services And Other Operating Expenditures

2018-19
\$120,000

Restricted (RRM) Contracted Services

5000-5999 Services And Other Operating Expenditures
Facilities Projects at Both Sites

2019-20
\$120,000

Restricted (RRM) Contracted Services

5000-5999 Services And Other Operating Expenditures
Facilities Projects at Both Sites

Action 3

For Actions/Services not included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from All, Students with Disabilities, or Specific Student Groups)

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

All

All Schools

OR

For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement

Students to be Served:

(Select from English Learners, Foster Youth, and/or Low Income)

[Add Students to be Served selection here]

Scope of Services:

(Select from LEA-wide, Schoolwide, or Limited to Unduplicated Student Group(s))

[Add Scope of Services selection here]

Location(s):

(Select from All Schools, Specific Schools, and/or Specific Grade Spans)

[Add Location(s) selection here]

Actions/Services

Select from New, Modified, or Unchanged for 2017-18

New Action

Select from New, Modified, or Unchanged for 2018-19

Unchanged Action

Select from New, Modified, or Unchanged for 2019-20

Unchanged Action

2017-18 Actions/Services

Students will attend clean, safe, well maintained schools as identified by prioritized need
District/School safety plans are updated
District Facilities Plan is updated twice a year

2018-19 Actions/Services

Students will attend clean, safe, well maintained schools as identified by prioritized need
District/School safety plans are updated
District Facilities Plan is updated twice a year

2019-20 Actions/Services

Students will attend clean, safe, well maintained schools as identified by prioritized need
District/School safety plans are updated
District Facilities Plan is updated twice a year

Budgeted Expenditures

Year 2017-18
Amount No cost

2018-19
No cost

2019-20
No cost

Demonstration of Increased or Improved Services for Unduplicated Pupils

LCAP Year 2019-20

Estimated Supplemental and Concentration Grant Funds

\$844,733

Percentage to Increase or Improve Services

11.34%

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis. Include the required descriptions supporting each schoolwide or LEA-wide use of funds (see instructions)

Based on preliminary Local Control Funding Formula (LCFF) calculations using P2 ADA for 2019-20, the district estimated to receive Supplemental Grant of \$844,733. The funds will be used to support instruction for all low income, English learner pupils and Foster youth, in a district-wide program that supports all learners.

It is our belief that the most effective way to provide opportunities to these pupils is through these goals:

Goal 1 Increase Academic Proficiency & Support Student Learning

Goal 2 Increase Effective Communication and Connectedness to Promote a Positive Culture/Climate

Goal 3 Provide Safe and Well-Maintained Facilities

The following actions/services will continue to be principally directed toward the English Learners, Foster Youth and Low Income students:

Promote Reading/Early Literacy

Provide Librarians at both sites

Support Accelerated Reading Club

Support intrinsic and extrinsic motivation

Support English Language Development

Provide English Learners parent/ student support liaison

Continue Reading Club with translator

Provide English Learner support through after school tutoring
Continue to provide kindergarten and first grade Instructional Assistant support
Attendance incentive provided
Identifying and develop strategies to support targeted students who are chronically absent

Early Childhood Education

Continue early literacy and academic success in through our district preschool program We will maintain the additional preschool to accommodate more students

Beyond School Day Intervention Support

Provide interventions (after school and small group tutoring programs)
Support continuous school improvement summer training/collaboration
Implemented a six week Power Scholars summer program run by the YMCA-We will increase the number of students from 20 to 40 as we believe this support English Learners, Foster Youth and Low Income students

Behavior Counseling at both campuses

5th-8th grade students will have access to behavioral counseling
Maintained additional counselor to expand behavioral counseling

Instructional Coaching at both campuses

Added an additional coaching position
To support assessment, data analysis, interventions, curriculum development, teacher coaching with an emphasis on mathematics and English language arts

Cottonwood Union School District has targeted these actions principally directed to the target pupils, ensuring a system of Interventions which is steep in Effective School Research and the Essential Program Components

Cottonwood Union School District will provide an instructional program consistent with the Effective Schools Research and the Essential Program Components including standards aligned basic core instructional programs/materials in Reading Language Arts (RLA & ELD) and math In addition, CWUSD will provide intervention programs in ELA and math, differentiated to meet the specific

learning needs of this student population. Professional development opportunities for teachers/staff and appropriate instructional resources (i.e. books, supplies, technology) will be provided to students and teachers. Ongoing instructional assistance and support for teachers will be offered through curriculum/instruction/intervention specialists. CWUSD will develop an effective student achievement monitoring system as well as regularly scheduled grade level/program level for teachers. In addition, these funds will help support a district English Learner Coordinator/Foster Youth Coordinator.

We are further developing summer programs and extending preschool opportunities to give younger students a jump start for the new school year and provide additional early education support. We are redesigning our RTI program District wide principally directed for Low Income, Foster Youth and ELD students. The reasoning behind redesigning this program is to encompass more students than we currently reach as well as to ensure that ELD students spend 30 minutes of each day in a program designed to meet their needs. Finally, to communicate with parents of student's district wide through the use of technology and by organizing parent activities both during the day and in the evening to assist parents in developing strategies to assist their student. Parent programs will be designed specifically for ELD parents where appropriate. We have heard from families that want to assist in their child's education but that there are barriers to that occurring. We believe that this will begin to reduce the barriers that inhibit parent involvement. Additionally, programs will be developed to assist parents and community members to become volunteers at the school sites in a variety of ways depending on the strengths of the volunteer. Our plan to provide services to low income, foster youth, and English learner pupils students through a district-wide spending plan is developed based on a continuous school improvement plan. These actions and services are principally directed to the targeted pupils in need of these effective research based action and services. In that research, we believe a blended service model environment is proven and demonstrated by local models to be a more effective structure and learning environment than isolated or segregated target programs.

LCAP Year 2018-19

Estimated Supplemental and Concentration Grant Funds

\$768,924

Percentage to Increase or Improve Services

11.02%

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year.

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis. Include the required descriptions supporting each schoolwide or LEA-wide use of funds (see instructions)

Based on preliminary Local Control Funding Formula (LCFF) calculations using P2 ADA for 2018-19, the district estimated to receive Supplemental Grant of \$768,924. The funds will be used to support instruction for all low income, English learner pupils and Foster youth, in a district-wide program that supports all learners.

It is our belief that the most effective way to provide opportunities to these pupils is through these goals:

Goal 1 Increase Academic Proficiency & Support Student Learning

Goal 2 Increase Effective Communication /Connectedness and Promote a Positive Culture/Climate

Goal 3 Provide Safe and Well-Maintained Facilities

The following actions/services will continue to be principally directed toward the English Learners, Foster Youth and Low Income students:

Promote Reading/Early Literacy

Provide Librarians at both sites

Support Accelerated Reading Club

Support intrinsic and extrinsic motivation

Support English Language Development

Provide English Learners parent/ student support liaison

Continue Reading Club with translator

Provide English Learner support through after school tutoring

Continue to provide kindergarten and first grade Instructional Assistant support

Early Childhood Education

Continue to support preschool to support early literacy and academic success through our partnership with YMCA. We added an additional preschool to accommodate more students.

Beyond School Day Intervention Support

Provide interventions (after school and summer school small group tutoring programs)

Support continuous school improvement summer training/collaboration

Implemented a six week Power Scholars summer program run by the YMCA

Behavior Counseling at both campuses

5th-8th grade students will have access to behavioral counseling

Added an additional counselor to expand behavioral counseling to include grades k-4

Instructional Coaching at both campuses

Added an additional coaching position

To support assessment, data analysis, interventions, curriculum development, teacher coaching with an emphasis on mathematics and English language arts

Cottonwood Union School District has targeted these actions principally directed to the target pupils, ensuring a system of Interventions which is steep in Effective School Research and the Essential Program Components.

Cottonwood Union School District will provide an instructional program consistent with the Effective Schools Research and the Essential Program Components including standards aligned basic core instructional programs/materials in Reading Language Arts (RLA & ELD) and math. In addition, CWUSD will provide intervention programs in ELA and math, differentiated to meet the specific learning needs of this student population. Professional development opportunities for teachers/staff and appropriate instructional resources (i.e. books, supplies, technology) will be provided to students and teachers. Ongoing instructional assistance and support for teachers will be offered through curriculum/instruction/intervention specialists. CWUSD will develop an effective student achievement monitoring system as well as regularly scheduled grade level/program level for teachers. In addition, these funds will help support a district English Learner Coordinator/Foster Youth Coordinator.

We are further developing summer programs and extending preschool opportunities to give younger students a jump start for the new school year and provide additional early education support. We are redesigning our RTI program District wide principally directed for LI, Foster Youth and ELD students. The reasoning behind redesigning this program is to encompass more students than we currently reach as well as to ensure that ELD students spend 30 minutes of each day in a program designed to meet their needs. Finally, to communicate with parents of student's district wide through the use of technology and by organizing parent activities both during the day and in the evening to assist parents in developing strategies to assist their student. Parent programs will be designed specifically for ELD parents where appropriate. We have heard from families that want to assist in their child's education but that there are barriers to that occurring. We believe that this will begin to reduce the barriers that inhibit parent involvement. Additionally, programs will be developed to assist parents and community members to become volunteers at the school sites in a variety of ways depending on the strengths of the volunteer. Our plan to provide services to low income, foster youth, and English learner pupils students through a district-wide spending plan is developed based on a continuous school improvement plan. These actions and services are principally

directed to the targeted pupils in need of these effective research based action and services In that research, we believe a blended service model environment is proven and demonstrated by local models to be a more effective structure and learning environment than isolated or segregated target programs

As a result of stakeholder feedback, we will add the following actions and services

Attendance incentives

We will increase communication efforts utilizing the Aeries Communicator and use the School Information app This will provide parents with text and emails They prefer electronic means of communication over paper or auto-dialers Parents also indicated that they would find Instagram useful

Four kindergarten will be added this summer

Safety fence by parent pick-up will be explored

LCAP Year 2017-18

Estimated Supplemental and Concentration Grant Funds

\$659,104

Percentage to Increase or Improve Services

10.56%

Describe how services provided for unduplicated pupils are increased or improved by at least the percentage identified above, either qualitatively or quantitatively, as compared to services provided for all students in the LCAP year

Identify each action/service being funded and provided on a schoolwide or LEA-wide basis Include the required descriptions supporting each schoolwide or LEA-wide use of funds (see instructions)

Based on preliminary Local Control Funding Formula (LCFF) calculations using P2 ADA for 2017-18, the district estimated to receive Supplemental Grant of \$659,104. The funds will be used to support instruction for all low income, English learner pupils and Foster youth, in a district-wide program that supports all learners.

It is our belief that the most effective way to provide opportunities to these pupils is through these goals:

Goal 1 Increase Academic Proficiency & Support Student Learning

Goal 2 Increase Effective Communication /Connectedness and Promote a Positive Culture/Climate

Goal 3 Provide Safe and Well-Maintained Facilities

The following actions/services will continue to be principally directed toward the English Learners, Foster Youth and Low Income students:

Promote Reading/Early Literacy

Provide Librarians at both sites

Support Accelerated Reading Club

Support intrinsic and extrinsic motivation

Support English Language Development

Provide English Learners parent/ student support liaison

Continue Reading Club with translator

Provide English Learner support through after school tutoring

Continue to provide kindergarten and first grade Instructional Assistant support

Early Childhood Education

Continue to support preschool to support early literacy and academic success through our partnership with YMCA. We added an additional preschool to accommodate more students.

Beyond School Day Intervention Support

Provide interventions (after school and summer school small group tutoring programs)

Support continuous school improvement summer training/collaboration

Behavior Counseling at both campuses

5th-8th grade students will have access to behavioral counseling

Instructional Coaching at the elementary campus

To support assessment, data analysis, interventions, curriculum development, teacher coaching with an emphasis on mathematics and English language arts

Cottonwood Union School District has targeted these actions principally directed to the target pupils, ensuring a system of Interventions which is steep in Effective School Research and the Essential Program Components

Cottonwood Union School District will provide an instructional program consistent with the Effective Schools Research and the Essential Program Components including standards aligned basic core instructional programs/materials in Reading Language Arts (RLA & ELD) and math. In addition, CWUSD will provide intervention programs in ELA and math, differentiated to meet the specific learning needs of this student population. Professional development opportunities for teachers/staff and appropriate instructional resources (i.e. books, supplies, technology) will be provided to students and teachers. Ongoing instructional assistance and support for teachers will be offered through curriculum/instruction/intervention specialists. CWUSD will develop an effective student achievement monitoring system as well as regularly scheduled grade level/program level for teachers. In addition, these funds will help support a district English Learner Coordinator/Foster Youth Coordinator.

We are further developing summer programs and extending preschool opportunities to give younger students a jump start for the new school year and provide additional early education support. We are redesigning our RTI program District wide principally directed for LI, Foster Youth and ELD students. The reasoning behind redesigning this program is to encompass more students than we currently reach as well as to ensure that ELD students spend 30 minutes of each day in a program designed to meet their needs. Finally, to communicate with parents of student's district wide through the use of technology and by organizing parent activities both during the day and in the evening to assist parents in developing strategies to assist their student. Parent programs will be designed specifically for ELD parents where appropriate. We have heard from families that want to assist in their child's education but that there are barriers to that occurring. We believe that this will begin to reduce the barriers that inhibit parent involvement. Additionally, programs will be developed to assist parents and community members to become volunteers at the school sites in a variety of ways depending on the strengths of the volunteer. Our plan to provide services to low income, foster youth, and English learner pupils students through a district-wide spending plan is developed based on a continuous school improvement plan. These actions and services are principally directed to the targeted pupils in need of these effective research based action and services. In that research, we believe a blended service model environment is proven and demonstrated by local models to be a more effective structure and learning environment than isolated or segregated target programs.

Based on preliminary Local Control Funding Formula (LCFF) calculations using P2 ADA for 2016-17, the district estimated to receive Supplemental Grant of \$660,083. The funds will be used to support instruction for all low income, English learner pupils and Foster youth, in a district-wide program that supports all learners.

It is our belief that the most effective way to provide opportunities to these pupils is through these goals

Goal 1 Increase Academic Proficiency & Support Student Learning

Goal 2 Increase Effective Communication /Connectedness and Promote a Positive Culture/Climate

Goal 3 Provide Safe and Well-Maintained Facilities

The following actions/services will be principally directed toward the English Learners, Foster Youth and Low Income students

Promote Reading/Early Literacy

Provide Librarians at both sites

Support Accelerated Reading Club

Support intrinsic and extrinsic motivation

Support English Language Development

Provide English Learners parent/ student support liaison

Continue Reading Club with translator

Provide English Learner support through after school tutoring

Continue to provide kindergarten and first grade Instructional Assistant support

Early Childhood Education

Continue to support preschool to support early literacy and academic success through our partnership with YMCA

Beyond School Day Intervention Support

Provide interventions (after school and summer school small group tutoring programs)

Support continuous school improvement summer training/collaboration

Behavior Counseling West Cottonwood

5th-8th grade students will have access to behavioral counseling

Cottonwood Union School District has targeted these actions principally directed to the target pupils, ensuring a system of Interventions which is steep in Effective School Research and the Essential Program Components

Cottonwood Union School District will provide an instructional program consistent with the Effective Schools Research and the Essential Program Components including standards aligned basic core instructional programs/materials in Reading Language Arts (RLA & ELD) and math. In addition, CWUSD will provide intervention programs in ELA and math, differentiated to meet the specific learning needs of this student population. Professional development opportunities for teachers/staff and appropriate instructional resources (i.e. books, supplies, technology) will be provided to students and teachers. Ongoing instructional assistance and support for teachers will be offered through curriculum/instruction/intervention specialists. CWUSD will develop an effective student achievement monitoring system as well as regularly scheduled grade level/program level for teachers. In addition, these funds will help support a district English Learner Coordinator/Foster Youth Coordinator.

We are further developing summer programs and extending preschool opportunities to give younger students a jump start for the new school year and provide additional early education support. We are redesigning our RTI program District wide principally directed for LI, Foster Youth and ELD students. The reasoning behind redesigning this program is to encompass more students than we currently reach as well as to ensure that ELD students spend 30 minutes of each day in a program designed to meet their needs. Finally, to communicate with parents of student's district wide through the use of technology and by organizing parent activities both during the day and in the evening to assist parents in developing strategies to assist their student. Parent programs will be designed specifically for ELD parents where appropriate. We have heard from families that want to assist in their child's education but that there are barriers to that occurring. We believe that this will begin to reduce the barriers that inhibit parent involvement. Additionally, programs will be developed to assist parents and community members to become volunteers at the school sites in a variety of ways depending on the strengths of the volunteer. Our plan to provide services to low income, foster youth, and English learner pupils students through a district-wide spending plan is developed based on a continuous school improvement plan. These actions and services are principally directed to the targeted pupils in need of these effective research based action and services. In that research, we believe a blended service model environment is proven and demonstrated by local models to be a more effective structure and learning environment than isolated or segregated target programs.

Based on preliminary Local Control Funding Formula (LCFF) calculations using P-2 ADA for 2016-17, estimated supplemental grant in following years show that the Minimum Proportionality Percentage (MPP) for the district in 2017-18, 2018-19, and 2019-20 are fairly consistent at 10.56%, 10.74 and 10.87 respectively.

The district plans to spend \$659,104 to provide services described above. These services will be provided district-wide because of the high concentration of unduplicated students. While all students will benefit, the strategies were developed to principally focus on providing improved services for the unduplicated students. Out of the total LCFF dollars of \$7,221,575 this constitutes 9.13% of our funding and is an increase of \$26,967 over prior year expenses equating to a 4.1% increase in additional services provided.

With these funds we will continue to improve and increase our intervention and support systems as described above to target pupils.

Addendum

The Local Control and Accountability Plan (LCAP) and Annual Update Template documents and communicates local educational agencies' (LEAs) actions and expenditures to support student outcomes and overall performance. The LCAP is a three-year plan, which is reviewed and updated annually, as required. Charter schools may complete the LCAP to align with the term of the charter school's budget, typically one year, which is submitted to the school's authorizer. The LCAP and Annual Update Template must be completed by all LEAs each year.

For school districts, the LCAP must describe, for the school district and each school within the district, goals and specific actions to achieve those goals for all students and each student group identified by the Local Control Funding Formula (LCFF) (ethnic, socioeconomically disadvantaged, English learners, foster youth, pupils with disabilities, and homeless youth), for each of the state priorities and any locally identified priorities.

For county offices of education, the LCAP must describe, for each county office of education-operated school and program, goals and specific actions to achieve those goals for all students and each LCFF student group funded through the county office of education (students attending juvenile court schools, on probation or parole, or expelled under certain conditions) for each of the state priorities and any locally identified priorities. School districts and county offices of education may additionally coordinate and describe in their LCAPs services funded by a school district that are provided to students attending county-operated schools and programs, including special education programs.

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 Education Code (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.

Charter schools must describe goals and specific actions to achieve those goals for all students and each LCFF subgroup of students including students with disabilities and homeless youth, for each of the state priorities that apply for the grade levels served or the nature of the program operated by the charter school, and any locally identified priorities. For charter schools, the inclusion and description of goals for state priorities in the LCAP may be modified to meet the grade levels served and the nature of the programs provided, including modifications to reflect only the statutory requirements explicitly applicable to charter schools in the EC. Changes in LCAP goals and actions/services for charter schools that result from the annual update process do not necessarily constitute a material revision to the school's charter petition.

For questions related to specific sections of the template, please see instructions below

Instructions: Linked Table of Contents

Plan Summary

Annual Update

Stakeholder Engagement

Goals, Actions, and Services

Planned Actions/Services

Demonstration of Increased or Improved Services for Unduplicated Students

For additional questions or technical assistance related to completion of the LCAP template, please contact the local county office of education, or the CDE's Local Agency Systems Support Office at 916-319-0809 or by email at lcff@cde.ca.gov

Plan Summary

The LCAP is intended to reflect an LEA's annual goals, actions, services and expenditures within a fixed three-year planning cycle. LEAs must include a plan summary for the LCAP each year.

When developing the LCAP, enter the appropriate LCAP year, and address the prompts provided in these sections. When developing the LCAP in year 2 or year 3, enter the appropriate LCAP year and replace the previous summary information with information relevant to the current year LCAP.

In this section, briefly address the prompts provided. These prompts are not limits. LEAs may include information regarding local program(s), community demographics, and the overall vision of the LEA. LEAs may also attach documents (e.g., the California School Dashboard data reports) if desired and/or include charts illustrating goals, planned outcomes, actual outcomes, or related planned and actual expenditures.

An LEA may use an alternative format for the plan summary as long as it includes the information specified in each prompt and the budget summary table.

The reference to California School Dashboard means the California School Dashboard adopted by the State Board of Education under EC Section 52064.5.

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 supported 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.

Annual Update

The planned goals, expected outcomes, actions/services, and budgeted expenditures must be copied verbatim from the previous year's* approved LCAP, in addition, list the state and/or local priorities addressed by the planned goals. Minor typographical errors may be corrected.

* For example, for LCAP year 2017/18 of the 2017/18 – 2019/20 LCAP, review the goals in the 2016/17 LCAP. Moving forward, review the goals from the most recent LCAP year. For example, LCAP year 2020/21 will review goals from the 2019/20 LCAP year, which is the last year of the 2017/18 – 2019/20 LCAP.

Annual Measurable Outcomes

For each goal in the prior year, identify and review the actual measurable outcomes as compared to the expected annual measurable outcomes identified in the prior year for the goal.

Actions/Services

Identify the planned Actions/Services and the budgeted expenditures to implement these actions toward achieving the described goal. Identify the actual actions/services implemented to meet the described goal and the estimated actual annual expenditures to implement the actions/services. As applicable, identify any changes to the students or student groups served, or to the planned location of the actions/services provided.

Analysis

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

- Describe the overall implementation of the actions/services to achieve the articulated goal. Include a discussion of relevant challenges and successes experienced with the implementation process.
- Describe the overall effectiveness of the actions/services to achieve the articulated goal as measured by the LEA.
- Explain material differences between Budgeted Expenditures and Estimated Actual Expenditures. Minor variances in expenditures or a dollar-for-dollar accounting is not required.
- Describe any changes made to this goal, expected outcomes, metrics, or actions and services to achieve this goal as a result of this analysis and analysis of the data provided in the California School Dashboard, as applicable. Identify where those changes can be found in the LCAP.

Stakeholder Engagement

Meaningful engagement of parents, students, and other stakeholders, including those representing the student groups identified by LCFF, is critical to the development of the LCAP and the budget process. EC identifies the minimum consultation requirements for school districts and county offices of education as consulting with teachers, principals, administrators, other school personnel, local bargaining units of the school district, parents, and pupils in developing the LCAP. EC requires

charter schools to consult with teachers, principals, administrators, other school personnel, parents, and pupils in developing the LCAP. In addition, EC Section 48985 specifies the requirements for the translation of notices, reports, statements, or records sent to a parent or guardian.

The LCAP should be shared with, and LEAs should request input from, school site-level advisory groups, as applicable (e.g., school site councils, English Learner Advisory Councils, student advisory groups, etc.), to facilitate alignment between school-site and district-level goals and actions. An LEA may incorporate or reference actions described in other plans that are being undertaken to meet specific goals.

Instructions: The stakeholder engagement process is an ongoing, annual process. The requirements for this section are the same for each year of a three-year LCAP. When developing the LCAP, enter the appropriate LCAP year, and describe the stakeholder engagement process used to develop the LCAP and Annual Update. When developing the LCAP in year 2 or year 3, enter the appropriate LCAP year and replace the previous stakeholder narrative(s) and describe the stakeholder engagement process used to develop the current year LCAP and Annual Update.

School districts and county offices of education: Describe the process used to consult with the Parent Advisory Committee, the English Learner Parent Advisory Committee, parents, students, school personnel, the LEA's local bargaining units, and the community to inform the development of the LCAP and the annual review and analysis for the indicated LCAP year.

Charter schools: Describe the process used to consult with teachers, principals, administrators, other school personnel, parents, and students to inform the development of the LCAP and the annual review and analysis for the indicated LCAP year.

Describe how the consultation process impacted the development of the LCAP and annual update for the indicated LCAP year, including the goals, actions, services, and expenditures.

Goals, Actions, and Services

LEAs must include a description of the annual goals, for all students and each LCFF identified group of students, to be achieved for each state priority as applicable to type of LEA. An LEA may also include additional local priorities. This section shall also include a description of the specific planned actions an LEA will take to meet the identified goals, and a description of the expenditures required to implement the specific actions.

School districts and county offices of education: The LCAP is a three-year plan, which is reviewed and updated annually, as required.

Charter schools: The number of years addressed in the LCAP may align with the term of the charter schools budget, typically one year, which is submitted to the school's authorizer. If year 2 and/or year 3 is not applicable, charter schools must specify as such.

New, Modified, Unchanged

As part of the LCAP development process, which includes the annual update and stakeholder engagement, indicate if the goal, identified need, related state and/or local priorities, and/or expected annual measurable outcomes for the current LCAP year or future LCAP years are modified or unchanged from the previous year's LCAP, or, specify if the goal is new.

Goal

State the goal LEAs may number the goals using the "Goal #" box for ease of reference A goal is a broad statement that describes the desired result to which all actions/services are directed A goal answers the question What is the LEA seeking to achieve?

Related State and/or Local Priorities

List the state and/or local priorities addressed by the goal The LCAP must include goals that address each of the state priorities, as applicable to the type of LEA, and any additional local priorities, however, one goal may address multiple priorities ([Link to State Priorities](#))

Identified Need

Describe the needs that led to establishing the goal The identified needs may be based on quantitative or qualitative information, including, but not limited to, results of the annual update process or performance data from the California School Dashboard, as applicable

Expected Annual Measurable Outcomes

For each LCAP year, identify the metric(s) or indicator(s) that the LEA will use to track progress toward the expected outcomes LEAs may identify metrics for specific student groups Include in the baseline column the most recent data associated with this metric or indicator available at the time of adoption of the LCAP for the first year of the three-year plan The most recent data associated with a metric or indicator includes data as reported in the annual update of the LCAP year immediately preceding the three-year plan, as applicable The baseline data shall remain unchanged throughout the three-year LCAP In the subsequent year columns, identify the progress to be made in each year of the three-year cycle of the LCAP Consider how expected outcomes in any given year are related to the expected outcomes for subsequent years

The metrics may be quantitative or qualitative, but at minimum an LEA must use the applicable required metrics for the related state priorities, in each LCAP year as applicable to the type of LEA For the student engagement priority metrics, as applicable, LEAs must calculate the rates as described in the [LCAP Template Appendix, sections \(a\) through \(d\)](#)

Planned Actions/Services

For each action/service, the LEA must complete either the section "For Actions/Services not included as contributing to meeting Increased or Improved Services Requirement" or the section "For Actions/Services included as contributing to meeting the Increased or Improved Services Requirement " The LEA shall not complete both sections for a single action

For Actions/Services Not Contributing to Meeting the Increased or Improved Services Requirement

Students to be Served

The "Students to be Served" box is to be completed for all actions/services except for those which are included by the LEA as contributing to meeting the requirement to increase or improve services for unduplicated students Indicate in this box which students will benefit from the actions/services by entering "All", "Students with Disabilities", or "Specific Student Group(s)" If "Specific Student Group(s)" is entered, identify the specific student group(s) as appropriate

Location(s)

Identify the location where the action/services will be provided. If the services are provided to all schools within the LEA, the LEA must identify "All Schools". If the services are 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.

Charter schools operating more than one site, authorized within the same charter petition, may choose to distinguish between sites by entering "Specific Schools" and identifying the site(s) where the actions/services will be provided. For charter schools operating only one site, "All Schools" and "Specific Schools" may be synonymous and, therefore, either would be appropriate. Charter schools may use either term provided they are used in a consistent manner through the LCAP.

For Actions/Services Contributing to Meeting the Increased or Improved Services Requirement:

Students to be Served

For any action/service contributing to the LEA's overall demonstration that it has increased or improved services for unduplicated students above what is provided to all students (see Demonstration of Increased or Improved Services for Unduplicated Students section, below), the LEA must identify the unduplicated student group(s) being served.

Scope of Service

For each action/service contributing to meeting the increased or improved services requirement, identify the scope of service by indicating "LEA-wide", "Schoolwide", or "Limited to Unduplicated Student Group(s)". The LEA must identify one of the following three options:

- If the action/service is being funded and provided to upgrade the entire educational program of the LEA, enter "LEA-wide."
- If the action/service is being funded and provided to upgrade the entire educational program of a particular school or schools, enter "schoolwide."
- If the action/service being funded and provided is limited to the unduplicated students identified in "Students to be Served", enter "Limited to Unduplicated Student Group(s)".

For charter schools and single-school school districts, "LEA-wide" and "Schoolwide" may be synonymous and, therefore, either would be appropriate. For charter schools operating multiple schools (determined by a unique CDS code) under a single charter, use "LEA-wide" to refer to all schools under the charter and use "Schoolwide" to refer to a single school authorized within the same charter petition. Charter schools operating a single school may use "LEA-wide" or "Schoolwide" provided these terms are used in a consistent manner through the LCAP.

Location(s)

Identify the location where the action/services will be provided. If the services are provided to all schools within the LEA, the LEA must indicate "All Schools". If the services are 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.

Charter schools operating more than one site, authorized within the same charter petition, may choose to distinguish between sites by entering "Specific Schools" and identify the site(s) where the actions/services will be provided. For charter schools operating only one site, "All Schools" and "Specific Schools" may be synonymous and, therefore, either would be appropriate. Charter schools may use either term provided they are used in a consistent manner through the LCAP.

Actions/Services

For each LCAP year, identify the actions to be performed and services provided to meet the described goal. Actions and services that are implemented to achieve the identified goal may be grouped together. LEAs may number the action/service using the "Action #" box for ease of reference.

New/Modified/Unchanged

- Enter "New Action" if the action/service is being added in any of the three years of the LCAP to meet the articulated goal.
- Enter "Modified Action" if the action/service was included to meet an articulated goal and has been changed or modified in any way from the prior year description.
- Enter "Unchanged Action" if the action/service was included to meet an articulated goal and has not been changed or modified in any way from the prior year description.
 - If a planned action/service is anticipated to remain unchanged for the duration of the plan, an LEA may enter "Unchanged Action" and leave the subsequent year columns blank rather than having to copy/paste the action/service into the subsequent year columns. Budgeted expenditures may be treated in the same way as applicable.

Note: The goal from the prior year may or may not be included in the current three-year LCAP. For example, when developing year 1 of the LCAP, the goals articulated in year 3 of the preceding three-year LCAP will be from the prior year.

Charter schools may complete the LCAP to align with the term of the charter school's budget that is submitted to the school's authorizer. Accordingly, a charter school submitting a one-year budget to its authorizer may choose not to complete the year 2 and year 3 portions of the "Goals, Actions, and Services" section of the template. If year 2 and/or year 3 is not applicable, charter schools must specify as such.

Budgeted Expenditures

For each action/service, list and describe budgeted expenditures for each school year to implement these actions, including where those expenditures can be found in the LEA's budget. The LEA must reference all fund sources for each proposed expenditure. Expenditures must be classified using the California School Accounting Manual as required by EC sections 52061, 52067, and 47606.5.

Expenditures that are included more than once in an LCAP must be indicated as a duplicated expenditure and include a reference to the goal and action/service where the expenditure first appears in the LCAP.

If a county superintendent of schools has jurisdiction over a single school district, and chooses to complete a single LCAP, the LCAP must clearly articulate to which entity's budget (school district or county superintendent of schools) all budgeted expenditures are aligned

Demonstration of Increased or Improved Services for Unduplicated Students

This section must be completed for each LCAP year. When developing the LCAP in year 2 or year 3, copy the "Demonstration of Increased or Improved Services for Unduplicated Students" table and enter the appropriate LCAP year. Using the copy of the section, complete the section as required for the current year LCAP. Retain all prior year sections for each of the three years within the LCAP.

Estimated Supplemental and Concentration Grant Funds

Identify the amount of funds in the LCAP year calculated on the basis of the number and concentration of low income, foster youth, and English learner students as determined pursuant to California Code of Regulations, Title 5 (5 CCR) Section 15496(a)(5)

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)

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 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. This description must address how the action(s)/service(s) limited for one or more unduplicated student group(s), and any schoolwide or districtwide action(s)/service(s) supported by the appropriate description, taken together, result in the required proportional increase or improvement in services for unduplicated pupils.

If the overall increased or improved services include any actions/services being funded and provided on a schoolwide or districtwide basis, identify each action/service and include the required descriptions supporting each action/service as follows:

For those services being provided on an LEA-wide basis:

- For school districts with an unduplicated pupil percentage of 55% or more, and for charter schools and county offices of education. Describe how these services are **principally directed to** and **effective in** meeting its goals for unduplicated pupils in the state and any local priorities.
- For school districts with an unduplicated pupil percentage of less than 55%. Describe how these services are **principally directed to** and **effective in** meeting its goals for unduplicated pupils in the state and any local priorities. Also describe how the services 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.

For school districts only, identify in the description those services 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 services 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 services are **principally directed to** and how the services are **the most effective use of the funds to** meet its goals for English learners, low income students and foster youth, in the state and any local priorities

State Priorities

Priority 1: Basic Services addresses the degree to which

- A Teachers in the LEA are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching,
- B Pupils in the school district have sufficient access to the standards-aligned instructional materials, and
- C School facilities are maintained in good repair

Priority 2. Implementation of State Standards addresses

- A The implementation of state board adopted academic content and performance standards for all students, which are
 - a English Language Arts – Common Core State Standards (CCSS) for English Language Arts
 - b Mathematics – CCSS for Mathematics
 - c English Language Development (ELD)
 - d Career Technical Education
 - e Health Education Content Standards
 - f History-Social Science
 - g Model School Library Standards
 - h Physical Education Model Content Standards
 - i Next Generation Science Standards
 - j Visual and Performing Arts
 - k World Language, and
- B How the programs and services will enable English learners to access the CCSS and the ELD standards for purposes of gaining academic content knowledge and English language proficiency

Priority 3: Parental Involvement addresses

- A The efforts the school district makes to seek parent input in making decisions for the school district and each individual school site,
- B How the school district will promote parental participation in programs for unduplicated pupils, and
- C How the school district will promote parental participation in programs for individuals with exceptional needs

Priority 4: Pupil Achievement as measured by all of the following, as applicable

- A Statewide assessments,
- B The Academic Performance Index,
- C The percentage of pupils who have successfully completed courses that satisfy University of California (UC) or California State University (CSU) entrance requirements, or programs of study that align with state board approved career technical educational standards and framework,
- D The percentage of English learner pupils who make progress toward English proficiency as measured by the California English Language Development Test (CELDT),
- E The English learner reclassification rate,
- F The percentage of pupils who have passed an advanced placement examination with a score of 3 or higher, and
- G The percentage of pupils who participate in, and demonstrate college preparedness pursuant to, the Early Assessment Program, or any subsequent assessment of college preparedness

Priority 5: Pupil Engagement as measured by all of the following, as applicable

- A School attendance rates,
- B Chronic absenteeism rates,
- C Middle school dropout rates,
- D High school dropout rates, and
- E High school graduation rates,

Priority 6: School Climate as measured by all of the following, as applicable

- A Pupil suspension rates,
- B Pupil expulsion rates, and
- C Other local measures, including surveys of pupils, parents, and teachers on the sense of safety and school connectedness

Priority 7: Course Access addresses the extent to which pupils have access to and are enrolled in

- A S broad course of study including courses described under *EC* sections 51210 and 51220(a)-(i), as applicable,
- B Programs and services developed and provided to unduplicated pupils, and
- C Programs and services developed and provided to individuals with exceptional needs

Priority 8: Pupil Outcomes addresses pupil outcomes, if available, for courses described under *EC* sections 51210 and 51220(a)-(i), as applicable

Priority 9: Coordination of Instruction of Expelled Pupils (COE Only) addresses how the county superintendent of schools will coordinate instruction of expelled pupils

Priority 10. Coordination of Services for Foster Youth (COE Only) addresses how the county superintendent of schools will coordinate services for foster children, including

- A Working with the county child welfare agency to minimize changes in school placement
- B Providing education-related information to the county child welfare agency to assist in the delivery of services to foster children, including educational status and progress information that is required to be included in court reports,
- C Responding to requests from the juvenile court for information and working with the juvenile court to ensure the delivery and coordination of necessary educational services, and
- D Establishing a mechanism for the efficient expeditious transfer of health and education records and the health and education passport

Local Priorities address

- A Local priority goals, and
- B Methods for measuring progress toward local goals

APPENDIX A: PRIORITIES 5 AND 6 RATE CALCULATION INSTRUCTIONS

For the purposes of completing the LCAP in reference to the state priorities under *EC* sections 52060 and 52066, as applicable to type of LEA, the following shall apply

- (a) "Chronic absenteeism rate" shall be calculated as follows
 - (1) The number of K-8 students who were absent 10 percent or more of the school days excluding students who were
 - (A) enrolled less than 31 days
 - (B) enrolled at least 31 days but did not attend at least one day
 - (C) flagged as exempt in the district attendance submission K-8 students are considered to be exempt if they
 - (i) are enrolled in a Non-Public School
 - (ii) receive instruction through a home or hospital instructional setting
 - (iii) are attending a community college full-time
 - (2) The number of students who meet the enrollment requirements
 - (3) Divide (1) by (2)
- (b) "High school dropout rate" shall be calculated as follows
 - (1) The number of cohort members who dropout by the end of year 4 in the cohort where "cohort" is defined as the number of first-time grade 9 pupils in year 1 (starting cohort) plus pupils who transfer in, minus pupils who transfer out, emigrate, or die during school years 1, 2, 3, and 4
 - (2) The total number of cohort members
 - (3) Divide (1) by (2)
- (c) "High school graduation rate" shall be calculated as follows
 - (1) For a 4-Year Cohort Graduation Rate
 - (A) The number of students in the cohort who earned a regular high school diploma by the end of year 4 in the cohort
 - (B) The total number of students in the cohort
 - (C) Divide (1) by (2)
 - (2) For a Dashboard Alternative Schools Status (DASS) Graduation Rate
 - (A) The number of students who either graduated as grade 11 students or who earned any of the following
 - (i) a regular high school diploma
 - (ii) a High School Equivalency Certificate
 - (iii) an adult education diploma
 - (iv) a Certificate of Completion and was eligible for the California Alternative Assessment if under the age of 20
 - (B) The number of students in the DASS graduation cohort
 - (C) Divide (1) by (2)
- (d) "Suspension rate" shall be calculated as follows
 - (1) The unduplicated count of pupils involved in one or more incidents for which the pupil was suspended during the academic year (July 1 – June 30)
 - (2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30)
 - (3) Divide (1) by (2)
- (e) "Expulsion rate" shall be calculated as follows
 - (1) The unduplicated count of pupils involved in one or more incidents for which the pupil was expelled during the academic year (July 1 – June 30)
 - (2) The unduplicated count of pupils with a primary, secondary, or short-term enrollment during the academic year (July 1 – June 30)

(3) Divide (1) by (2)

NOTE Authority cited Sections 42238 07 and 52064, *Education Code* Reference Sections 2574, 2575, 42238 01, 42238 02, 42238 03, 42238 07, 47605, 47605 6, 47606 5, 48926, 52052, 52060, 52061, 52062, 52063, 52064, 52066, 52067, 52068, 52069, 52070, 52070 5, and 64001,, 20 U S C Sections 6312 and 6314

APPENDIX B: GUIDING QUESTIONS

Guiding Questions: Annual Review and Analysis

- 1) How have the actions/services addressed the needs of all pupils and did the provisions of those services result in the desired outcomes?
- 2) How have the actions/services addressed the needs of all subgroups of pupils identified pursuant to EC Section 52052, including, but not limited to, English learners, low-income pupils, and foster youth, and did the provision of those actions/services result in the desired outcomes?
- 3) How have the actions/services addressed the identified needs and goals of specific school sites and were these actions/services effective in achieving the desired outcomes?
- 4) What information (e.g., quantitative and qualitative data/metrics) was examined to review progress toward goals in the annual update?
- 5) What progress has been achieved toward the goal and expected measurable outcome(s)? How effective were the actions and services in making progress toward the goal? What changes to goals, actions, services, and expenditures are being made in the LCAP as a result of the review of progress and assessment of the effectiveness of the actions and services?
- 6) What differences are there between budgeted expenditures and estimated actual annual expenditures? What were the reasons for any differences?

Guiding Questions: Stakeholder Engagement

- 1) How have applicable stakeholders (e.g., parents and pupils, including parents of unduplicated pupils and unduplicated pupils identified in EC Section 42238 01, community members, local bargaining units, LEA personnel, county child welfare agencies, county office of education foster youth services programs, court-appointed special advocates, and other foster youth stakeholders, community organizations representing English learners, and others as appropriate) been engaged and involved in developing, reviewing, and supporting implementation of the LCAP?
- 2) How have stakeholders been included in the LEA's process in a timely manner to allow for engagement in the development of the LCAP?
- 3) What information (e.g., quantitative and qualitative data/metrics) was made available to stakeholders related to the state priorities and used by the LEA to inform the LCAP goal setting process? How was the information made available?
- 4) What changes, if any, were made in the LCAP prior to adoption as a result of written comments or other feedback received by the LEA through any of the LEA's engagement processes?
- 5) What specific actions were taken to meet statutory requirements for stakeholder engagement pursuant to EC sections 52062, 52068, or 47606 5, as applicable, including engagement with representatives of parents and guardians of pupils identified in EC Section 42238 01?
- 6) What specific actions were taken to consult with pupils to meet the requirements 5 CCR Section 15495(a)?

- 7) How has stakeholder involvement been continued and supported? How has the involvement of these stakeholders supported improved outcomes for pupils, including unduplicated pupils, related to the state priorities?

Guiding Questions: Goals, Actions, and Services

- 1) What are the LEA's goal(s) to address state priorities related to "Conditions of Learning" Basic Services (Priority 1), the Implementation of State Standards (Priority 2), and Course Access (Priority 7)?
- 2) What are the LEA's goal(s) to address state priorities related to "Pupil Outcomes" Pupil Achievement (Priority 4), Pupil Outcomes (Priority 8), Coordination of Instruction of Expelled Pupils (Priority 9 – COE Only), and Coordination of Services for Foster Youth (Priority 10 – COE Only)?
- 3) What are the LEA's goal(s) to address state priorities related to parent and pupil "Engagement" Parental Involvement (Priority 3), Pupil Engagement (Priority 5), and School Climate (Priority 6)?
- 4) What are the LEA's goal(s) to address any locally-identified priorities?
- 5) How have the unique needs of individual school sites been evaluated to inform the development of meaningful district and/or individual school site goals (e.g., input from site level advisory groups, staff, parents, community, pupils, review of school level plans, in-depth school level data analysis, etc.)?
- 6) What are the unique goals for unduplicated pupils as defined in *EC* Section 42238.01 and groups as defined in *EC* Section 52052 that are different from the LEA's goals for all pupils?
- 7) What are the specific expected measurable outcomes associated with each of the goals annually and over the term of the LCAP?
- 8) What information (e.g., quantitative and qualitative data/metrics) was considered/reviewed to develop goals to address each state or local priority?
- 9) What information was considered/reviewed for individual school sites?
- 10) What information was considered/reviewed for subgroups identified in *EC* Section 52052?
- 11) What actions/services will be provided to all pupils, to subgroups of pupils identified pursuant to *EC* Section 52052, to specific school sites, to English learners, to low-income pupils, and/or to foster youth to achieve goals identified in the LCAP?
- 12) How do these actions/services link to identified goals and expected measurable outcomes?
- 13) What expenditures support changes to actions/services as a result of the goal identified? Where can these expenditures be found in the LEA's budget?

Prepared by the California Department of Education, January 2019

LCAP Expenditure Summary

Total Expenditures by Funding Source						
Funding Source	2018-19 Annual Update Budgeted	2018-19 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
All Funding Sources	1,644,419 00	2,436,528 68	1,302,431 00	1,644,419 00	2,889,078 00	5,835,928 00
	0 00	0 00	0 00	0 00	0 00	0 00
Base	229,300 00	249,278 00	237,723 00	229,300 00	622,457 00	1,089,480 00
Lottery	60,000 00	53,880 00	68,000 00	60,000 00	67,396 00	195,396 00
Other	100,000 00	0 00	0 00	100,000 00	0 00	100,000 00
Restricted (RRM) Contracted Services	196,685 00	180,683 00	186,000 00	196,685 00	196,479 00	579,164 00
Special Education	0 00	902,612 68	0 00	0 00	913,125 00	913,125 00
Supplemental and Concentration	769,669 00	711,383 00	663,348 00	769,669 00	797,223 00	2,230,240 00
Title I	288,765 00	338,692 00	147,360 00	288,765 00	228,998 00	665,123 00
Title II	0 00	0 00	0 00	0 00	63,400 00	63,400 00

* Totals based on expenditure amounts in goal and annual update sections

Total Expenditures by Object Type						
Object Type	2018-19 Annual Update Budgeted	2018-19 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
All Expenditure Types	1,644,419 00	2,436,528 68	1,302,431 00	1,644,419 00	2,889,078 00	5,835,928 00
	0 00	0 00	0 00	0 00	0 00	0 00
0000 Unrestricted	3,000 00	0 00	8,000 00	3,000 00	0 00	11,000 00
1000-1999 Certificated Personnel Salaries	507,974 00	1,077,777 68	349,283 00	507,974 00	1,415,720 00	2,272,977 00
2000-2999 Classified Personnel Salaries	557,076 00	541,971 00	539,373 00	557,076 00	843,428 00	1,939,877 00
3000-3999 Employee Benefits	0 00	0 00	0 00	0 00	68,404 00	68,404 00
4000-4999 Books And Supplies	210,000 00	194,738 00	112,675 00	210,000 00	260,246 00	582,921 00
5000-5999 Services And Other Operating Expenditures	289,684 00	622,042 00	227,100 00	289,684 00	301,280 00	818,064 00
5800 Professional/Consulting Services And Operating Expenditures	76,685 00	0 00	66,000 00	76,685 00	0 00	142,685 00

* Totals based on expenditure amounts in goal and annual update sections

Total Expenditures by Object Type and Funding Source							
Object Type	Funding Source	2018-19 Annual Update Budgeted	2018-19 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
All Expenditure Types	All Funding Sources	1,644,419 00	2,436,528 68	1,302,431 00	1,644,419 00	2,889,078 00	5,835,928 00
		0 00	0 00	0 00	0 00	0 00	0 00
0000 Unrestricted	Base	3,000 00	0 00	0 00	3,000 00	0 00	3,000 00
0000 Unrestricted	Lottery	0 00	0 00	8,000 00	0 00	0 00	8,000 00
1000-1999 Certificated Personnel Salaries	Base	125,000 00	55,215 00	174,223 00	125,000 00	108,882 00	408,105 00
1000-1999 Certificated Personnel Salaries	Special Education	0 00	543,101 68	0 00	0 00	913,125 00	913,125 00
1000-1999 Certificated Personnel Salaries	Supplemental and Concentration	140,409 00	203,540 00	75,700 00	140,409 00	164,715 00	380,824 00
1000-1999 Certificated Personnel Salaries	Title I	242,565 00	275,921 00	99,360 00	242,565 00	228,998 00	570,923 00
2000-2999 Classified Personnel Salaries	Base	0 00	0 00	0 00	0 00	187,371 00	187,371 00
2000-2999 Classified Personnel Salaries	Restricted (RRM) Contracted Services	0 00	77,683 00	0 00	0 00	76,479 00	76,479 00
2000-2999 Classified Personnel Salaries	Supplemental and Concentration	557,076 00	464,288 00	539,373 00	557,076 00	579,578 00	1,676,027 00
3000-3999 Employee Benefits	Base	0 00	0 00	0 00	0 00	68,404 00	68,404 00
4000-4999 Books And Supplies	Base	27,000 00	122,640 00	21,500 00	27,000 00	177,800 00	226,300 00
4000-4999 Books And Supplies	Lottery	60,000 00	53,880 00	60,000 00	60,000 00	67,396 00	187,396 00
4000-4999 Books And Supplies	Other	100,000 00	0 00	0 00	100,000 00	0 00	100,000 00
4000-4999 Books And Supplies	Supplemental and Concentration	11,000 00	10,822 00	19,175 00	11,000 00	15,050 00	45,225 00
4000-4999 Books And Supplies	Title I	12,000 00	7,396 00	12,000 00	12,000 00	0 00	24,000 00
5000-5999 Services And Other Operating Expenditures	Base	74,300 00	71,423 00	42,000 00	74,300 00	80,000 00	196,300 00
5000-5999 Services And Other Operating Expenditures	Restricted (RRM) Contracted Services	120,000 00	103,000 00	120,000 00	120,000 00	120,000 00	360,000 00

Total Expenditures by Object Type and Funding Source							
Object Type	Funding Source	2018-19 Annual Update Budgeted	2018-19 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
5000-5999 Services And Other Operating Expenditures	Special Education	0 00	359,511 00	0 00	0 00	0 00	0 00
5000-5999 Services And Other Operating Expenditures	Supplemental and Concentration	61,184 00	32,733 00	29,100 00	61,184 00	37,880 00	128,164 00
5000-5999 Services And Other Operating Expenditures	Title I	34,200 00	55,375 00	36,000 00	34,200 00	0 00	70,200 00
5000-5999 Services And Other Operating Expenditures	Title II	0 00	0 00	0 00	0 00	63,400 00	63,400 00
5800 Professional/Consulting Services And Operating Expenditures		0 00	0 00	0 00	0 00	0 00	0 00
5800 Professional/Consulting Services And Operating Expenditures	Restricted (RRM) Contracted Services	76,685 00	0 00	66,000 00	76,685 00	0 00	142,685 00

* Totals based on expenditure amounts in goal and annual update sections

Total Expenditures by Goal						
Goal	2018-19 Annual Update Budgeted	2018-19 Annual Update Actual	2017-18	2018-19	2019-20	2017-18 through 2019-20 Total
Goal 1	1,233,533 00	1,174,595 00	988,588 00	1,233,533 00	1,568,220 00	3,790,341 00
Goal 2	214,201 00	1,081,250 68	127,843 00	214,201 00	1,124,379 00	1,466,423 00
Goal 3	196,685 00	180,683 00	186,000 00	196,685 00	196,479 00	579,164 00

* Totals based on expenditure amounts in goal and annual update sections

Expenditures Contributing to Increased/Improved Requirement by Funding Source					
Funding Source	2018-19 Annual Update Budgeted	2018-19 Annual Update Actual	2017-18	2018-19	2019-20
All Funding Sources	982,468 00	875,750 68	729,041 00	982,468 00	1,071,547 00
	0 00	0 00	0 00	0 00	0 00
Base	132,000 00	144,979 00	60,768 00	132,000 00	203,802 00
Lottery	60,000 00	53,880 00	68,000 00	60,000 00	60,000 00
Other	100,000 00	0 00	0 00	100,000 00	0 00
Restricted (RRM) Contracted Services	0 00	0 00	0 00	0 00	0 00
Special Education	0 00	9 68	0 00	0 00	10,522 00
Supplemental and Concentration	690,468 00	649,117 00	600,273 00	690,468 00	797,223 00
Title I	0 00	27,765 00	0 00	0 00	0 00
Title II	0 00	0 00	0 00	0 00	0 00

Expenditures NOT Contributing to Increased/Improved Requirement by Funding Source					
Funding Source	2018-19 Annual Update Budgeted	2018-19 Annual Update Actual	2017-18	2018-19	2019-20
All Funding Sources	933,272 00	1,806,194 00	742,118 00	933,272 00	2,115,135 00
	0 00	0 00	0 00	0 00	0 00
Base	100,300 00	181,918 00	176,955 00	100,300 00	543,155 00
Lottery	60,000 00	53,880 00	68,000 00	60,000 00	67,396 00
Other	100,000 00	0 00	0 00	100,000 00	0 00
Restricted (RRM) Contracted Services	196,685 00	180,683 00	186,000 00	196,685 00	196,479 00
Special Education	0 00	902,603 00	0 00	0 00	902,603 00
Supplemental and Concentration	187,522 00	176,183 00	163,803 00	187,522 00	113,104 00
Title I	288,765 00	310,927 00	147,360 00	288,765 00	228,998 00
Title II	0 00	0 00	0 00	0 00	63,400 00

Book Inventory

Math and Social Studies Books	
6 th Grade Glencoe Mathematics California Mathematics Grade 6 Resource Masters Chapters 1 -12	12
6 th Grade Glencoe Mathematics California Mathematics Grade 6 Skills Practice	1
6 th Grade Glencoe Mathematics California Mathematics Teaching Mathematics with Manipulatives	
6 th Grade Glencoe Mathematics California Mathematics Word Problem Practice Workbook	39
6 th grade California Mathematics Concept, Skills, and Problem Solving- Glencoe McGraw-Hill	36
6 th Grade Glencoe Mathematics California Mathematics Standards, Practice, and Periodic Assessments	17
6 th Grade California Standards Review Series/ Mastering the California Mathematics Standards Grade 6 /Glencoe McGraw-Hill	17
6 th Grade Ancient Civilizations /National Geographic Version – Spanish Version Descubriendo Nuestro Pasado Glencoe	5
6 th Grade Discovering Our Past Ancient Civilizations/Glencoe	9
World History McDougall Littell - California Edition	5
Discovering our Past – The American Journey to WWI/Glencoe California Series	1
6 th Grade California Study Sync Reading and Writing Companion/Bookhead Ed Learning	32

Book Inventory

Science Books	
6th Grade California Focus on Earth Science - Prentice Hall	72
6th Grade Focus on Earth Science National Geographic Edition Glencoe Science	2
6th Grade Earth Science Reading and Note Taking Guide Level A - Prentice Hall	27
6th Grade Earth Science Teaching Recourses – Prentice Hall	4
6th Grade Earth Science Standard Review Transparencies –Prentice Hall	1
6th Grade Earth Science Teacher’s Edition Prentice Hall	3
6th Grade Earth Science Progress Monitoring Assessments	1
7th Grade California Focus on Life Science – Prentice Hall	213
7th Grade Focus on Life Science – California Edition	1
7th Grade Focus on Life Science – Teacher’s Edition –Prentice Hall	3
7th Grade Science Explore Focus on Life Science – Prentice Hall	1
8th Grade Focus on Physical Science – California Edition – Prentice Hall	180
8th Grade Focus on Physical Science – Teacher’s Edition	2
8th Science Explore Focus on Physical Science – Prentice Hall	14
Science Plus Technology and Society - Red	53
Science Plus Technology and Society - Green	47

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AR 4161.1/4361.1 - Personal Illness/Injury Leave

(AR revised)

Regulation updated to revise section on "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" to clarify that, for districts choosing Option 2, employees must receive "at least" 50 percent of their regular salary during the additional period of absence. Section on "Parental Leave" updated to reflect **NEW LAW (AB 2012)** which requires that, regardless of the type of differential pay system used by the district, employees must receive at least 50 percent of their regular salary for any portion of the 12-week parental leave that remains following the exhaustion of sick leave.

AR 4261.1 - Personal Illness/Injury Leave

(AR revised)

Regulation updated to revise section on "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" to clarify that, for districts choosing Option 2, employees must receive "at least" 50 percent of their regular salary during the additional period of absence. Section on "Parental Leave" updated to reflect **NEW LAW (AB 2012)** which requires that, regardless of the type of differential pay system used by the district, employees must receive at least 50 percent of their regular salary for any portion of the 12-week parental leave that remains following the exhaustion of sick leave.

AR 5148 - Child Care and Development

(AR revised)

Regulation updated to reflect **NEW LAW (AB 605)** which establishes a new child care center license and requires all centers to be licensed by January 1, 2024. Section on "Eligibility and Enrollment" updated to reflect **NEW LAW (AB 2626)** which raises the income eligibility threshold for subsidized services from 70 to 85 percent of the state median income and provides that a family that establishes eligibility for services, regardless of the basis of eligibility, is generally entitled to receive services for at least 12 months before being recertified for eligibility. Regulation also reflects **NEW LAW (AB 2370)** which requires licensed child care programs to provide parents/guardians with information regarding lead exposure and blood testing.

BB/E 9323.2 - Actions by the Board

(BB/E(1)/E(2) revised)

Bylaw updated to reference the timelines by which a civil action may be filed to determine the applicability of the Brown Act to past board actions, and to clarify the circumstances under which a board action cannot be invalidated. Exhibit 1 updated to consolidate several items related to siting a community day school on an existing school site, add board action to respond to an emergency facilities condition without giving notice for bids to let contracts (requiring two-thirds vote for three-member boards, or four-fifths vote for five-member and seven-member boards), and reflect **NEW LAW (AB 2249)** which amends the threshold requirements for public works projects bid pursuant to the Uniform Public Construction Cost Accounting Act. Section on "Actions Requiring a Unanimous Vote of the Board" updated to further explain the ability to authorize the use of day labor or force account and/or waive the competitive bid process when the board determines that an emergency exists. Exhibit 2 contains minor revision for clarity.

POLICY GUIDE SHEET
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Note Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits Editorial changes have also been made Districts and county offices of education should review the sample materials and modify their own policies accordingly

BP 1112 - Media Relations

(BP revised)

Policy updated to expand the section on "Crisis Communications Plan" to apply to natural disasters, involve district technology personnel in the development of the plan, and expand the contents of the plan Policy also updated to encourage the establishment of priorities and key messages for proactive communications with the media, clarify that media representatives can be required to register before coming on campus only if the district has adopted a policy requiring all visitors to register, and clarify that the only student directory information that may be released to the media is that information designated by the district in AR 5125 1 - Release of Directory Information

AR 3320 - Claims and Actions Against the District

(AR revised)

Regulation updated to add statement requiring the use of district procedures for claims against the district prior to filing a lawsuit Regulation also defines "limited civil case" as one that is for an amount of \$25,000 or less

BP/AR 3551 - Food Service Operations/Cafeteria Fund

(BP/AR revised)

Policy updated to reflect **NEW FEDERAL REGULATION (84 Fed. Reg. 8247)** and updated California Department of Education (CDE) guidance giving districts with an average daily attendance of less than 2,500 greater flexibility in the hiring of food service directors Policy also consolidates material on nondiscrimination toward students who have unpaid meal fees and those who participate in the free and reduced-price meal program Regulation updated to reflect **NEW LAW (AB 3043, 2018)** which permits the use of cafeteria funds to (1) pay for the purchase of a mobile food facility and (2) supplement the cost of providing universal breakfast in districts that do not provide universal breakfast under a federal program, provided they submit the required certification to CDE Regulation also updates section on U S Department of Agriculture (USDA) donated foods to reflect current requirements for the safe storage and control of the foods In both policy and regulation, CDE and USDA guidance renumbered when superseded by newer guidance

AR 4117.7/4317.7 - Employment Status Reports

(AR revised)

Regulation updated pursuant to Education Code 44940 to include a violation or attempted violation of Penal Code 187 (murder) in the definition of a "mandatory leave of absence offense "

CSBA Sample Administrative Regulation

Certificated Personnel

AR 4161 1(a)
4361.1

PERSONAL ILLNESS/INJURY LEAVE

Note The following administrative regulation is subject to collective bargaining Education Code 44978 provides a minimum of 10 days of personal illness or injury leave (sick leave) per year for certificated employees working five days a week The Governing Board may allow additional days at its discretion, if it does so, the following paragraph should be revised accordingly

Labor Code 245-249 (the Healthy Workplaces, Healthy Families Act) require districts to grant a minimum of one hour of paid sick leave for every 30 hours worked to their employees who work for 30 days or more within a year of their employment, including temporary and substitute employees Pursuant to Labor Code 246, a district may use a different sick leave accrual method which provides for the accrual to be on a regular basis so that employees accrue at least 24 hours of sick leave or paid time off by the 120th calendar day of their employment or each calendar year or 12-month period

The provisions of Labor Code 245-249 are very broad and **only** district employees covered by a valid collective bargaining agreement may be exempted from them, if the collective bargaining agreement expressly provides paid sick leave in an amount equal to or exceeding the amount of leave required pursuant to Labor Code 246, includes final and binding arbitration of disputes regarding the application of the paid sick days provisions, and provides premium wage rates for all overtime hours worked and a regular hourly rate of pay of not less than 30 percent more than the state minimum wage rate Since many districts may not satisfy all of the conditions for this exemption, this administrative regulation has been drafted to include the requirements of Labor Code 245-249 Any district which has a collective bargaining agreement that meets all of the conditions for exemption may modify this administrative regulation accordingly

For additional requirements of Labor Code 245-249, see the section titled "Healthy Workplaces, Healthy Families Act Requirements" below For paid sick leave for temporary and substitute certificated employees, see BP/AR 4121 - Temporary/Substitute Personnel For sick leave for classified employees, see AR 4261 1 - Personal Illness/Injury Leave

Certificated employees employed five school days per week are entitled to 10 days' leave of absence with full pay for personal illness or injury (sick leave) per school year of service. Employees who work less than five school days per week (part-time employees) shall be granted sick leave in proportion to the time they work. However, any part-time employees who are entitled to less than three days of paid sick leave per year due to the amount of time worked shall be granted sick leave pursuant to Labor Code 246, if they are eligible. (Education Code 44978; Labor Code 245-249)

(cf 4161/4261/4361 - Leaves)

(cf 4161 9/4261 9/4361 9 - Catastrophic Leave Program)

Use of Sick Leave

Note Items #1-8 below reflect allowable uses of sick leave specified in law The district may expand this list to include any additional purposes authorized by law, authorized by the district, or included in a bargaining agreement

PERSONAL ILLNESS/INJURY LEAVE (continued)

Certificated employees may use sick leave for absences due to

- 1 Accident or illness, whether or not the absence arises out of and in the course of employment, quarantine which results from contact in the course of employment with other persons having a contagious disease; or temporary inability to perform assigned duties because of illness, accident, or quarantine (Education Code 44964)

(cf 4157 1/4257 1/4357 1 - Work-Related Injuries)

2. Pregnancy, miscarriage, childbirth, and related recovery (Education Code 44965, 44978)

(cf 4161 8/4261 8/4361 8 - Family Care and Medical Leave)

3. Personal necessity (Education Code 44981)

(cf 4161 2/4261 2/4361 2 - Personal Leaves)

Note **Optional** item #4 below may be revised as desired to specify a different minimum increment for sick leave

- 4 Medical and dental appointments, in increments of not less than one hour
5. Industrial accidents or illnesses when leave granted specifically for that purpose has been exhausted (Education Code 44984)

(cf 4161 11/4261 11/4361 11 - Industrial Accident/Illness Leave)

Note Pursuant to the Family and Medical Leave Act (FMLA) (29 USC 2612) and California Family Rights Act (CFRA) (Government Code 12945 2), a district is required to grant leave to an eligible employee to bond with a child after the birth, adoption, or foster care placement of the child, if the district employs 50 or more employees within 75 miles of the worksite where the employee requesting the leave is employed. For this purpose, employees may, but are not required to, use sick leave for any otherwise unpaid FMLA or CFRA leave.

Government Code 12945 6 extends the right to parental leave to an eligible employee who is not covered by FMLA or CFRA when the district employs 20-49 employees within 75 miles of the worksite where the employee requesting the leave is employed.

For further information regarding parental leave, see AR 4161 8/4261 8/4361 8 - Family Care and Medical Leave

PERSONAL ILLNESS/INJURY LEAVE (continued)

6. Need of the employee to bond with a child within one year of the child's birth, adoption, or foster care placement (parental leave) (Education Code 44977.5; Government Code 12945.2, 12945.6; 29 USC 2612, 29 CFR 825.112)

Note Pursuant to Labor Code 233, any district that provides sick leave to its employees is required to permit them to use sick leave, in an amount not less than the sick leave that would be accrued during six months at the employee's then current rate of entitlement, for the purposes specified in items #7-8 below

For the purpose of using sick leave to attend to the health care needs of a family member, as specified in item #7 below, Labor Code 245.5 defines "family member" as an employee's spouse, registered domestic partner, child (biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis), parent (biological, adoptive, or foster parent, stepparent, legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child), grandparent, grandchild, or sibling

For additional information about leaves for victims of domestic violence, sexual assault, or stalking granted in accordance with item #8 below, see AR 4161 2/4261 2/4361 2 - Personal Leaves

7. Need of the employee or employee's family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care (Labor Code 233, 246.5)
8. Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and/or 230.1(a) for the health, safety, or welfare of the employee or the employee's child, when the employee has been a victim of domestic violence, sexual assault, or stalking (Labor Code 233, 246.5)

For the purposes specified in items #7-8, an employee may use, in any calendar year, the amount of sick leave that would be accrued during six months at the employee's then current rate of entitlement (Labor Code 233)

An employee may take sick leave at any time during the school year, even if credit for sick leave has not yet been accrued (Education Code 44978)

Note The following paragraph is optional

An employee shall reimburse the district for any unearned sick leave used as of the date of termination.

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 44978)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Note The following optional paragraph may be revised to reflect district practice

At the beginning of each school year, employees shall be notified of the amount of sick leave they have accumulated

The district shall not require new employees to waive leave accumulated in a previous district. (Education Code 44979, 44980)

Note Pursuant to Education Code 44979-44980, certificated employees are entitled to have their accumulated sick leave transferred with them in the circumstances specified in the following optional paragraph

The Superintendent or designee shall notify any certificated employee who leaves the district after at least one school year of employment that if the employee accepts a certificated position in another district, county office of education, or community college district within one year, the employee may request that the district transfer any accumulated sick leave to the new employer. (Education Code 44979, 44980)

Additional Leave for Disabled Military Veterans

In addition to any other entitlement for sick leave with pay, a certificated employee who is a former active duty member of the U.S. Armed Forces or a former or current member of the California National Guard or a federal reserve component shall be entitled to sick leave with pay of up to 10 days for the purpose of undergoing medical treatment, including mental health treatment, for a military service-connected disability rated at 30 percent or more by the U.S. Department of Veterans Affairs. An eligible employee who works less than five days per week shall be entitled to such leave in proportion to the time worked. (Education Code 44978.2)

The amount of leave shall be credited to the employee either on the date the employee receives confirmation of the submission of the disability application to the U.S. Department of Veterans Affairs or on the first day the employee begins or returns to employment after active duty, whichever is later. When the employee receives the disability rating decision, the employee shall report that information to the Superintendent or designee. If the disability rating decision makes the employee eligible for the leave, the time used before the decision shall be counted toward the 10-day maximum leave. If the disability rating decision makes the employee ineligible for the leave, the district may change the sick leave time used before the disability rating decision to an alternative leave balance. (Education Code 44978.2)

Note Pursuant to Education Code 44978.2, the district may require proof that a leave granted under this law is used for treatment of a military service-connected disability. The following paragraph may be revised to reflect district practice

PERSONAL ILLNESS/INJURY LEAVE (continued)

The Superintendent or designee may require verification, in accordance with the section "Verification Requirements" below, that the employee used the leave to obtain treatment of a military service-connected disability.

Leave for military-service connected disability shall be available for 12 months following the first date that the leave was credited. Leave not used during the 12-month period shall not be carried over and shall be forfeited. (Education Code 44978 2)

Notification of Absence

Note: The following **optional** section may be revised to reflect district practice

An employee shall notify the district of the need to be absent as soon as such need is known, so that substitute services may be secured. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than three o'clock in the afternoon of the day preceding the day on which the employee intends to return to work. If the employee fails to notify the district and the failure results in a substitute being secured, the cost of the substitute shall be deducted from the employee's pay.

(cf 4121 - Temporary/Substitute Personnel)

Continued Absence After Available Sick Leave Is Exhausted/Differential Pay

Note: Pursuant to Education Code 44977, employees who are absent due to illness for up to five months after exhausting all available sick leave must receive their regular salary minus the cost of a substitute. Alternatively, Education Code 44983 allows districts to adopt a rule that gives certificated employees 50 percent or more of their regular salary during the period of absence. When an employee is absent for a cause other than illness, Education Code 44977 and 44983 provide that the amount deducted from the employee's salary shall be determined according to the rules and regulations adopted by the Board as long as such rules are not in conflict with State Board of Education regulations.

Option 1 below is for use by districts that subtract the cost of a substitute from the absent employee's salary pursuant to Education Code 44977. Option 2 is **mandated** pursuant to Education Code 44983 for districts that choose to give certificated employees 50 percent or more of their regular salary during the period of absence, and may be revised to specify a percentage higher than 50 percent in accordance with district practice.

If not covered in the district's bargaining agreement, the district may add provisions to this section reflecting salary deductions for employees absent longer than five months.

PERSONAL ILLNESS/INJURY LEAVE (continued)

OPTION 1:

During each school year, when a certificated employee has exhausted all available sick leave, including all accumulated sick leave, and, due to illness or accident, continues to be absent for an additional period of up to five school months, the district shall deduct from the employee's regular salary for that period the actual cost of a substitute to fill the position. If the district has made every reasonable effort to secure the services of a substitute and has been unable to do so, the amount that would have been paid to a substitute shall be deducted from the employee's salary. (Education Code 44977)

An employee shall not be provided more than one five-month period per illness or accident. However, if the school year ends before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year. (Education Code 44977)

OPTION 2:

After a certificated employee has exhausted all available sick leave, including all accumulated sick leave, and, due to illness or accident, continues to be absent for an additional period of up to five months, the employee shall receive at least 50 percent of the employee's regular salary during the additional period of absence. (Education Code 44983)

Absence Beyond Five-Month Period/Reemployment List

Note The following paragraph is required for districts that select Option 1 (i.e., differential pay) in the section "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" above and should be carefully considered by districts that select Option 2 (i.e., 50 percent pay). Education Code 44978.1 requires the establishment of a reemployment list for employees who are unable to resume their duties after the five-month period provided pursuant to Education Code 44977.

Although Education Code 44978.1 does not explicitly require a reemployment list for districts selecting Option 2, such districts should be aware that failure to establish a reemployment list may subject employees to termination following a five-month absence. Therefore, any district that selects Option 2 and currently maintains a reemployment list for employees who are absent beyond the five-month period, or that wishes to establish such a list, should consult legal counsel before changing its policy or practices.

If a certificated employee is not medically able to return to work after the five-month period provided pursuant to Education Code 44977, the employee shall be placed either in another position or on a reemployment list. Placement on the reemployment list shall be for 24 months for probationary employees or 39 months for permanent employees and shall begin at the expiration of the five-month period. If during this time the employee becomes medically able, the employee shall be returned to employment in a position for which the employee is credentialed and qualified. (Education Code 44978.1)

(cf 4116 - Probationary/Permanent Status)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Parental Leave

Note The following section is subject to any conflicting provision in a collective bargaining agreement that provides greater parental leave rights

During each school year, a certificated employee may use all available sick leave, including accumulated sick leave, for the purpose of parental leave for a period of up to 12 work weeks. The 12-week period shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of such parental leave (Education Code 44977.5)

Note Unlike leave taken pursuant to Government Code 12945 2, leave taken pursuant to Education Code 44977 5 does not require an employee to have at least 1,250 hours of service with the district during the previous 12-month period in order to be eligible for parental leave See AR 4161 8/4261 8/4361 8 - Family Care and Medical Leave for further information on requirements related to the California Family Rights Act

Eligibility for such leave shall not require 1,250 hours of service with the district during the previous 12 months (Education Code 44977.5)

Note Pursuant to Education Code 44977 5, the district is required to provide differential pay to a certificated employee for up to 12 work weeks when the employee has exhausted all available sick leave, including accumulated sick leave, and continues to be absent due to parental leave pursuant to Government Code 12945 2 Such an employee is entitled to receive differential pay, calculated in the same manner described in Option 1 or 2 in the section "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" above As amended by AB 2012 (Ch 994, Statutes of 2018), Education Code 44977 5 requires that, regardless of the type of differential pay system used by the district, employees must receive at least 50 percent of their regular salary for any portion of the 12-week parental leave that remains following the exhaustion of sick leave The following paragraph may be revised to specify a percentage higher than 50 percent in accordance with district practice

Since Education Code 44977 5 does not expressly require districts to provide differential pay to employees who are eligible for parental leave pursuant to Government Code 12945 6, it is unclear whether such employees would be entitled to differential pay Districts should consult legal counsel if they have questions regarding differential pay for such employees

An employee who has exhausted all available sick leave, including accumulated sick leave, and continues to be absent on account of parental leave shall receive differential pay of at least 50 percent of the employee's regular salary for the remainder of the 12 work weeks (Education Code 44977.5)

Parental leave taken pursuant to Education Code 44977.5 shall run concurrently with the parental leave taken pursuant to Government Code 12945.2 or 12945.6, and the aggregate amount of parental leave shall not exceed 12 work weeks in a 12-month period (Education Code 44977 5, Government Code 12945 2, 12945 6)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Verification Requirements

Note Education Code 44978 mandates the Board to adopt regulations requiring proof of illness or injury and prescribing the means of verification. However, Education Code 44978 provides that these regulations shall not discriminate against evidence of treatment and the need for treatment by the practice of a well-recognized religion. For verification requirements for employees on leave pursuant to the Family and Medical Leave Act, see AR 4161 8/4261 8/4361 8 - Family Care and Medical Leave. The following section should be modified to reflect district practice and any procedures which have been specified in bargaining agreements.

Labor Code 233 requires districts to allow their employees to use sick leave for the purposes specified in Labor Code 246 5, the paid sick leave law. Because the paid sick leave law is silent on requests for verification, and actually requires an employer to provide an employee with paid sick days upon oral or written request, districts should be cautious in requiring verification for sick leave used for the purposes specified in Labor Code 246 5 (items #7-8 in the section "Use of Sick Leave" above). Although a district is permitted to require verification from an employee who is a victim of domestic violence, sexual assault, or stalking, pursuant to Labor Code 230 and 230 1, a general insistence on verification could be deemed a violation of Labor Code 246 5. Any district with questions regarding its authority related to verification should consult legal counsel.

After any absence due to illness or injury, the employee shall verify the absence by submitting a completed and signed district absence form to the employee's immediate supervisor.

The Superintendent or designee may require verification whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever available evidence clearly indicates that an absence is not related to illness or injury.

In addition, the Superintendent or designee may require an employee to visit a physician selected by the district, at district expense, in order to receive a report on the employee's need for further leave of absence and a prognosis as to when the employee will be able to return to work. If the report concludes that the employee's condition does not warrant continued absence, the Superintendent or designee may, after giving notice to the employee, deny further leave.

Note 42 USC 2000ff-1, the Genetic Information Nondiscrimination Act, and its implementing regulations, 29 CFR 1635 1-1635 12, specify that it is unlawful for a district to request, require, or purchase employees' or their family member's individual genetic information except in complying with the medical certification requirements for family care and medical leave purposes or with the employee's prior written authorization. See AR 4161 8/4261 8/4361 8 - Family Care and Medical Leave. Pursuant to 29 CFR 1635 9, any such information received by the district must be kept confidential as specified below.

PERSONAL ILLNESS/INJURY LEAVE (continued)

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information. Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization, or extended medical treatment may be asked to submit a letter from a physician stating that the employee is able to return to duty and stipulating any necessary restrictions or limitations.

(cf 4032 - Reasonable Accommodation)

(cf 4113 4/4213 4/4313 4 - Temporary Modified/Light-Duty Assignment)

Healthy Workplaces, Healthy Families Act Requirements

Note Pursuant to Labor Code 245-249, all employers, including those that provide paid time off to their employees under existing policy or other law, must comply with the requirements specified in the following section. Pursuant to Labor Code 248.5, noncompliance with the Healthy Workplaces, Healthy Families Act could result in an enforcement action against the employer, including the imposition of civil and monetary penalties. Any district with questions regarding the applicability of this law should consult its legal counsel.

No employee shall be denied the right to use accrued sick days, and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249.

To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall

1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:
 - a. That an employee is entitled to accrue, request, and use paid sick days
 - b. The number of sick days provided by Labor Code 245-249
 - c. The terms of use of paid sick days
 - d. That discrimination or retaliation against an employee for requesting and/or using sick leave is prohibited by law and that an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against the employee

PERSONAL ILLNESS/INJURY LEAVE (continued)

- 2 Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available

(cf 4112 9/4212 9/4312 9 - Employee Notifications)

4. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years

Legal Reference (see next page)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Legal Reference

EDUCATION CODE

- 44964 Power to grant leave of absence in case of illness, accident, or quarantine
- 44965 Granting of leaves of absence for pregnancy and childbirth
- 44976 Transfer of leave rights when school is transferred to another district
- 44977 Salary deduction during absence from duties up to five months after sick leave is exhausted
- 44977 5 Differential pay during parental leave up to 12 weeks after sick leave is exhausted
- 44978 Provisions for sick leave of certificated employees
- 44978 1 Inability to return to duty, placement in another position or on reemployment list
- 44978 2 Leave for military service connected disability
- 44979 Transfer of accumulated sick leave to another district
- 44980 Transfer of accumulated sick leave to a county office of education
- 44981 Leave of absence for personal necessity
- 44983 Exception to sick leave when district adopts specific rule
- 44984 Industrial accident or illness
- 44986 Leave of absence for disability allowance applicant

GOVERNMENT CODE

- 12945 1-12945 2 California Family Rights Act
- 12945 6 Parental leave

LABOR CODE

- 220 Sections inapplicable to public employees
- 230 Jury duty, legal actions by domestic violence, sexual assault and stalking victims, right to time off
- 230 1 Employers with 25 or more employees, domestic violence, sexual assault and stalking victims, right to time off
- 233 Illness of child, parent, spouse or domestic partner
- 234 Absence control policy
- 245-249 Healthy Workplaces, Healthy Families Act of 2014

CODE OF REGULATIONS, TITLE 5

- 5601 Transfer of accumulated sick leave

UNITED STATES CODE, TITLE 29

- 2601-2654 Family and Medical Leave Act of 1993, as amended

UNITED STATES CODE, TITLE 42

- 2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

CODE OF FEDERAL REGULATIONS, TITLE 29

- 825 100-825 702 Family and Medical Leave Act of 1993
- 1635 1-1635 12 Genetic Information Nondiscrimination Act of 2008

COURT DECISIONS

- Veguez v Governing Board of Long Beach Unified School District, (2005) 127 Cal App 4th 406

(3/17 3/18) 3/19

CSBA Sample Administrative Regulation

Classified Personnel

AR 4261.1(a)

PERSONAL ILLNESS/INJURY LEAVE

Note The following administrative regulation is subject to collective bargaining Twelve days of paid personal illness or injury leave (sick leave) per year is the minimum prescribed by Education Code 45191 for classified employees employed five days a week in both merit and non-merit system districts The Governing Board may allow more sick leave at its discretion, if it does so, the following paragraph should be revised accordingly

Labor Code 245-249 (the Healthy Workplaces, Healthy Families Act) require districts to grant a minimum of one hour of paid sick leave for every 30 hours worked to their employees who work for 30 days within a year of their employment, including classified employees Pursuant to Labor Code 246, a district may use a different sick leave accrual method which provides for the accrual to be on a regular basis so that employees accrue at least 24 hours of sick leave or paid time off by the 120th calendar day of their employment or each calendar year or 12-month period

The provisions of Labor Code 245-249 are very broad and **only** district employees covered by a valid collective bargaining agreement may be exempted from them, if the collective bargaining agreement expressly provides paid sick leave in an amount equal to or exceeding the amount of leave required pursuant to Labor Code 246, includes final and binding arbitration of disputes regarding the application of the paid sick days provisions, and provides premium wage rates for all overtime hours worked and a regular hourly rate of pay of not less than 30 percent more than the state minimum wage rate Since many districts may not satisfy all of the conditions for this exemption, this administrative regulation reflects the requirements of Labor Code 245-249 Any district which has a collective bargaining agreement that meets all of the conditions for exemption may modify this administrative regulation accordingly

For additional requirements of Labor Code 245-249, see sections titled "Short-Term and Substitute Employees" and "Healthy Workplaces, Healthy Families Act Requirements" below For sick leave for certificated employees, see AR 4161 1/4361 1 - Personal Illness/Injury Leave

Classified employees employed five days a week are entitled to 12 days' leave of absence with full pay for personal illness or injury (sick leave) per fiscal year. Employees who work less than a full fiscal year or fewer than five days a week (part-time employees) shall be granted sick leave in proportion to the time they work However, part-time employees who are entitled to less than 24 hours of paid sick leave per fiscal year due to the amount of time worked shall be granted sick leave pursuant to Labor Code 246, if they are eligible (Education Code 45191, Labor Code 245-249)

(cf 4161/4261/4361 - Leaves)

(cf 4161 9/4261 9/4361 9 - Catastrophic Leave Program)

Use of Sick Leave

Note Items #1-8 below reflect allowable uses of sick leave specified in law The district may expand this list to include any additional purposes authorized by law, authorized by the district, or included in a bargaining agreement

A classified employee may use sick leave for absences due to

PERSONAL ILLNESS/INJURY LEAVE (continued)

1 Accident or illness, whether or not the absence arises out of or in the course of employment, or by quarantine which results from contact in the course of employment with other persons having a contagious disease (Education Code 45199)

2 Pregnancy, childbirth, and recovery (Education Code 45193)

(cf 4161 8/4261 8/4361 8 - Family Care and Medical Leave)

3 Personal necessity as specified in Education Code 45207

(cf 4161 2/4261 2/4361 2 - Personal Leaves)

Note **Optional** item #4 below may be revised to specify a different minimum increment

4. Medical and dental appointments, in increments of not less than one hour

5 Industrial accident or illness when leave granted specifically for that purpose has been exhausted (Education Code 45192)

(cf 4161 11/4261 11/4361 11 - Industrial Accident/Illness Leave)

Note Pursuant to the Family and Medical Leave Act (FMLA) (29 USC 2612) and California Family Rights Act (CFRA) (Government Code 12945 2), a district is required to grant leave to an eligible employee to bond with a child after the birth, adoption, or foster care placement of the child, if the district employs 50 or more employees within 75 miles of the worksite where the employee requesting the leave is employed For this purpose, employees may, but are not required to, use sick leave for any otherwise unpaid FMLA or CFRA leave

Government Code 12945 6 extends the right to parental leave to an eligible employee who is not covered by FMLA or CFRA when the district employs 20-49 employees within 75 miles of the worksite where the employee requesting the leave is employed

For further information regarding parental leave, see AR 4161 8/4261 8/4361 8 - Family Care and Medical Leave

6. Need of an employee to bond with a child within one year of the child's birth, adoption, or foster care placement (parental leave) (Education Code 45196.1, Government Code 12945 2, 12945 6, 29 USC 2612, 29 CFR 825.112)

Note Pursuant to Labor Code 233, any district that provides sick leave to its employees is required to permit them to use sick leave, in an amount not less than the sick leave that would be accrued during six months at the employee's then current rate of entitlement, for the purposes specified in items #7-8 below

For the purpose of using sick leave to attend to the health care needs of a family member, as specified in item #7 below, Labor Code 245 5 defines "family member" as an employee's spouse, registered domestic partner, child (biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee

PERSONAL ILLNESS/INJURY LEAVE (continued)

stands in loco parentis), parent (biological, adoptive, or foster parent, stepparent, legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child), grandparent, grandchild, or sibling

For additional information about leaves for victims of domestic violence, sexual assault, or stalking granted in accordance with item #8 below, see AR 4161 2/4261 2/4361 2 - Personal Leaves

7. Need of the employee or the employee's family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care (Labor Code 233, 246.5)
8. Need of the employee to seek or obtain any relief or medical attention specified in Labor Code 230(c) and 230.1(a) for the health, safety, or welfare of the employee or the employee's child, when the employee has been a victim of domestic violence, sexual assault, or stalking (Labor Code 233, 246.5)

For the purposes specified in items #7-8, an employee may use, in any calendar year, the amount of sick leave that would be accrued during six months at the employee's then current rate of entitlement (Labor Code 233)

An employee may take leave for personal illness or injury at any time during the year, even if credit for such leave has not yet been accrued. However, a new full-time classified employee shall not be entitled to more than six days of sick leave, or the proportionate amount to which the employee may be entitled, until the first day of the month after the employee has completed six months of active service with the district (Education Code 45191)

Unused days of sick leave shall be accumulated from year to year without limitation. (Education Code 45191)

Note The following paragraph is **optional**

An employee shall reimburse the district for any unearned sick leave used as of the date of termination

The district shall not require newly employed classified employees to waive leave accumulated in a previous district. However, if the employee's previous employment was terminated for cause, the transfer of the accumulated leave shall be made only if approved by the Governing Board. (Education Code 45202)

Note Pursuant to Education Code 45202, classified employees who are terminated after at least one year of employment for any reason unrelated to discipline are entitled to have their accumulated sick leave transferred with them in certain circumstances. The following paragraph, which provides for the notification of employees as a way to implement this provision, is **optional** and may be revised to reflect district practice

PERSONAL ILLNESS/INJURY LEAVE (continued)

The Superintendent or designee shall notify any classified employee whose employment with the district is terminated after at least one calendar year for reasons other than for cause that, if the employee accepts employment in another district, county office of education, or community college district within one year of the termination of employment, the employee may request that the district transfer any accumulated sick leave to the new employer. (Education Code 45202)

Additional Leave for Disabled Military Veterans

In addition to any other entitlement for sick leave with pay, a classified employee who is a former active duty member of the U S Armed Forces or a former or current member of the California National Guard or a federal reserve component shall be entitled to sick leave with pay of up to 12 days for the purpose of undergoing medical treatment, including mental health treatment, for a military service-connected disability rated at 30 percent or higher by the U.S. Department of Veterans Affairs. An eligible employee who works less than five days per week shall be entitled to such leave in proportion to the time worked. (Education Code 45191.5)

The amount of leave shall be credited to the employee either on the date the employee receives confirmation of the submission of the disability application to the U.S. Department of Veterans Affairs or on the first day the employee begins or returns to employment after active duty, whichever is later. When the employee receives the disability rating decision, the employee shall report that information to the Superintendent or designee. If the disability rating decision makes the employee eligible for the leave, the time used before the decision shall be counted toward the 12-day maximum leave. If the disability rating decision makes the employee ineligible for the leave, the district may change the sick leave time used before the disability rating decision to an alternative leave balance. (Education Code 45191.5)

Note Pursuant to Education Code 45191.5, the district may require proof that a leave granted under this law is used for treatment of a military service-connected disability. The following paragraph may be revised to reflect district practice.
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The Superintendent or designee may require verification, in accordance with the section "Verification Requirements" below, that the employee used the leave to obtain treatment of a military service-connected disability.

Leave for military-service connected disability shall be available for 12 months following the first date that the leave was credited. Leave not used during the 12-month period shall not be carried over and shall be forfeited. (Education Code 45191.5)

Notification of Absence

Note The following optional section may be revised to reflect district practice.
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PERSONAL ILLNESS/INJURY LEAVE (continued)

An employee shall notify the Superintendent or the designated manager or supervisor of the need to be absent as soon as such need is known so that the services of a substitute may be secured as necessary. This notification shall include an estimate of the expected duration of absence. If the absence becomes longer than estimated, the employee shall so notify the district. If the duration of absence becomes shorter than estimated, the employee shall notify the district not later than three o'clock in the afternoon of the day preceding the day on which the employee intends to return to work. If the employee fails to notify the district and the failure results in a substitute being secured, the cost of the substitute shall be deducted from the employee's pay.

Continued Absence After Available Sick Leave Is Exhausted/Differential Pay

Note Pursuant to Education Code 45196, districts may choose one of two methods for compensating classified employees who have exhausted their paid leaves and continue to be absent due to illness or injury

Option 1 below is for use by districts that subtract the actual cost of a substitute from the absent employee's salary for up to five months. Pursuant to Education Code 45196, the amount paid to a substitute must be less than the absent employee's salary unless the Board has adopted a salary schedule for substitutes. In California School Employees Association v Tustin Unified School District, the court ruled that a district could deduct from the absent employee's salary only the cost of an outside substitute employee, not the cost of existing classified employee(s) working additional hours to fill the position during the absence.

Option 2 is **mandated** pursuant to Education Code 45196 for districts that annually credit regular classified employees with at least 100 working days of paid sick leave and, after they have exhausted all fully paid leaves, compensate them at 50 percent or more of their regular salary for the remainder of the 100 working days. Option 2 may be revised to specify more than 100 working days and/or the level of compensation the district will pay an employee, if it chooses to pay more than 50 percent of the employee's salary.

Districts that maintain a catastrophic leave program for their classified employees should specify how the program will affect the differential leave pay to which the employee may be entitled.

OPTION 1:

When a classified employee has exhausted all paid leaves, including sick leave, and continues to be absent on account of illness or injury for a period of five months or less, the district shall deduct from the employee's regular salary for that period an amount that does not exceed the actual cost of a substitute to fill the position. (Education Code 45196)

The five-month period shall commence on the first day of the leave of absence and shall run concurrently with any other paid leave.

OPTION 2:

Each year, each regular classified employee shall be credited with no fewer than 100 working days of paid leave for personal illness or injury, including current year and accumulated days of leave. When the current year and accumulated days at full pay are exhausted, the

PERSONAL ILLNESS/INJURY LEAVE (continued)

remainder of the 100 days shall be compensated at least 50 percent of the employee's regular salary. Any of the 100 days of leave not used during the year in which they are credited shall be forfeited and shall not accumulate from year to year. This paid leave shall be exclusive of any other paid leave, holidays, vacation, or compensatory time to which the employee may be entitled (Education Code 45196)

Parental Leave

Note The following section is subject to any conflicting provision in a collective bargaining agreement that provides greater parental leave rights

During each school year, a classified employee may use all available sick leave, including accumulated sick leave, for the purpose of parental leave for a period of up to 12 work weeks. The 12-week period shall be reduced by any period of sick leave, including accumulated sick leave, taken during a period of such parental leave. (Education Code 45196.1)

Note Unlike leave taken pursuant to Government Code 12945 2, leave taken pursuant to Education Code 45196 1 does not require an employee to have at least 1,250 hours of service with the district during the previous 12-month period in order to be eligible for parental leave. See AR 4161 8/4261 8/4361 8 - Family Care and Medical Leave for further information on requirements related to the California Family Rights Act

Eligibility for such leave shall not require 1,250 hours of service with the district during the previous 12 months. (Education Code 45196.1)

Note Pursuant to Education Code 45196 1, the district is required to provide differential pay to a classified employee for up to 12 work weeks when the employee has exhausted all available sick leave, including accumulated sick leave, and continues to be absent due to parental leave pursuant to Government Code 12945 2. Such an employee is entitled to receive differential pay, calculated in the same manner described in Option 1 or 2 in the section "Continued Absence After Available Sick Leave Is Exhausted/Differential Pay" above. As amended by AB 2012 (Ch 994, Statutes of 2018), Education Code 45196 1 requires that, regardless of the type of differential pay system used by the district, employees must receive at least 50 percent of their regular salary for any portion of the 12-week parental leave that remains following the exhaustion of sick leave. The following paragraph may be revised to specify a percentage higher than 50 percent in accordance with district practice

Since Education Code 45196 1 does not expressly require districts to provide differential pay to employees who are eligible for parental leave pursuant to Government Code 12945 6, it is unclear whether such employees would be entitled to differential pay. Districts should consult legal counsel if they have questions regarding differential pay for such employees

An employee who has exhausted all available sick leave, including accumulated sick leave, and continues to be absent on account of parental leave shall receive differential pay of at least 50 percent of the employee's regular salary for the remainder of the 12 work weeks. (Education Code 45196 1)

PERSONAL ILLNESS/INJURY LEAVE (continued)

Parental leave taken pursuant to Education Code 45196.1 shall run concurrently with the parental leave taken pursuant to Government Code 12945.2 or 12945 6, and the aggregate amount of parental leave shall not exceed 12 work weeks in a 12-month period. (Education Code 45196 1; Government Code 12945.2, 12945 6)

Extension of Leave

Note Pursuant to Education Code 45195, the following extension of leave may be either paid or unpaid, and the Board may grant full pay for the full 18 months' allowable absence, if desired
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A permanent employee who is absent because of a personal illness or injury and who has exhausted all available sick leave, vacation, compensatory overtime, and any other paid leave shall be so notified, in writing, and offered an opportunity to request additional leave. The Board may grant the employee additional leave, paid or unpaid, for a period not to exceed six months and may renew this leave for two additional six-month periods or for lesser periods. The total additional leave granted shall not exceed 18 months. (Education Code 45195)

(cf 4216 - Probationary/Permanent Status)

If the employee is still unable to return to work after all available paid and unpaid leaves have been exhausted, the employee shall be placed on a reemployment list for a period of 39 months. If during this time the employee becomes medically able, the employee shall be offered reemployment in the first vacancy in the classification of the employee's previous assignment. During the 39 months, the employee's reemployment shall take preference over all other applicants except those laid off for lack of work or lack of funds, in which case the employee shall be ranked according to seniority. (Education Code 45195)

Verification Requirements

Note Education Code 45191 mandates the Board to adopt regulations that require proof of illness or injury and prescribe the means of verification. However, Education Code 45191 provides that these regulations shall not discriminate against evidence of treatment and the need for treatment by the practice of a well-recognized religion. The following section should be modified to reflect district practice and any procedures that have been specified in bargaining agreements.
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Labor Code 233 requires districts to allow their employees to use sick leave for the purposes specified in Labor Code 246 5, the paid sick leave law. Because the paid sick leave law is silent on requests for verification, and actually requires an employer to provide an employee with paid sick days upon oral or written request, districts should be cautious in requiring verification for sick leave used for the purposes specified in Labor Code 246 5 (items #7-8 in the section "Use of Sick Leave" above). Although a district is permitted to require verification from an employee who is a victim of domestic violence, sexual assault, or stalking, pursuant to Labor Code 230 and 230 1, a general insistence on verification could be deemed a violation of Labor Code 246 5. Any district with questions regarding its authority related to verification should consult legal counsel.
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PERSONAL ILLNESS/INJURY LEAVE (continued)

After any absence due to illness or injury, the employee shall submit a completed and signed district absence form to the employee's immediate supervisor.

The Superintendent or designee may require verification whenever an employee's absence record shows chronic absenteeism or a pattern of absences immediately before or after weekends and/or holidays or whenever available evidence clearly indicates that an absence is not related to illness or injury.

In addition, the Superintendent or designee may require an employee to visit a physician selected by the district, at district expense, in order to receive a report on the medical condition of the employee. The report shall include a statement as to the employee's need for additional leave of absence and a prognosis as to when the employee will be able to return to work. If the report concludes that the employee's condition does not warrant continued absence, the Superintendent or designee may, after giving notice to the employee, deny the request for additional leave.

Note 42 USC 2000ff-1, the Genetic Information Nondiscrimination Act, and its implementing regulations, 29 CFR 1635.1-1635.12, specify that it is unlawful for a district to request, require, or purchase an employee's or family member's individual genetic information except in complying with the medical certification requirements for family care and medical leave purposes or with the employee's prior written authorization. See AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave. Pursuant to 29 CFR 1635.9, any such information received by the district must be kept confidential as specified below.

Any district request for additional verification by an employee's physician or a district-selected physician shall be in writing and shall specify that the report to be submitted to the district should not contain the employee's genetic information. Any genetic information received by the district on behalf of an employee shall be treated as a confidential medical record, maintained in a file separate from the employee's personnel file, and shall not be disclosed except in accordance with 29 CFR 1635.9.

Before returning to work, an employee who has been absent for surgery, hospitalization, or extended medical treatment may be asked to submit a letter from a physician stating that the employee is able to return to work and stipulating any necessary restrictions or limitations.

(cf 4032 - Reasonable Accommodation)

(cf 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

Short-Term and Substitute Employees

Note Pursuant to Labor Code 245-249, the district is required to grant a minimum of one hour of paid sick leave for every 30 hours worked by an employee who works for 30 days within a year of employment. In implementing this requirement, Labor Code 246 permits the district to use any of the options specified below. Option 1 provides for paid leave accrual based on one hour for every 30 hours worked. Option 2 allows an accrual method that provides for a regular accrual basis and ensures that the employee receives 24

PERSONAL ILLNESS/INJURY LEAVE (continued)

hours of paid sick leave by the 120th calendar day of employment or each calendar year or 12-month period. Option 3 is for any district that credits employees with 24 hours or three days of paid sick leave at the beginning of each year and does not allow unused sick leave to carry over to the next year. In addition, pursuant to Labor Code 245.5, retired annuitants who have not reinstated to the applicable public retirement system are excluded from participation in these leave benefit provisions. The district should select the option below which corresponds to its approach under Labor Code 246.

See section below titled "Healthy Workplaces, Healthy Families Act Requirements" for additional requirements.

OPTION 1:

Except for a retired annuitant who is not reinstated to the retirement system, short-term or substitute employees who work for 30 or more days within a year of their employment shall be entitled to one hour of paid sick leave for every 30 hours worked. Accrued paid sick days shall carry over to the following year of employment, up to a maximum of 48 hours. (Labor Code 246)

OPTION 2:

Except for a retired annuitant who is not reinstated to the retirement system, short-term or substitute employees who work for 30 or more days within a year of their employment shall accrue, on a regular basis, paid sick leave of up to 24 hours by the 120th calendar day of their employment or each calendar year or 12-month period. Accrued paid sick days shall carry over to the following year of employment, up to a maximum of 48 hours. (Labor Code 246)

OPTION 3:

Except for a retired annuitant who is not reinstated to the retirement system, short-term or substitute employees who work for 30 or more days within a year of their employment shall be credited with 24 hours or three days of paid sick leave for that year. Unused sick leave shall not carry over to the following year of employment. (Labor Code 246)

Note: The following paragraph applies to all the above options.

Short-term or substitute employees may begin to use accrued paid sick days on the 90th day of their employment, after which they may use the sick days as they are accrued. (Labor Code 246)

Note: The following paragraph applies to all of the above options and reflects the intent of the Healthy Workplaces, Healthy Families Act to enable California workers to address their own and their family's health needs and to provide them with economic security when they need to take time off work for reasons of domestic violence, sexual assault, or stalking. The following paragraph may be revised to include additional reasons for which short-term or substitute employees may use sick leave, pursuant to

PERSONAL ILLNESS/INJURY LEAVE (continued)

district policy or practice Pursuant to Labor Code 247.5, a district is not required to inquire into the purposes for which an employee uses paid leave

A short-term or substitute employee may use accrued sick leave for absences due to: (Labor Code 246.5)

- 1 The employee's own need or the need of a family member, as defined in Labor Code 245.5, for the diagnosis, care, or treatment of an existing health condition or for preventive care
- 2 Need of the employee to obtain or seek any relief or medical attention specified in Labor Code 230(c) and 230.1(a) for the health, safety, or welfare of the employee, or the employee's child, when the employee has been a victim of domestic violence, sexual assault, or stalking

Healthy Workplaces, Healthy Families Act Requirements

Note Pursuant to Labor Code 245-249, all employers, including those that provide paid time off to their employees under existing policy or other law, must comply with the requirements specified in the following section Pursuant to Labor Code 248.5, noncompliance with the Healthy Workplaces, Healthy Families Act could result in an enforcement action against the employer, including the imposition of civil and monetary penalties Any district with questions regarding the applicability of this law should consult its legal counsel

No employee, including a short-term or substitute employee, shall be denied the right to use accrued sick days and the district shall not in any manner discriminate or retaliate against an employee for using or attempting to use sick leave, filing a complaint with the Labor Commissioner, or alleging district violation of Labor Code 245-249

To ensure the district's compliance with Labor Code 245-249, the Superintendent or designee shall:

1. At a conspicuous location in each workplace, display a poster on paid sick leave that includes the following information:
 - a. That an employee is entitled to accrue, request, and use paid sick days
 - b. The number of sick days provided by Labor Code 245-249
 - c. The terms of use of paid sick days
 - d. That discrimination or retaliation against an employee for requesting and/or using sick leave is prohibited by law and that an employee has the right to file a complaint with the Labor Commissioner if the district discriminates or retaliates against the employee

PERSONAL ILLNESS/INJURY LEAVE (continued)

2. Provide at least 24 hours or three days of paid sick leave to each eligible employee to use per year and allow eligible employees to use accrued sick leave upon reasonable request
3. Provide eligible employees written notice, on their pay stub or other document issued with their pay check, of the amount of paid sick leave they have available

(cf 4112 9/4212 9/4312 9 - Employee Notifications)

4. Keep a record documenting the hours worked and paid sick days accrued and used by each eligible employee for three years

*Legal Reference*EDUCATION CODE

45103 *Substitute employees*

45190 *Leaves of absence and vacations*

45191 *Leaves of absence for illness and injury*

45191 5 *Leave for military service connected disability*

45193 *Leave of absence for pregnancy (re use of sick leave under certain circumstances)*

45195 *Additional leave for nonindustrial accident or illness, reemployment preference*

45196 *Salary, deductions during sick leave*

45196 1 *Differential pay during parental leave up to 12 weeks after sick leave is exhausted*

45202 *Transfer of accumulated sick leave and other benefits*

GOVERNMENT CODE

12945 1-12945 2 *California Family Rights Act*

12945 6 *Parental leave*

LABOR CODE

230 *Jury duty, legal actions by domestic violence, sexual assault and stalking victims, right to time off*

230 1 *Employers with 25 or more employees, domestic violence, sexual assault and stalking victims, right to time off*

233 *Illness of child, parent, spouse or domestic partner*

245-249 *Healthy Workplaces, Healthy Families Act of 2014*

UNITED STATES CODE, TITLE 29

2601-2654 *Family and Medical Leave Act of 1993, as amended*

UNITED STATES CODE, TITLE 42

2000ff-2000ff-11 *Genetic Information Nondiscrimination Act of 2008*

CODE OF FEDERAL REGULATIONS, TITLE 29

825 100-825 702 *Family and Medical Leave Act of 1993*

1635 1-1635 12 *Genetic Information Nondiscrimination Act of 2008*

COURT DECISIONS

California School Employees Association v Colton Joint Unified School District, (2009) 170

Cal App 4th 957

California School Employees Association v Tustin Unified School District, (2007) 148 Cal App 4th 510

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CSBA Sample Administrative Regulation

Students

AR 5148(a)

CHILD CARE AND DEVELOPMENT

Note The following administrative regulation is for use by districts that operate child care and development services through a contract with the California Department of Education (CDE) and reflects provisions generally applicable to programs under the Child Care and Development Services Act (Education Code 8200-8499 7) Such programs include resource and referral programs (Education Code 8210-8216, 5 CCR 18240-18248), alternative payment programs (Education Code 8220-8227 7, 5 CCR 18220-18231), migrant child care and development programs (Education Code 8230-8233), California State Preschool Programs (CSPP) (Education Code 8235-8239 1), general child care and development programs (Education Code 8240-8244), and programs for children with special needs (Education Code 8250-8252) The district may revise this regulation to reflect specific requirements for the program(s) it offers See BP/AR 5148 2 - Before/After School Programs for requirements pertaining to the After-School Education and Safety program (Education Code 8482-8484 65) and 21st Century Community Learning Centers (Education Code 8484 7-8484 8), and BP/AR 5148 3 - Preschool/Early Childhood Education for CSPP requirements

The following administrative regulation does not reflect all policy language mandated for each specific program. The district should be careful to include the mandates, if any, applicable to the program(s) it offers For example, for the alternative payment program, 5 CCR 18221 mandates a written policy statement that includes specified components, including, but not limited to, program purpose, enrollment priorities, reimbursement of providers, and family fee collection For the resource and referral program, 5 CCR 18244 mandates written referral policies and written complaint procedures

In addition to the program requirements described below, child care and development programs may be subject to other policies in the district's policy manual (e g , BP/AR 1240 - Volunteer Assistance, AR 3514 2 - Integrated Pest Management, BP/AR 3550 - Food Service/Child Nutrition Program) Districts should consult legal counsel if they have questions regarding the applicability of other laws to the district's child care and development program

Licensing

Note Pursuant to 22 CCR 101156, all child care centers must be licensed by the California Department of Social Services (CDSS) unless exempted by law Health and Safety Code 1596 792 and 22 CCR 101158 list exemptions from the licensure requirements including, but not limited to, any program that (1) is a "public recreation program" that meets the criteria specified in Health and Safety Code 1596 792, (2) is operated before and/or after school by qualified teachers employed by the district, (3) is a school parenting program or adult education child care program, (4) operates only one day per week for no more than four hours on that day, (5) offers temporary child care services to parents/guardians who are on the same premises as the child care site, (6) provides activities that are of an instructional nature in a classroom-like setting when K-12 students are normally not in session and the sessions do not exceed a total of 30 days when only school-age children are enrolled or 15 days when younger children are enrolled, or (7) is a CSPP program operated in a school building that meets specified health and safety requirements If the district offers only programs that are exempted from licensure, it should modify the following regulation accordingly

Pursuant to Health and Safety Code 1596 951, as added by AB 605 (Ch 574, Statutes of 2018), CDSS is required to adopt regulations by January 1, 2021 to create a new child care center license including components for serving infant, toddler, preschool, and school-age children, health and safety standards, and enhanced ability to transition children to the next age group Pursuant to Health and Safety Code 1596 951, all child care centers are required to obtain this license by January 1, 2024

CHILD CARE AND DEVELOPMENT (continued)

All district child care and development services shall be licensed by the California Department of Social Services, unless exempted pursuant to Health and Safety Code 1596 792 or 22 CCR 101158

The license shall be posted in a prominent, publicly accessible location in the facility. (Health and Safety Code 1596 8555)

Licensed child care centers shall be subject to the requirements of Health and Safety Code 1596.70-1597.21, 22 CCR 101151-101239 2, and, when applicable, 22 CCR 101451-101539.

Program Components

Note Items #1-7 and 9 below list components of child care and development programs required for all providers pursuant to 5 CCR 18272-18281 The Governing Board is required, pursuant to 5 CCR 18271, to approve goals and objectives addressing each of these program components, see the accompanying Board policy The district may add components of other programs offered by the district

The district's child care and development program shall include the following components

1. The use of a developmental profile reflecting each child's physical, cognitive, social, and emotional development to plan and conduct developmentally and age appropriate activities (Education Code 8203.5; 5 CCR 18272)

Program staff shall complete the "Desired Results Developmental Profile," available from the California Department of Education (CDE), for each child who is enrolled in the program for at least 10 hours per week and for any child with disabilities regardless of the number of hours enrolled. The profile shall be completed within 60 days of enrollment and at least once every six months thereafter for children of all ages. (Education Code 8203.5; 5 CCR 18270.5, 18272)

2. An educational program that complies with 5 CCR 18273, including the provision of services that are developmentally, linguistically, and culturally appropriate and inclusive of children with special needs

(cf 5148 2 - Before/After School Programs)
(cf 5148 3 - Preschool/Early Childhood Education)
(cf 6159 - Individualized Education Program)
(cf 6164 6 - Identification and Education Under Section 504)
(cf 6174 - Education for English Learners)

3. A staff development program which complies with 5 CCR 18274

(cf 4131 - Staff Development)
(cf 4231 - Staff Development)
(cf 4331 - Staff Development)

CHILD CARE AND DEVELOPMENT (continued)

4. Parent/guardian involvement and education that comply with 5 CCR 18275 and include an orientation, at least two individual conferences per year, meetings with program staff, an advisory committee, participation in daily activities, and information regarding their child's progress

(cf 6020 - Parent Involvement)

5. A health and social services component that complies with 5 CCR 18276 and includes referrals to appropriate community agencies as needed

(cf 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf 5141 - Health Care and Emergencies)

(cf 5141 23 - Asthma Management)

(cf 5141 6 - School Health Services)

6. A community involvement component that complies with 5 CCR 18277

Note Health and Safety Code 1596 808 establishes beverage standards for licensed child care centers. In addition, centers that receive funding through the Child and Adult Care Food Program (42 USC 1766) must meet federal guidelines for meals, snacks, fluid milk or nutritionally equivalent milk substitutes, and drinking water

7. As applicable, a nutrition component that ensures children in the program are provided nutritious meals, beverages, and snacks that meet state and federal standards and have access to drinking water throughout the day, including meal times (Health and Safety Code 1596 808; 5 CCR 18278; 42 USC 1766)

(cf 3550 - Food Service/Child Nutrition Program)

(cf 5030 - Student Wellness)

(cf 5141 27 - Food Allergies/Special Dietary Needs)

Note Item #8 below is **optional** and may be revised to reflect district practice. 42 USC 1766 encourages child care centers to provide opportunities for physical activity and to limit the amount of time spent in sedentary activities, such as time spent using electronic media

8. Programs that promote age-appropriate structured and unstructured opportunities for physical activity and that limit the amount of time spent in sedentary activities to an appropriate level

Note 5 CCR 18279-18281 require an annual evaluation using the standardized "Desired Results for Children and Families" system developed by CDE. The system requires a program self-evaluation that includes, but is not limited to, a staff assessment, a parent/guardian survey, and an environment rating scale using forms selected by CDE. Each contractor is required to submit a summary of the self-evaluation findings to CDE by June 1 of each year. In addition, every three years, CDE conducts a Federal Program Monitoring/Contract Monitoring Review (FPM/CMR) process with each contract agency to review compliance with program requirements. The FPM/CMR instrument is available on the CDE's web site

CHILD CARE AND DEVELOPMENT (continued)

- 9 An annual plan for program evaluation which conforms with the state's "Desired Results for Children and Families" system and includes, but is not limited to, a self-evaluation, parent/guardian survey, and environment rating scale using forms provided by the CDE (5 CCR 18270 5, 18279, 18280)

(cf 0500 - Accountability)

Staffing

The district's child care and development program shall maintain at least the minimum adult-child and teacher-child ratios specified in 5 CCR 18290-18292 based on the ages of the children served.

All persons employed at a licensed district child care center and all volunteers who provide care and supervision to children at such a center shall be immunized against influenza, pertussis, and measles. If they meet all other requirements for employment or volunteering, as applicable, but need additional time to obtain and provide immunization records, they may be employed or volunteer conditionally for a maximum of 30 days upon signing and submitting a written statement attesting that they have been immunized as required. In addition, employees and volunteers shall receive an influenza vaccination between August 1 and December 1 of each year. A person shall be exempt from these requirements only under any of the following circumstances. (Health and Safety Code 1596 7995)

- 1 The person submits a written statement from a licensed physician declaring either that immunization is not safe because of the person's physical condition or medical circumstances or that the person has evidence of current immunity to influenza, pertussis, and measles
2. In the case of the influenza vaccine, the person submits a written declaration declining the vaccination.
3. In the case of the influenza vaccine required during the first year of employment or volunteering, the vaccine is not timely because the person was hired after December 1 of the previous year and before August 1 of the current year.

(cf 1240 - Volunteer Assistance)
(cf 4112 4/4212 4/4312 4 - Health Examinations)

Documentation of the required immunizations or exemptions from immunization shall be maintained in the employee's personnel file (Health and Safety Code 1596 7995)

(cf 4112 6/4212 6/4312 6 - Personnel Files)

CHILD CARE AND DEVELOPMENT (continued)

In addition to the above immunization requirements, teachers employed in a licensed child care center shall present evidence of a current tuberculosis clearance and meet other requirements specified in Health and Safety Code 1597.055. (Health and Safety Code 1597.055)

Eligibility and Enrollment

Note CDE contracts provide funding only for services to families who meet the criteria for subsidized services as specified in Education Code 8263 The district may also provide services to nonsubsidized families provided the district uses other funding sources or the families pay the full cost of services, see section on "Fees and Charges" below

Pursuant to 5 CCR 18105, districts contracting with CDE to offer child care services are **mandated** to develop written admissions policies and procedures that conform to requirements of 22 CCR 101218, including criteria designating those children whose needs can be met by the child care center's program and services and the ages of children who will be accepted

The following section should be revised to reflect the district's contract(s) with CDE

The district's subsidized child care and development services may be available to infants and children through 12 years of age and to individuals with disabilities through 21 years of age in accordance with their individualized education program and Education Code 8208. (Education Code 8208, 8263.4; 5 CCR 18089, 18407, 18422)

Note Pursuant to 5 CCR 18082-18083, the parent/guardian must submit an application for services which contains specified information and documentation The application form is available on CDE's web site The family's or child's eligibility must be certified by a person designated by the district

Pursuant to Education Code 8263 1, as amended by AB 2626 (Ch 945, Statutes of 2018), income eligibility is based on an adjusted monthly family income at or below 85 percent of the state median income, adjusted for family size, for purposes of establishing ongoing income eligibility after January 1, 2019 or initial eligibility after July 1, 2019

Eligible families shall be those who document both an eligibility basis and a need for care, as follows (Education Code 8263)

1. The family is eligible for subsidized services on the basis of being a current aid recipient, income eligible, or homeless and/or the family's children are recipients of protective services or have been identified as being or at risk of being abused, neglected, or exploited
2. The family has a need for child care based on either of the following
 - a The unavailability of the parents/guardians to care for and supervise their children for some portion of the day because they are participating in

CHILD CARE AND DEVELOPMENT (continued)

vocational training leading directly to a recognized trade, paraprofession, or profession; are engaged in an educational program for English language learners or to attain a high school diploma or general educational development certificate; are employed or seeking employment; are seeking permanent housing for family stability; or are incapacitated

- b The child is identified by a legal, medical, or social services agency, the district liaison for homeless students, a Head Start program, or an emergency or transitional shelter as being a recipient of protective services, as being or at risk of being neglected, abused, or exploited, or as being homeless

Note The following paragraph may be revised to reflect district practice Unless state funding is allocated to support the centralized eligibility list established in each county pursuant to Education Code 8499 5, such lists will be maintained only if locally funded In situations where there is no locally funded centralized eligibility list or the district elects not to participate in the local list, the district must establish its own waiting list in accordance with admission priorities pursuant to Education Code 8263 and 5 CCR 18106

The Superintendent or designee shall consult the county's centralized eligibility list, when available, or shall maintain a district waiting list in accordance with admission priorities As vacancies occur, applicants shall be contacted in order of their priority. (5 CCR 18106)

First priority for enrollment shall be given to neglected or abused children who are recipients of child protective services, or children who are at risk of being neglected or abused, upon written referral from a legal, medical, or social services agency If unable to enroll a child in this category, the district shall refer the child's parent/guardian to local resource and referral services so that services for the child can be located (Education Code 8263)

Second priority for enrollment shall be given to families who are income eligible, as defined in Education Code 8263 1. Families with the lowest gross monthly income in relation to family size shall be admitted first If two or more families are in the same priority in relation to income, the family that has a child with disabilities shall be admitted first or, if there is no child with disabilities, the family that has been on the waiting list for the longest time shall be admitted first (Education Code 8263, 8263.1)

The district shall allow eligible children 11-12 years of age to combine enrollment in a before-school or after-school program with subsidized child care services during the time that the before-school or after-school program does not operate. Children 11-12 years of age, except for children with disabilities, shall be eligible for subsidized child care services only for the portion of care needed that is not available in a before-school or after-school program. (Education Code 8263.4)

Note The following optional paragraph may be revised to reflect additional enrollment priorities or criteria established by the district, such as priority for district students, children of district students, or children of district employees, see the accompanying Board policy

CHILD CARE AND DEVELOPMENT (continued)

After all children eligible for subsidized services have been enrolled, the district may enroll children in accordance with the priorities established by the Governing Board.

Note 5 CCR 18094 and 18118 require the district to provide written notification to the parent/guardian as to whether the application for subsidized services has been approved or denied. For this purpose, the district should use the Notice of Action form available on CDE's web site. If the services are denied, the parent/guardian may appeal the decision in accordance with 5 CCR 18120-18122, see section "Rights of Parents/Guardians" below.

The district's decision to approve or deny services shall be communicated to the parent/guardian through a written Notice of Action mailed or delivered within 30 days from the date the application is signed by the parent/guardian (5 CCR 18094, 18118)

(cf 5145 6 - Parental Notifications)

Note Pursuant to Education Code 8263, as amended by AB 2626, effective July 1, 2019, a family that establishes initial or ongoing eligibility for services, regardless of the basis of eligibility, is entitled to receive those services for at least 12 months before being recertified for eligibility, except when an increase in income results in the family income exceeding the threshold for ongoing eligibility.

Upon establishing eligibility for services, a family shall be eligible for and shall receive services for not less than 12 months before having the family's eligibility or need recertified and shall not be required to report changes to income or other changes for at least 12 months. However, a family establishing eligibility on the basis of income shall report any increases in income that exceed the threshold for ongoing income eligibility specified in Education Code 8263.1, and the family's ongoing eligibility shall be recertified at that time. At any time a family may voluntarily report income or other changes, which shall be used, as applicable, to reduce the family's fees, increase the family's services, or extend the period of eligibility before recertification. (Education Code 8263)

Note 5 CCR 18095 and 18119 require the district to notify a parent/guardian of any change in services or fees as described below. For such notification, the district should use the Notice of Action form available on CDE's web site. Parents/guardians may appeal such actions pursuant to 5 CCR 18120-18122, see section "Rights of Parents/Guardians" below.

The Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 18095, 18119)

1. A determination made during recertification or the update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified.

CHILD CARE AND DEVELOPMENT (continued)

- 2 Failure of the parent/guardian to document the family's need or eligibility after the district requested such documentation in writing
3. An indication by the parent/guardian that the service is no longer wanted
- 4 The death of a parent/guardian or child
5. The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of the date that the services would terminate

The Superintendent or designee shall establish and maintain a basic data file for each family receiving child care and development services containing the completed and signed application for services, documentation used to determine the child's eligibility and need, and copies of all Notices of Action. (5 CCR 18081, 18095)

Fees and Charges

Note Education Code 8273 requires the Superintendent of Public Instruction (SPI) to establish a fee schedule for families using child care services through a CDE contract, including families who are eligible for subsidized child care services based on the criteria specified in item #1 in the section "Eligibility and Enrollment" above See CDE Management Bulletin 14-03a

Pursuant to 5 CCR 18109 and CDE's Frequently Asked Questions to Management Bulletin 14-03a, the district may charge a full-time, part-time, or "cost of care" fee calculated pursuant to 5 CCR 18109, whichever is less, depending on the number of hours that a child will receive services

Education Code 8250 and 5 CCR 18110 prohibit districts from assessing fees for children enrolled in a program for severely disabled children or a federally based migrant program Districts may revise the following paragraph to reflect any such program(s) offered by the district Districts that offer only programs prohibited from charging fees may delete the following section

Except when offering a program that is prohibited by law from charging any fees, the Superintendent or designee may charge fees for services according to the fee schedule established by the Superintendent of Public Instruction, the actual cost of services, or the maximum daily/hourly rate specified in the contract, whichever is least (Education Code 8250, 8263, 8273, 8273.1, 8447, 5 CCR 18078, 18108-18110)

However, no fee shall be charged to a family that is receiving CalWORKS cash aid, an income-eligible family whose child is enrolled in a part-day California State Preschool Program, or a family whose income level, in relation to family size, is less than the first entry in the fee schedule (Education Code 8273 1, 5 CCR 18110)

In addition, any family receiving child care on the basis of having a child who is a recipient of child protective services, or having a certification by a county child welfare agency that child care services continue to be necessary, may be exempt from these fees for up to 12 months (Education Code 8273 1)

CHILD CARE AND DEVELOPMENT (continued)

Note Pursuant to Education Code 8273 and CDE Management Bulletin 14-03a, family fees must be assessed at initial enrollment and reassessed at recertification or when the family data file is updated due to a change in status

Pursuant to 5 CCR 18114, districts contracting with CDE to offer child care services are **mandated** to adopt a policy for the collection of fees in advance of providing services, as provided below 5 CCR 18114 contains an alternative definition of delinquency for alternative payment programs offered pursuant to Education Code 8220-8224

Fees shall be assessed at initial enrollment and reassessed when a family is recertified or experiences a change in status. Fees shall be considered delinquent after seven days from the date that fees are due. Parents/guardians shall be notified in the event that fees are delinquent. If a reasonable plan for payment of the delinquent fees has not been provided by the parents/guardians, services shall be terminated if all delinquent fees are not paid within two weeks of such notification. Parents/guardians shall receive a copy of the district's regulations regarding fee collection at the time of initial enrollment into the program. (Education Code 8273; 5 CCR 18082, 18114, 18115)

Note The following paragraph is for use by districts that contract with CDE to offer child care services and wish to require parents/guardians to provide diapers and/or to pay the costs of field trips (unless the program is exempt from fees), and may be modified to delete diapers as appropriate for the age of the children served. Education Code 8273.3 **mandates** that such districts have a written policy which includes parents/guardians in the decision-making process. Pursuant to Education Code 8273.3, the fees cannot exceed \$25 per child in the contract year.

The Superintendent or designee shall establish a process that involves parents/guardians in determining whether to require parents/guardians to provide diapers. This process shall also be used to determine whether and how much to charge parents/guardians for field trip expenses, within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Education Code 8273.3)

Disenrollment

Note Education Code 8263.3 specifies the order by which families must be disenrolled from child care and development services when funding levels are reduced. Parents/guardians may appeal such actions pursuant to 5 CCR 18120-18122, but only on the grounds that the factors used to determine the family's disenrollment are incorrect. See section "Rights of Parents/Guardians" below.

When necessary due to a reduction in state reimbursements, families shall be disenrolled from subsidized child care and development services in the following order: (Education Code 8263.3)

1. Families with the highest income in relation to family size shall be disenrolled first.

CHILD CARE AND DEVELOPMENT (continued)

- 2 If two or more families have the same income ranking, children without disabilities who have been enrolled in child care services the longest shall be disenrolled first. After all children without disabilities have been disenrolled, children with disabilities shall be disenrolled, with those who have been enrolled in child care services the longest being disenrolled first.
- 3 Families whose children are receiving child protective services or are at risk of neglect, abuse, or exploitation, regardless of family income, shall be disenrolled last

Health Examination and Information

A physical examination and evaluation, including age-appropriate immunization, shall be required prior to or within six weeks of enrollment (Education Code 8263)

(cf 5141 3 - Health Examinations)

(cf 5141 31 - Immunizations)

Note Education Code 8263 provides that the physical examination and evaluation, including immunizations, required of children enrolling in a child care center may be waived if a parent/guardian submits a letter stating that such examination is contrary to the parent/guardian's religious beliefs. However, Health and Safety Code 120335 eliminated the personal beliefs exemption for immunization requirements unless the parent/guardian files a letter or affidavit prior to January 1, 2016 or a licensed physician indicates that a student should be exempted for medical reasons. An exemption granted for personal beliefs is only effective until the next grade span (i.e., birth through preschool, grades K-6, and grades 7-12). See BP/AR 5141 31 - Immunizations

The requirement for a physical examination and evaluation shall be waived if a parent/guardian submits a letter stating that such examination is contrary to the parent/guardian's religious beliefs (Education Code 8263)

However, a child may be exempted from the immunization requirements only if: (Education Code 8263; Health and Safety Code 120335)

1. A licensed physician indicates that immunization is not safe due to the physical condition or medical circumstances of the child.
2. The parent/guardian submitted a letter or affidavit prior to January 1, 2016 stating that such examination is contrary to the parent/guardian's personal beliefs. An exemption from immunization granted for personal beliefs is effective only until the next grade span (i.e., birth through preschool, grades K-6, and grades 7-12)

If there is good cause to believe that a child is suffering from a recognized contagious or infectious disease, the child shall be temporarily excluded from the child care and development program until it is determined that the child is not suffering from that contagious or infectious disease (Education Code 8263)

CHILD CARE AND DEVELOPMENT (continued)*(cf 5141 22 - Infectious Diseases)*

Note Health and Safety Code 1596 7996, as added by AB 2370 (Ch 676, Statutes of 2018), requires licensed child care programs to provide parents/guardians of enrolled children with a flyer developed by CDSS in conjunction with the California Department of Public Health, which contains specified information regarding lead exposure and blood testing. The flyer is available on the CDSS web site.

Pursuant to Health and Safety Code 1597 16, as added by AB 2370, a licensed child care center located in a building constructed before January 1, 2010 will be required to have its drinking water tested for lead contamination levels between January 1, 2020 and January 1, 2023, and every five years after the date of the initial test. At that time the child care center must notify parents/guardians of enrolled children of the requirement to test the drinking water and of the test results.

When a child enrolls or reenrolls in a licensed child care program, the center shall provide the child's parent/guardian with written information on the risks and effects of lead exposure, blood lead testing recommendations and requirements, and options for obtaining blood lead testing, including any state or federally funded programs that offer free or discounted tests (Health and Safety Code 1596 7996)

Attendance

Sign-in and sign-out sheets shall be used daily for all children for attendance accounting purposes. Attendance records shall include verification of excused absences, including the child's name, date(s) of absence, specific reason for absence, and signature of parent/guardian or district representative. (5 CCR 18065, 18066)

Absences shall be excused for the following reasons:

1. Illness or quarantine of the child or of the parent/guardian (Education Code 8208)
2. Family emergency (Education Code 8208)

Note Pursuant to 5 CCR 18066, districts contracting with CDE to offer child care services are **mandated** to adopt policies delineating circumstances constituting an excused absence for a family emergency. The following paragraph may be revised to reflect district practice.

A family emergency shall be considered to exist when unforeseen circumstances cause the need for immediate action, such as may occur in the event of a natural disaster or when a member of the child's immediate family dies, has an accident, or is required to appear in court.

3. Time spent with a parent/guardian or other relative as required by a court of law (Education Code 8208)

CHILD CARE AND DEVELOPMENT (continued)

- 4 Time spent with a parent/guardian or other relative which is clearly in the best interest of the child (Education Code 8208)

Note 5 CCR 18066 **mandates** a policy that delineates circumstances constituting an excused absence "in the best interest of the child " The following paragraph may be revised to reflect district practice

An absence shall be considered to be in the best interest of the child when the time is spent with the child's parent/guardian or other relative for reasons deemed justifiable by the program coordinator or site supervisor.

Except for children who are recipients of child protective services or are at risk of abuse or neglect, excused absences in the best interest of the child shall be limited to 10 days during the contract period. (5 CCR 18066)

Note 5 CCR 18066 **mandates** that providers adopt a policy governing unexcused absences which may include reasonable limitations, if any The following paragraph may be revised to reflect district practice

Any absence due to a reason other than any of those stated above, or without the required verification, shall be considered an unexcused absence After three unexcused absences during the year, the program coordinator or site supervisor shall notify the child's parent/guardian Children who continue to have excessive unexcused absences may be removed from the program at the discretion of the program coordinator in order to accommodate other families on the waiting list for admission.

Parents/guardians shall be notified of the policies and procedures related to excused and unexcused absences for child care and development services. (5 CCR 18066)

Rights of Parents/Guardians

Note The following two paragraphs are for use by districts that operate one or more licensed child care centers, but may be used by license-exempt providers

At the time a child is accepted into a licensed child care and development center, the child's parent/guardian or authorized representative shall be notified of the rights specified in 22 CCR 101218.1, including, but not limited to, the right to enter and inspect the child care facility and the right to be informed, upon request, of the name and type of association to the center of any adult who has been granted a criminal record exemption. (Health and Safety Code 1596.857, 22 CCR 101218.1)

The written notice of parent/guardian rights also shall be permanently posted within the facility in a location accessible to parents/guardians. Notwithstanding these rights, access to

CHILD CARE AND DEVELOPMENT (continued)

the facility may be denied to an adult whose behavior presents a risk to children present in the facility or to noncustodial parents/guardians when so requested by the responsible parent/guardian (Health and Safety Code 1596 857)

Note The remainder of this section is for use by all districts and applies to licensed and unlicensed child care programs

In addition, if a parent/guardian disagrees with any district action to deny a child's eligibility for subsidized child care services, disenroll the child due to a funding shortage, increase or decrease fees, increase or decrease the amount of services, terminate services, or otherwise change the level of services, the parent/guardian may file a request for a hearing with the Superintendent or designee within 14 calendar days of the date the Notice of Action was received. Within 10 calendar days of receiving the request for a hearing, the Superintendent or designee shall notify the parent/guardian of the time and place of the hearing, which, to the extent possible, shall be convenient for the parent/guardian (5 CCR 18120)

The hearing shall be conducted in accordance with the procedures specified in 5 CCR 18120 by a district administrator who is at a staff level higher in authority than the staff person who made the contested decision. Within 10 calendar days after the hearing, the district administrator shall mail or deliver a written decision to the parent/guardian. If the parent/guardian disagrees with the written decision, the parent/guardian may, within 14 calendar days, appeal the decision to the CDE. (5 CCR 18120-18122)

Records

Note CDE contracts require the district to submit data on both subsidized and nonsubsidized families served by child care centers. In addition, the district is required to provide monthly reports, through CDE's online management information system, regarding any families receiving subsidized services during that month.

The Superintendent or designee shall maintain records of enrollment, attendance, types of families served, income received from all families participating in the district's child care and development program, and any other records required by CDE.

(cf 3580 - District Records)

(cf 5125 - Student Records)

(7/15 10/16) 3/19

CSBA Sample Board Bylaw

Board Bylaws

BB 9323.2(a)

ACTIONS BY THE BOARD

Note Pursuant to Education Code 35164, a majority vote of all members of the Governing Board is necessary for an item to carry, even in those cases where some members are absent. Thus, for districts with a five-member board, an item will pass with three votes, even if only three members are present or there is a vacancy. Education Code 35165 details the effect of a vacancy in districts with a seven-member board. For language regarding vote requirements when a board member abstains, see BB 9323 - Meeting Conduct.

The law specifies certain board actions as requiring more than a majority vote, see E(1) 9323.2 for a list of such actions.

The Governing Board shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code 35164)

(cf 9000 - Role of the Board)

(cf 9005 - Governance Standards)

(cf 9012 - Board Member Electronic Communications)

(cf 9200 - Limits of Board Member Authority)

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members
2. A collective commitment or promise by a majority of the Board members to make a positive or negative decision
3. A vote by a majority of the Board members when sitting as the Board upon a motion, proposal, resolution, order, or ordinance

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes (Education Code 35145)

(cf 9324 - Minutes and Recordings)

Action on Non-Agenda Items

Note The Brown Act (Government Code 54950-54963) generally prohibits any action or discussion of items not on the posted agenda. However, Government Code 54954.2 provides for three specific and narrow situations in which the Board can act on an item not on the agenda, as specified below. Board members may also briefly respond to questions raised by members of the public concerning items not on the agenda, see BB 9323 - Meeting Conduct.

ACTIONS BY THE BOARD (continued)

After publicly identifying the item, the Board may take action on a subject not appearing on the posted meeting agenda under any of the following conditions (Government Code 54954.2)

- 1 When a majority of the Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5
2. When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the district's attention after the agenda was posted
- 3 When an item appeared on the agenda of, and was continued from, a meeting that occurred not more than five days earlier

(cf 9320 - Meetings and Notices)

(cf 9322 - Agenda/Meeting Materials)

Challenging Board Actions

Note Government Code 54960 grants authority to the district attorney or any interested person to file a civil action asking the court to order the Board to stop or prevent Brown Act violations specified below. The Board should respond to legal challenges to its actions and consult legal counsel when necessary. Pursuant to Government Code 54960 5, a court may award court costs and reasonable attorney's fees to a plaintiff who successfully invalidates a Board action in violation of the Brown Act or successfully enforces one of the Brown Act's civil remedies provided in Government Code 54960-54960 2

The district attorney's office or any interested person may file an action in court for the purpose of (Government Code 54960, 54960.2)

1. Stopping or preventing the Board's violation or threatened violation of the Brown Act
2. Determining the applicability of the Brown Act to ongoing or future threatened Board actions
- 3 Determining the applicability of the Brown Act to a past action of the Board that is not specified in Government Code 54960.1, provided that
 - a Within nine months of the alleged violation, a cease and desist letter is submitted to the Board, clearly describing the past Board action and the nature of the alleged violation.

Note Pursuant to Government Code 54960 2, the Board may respond within 30 days of receiving the cease and desist letter. If the Board decides to respond to the letter with an unconditional commitment to desist from repeating the past action, the unconditional commitment is required to be substantially in the same form provided in Government Code 54960 2 and to be approved in an open session of the Board's regular or special meeting. For a sample unconditional commitment letter, see E(2) 9323 2

ACTIONS BY THE BOARD (continued)

- b. The time for the Board to respond has expired and the Board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act
 - c. The action is brought within the time required by Government Code 54960 2
- 4 Determining the validity, under state or federal law, of any Board rule or action which penalizes any of its members or otherwise discourages their expression
- 5 Compelling the Board to audio record its closed sessions because of a court's finding of the Board's violation of any applicable Government Code provision

Note Pursuant to Government Code 54960 1, the district attorney's office or any interested person may file a lawsuit to invalidate (i e , declare null and void) actions that violate specific provisions of the Brown Act listed in Government Code 54960 1 and specified below However, even when the action may normally be subject to invalidation, Government Code 54960 1 provides that in certain circumstances (e g , when there has been substantial compliance with the Brown Act or the Board action resulted in a contract with a party who detrimentally relied on the action in good faith and without notice of a challenge to its validity), the action may not be invalidated

Before seeking court action, the person who believes a violation occurred must send a written demand to the Board to "cure or correct" the action as specified below Because the laws regarding these provisions are complex, it is recommended that the district consult with legal counsel upon receipt of a "cure and correct" demand

The district attorney or any interested person may file an action in court to nullify a Board action which is alleged to be in violation of law regarding any of the following: (Government Code 54960.1)

- 1 Open meeting and teleconferencing (Government Code 54953)
- 2. Agenda posting (Government Code 54954.2)
- 3. Closed session item descriptions (Government Code 54954.5)
- 4 New or increased tax assessments (Government Code 54954.6)
- 5. Special meetings (Government Code 54956)
- 6. Emergency meetings (Government Code 54956.5)

Prior to bringing any action to nullify a Board action, the district attorney or other interested person shall present a demand to "cure and correct" the alleged violation. The demand shall clearly describe the challenged action and the nature of the alleged violation and shall be

ACTIONS BY THE BOARD (continued)

presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code 54954 2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960 1)

Within 30 days of receiving the demand, the Board shall do one of the following (Government Code 54960 1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the alleged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Take no action. If the Board takes no action within the 30-day period, its inaction shall be considered a decision not to cure or correct the challenged action.

*Legal Reference*EDUCATION CODE*15266 School construction bonds**17466 Declaration of intent to sell or lease real property**17481 Lease of property with residence for nondistrict purposes**17510-17512 Leasing for production of gas, resolution requiring unanimous vote**17546 Private sale of personal property**17556-17561 Dedication of real property**35140-35149 Meetings**35160-35178 4 Powers and duties**48660-48661 Community day schools, establishment and restrictions*CODE OF CIVIL PROCEDURE*425 16 Special motion to strike in connection with a public issue**1245 240 Eminent domain vote requirements**1245 245 Eminent domain, resolution adopting different use*GOVERNMENT CODE*53090-53097 5 Regulation of local agencies by counties and cities**53724 Parcel tax resolution requirements**53790-53792 Exceeding the budget**53820-53833 Temporary borrowing**53850-53858 Temporary borrowing*

Legal Reference continued (see next page)

ACTIONS BY THE BOARD (continued)

Legal Reference (continued)

GOVERNMENT CODE (continued)

54950-54963 *The Ralph M Brown Act, especially*

54952 6 *Action taken, definition*

54953 *Meetings to be open and public, attendance, prohibition against secret ballots*

54960-54960 5 *Actions to prevent violations*

65352 2 *Coordination with planning agency*

PUBLIC CONTRACT CODE

3400 *Bid specifications*

20111 *Contracts over \$50,000, contracts for construction, award to lowest responsible bidder*

20113 *Emergencies, award of contracts without bids*

20114 *Repairs, maintenance, and improvements to district facilities by day labor or force account*

22034 *Uniform Public Construction Cost Accounting Act informal bidding ordinance*

22035 *Repair or replacement of facilities in case of emergency*

22050 *Emergency contracting procedures*

COURT DECISIONS

Los Angeles Times Communications LLC v Los Angeles County Board of Supervisors (2003) 112

Cal App 4th 1313

McKee v Orange Unified School District (2003) 110 Cal App 4th 1310

Bell v Vista Unified School District (2002) 82 Cal App 4th 672

Boyle v City of Redondo Beach (1999) 70 Cal App 4th 1109

Management Resources

CSBA PUBLICATIONS

The Brown Act School Boards and Open Meeting Laws, 2014

ATTORNEY GENERAL PUBLICATIONS

The Brown Act Open Meetings for Local Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV A Guide to the Ralph M Brown Act 2nd Edition, rev July 2010

WEB SITES

CSBA [http //www csba org](http://www.csba.org)

Institute for Local Government [http //www ca-ilg org](http://www.ca-ilg.org)

Office of the Attorney General [http //www oag ca gov](http://www.oag.ca.gov)

(3/11 11/12) 3/19

CSBA Sample Exhibit

Board Bylaws

E(1) 9323 2(a)

ACTIONS BY THE BOARD

ACTIONS REQUIRING A SUPER MAJORITY VOTE

Note The following exhibit lists some of the Governing Board actions that require more than a simple majority vote Other such actions may exist and may be identified in the future

Actions Requiring a Two-Thirds Vote of the Board:

Note For an action requiring a two-thirds vote to pass, a three-member board will need two board members to vote in favor of the item, a five-member board will need four board members to vote in favor of the item, and a seven-member board will need five board members to vote in favor of the item

1. Resolution declaring the Governing Board's intention to sell or lease real property (Education Code 17466)

(cf 3280 - Sale or Lease of District-Owned Real Property)

2. Resolution declaring the Board's intent to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)
4. Lease, for up to three months, of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)

Note Item #5 below is different from temporary borrowing pursuant to Government Code 53850-53858 which requires only a majority vote of the Board

5. Request for temporary borrowing of funds needed for immediate requirements of the district to pay district obligations incurred before the receipt of district income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, action to render city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)

ACTIONS BY THE BOARD (continued)

(cf 7131 - Relations with Local Agencies)
(cf 7150 - Site Selection and Development)
(cf 7160 - Charter School Facilities)

7. When the district is organized to serve only grades K-8, action to establish a community day school for any of grades K-8 (Education Code 48660)

(cf 6185 - Community Day School)

8. When the district is organized to serve only grades K-8, has an average daily attendance (ADA) of 2,500 or less, or desires to operate a community day school to serve any of grades K-6 (and no higher grades) and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)
9. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district (Education Code 15266)

(cf 7214 - General Obligation Bonds)

10. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

(cf 7213 - School Facilities Improvement Districts)

11. Resolution to place a parcel tax on the ballot (Government Code 53724)

Note Code of Civil Procedure 1245.240 requires that, prior to commencing an eminent domain action, the Board adopt a resolution of necessity approved by a two-thirds vote of the Board unless a greater vote is required by statute, charter, or ordinance. In addition, if the Board desires to use the property for a different purpose than stated in the resolution of necessity, then pursuant to Code of Civil Procedure 1245.245, the Board must adopt, by two-thirds vote, another resolution authorizing the different use unless a greater vote is required by statute, charter, or ordinance

12. Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

Note Item #13 is for use by three-member boards

13. When the district has a three-member Board, action to respond to an emergency facilities condition without giving notice for bids to let contracts, including the repair

ACTIONS BY THE BOARD (continued)

or replacement of district facilities, the taking of any other action that is directly related to and immediately required by that emergency, the procurement of the necessary equipment, services, and supplies for those purposes, the delegation of authority to the Superintendent or designee to take such action, and the determination during a regular Board meeting of the need to continue the action (Public Contract Code 22035, 22050)

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:

1. Determination that there is a need to take immediate action and that the need for action came to the district's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required (Government Code 54954 2)
2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required (Government Code 54956 5)

(cf 9320 - Meetings and Notices)

(cf 9321 - Closed Session Purposes and Agendas)

Actions Requiring a Four-Fifths Vote of the Board:

Note For an action requiring a four-fifths vote to pass, a three-member board will need a unanimous vote in favor of the item, a five-member board will need four board members to vote in favor of the item, and a seven-member board will need six board members to vote in favor of the item

- 1 Expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense (Government Code 53790-53792)

(cf 3110 - Transfer of Funds)

- 2 Resolution for district borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the district's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing (Government Code 53822, 53824)
3. Resolution for district borrowing, between July 15 and August 30 of any fiscal year, of up to 25 percent of the estimated income and revenue to be received by the district during that fiscal year from apportionments based on ADA for the preceding school year (Government Code 53823-53824)

ACTIONS BY THE BOARD (continued)

4. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

(cf 3311 - Bids)

Note Item #5 is for use by districts governed by a five-member or seven-member board
--

- 5 When the district has a five-member or seven-member Board, action to respond to an emergency facilities condition without giving notice for bids to let contracts, including the repair or replacement of district facilities, the taking of any other action that is directly related to and immediately required by that emergency, the procurement of the necessary equipment, services, and supplies for those purposes, the delegation of authority to the Superintendent or designee to take such action, and the determination during a regular Board meeting of the need to continue the action (Public Contract Code 22035, 22050)

Note AB 2249 (Ch 169, Statutes of 2018) amended Public Contract Code 22034 to change the thresholds for public works projects bid pursuant to the Uniform Public Construction Cost Accounting Act, thereby increasing the amount requiring board resolution, as provided in item #6

- 6 Resolution to award a contract for a public works project at \$212,500 or less to the lowest responsible bidder, when the district is using the informal process authorized under the Uniform Public Construction Cost Accounting Act for projects of \$200,000 or less, all bids received are in excess of \$200,000, and the Board determines that the district's cost estimate was reasonable (Public Contract Code 22034)

(cf 3311 1 - Uniform Public Construction Cost Accounting Procedures)

Actions Requiring a Unanimous Vote of the Board:

- 1 Resolution authorizing and prescribing the terms of a lease of district property for extraction and taking of gas not associated with oil (Education Code 17510-17511)
2. Authorization of the use of day labor or force account, or waiver of the competitive bid process pursuant to Public Contract Code 20111, when the Board determines that an emergency exists requiring the repair, alteration, work, or improvement to any facility to permit the continuance of existing classes or to avoid danger to life or property, and upon approval of the County Superintendent of Schools (Public Contract Code 20113)

ACTIONS BY THE BOARD (continued)

Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500 Disposal of surplus property or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

(cf 3270 - Sale and Disposal of Books, Equipment and Supplies)

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CSBA Sample Exhibit

Board Bylaws

E(2) 9323.2

ACTIONS BY THE BOARD

UNCONDITIONAL COMMITMENT LETTER

Note Government Code 54960 authorizes the district attorney or other interested person to file an action in court to determine the applicability of the Ralph M. Brown Act to any past Governing Board action which is not specified in Government Code 54960 1, see the accompanying board bylaw Pursuant to Government Code 54960 2, prior to commencing such an action the district attorney or other interested person must send a cease and desist letter to the Board within nine months of the alleged violation Within 30 days of receiving the cease and desist letter, the Board may respond by sending an unconditional commitment, substantially in the same form provided in Government Code 54960 2, to desist from repeating the past action If the Board so responds, the district attorney or other interested person may not file an action in court The following exhibit presents a sample unconditional commitment letter

To: *(Name of district attorney or any interested person)*

The Governing Board of *(name of school district)* has received your cease and desist letter dated *(date)* alleging that the following past action taken by the Board violates the Ralph M. Brown Act *(Describe alleged past action as set forth in the cease and desist letter)*

In order to avoid unnecessary litigation and without admitting any violation of the Ralph M. Brown Act, the Board hereby unconditionally commits that it will cease, desist from, and not repeat the challenged past action described above. The Board may rescind this commitment only by a majority vote of its membership taken in open session at a regular meeting and noticed on its posted agenda as "Rescission of Brown Act Commitment." You will be provided with written notice, sent by any means or media you provide in response to this message, to whatever address(es) you specify, of any intention to consider rescinding this commitment at least 30 days before any such regular meeting In the event that this commitment is rescinded, a notice will be delivered to you by the same means as this commitment, or by mail to an address that you have designated in writing, and you will have the right to commence legal action pursuant to Government Code 54960(a).

Sincerely,

(Name)

(Title of Board President or other designee)

(11/12) 3/19

CSBA Sample Board Policy

Community Relations

BP 1112(a)

MEDIA RELATIONS

Note The following **optional** policy may be revised to reflect district practice

As part of building positive media relations, the district may consider presenting awards to media representatives who have helped support district goals and programs. See BP 1150 - Commendations and Awards. The district may also nominate journalists for CSBA's Golden Quill Award, which recognizes fair, insightful, and accurate reporting of the objectives, operations, accomplishments, challenges, and opportunities related to public schools.

The Governing Board respects the public's desire for and right to information and recognizes that the media significantly influence the community's understanding of school programs, student achievement, and school safety. In order to develop and maintain positive media relations, the Board and Superintendent shall reasonably accommodate media requests for information and provide accurate, reliable, and timely information.

In conjunction with the Superintendent or designee, the Board shall periodically establish priorities and key messages for proactively communicating with the media regarding current district issues, activities, or needs.

(cf 0400 - Comprehensive Plans)
(cf 0450 - Comprehensive Safety Plan)
(cf 0460 - Local Control and Accountability Plan)
(cf 0510 - School Accountability Report Card)
(cf 1100 - Communication with the Public)
(cf 1160 - Political Processes)

Media representatives are welcome at all public Board meetings and shall receive meeting agendas upon request in accordance with Board policy.

(cf 9321 - Closed Session)
(cf 9322 - Agenda Meeting Materials)

Note Penal Code 627.2 requires all "outsiders" to register upon entering school grounds during school hours. Pursuant to Penal Code 627.1, media representatives are not defined as "outsiders." However, the Attorney General has opined (79 Ops Cal Atty Gen 58 (1996)) that, pursuant to Education Code 32212, districts are authorized to prevent interference with the orderly educational activities of the school, which may include restricting media representatives in the same manner that access by the general public may be limited (e.g., registration or accompaniment by a staff member when on school grounds). According to the Attorney General opinion, a district that has developed a policy requiring all members of the general public, both visitors and outsiders, to register upon entering school grounds may similarly require media representatives to register before coming on campus. Although Attorney General opinions are not binding on the courts, they are generally afforded deference when there is no specific statutory or case law to the contrary. See BP/AR 1250 - Visitors/Outsiders for options regarding registration.

MEDIA RELATIONS (continued)

The following **optional** paragraph is only for use by districts that require all visitors to register upon entering school grounds, and does not apply to districts that only require outsiders to register. Districts should ensure consistency with this paragraph and BP 1250 - Visitors/Outsiders

Media representatives, like all other visitors, shall register immediately upon entering any school building or grounds when school is in session

(cf 1250 - Visitors/Outsiders)

(cf 3515 2 - Disruptions)

Staff may provide the media with student directory information, as identified in AR 5125.1 - Release of Directory Information, unless the student's parent/guardian has submitted a written request that such information not be disclosed. The district shall not release other student records or personally identifiable student information that is private or confidential as required by law, Board policy, or administrative regulation

(cf 1340 - Access to District Records)

(cf 4119 23/4219 23/4319 23 - Unauthorized Release of Confidential/Privileged Information)

(cf 5125 - Student Records)

(cf 5125 1 - Release of Directory Information)

(cf 9010 - Public Statements)

(cf 9324 - Minutes and Recordings)

Interviewing and Photographing Students

Note In 79 Ops Cal Atty Gen 58 (1996), the Attorney General stated that, because students have a constitutional right to free speech, school administrators may not require prior written parental permission before allowing media representatives to interview particular students on campus. However, Education Code 48907 and 48950 and case law clarify that the district may adopt reasonable provisions for the time, place, and manner in which free expression may occur within the district's jurisdiction. Therefore, in some circumstances (e.g., interviews during class time or interviews that identify other students by name), it may be appropriate to limit the student's ability to talk with the media on campus. Because this is a complex area of law, districts should consult with legal counsel before adopting a policy or practice that may limit students' constitutional rights.

Neither the Attorney General opinion nor case law considers the rights of media to photograph students on school grounds. However, the same concerns raised with regard to student interviews, such as a substantial disruption to the orderly operation of school or a substantial invasion of the rights of others, including privacy rights, may exist with regard to photos. Furthermore, in some cases, the publishing of a photo may affect student safety, such as when a student's attendance is concealed from a parent due to a domestic violence restraining order. Districts should consult with legal counsel before adopting a policy or practice that may limit the photographing of students by the media.

The following **optional** paragraph should be revised to reflect district practice

The district shall not impose restraints on students' right to speak freely with media representatives. However, interviewing and photographing students shall not create

MEDIA RELATIONS (continued)

substantial disruption to the orderly operation of the school or impinge on the rights or safety of students. Therefore, the district shall encourage media representatives who wish to interview or photograph students at school to make prior arrangements with the principal

(cf 5145 2 - Freedom of Speech/Expression)

Media Contacts/Spokespersons

Note The following section should be revised to reflect district practice

The Superintendent or designee shall identify the district's and/or site's primary media contact to whom all media inquiries shall be routed. Spokespersons designated to speak to the media on behalf of the district include the Board president, Superintendent, public information officer, or district communications director. Other Board members and/or staff may be asked by the Superintendent or designee to speak to the media on a case-by-case basis, depending on their expertise on an issue or appropriateness given a particular situation

The Superintendent or designee shall provide training on effective media relations to all designated spokespersons

(cf 9240 - Board Training)

Crisis Communications Plan

Note The following optional section may be revised to reflect district practice CSBA recommends that districts develop a crisis communications plan to help ensure that accurate and timely information is provided to students, parents/guardians, the community, and the media during a crisis or natural disaster. This crisis plan may be a separate document or may be incorporated into other safety plans such as the district's comprehensive safety plan (see AR 0450 - Comprehensive Safety Plan) and/or emergency and disaster preparedness plan (see AR 3516 - Emergencies and Disaster Preparedness Plan)
--

The Superintendent or designee shall develop strategies for working with the media to provide timely and accurate information to students, parents/guardians, and the community during a crisis or natural disaster. The crisis communications plan may include, but not be limited to, identification of a media center, strategies for press conference logistics, and development and integration of both internal and external notification systems, including public address systems, social media, web site postings, and text alerts.

(cf 0450 - Comprehensive Safety Plan)
(cf 1113 - District and School Web Sites)
(cf 1114 - District-Sponsored Social Media)
(cf 3516 - Emergencies and Disaster Preparedness Plan)

MEDIA RELATIONS (continued)

The Superintendent or designee shall include local law enforcement, media representatives, and district technology personnel in the crisis planning process.

Legal Reference

EDUCATION CODE

- 32210-32212 *Willful disturbance of public school or meeting*
- 35144 *Special meetings*
- 35145 *Public meetings*
- 35160 *Authority of governing boards*
- 35172 *Promotional activities*
- 48907 *Freedom of speech and press*
- 48950 *Prohibition against disciplinary action for first amendment speech*
- 49061 *Definition of directory information*
- 49073 *Directory information*

EVIDENCE CODE

- 1070 *Refusal to disclose news source*

PENAL CODE

- 627-627 10 *Access to school premises*

UNITED STATES CODE, TITLE 20

- 1232g *Family educational and privacy rights*

CODE OF FEDERAL REGULATIONS, TITLE 34

- 99 3 *Definition of directory information*

COURT DECISIONS

- Lopez v Tulare Joint Union High School District, (1995) 34 Cal App 4th 1302*

ATTORNEY GENERAL OPINIONS

- 79 *Ops Cal Atty Gen 58 (1996)*

Management Resources

WEB SITES

- CSBA <http://www.csba.org>

CSBA Sample Administrative Regulation

Business and Noninstructional Operations

AR 3320(a)

CLAIMS AND ACTIONS AGAINST THE DISTRICT

Note The Government Claims Act (Government Code 810-996.6) sets forth prelitigation requirements and deadlines for claims against public entities, including school districts. In *City of Stockton v Superior Court*, the California Supreme Court held that the claim requirements in Government Code 900-915.4 also apply to claims for breach of contract.

Because a district's insurance carrier or joint powers authority (JPA) may require the district to comply with certain claims management conditions as part of the district's contractual coverage obligation, it is strongly recommended that this administrative regulation be reviewed for consistency with any applicable conditions of coverage. A district's failure to follow those contractual conditions may result in a loss of coverage benefits. The district's risk manager and legal counsel should also be consulted as appropriate.

Pursuant to Government Code 935, district claims procedures may include a requirement that a claim be presented and acted upon in accordance with those procedures as a prerequisite to a lawsuit. Failure to include such a requirement may subject the district to increased liability.

Unless otherwise provided by law, prior to filing a lawsuit against the district for money or damages, a written claim shall be filed in accordance with the following administrative regulation.

Time Limitations

Note Items #1-4 below list timelines for claims pursuant to the Government Claims Act and other applicable statutes. Pursuant to Government Code 935, the district's authority to adopt local claims presentation procedures for causes of action which are excepted from the Government Claims Act by Government Code 905 is not applicable to those excepted causes of action which have their claims presentation procedures specified in other statutes or regulations, such as childhood sexual abuse. Rather, claims for childhood sexual abuse are governed by the timelines and procedures specified in Code of Civil Procedure 340.1.

The following time limitations apply to claims against the district.

1. Claims for money or damages relating to childhood sexual abuse or any other cause of action specifically excepted from the Government Claims Act by Government Code 905 and for which a statute or regulation provides a claims presentation procedure shall be filed in accordance with the applicable governing statute or regulation (Government Code 905, 935).

(cf 4157 1/4257 1/4357 1 - Work-Related Injuries)

(cf 5141.4 - Child Abuse Prevention and Reporting)

Note Pursuant to Government Code 935, a district may establish its own procedure for the presentation of those claims which are excluded from the Government Claims Act as specified in Government Code 905 and which are not governed by any other applicable statutes or regulations. **Optional** item #2 below is for

CLAIMS AND ACTIONS AGAINST THE DISTRICT (continued)

use by any district whose board has chosen to exercise the authority to establish district procedures for such claims, see the accompanying Board policy Item #2 provides six months as the time limitation for filing such claims, which is consistent with the requirement in Government Code 935 that the district's procedure not require a shorter time for presentation of a claim than the time specified in Government Code 911.2. However, the Governing Board has the discretion to adopt a more flexible time limitation and may increase the amount of time allowed for filing such claims. If the Board adopts a more flexible time limitation, item #2 should be revised accordingly.

If a claimant misses a deadline for a claim required to be submitted in accordance with item #2 or #3 below, the claimant may present an application to present a late claim pursuant to Government Code 911.4, see section below entitled "Late Claims"

2. In accordance with the Governing Board's authority pursuant to Government Code 935, claims for money or damages which relate to any cause of action specifically excepted from the Government Claims Act by Government Code 905 and which are not governed by any other claims presentation statute or regulation shall be filed not later than six months after the accrual of the cause of action (Government Code 905, 935)
3. Claims for money or damages relating to a cause of action for death or for injury to person, personal property, or growing crops shall be presented to the Board not later than six months after the accrual of the cause of action (Government Code 911.2)
4. Claims for money or damages relating to any other cause of action shall be filed not later than one year after the accrual of the cause of action. (Government Code 911.2)

Receipt of Claims

A claim, any amendment thereto, or an application to present a late claim shall be deemed presented and received when delivered to the district office or deposited in a post office, mailbox, sub-post office, substation, mail chute, or other similar facility maintained by the U.S. government, in a sealed envelope properly addressed to the district office with postage paid, or when otherwise actually received in the district office or by the Board secretary or clerk (Government Code 915, 915.2)

Note: In most circumstances, a district's insurance provider or JPA is responsible for claims management, including investigating, defending, and managing a district's response to a claim presented under the Government Claims Act. The following paragraph requires the Superintendent or designee to immediately forward any claims received to the district's JPA or insurance provider in order to help ensure compliance with any conditions of coverage.

Upon receipt of a claim against the district pursuant to the Government Claims Act, the Superintendent or designee shall promptly provide written notice to the district's joint powers authority or insurance carrier in accordance with the applicable conditions of coverage.

CLAIMS AND ACTIONS AGAINST THE DISTRICT (continued)**Review of Contents of the Claim**

Note Most JPAs and insurance carriers provide a claim form. The person submitting the claim need not use the claim form provided by the district but, pursuant to Government Code 910 and 910.2, the claim must contain a signature and all the information listed below.

The Superintendent or designee shall review any claim received to ensure that the claim contains all of the following information as specified in Government Code 910 and 910.2:

1. The name and post office address of the claimant
2. The post office address to which the person presenting the claim desires notices to be sent
3. The date, place, and other circumstances of the occurrence or transaction which gave rise to the claim asserted
4. A general description of the indebtedness, obligation, injury, damage, or loss incurred insofar as it may be known at the time of presentation of the claim
5. The name(s) of the district employee(s) causing the injury, damage, or loss, if known
6. The amount claimed if it totals less than \$10,000, including the estimated amount of any prospective injury, damage, or loss, insofar as it may be known at the time of the claim, together with the basis of computation of the amount claimed. If the amount claimed exceeds \$10,000, the dollar amount shall not be included in the claim and the claimant shall indicate whether the claim is a limited civil case of \$25,000 or less
7. The signature of the claimant or the person acting on the claimant's behalf

Notice of Claim Insufficiency

Note Pursuant to Government Code 911, if the district, or the JPA or insurance carrier acting on the district's behalf, fails to give notice that the claim is insufficient, as specified below, then the district may not later raise that issue as a defense to the claim.

If a claim is found insufficient or not to satisfy the form requirements under Government Code 910 and 910.2, the Board or its designee shall, within 20 days of receipt of the claim, personally deliver or mail to the claimant, at the address stated in the claim or application, a notice that states the particular defects or omission in the claim. (Government Code 910.8, 915.4)

CLAIMS AND ACTIONS AGAINST THE DISTRICT (continued)

Note Districts should be cautious before rejecting a claim because of insufficiency of information and consult legal counsel and/or the district's JPA or insurance provider, as appropriate. Courts have held that a claim is sufficient as long as enough information is disclosed to allow the district to adequately conduct an investigation of the claim's merits.

The Board shall not act upon the claim until at least 15 days after such notice is given. (Government Code 910.8)

Amendment to Claims

Within the time limits provided in the section "Time Limitations" above or prior to final action by the Board, whichever is later, a claim may be amended if, as amended, it relates to the same transaction or occurrence which gave rise to the original claim. (Government Code 910.6)

Late Claims

Note The reference to item #2 in the following paragraph should be deleted if the district has not established district procedures pursuant to Government Code 935 for claims that are specifically exempted in Government Code 905 or adopted a time limitation that is not less than one year (see the accompanying Board policy and item #2 in the section "Time Limitations" above)

For claims under items #2 and #3 in the section "Time Limitations" above, any person who presents a claim later than six months after the accrual of the cause of action shall present, along with the claim, an application to present a late claim. Such claim and the application to present a late claim shall be presented not later than one year after the accrual of the cause of action. (Government Code 905, 911.4)

Note If the claim is presented late and is not accompanied by an application to present a late claim, the Board or its agent should notify the claimant that "no action" was taken because the claim was presented late. If the Board were to state that the claim was "rejected," this would indicate that the Board had accepted the filing of the late claim and taken action to reject it.

If the claim is presented late and is not accompanied by an application to present a late claim, the Board or its designee may, within 45 days, give written notice that the claim was not presented timely and that it is being returned without further action. (Government Code 911.3)

The Board shall grant or deny the application to present a late claim within 45 days after it is presented. This 45-day period may be extended by written agreement of the claimant and the Board provided that such agreement is made before the expiration of the 45-day period. (Government Code 911.6)

CLAIMS AND ACTIONS AGAINST THE DISTRICT (continued)

The Board shall grant the application to present a late claim where one or more of the following conditions are applicable (Government Code 911.6)

1. The failure to present the claim was through mistake, inadvertence, surprise, or excusable neglect and the district was not prejudiced in its defense regarding the claim by the claimant's failure to present the claim within the time limit.
2. The person who sustained the alleged injury, damage, or loss was a minor during all of the time specified for presentation of the claim
3. The person who sustained the alleged injury, damage, or loss was physically or mentally incapacitated during all of the time specified for presentation of the claim and the disability was the reason the person failed to present the claim.
4. The person who sustained the alleged injury, damage, or loss died before the expiration of the time specified for the presentation of the claim.

If the application to present a late claim is denied, the claimant shall be given notice in substantially the same form as set forth in Government Code 911.8. (Government Code 911.8)

If the Board does not take action on the application to present a late claim within 45 days, the application shall be deemed to have been denied on the 45th day unless the time period has been extended, in which case it shall be denied on the last day of the period specified in the extension agreement (Government Code 911.6)

Action on Claims

Note Pursuant to Government Code 945.6, if the Board formally acts to reject a claim and provides notice of such rejection, the claimant has only six months from the rejection to initiate a lawsuit. If the Board takes no action or fails to provide written notice rejecting the claim, the claimant then has two years to initiate a suit against the district. The notice of rejection must comply with the notification requirements of Government Code 913 unless the claim has no address on it.

Although the Board takes final action on claims as specified below, such action is based on the evaluation of the claim by the district's insurance provider or JPA.

Within 45 days after the presentation or amendment of a claim, the Board shall take action on the claim. This time limit may be extended by written agreement between the district and the claimant before the expiration of the 45-day period. If the 45-day period has expired, the time limit may be extended if legal action has not commenced or been barred by legal limitations. (Government Code 912.4)

CLAIMS AND ACTIONS AGAINST THE DISTRICT (continued)

The Board may act on the claim in one of the following ways. (Government Code 912.4, 912.6)

1. If the Board finds that the claim is not a proper charge against the district, the claim shall be rejected.
2. If the Board finds that the claim is a proper charge against the district and is for an amount justly due, the claim shall be allowed.
3. If the Board finds that the claim is a proper charge against the district but is for an amount greater than is justly due, the Board shall either reject the claim or allow it in the amount justly due and reject it as to the balance.
4. If legal liability of the district or the amount justly due is disputed, the Board may reject or compromise the claim.
5. If the Board takes no action on the claim, the claim shall be deemed rejected.

If the Board allows the claim in whole or in part or compromises the claim and the claimant accepts the amount allowed or offered to settle the claim, the Board may require the claimant to accept it in settlement of the entire claim. (Government Code 912.6)

The Board or its designee shall transmit to the claimant written notice of action taken or of inaction which is deemed rejection. The notice shall be in the form set forth in Government Code 913 and shall either be personally delivered or mailed to the address stated in the claim or application. (Government Code 913, 915.4)

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CSBA Sample Board Policy

Business and Noninstructional Operations

BP 3551(a)

FOOD SERVICE OPERATIONS/CAFETERIA FUND

Note The following policy may be revised to reflect district practice Pursuant to U S Department of Agriculture (USDA) Memorandum SP 46-2016, districts participating in the National School Lunch and/or Breakfast Program (42 USC 1751-1769), 1773) are **mandated** to adopt policy addressing delinquent meal charges, see the section "Meal Sales" below and the accompanying administrative regulation

Pursuant to 7 CFR 210.9, 210.14, and 220.7, districts participating in the National School Lunch and/or Breakfast program must maintain a nonprofit school food service program Revenues received through the program may be used for the operation or improvement of the food service program, but not to construct buildings Revenues also may not be used to purchase land or buildings, unless otherwise approved by the USDA Authorized expenditures are specified in Education Code 38101 and defined in the California Department of Education's (CDE) California School Accounting Manual

The Governing Board intends that school food services shall be a self-supporting, nonprofit program. To ensure program quality and increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of foods and supplies, the planning of menus, and the auditing of all food service accounts for the district.

(cf 3100 - Budget)

(cf 3300 - Expenditures and Purchases)

(cf 3311 - Bids)

(cf 3550 - Food Service/Child Nutrition Program)

(cf 3552 - Summer Meal Program)

(cf 5030 - Student Wellness)

Note The following paragraph is for use by districts that participate in the National School Lunch and/or Breakfast Program and may be adapted for use by other districts Pursuant to 42 USC 1776 and 7 CFR 210.30, as amended by 84 Fed Reg 8247, USDA has established minimum professional standards for food service directors and granted CDE the authority to adopt more flexible standards for districts with average daily attendance of less than 2,500 See CDE's Nutrition Services Division Management Bulletin 10-2019 for information about state hiring standards

The Superintendent or designee shall ensure that food service director(s) possess the qualifications required by 7 CFR 210.30 and California Department of Education (CDE) standards.

(cf 4231 - Staff Development)

(cf 4331 - Staff Development)

Note The following paragraph is for use by districts participating in the National School Lunch and/or Breakfast Program Pursuant to 42 USC 1776, such districts must ensure that food service personnel and other appropriate personnel who conduct or oversee administrative procedures receive training on administrative practices (i.e., training in application, certification, verification, meal counting, and meal claiming procedures) at least once each year In addition, all food service personnel are required to receive

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

annual training that (1) is designed to improve the accuracy of approvals for free and reduced-price meals and the identification of reimbursable meals at the point of service and (2) includes modules on nutrition, health and food safety standards and methodologies, and any other appropriate topics as determined by the U S Secretary of Agriculture. The CDE provides online training that meets these requirements, see CDE's web site

At least once each year, food service administrators, other appropriate personnel who conduct or oversee administrative procedures, and other food service personnel shall receive training provided by the CDE (42 USC 1776)

Meal Sales

Note: The following section may be revised by districts that have one or more high-poverty schools that operate under the federal universal meal service provision (42 USC 1759a) which provides breakfast and/or lunch free of charge to all students at the school. For further information, see BP 3553 - Free and Reduced Price Meals

Meals may be sold to students, district employees, Board members, and employees or members of the fund or association maintaining the cafeteria. (Education Code 38082)

Note: Pursuant to Education Code 38082, the Governing Board may adopt a resolution to authorize serving meals to additional persons other than those listed above. CDE's Nutrition Services Division Management Bulletin 00-111 states that the Board's policy or resolution must specify the means for serving those persons and indicates that using funds from the National School Lunch or Breakfast Program to serve any nonstudent would be contrary to program goals. The following **optional** paragraph is for districts that have adopted such a resolution and should be revised to reflect district practice

In addition, meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are on campus for a legitimate purpose. Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U S Department of Agriculture (USDA) foods

Note: Pursuant to Education Code 38084, the district may determine meal prices consistent with the goal of paying the costs of maintaining the cafeterias (exclusive of the costs of housing and equipping cafeterias or other costs) determined by Board resolution, which are paid from district funds other than the cafeteria fund, pursuant to Education Code 38100)

Students who meet federal eligibility criteria for the reduced-price meal program cannot be charged more than the amounts listed in 42 USC 1758 and 1773, see AR 3553 - Free and Reduced Price Meals. For information about setting prices for full-price meals, see 42 USC 1760 and CDE's Nutrition Services Division Management Bulletin SNP 12-2018

Meal prices, as recommended by the Superintendent or designee and approved by the Board, shall be based on the costs of providing food services and consistent with Education Code 38084 and 42 USC 1760. Students who are enrolled in the free or reduced-price meal

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

program shall receive meals free of charge or at a reduced price in accordance with law, Board policy, and administrative regulation.

(cf 3553 - Free and Reduced Price Meals)

Note Pursuant to USDA Memorandum SP 46-2016, districts participating in the National School Lunch and/or Breakfast Program are **mandated** to have a written and clearly communicated meal charge policy which includes, but is not limited to, policy on the collection of delinquent meal charge debt. See the accompanying administrative regulation for additional language fulfilling this mandate.

The Superintendent or designee shall establish strategies and procedures for the collection of meal payments, including delinquent meal payments. Such procedures shall conform with BP/AR 3553 - Free and Reduced Price Meals, 2 CFR 200.426 and any applicable CDE guidance. The Superintendent or designee shall clearly communicate these procedures to students and parents/guardians, and shall make this policy and the accompanying administrative regulation available to the public pursuant to Education Code 49557.5.

Note Education Code 49557.5 requires any district that participates in the National School Lunch and/or Breakfast Program to ensure that students with unpaid meal fees are not shamed or treated differently than other students. For further information, see CDE's Nutrition Services Division Management Bulletin SNP-03-2017.

In addition, Education Code 49557 requires the Board to approve a plan that ensures students eligible to receive free or reduced-price meals are not treated differently from other students, including, but not limited to, assurance that eligible students will not be overtly identified by the use of special tokens, tickets, or any other means. For additional language addressing this requirement, see BP/AR 3553 - Free and Reduced Price Meals.

The Superintendent or designee shall ensure that a student whose parent/guardian has unpaid school meal fees or a student who is enrolled in the free or reduced-price meal program is not overtly identified by the use of special tokens, tickets, or other means and is not shamed, treated differently, or served a meal that differs from the meal served to other students (Education Code 49557, 49557.5).

(cf 0410 - Nondiscrimination in District Programs and Activities)
(cf 0415 - Equity)

Cafeteria Fund

Note Pursuant to Education Code 38090, money received for the sale of food or for any services performed by the cafeterias may be paid into the county treasury to the credit of a "cafeteria fund" for the district.

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Note Education Code 38103 allows the Board, at its discretion and with the approval of the County Superintendent of Schools who is responsible for a countywide payroll/retirement system under Education Code 42646, to have wages, salaries, and benefits of food service employees paid either from the district's general fund (Option 1 below) or from the district's cafeteria fund (Option 2)

OPTION 1: The wages, salaries, and benefits of food service employees shall be paid from the district's general fund. At any time, the Board may order reimbursement from the district's cafeteria fund for these payments in amounts prescribed by the Board and not exceeding the costs actually incurred (Education Code 38103)

OPTION 2: The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code 38103)

Note The following **optional** paragraph may be revised to reflect district practice 2 CFR Part 200, Appendix VII and USDA guidance, Indirect Costs Guidance for State Agencies and School Food Authorities, provide information regarding allowable indirect costs that may be charged to the nonprofit school food service account. Also see the accompanying administrative regulation

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

(cf 3230 - Federal Grant Funds)
(cf 3400 - Management of District Assets/Accounts)
(cf 3460 - Financial Reports and Accountability)

Contracts with Outside Services

Note The following section is **optional**. Pursuant to Education Code 45103.5, the district is authorized to contract for consulting services related to food service management 42 USC 1758, 7 CFR 210.16, and Education Code 45103.5 authorize a district, under specified conditions and with approval of the CDE, to contract with a food service management company to manage its food service operation in one or more of its schools. See the accompanying administrative regulation for related requirements

With Board approval, the district may enter into a contract for food service consulting services or management services in one or more district schools. (Education Code 45103.5; 42 USC 1758, 7 CFR 210.16)

(cf 3312 - Contracts)
(cf 3600 - Consultants)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)**Procurement of Foods, Equipment and Supplies**

Note The following two paragraphs reflect requirements for districts participating in the National School Lunch and/or Breakfast Program Pursuant to 7 CFR 210.21, districts are required to comply with all requirements for purchasing commercial food products served in the school meal programs, including those outlined in the Buy American provision USDA Memorandum SP 38-2017 clarifies that, a district participating in the National School Lunch and/or Breakfast Program or any entity purchasing food on its behalf must, to the maximum extent practicable, purchase domestically grown and processed foods, as defined According to the Memorandum, a domestic commodity or product is deemed to be "substantially using" domestic agricultural commodities when over 51 percent of the final processed product consists of agricultural commodities produced in the United States

Limited exceptions to the Buy American requirement are described in USDA Memorandum SP 38-2017 If the district is using one of these exceptions, it must maintain documentation justifying the exception(s)

Pursuant to Education Code 49563, CDE is required to make resources, requirements, and best practices related to the Buy American provision available on its web site and to provide districts with related USDA guidance or regulations as updates are issued

To the maximum extent practicable, foods purchased for use in school meals by the district or by any entity purchasing food on its behalf shall be domestic commodities or products *Domestic commodity or product* means an agricultural commodity that is produced in the United States and a food product that is processed in the United States substantially using agricultural commodities that are produced in the United States. (42 USC 1760, 7 CFR 210.21)

A nondomestic food product may be purchased for use in the district's food service program only as a last resort when the product is not produced or manufactured in the United States in sufficient and reasonable quantities of a satisfactory quality, or when competitive bids reveal the costs of a United States product are significantly higher than the nondomestic product. In such cases, the Superintendent or designee shall retain documentation justifying the use of the exception.

Furthermore, the district shall accept a bid or price for an agricultural product grown in California before accepting a bid or price for an agricultural product grown outside the state, if the quality of the California-grown product is comparable and the bid or price does not exceed the lowest bid or price of a product produced outside the state. (Food and Agriculture Code 58595)

Note Pursuant to Public Contract Code 20111, districts participating in a federally funded child nutrition program, such as the National School Lunch and/or Breakfast Program, must comply with the federal procurement standards of 2 CFR 200.318-200.326 in regard to bid solicitations and awards Also see BP/AR 3230 - Federal Grant Funds Districts that do not participate in such a program may revise the following paragraph

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Bid solicitations and awards for purchases of equipment, materials, or supplies in support of the district's child nutrition program, or for contracts awarded pursuant to Public Contract Code 2000, shall be consistent with the federal procurement standards in 2 CFR 200 318-200.326. Awards shall be let to the most responsive and responsible party. Price shall be the primary consideration, but not the only determining factor, in making such an award. (Public Contract Code 20111)

Program Monitoring and Evaluation

The Superintendent or designee shall present to the Board, at least annually, financial reports regarding revenues and expenditures related to the food service program.

Note The following paragraph is for use by districts that have one or more schools participating in the National School Lunch Program, School Breakfast Program, Seamless Summer Feeding Option, and/or other federal meal program. The state monitoring process (the Administrative Review) includes a review of district compliance with requirements for federal meal programs, including a review of resource management in the food service program as provided in the following paragraph. Each district is reviewed at least once every three years. See CDE's nutrition services web site for a current list of documents that may be requested for the review.

During the Administrative Review, CDE will review district policies on charge accounts, alternate meals, unpaid meal charges, and guidelines for continually notifying parents/guardians of these policies.

The Superintendent or designee shall provide all necessary documentation required for the Administrative Review conducted by the CDE to ensure compliance of the district's food service program with federal requirements related to maintenance of the nonprofit school food service account, meal charges, paid lunch equity, revenue from nonprogram goods, indirect costs, and USDA foods.

(cf 3555 - Nutrition Program Compliance)

Legal Reference (see next page)

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FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Legal Reference

EDUCATION CODE

38080-38086 1 Cafeteria, establishment and use
38090-38095 Cafeterias, funds and accounts
38100-38103 Cafeterias, allocation of charges
42646 Alternate payroll procedure
45103 5 Contracts for management consulting services, restrictions
49490-49493 School breakfast and lunch programs
49500-49505 School meals
49550-49564 5 Meals for needy students, especially
49550 5 Universal breakfast
49554 Contract for services
49580-49581 Food recovery program

FOOD AND AGRICULTURE CODE

58595 Preference for California-grown agricultural products

HEALTH AND SAFETY CODE

113700-114437 California Retail Food Code

PUBLIC CONTRACT CODE

2000-2002 Responsive bidders

20111 Contracts

CODE OF REGULATIONS, TITLE 5

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch programs

1771-1791 Child nutrition, including

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 2

200 56 Indirect costs, definition

200 317-200 326 Procurement standards

200 400-200 475 Cost principles

200 Appendix VII Indirect cost proposals

CODE OF FEDERAL REGULATIONS, TITLE 7

210 1-210 31 National School Lunch Program

220 1-220 21 National School Breakfast Program

250 1-250 70 USDA foods

Management Resources

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Professional Standards in the SNP and New Hiring Flexibility, NSD Management Bulletin, SNP-10-2019, April 2019

Paid Lunch Equity Requirement and Calculation Tool, NSD Management Bulletin, SNP-12-2018, May 2018

Clarification for the Use of Alternate Meals in the National School Lunch and School Breakfast Programs, and Additional Guidance on the Handling of Unpaid Meal Charges, NSD Management Bulletin, SNP-03-2018, February 2018

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Management Resources (continued)

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS (continued)

Storage and Inventory Management of U S Department of Agriculture Foods, NSD Management Bulletin, FDP-01-2018, January 2018

Unpaid Meal Charges Local Meal Charge Policies, Clarification on Collection of Delinquent Meal Payments, and Excess Student Account Balances, NSD Management Bulletin, SNP-03-2017, April 2017

Procuring and Monitoring of Food Service Management Contracts, NSD Management Bulletin, SNP-13-2015

Cafeteria Funds--Allowable Uses, NSD Management Bulletin, NSD-SNP-07-2013, May 2013

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, NSD Management Bulletin, 00-111, July 2000

U S DEPARTMENT OF AGRICULTURE PUBLICATIONS

FAQs About School Meals

Compliance with and Enforcement of the Buy American Provision in the National School Lunch Program, SP 38-2017, June 2017

Overcoming the Unpaid Meal Challenge Proven Strategies from Our Nation's Schools, May 2017

Unpaid Meal Charges Guidance and Q&A, SP 23-2017, March 2017

Indirect Costs Guidance for State Agencies and School Food Authorities SP 60-2016, September 2016

Unpaid Meal Charges Local Meal Charge Policies, SP 46-2016, July 2016

Discretionary Elimination of Reduced Price Charges in the School Meal Programs, SP 17-2014, January 2014

WEB SITES

California Department of Education, Nutrition Services Division [http //www.cde.ca.gov/ls/nu](http://www.cde.ca.gov/ls/nu)

California School Nutrition Association [http //www.calsna.org](http://www.calsna.org)

U S Department of Agriculture, Food and Nutrition Service [http //www.fns.usda.gov/cnd](http://www.fns.usda.gov/cnd)

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CSBA Sample Administrative Regulation

Business and Noninstructional Operations

AR 3551(a)

FOOD SERVICE OPERATIONS/CAFETERIA FUND

Note Districts that provide breakfast and/or lunch free of charge to all students (i.e., "universal meal service") at one or more schools pursuant to 42 USC 1759a or Education Code 49550.5 should revise the following administrative regulation accordingly. Also see BP/AR 3553 - Free and Reduced Price Meals

Payments for Meals

Note State and federal law (Education Code 49550, 42 USC 1758, 1773) require that all students eligible for free and reduced-price meals receive a reimbursable meal during each school day, which must be the same meal choice offered to noneligible students, see BP/AR 3553 - Free and Reduced Price Meals. California Department of Education (CDE) Nutrition Services Division Management Bulletin SNP-03-2018 clarifies that districts therefore cannot serve an alternate meal (i.e., a meal that is different than the day's advertised meal) to a student eligible for reduced-price meals who does not have the ability to pay or who fails to provide a meal ticket or other medium of exchange on a given day.

In addition to providing meals at no cost to students who are eligible, the district may offer meals at no cost to students who qualify for reduced-price benefits. Districts that choose to eliminate reduced-price meal charges may still claim the meals at the reduced-price rate, but the cost difference between the reduced-price meal and the no-cost meal must be covered by the district's cafeteria fund. For more information, see the U.S. Department of Agriculture's (USDA) Memorandum SP-17-2014.

The following section includes recommendations of the CDE's Nutrition Services Division Management Bulletin and the USDA's "FAQs About School Meals" on the USDA's web site and may be revised to reflect district practice.

With the exception of students who are eligible to receive meals at no cost, students may pay on a per-meal basis or may submit payments in advance. The Superintendent or designee shall maintain a system for accurately recording payments received and tracking meals provided to each student.

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3555 - Nutrition Program Compliance)

Note CDE's program monitoring process (the Administrative Review) requires districts to continually notify parents/guardians of district policies regarding meal payments, including charge accounts and alternate meals if applicable. Districts should, at a minimum, inform parents/guardians at the beginning of the school year and on an ongoing basis of district practices for students who have lost or forgotten their meal payment. In addition, districts should set up a system for notifying parents/guardians when a student's meal payment account has a low or negative balance.

According to USDA's Memorandum SP-23-2017, the district's policy on delinquent meal payments must be communicated in writing to all households at the start of each school year and to households transferring to the school during the school year. CDE's Nutrition Services Division Management Bulletin SNP-03-2017 states that, at a minimum, districts should use the methods specified below to communicate the district's meal policy.

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

At the beginning of the school year, and whenever a student enrolls during the school year, parents/guardians shall be notified of the district's meal payment policies and be encouraged to prepay for meals whenever possible. The Superintendent or designee shall communicate the district's meal payment policies through multiple methods, including, but not limited to:

1. Explaining the meal charge policy within registration materials provided to parents/guardians at the start of the school year
2. Including the policy in print versions of student handbooks, if provided to parents/guardians annually
3. Providing the policy whenever parents/guardians are notified regarding the application process for free and reduced-price meals, such as in the distribution of applications at the start of the school year
4. Posting the policy on the district's web site
5. Establishing a system to notify parents/guardians when a student's meal payment account has a low or negative balance

(cf 1113 - District and School Web Sites)

(cf 5145 6 - Parental Notifications)

Note The following optional paragraph may be revised to reflect district practice. According to the USDA's "FAQs About School Meals," any district that participates in the National School Lunch and/or Breakfast Program and has one or more schools which use a system of meal tickets (or tokens, cards, or other similar medium of exchange) may limit the number of lost or stolen tickets it will replace for students each school year, as long as the limit is set at three or more. However, such a limit may only be established if the school (1) advises students and parents/guardians of the district's rules regarding replacement tickets at the beginning of the school year and/or when applications for free and reduced-price meals are distributed or approved, (2) maintains a list of students who have reported lost and stolen tickets and the number of occurrences for each student, (3) issues at least one advance warning to the student or the student's parent/guardian prior to refusing to issue a replacement ticket, and (4) does not deny meals to prekindergarten or younger primary students or students with disabilities who may be unable to take full responsibility for their meal tickets. Although these requirements apply only to students who qualify for free or reduced-price meals, the USDA recommends that districts apply the same limits for students who pay full price for their meals in order to ensure that needy students are not overtly identified because of a disparate ticket replacement policy.

In any school that uses a system of meal tickets or other similar medium of exchange rather than an electronic point-of-sale system, the Superintendent or designee shall develop a process for providing replacement tickets to any student who reports a ticket as lost or stolen. However, whenever any student reports an excessive number of lost or stolen tickets, the Superintendent or designee shall notify the parent/guardian and may provide an alternative method of tracking meal usage for that student.

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

In order to avoid potential misuse of a student's food service account by someone other than the student in whose name the account has been established, the Superintendent or designee shall verify a student's identity when setting up the account and when charging any meal to the account. The Superintendent or designee shall investigate any claim that a bill does not belong to a student or is inaccurate, and shall open a new account as appropriate for a student whose account appears to have been misused.

(cf 1340 - Access to District Records)

(cf 3580 - District Records)

Note Pursuant to CDE's Nutrition Services Division Management Bulletin SMR-03-2017, districts must ensure that students who are approved for reduced-price meals receive all meals that are paid for. Any excess payments must be either carried over or refunded to the parents/guardians. The following paragraph extends this provision to also apply to students paying for full-price meals.

Any payments made to a student's food service account shall, if not used within the school year, be carried over into the next school year or be refunded to the student's parents/guardians.

Unpaid and Delinquent Meal Charges

Note The following section reflects requirements applicable to districts participating in the National School Lunch and/or Breakfast Program and may also be used by districts that do not participate in the program. Pursuant to USDA Memorandum SP-462016, districts participating in the National School Lunch and/or Breakfast Program are **mandated** to have a written and clearly communicated meal charge policy which includes, but is not limited to, policy on the collection of delinquent meal charge debt. Such policy may be consistent for all students or vary by grade level. The following section may be revised to reflect district practice.

At its discretion, the district may choose to also notify parents/guardians before the student's meal account reaches a negative balance. The following paragraph may be modified to reflect district practice.

No later than 20 days after a student's school meal account has reached a negative balance, the Superintendent or designee shall so notify the student's parent/guardian. Before sending this notification, the district shall exhaust all options and methods to directly certify the student for free or reduced-price meals. If the district is not able to directly certify the student, the notice to the parent/guardian shall include a paper copy of, or an electronic link to, an application for free or reduced-price meals and the Superintendent or designee shall contact the parent/guardian to encourage submission of the application. (Education Code 49557.5)

The district may attempt to collect unpaid school meal fees from a parent/guardian, but shall not use a debt collector. (Education Code 49557.5)

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

Note The following **optional** paragraph reflects CDE guidance in its Nutrition Services Division Management Bulletin SNP-03-2017

The Superintendent or designee may enter into an agreement with a student's parent/guardian for payment of the student's unpaid meal charge balance over a period of time. As necessary, the repayment plan may allow the unrecovered or delinquent debt to carry over into the next fiscal year.

The district shall not direct any action toward a student to collect unpaid school meal fees (Education Code 49557.5)

Note CDE's Nutrition Services Division Management Bulletin SNP-03-2017 requires that the district's unpaid meal policy conform with the cost principles set forth in 2 CFR 200.426, as provided below

The district's efforts to collect debt shall be consistent with district policies and procedures, California Department of Education (CDE) guidance, and 2 CFR 200.426. The district shall not spend more than the actual debt owed in efforts to recover unpaid meal charges.

Note Pursuant to CDE's Nutrition Services Division Management Bulletin SNP-03-2017, delinquent debt must be reclassified as bad debt and written off as an operating loss if it is not paid by the end of the fiscal year in which the debt was incurred, unless the district enters into a repayment plan with the parent/guardian prior to the end of the fiscal year or the debt occurs fewer than 90 days prior to the end of the fiscal year. Federal funds are not available to reimburse the district for bad debt. Districts are required to maintain related records in accordance with 7 CFR 210.9 and 210.15.

The Superintendent or designee shall maintain records of the efforts made to collect unpaid meal charges and, if applicable, financial documentation showing when the unpaid meal balance has become an operating loss.

Reimbursement Claims

Note To streamline administration of state and federal meal programs, CDE has developed an online Child Nutrition Information and Payment System which must be used to submit reimbursement claims and to submit and track the status of applications and USDA food requests.

The Superintendent or designee shall maintain records of the number of meals served each day by school site and by category of free, reduced-price, and full-price meals. The Superintendent or designee shall submit reimbursement claims for school meals to CDE using the online Child Nutrition Information and Payment System.

Donation of Leftover Food

To minimize waste and reduce food insecurity, the district may provide sharing tables where students and staff may return appropriate unused cafeteria food items to be made available to

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

students during the course of a regular school meal time. If food on the sharing tables is not taken by a student, the school cafeteria may donate the food to a food bank or any other nonprofit charitable organization. (Health and Safety Code 114079)

(cf 3510 - Green School Operations)

Food that may be donated includes prepackaged, nonpotentially hazardous food with the packaging still intact and in good condition, whole uncut produce, unopened bags of sliced fruit, unopened containers of milk that are immediately stored in a cooling bin maintained at 41 degrees Fahrenheit or below, and perishable prepackaged food if it is placed in a proper temperature-controlled environment. The preparation, safety, and donation of food shall be consistent with Health and Safety Code 113980. (Health and Safety Code 114079)

Cafeteria Fund

Note: Education Code 38093 authorizes the Governing Board to establish one or more cafeteria revolving accounts to be treated as revolving cash accounts of the cafeteria fund.

All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law. The income and expenditures of any cafeteria revolving account established by the Governing Board shall be recorded as income and expenditures of the cafeteria fund. (Education Code 38090, 38093)

(cf 3100 - Budget)

(cf 3300 - Expenditures and Purchases)

Note: Education Code 38100, as amended by AB 3043 (Ch 593, Statutes of 2018), permits a district, with approval from CDE, to utilize cafeteria funds to pay for the purchase of a mobile food facility. However, if the district uses federal reimbursements from any of the federal child nutrition programs for such purchase, the mobile food facility shall only be used to support the administration of those federal programs. Mobile food facilities used for any purposes other than to support the administration of federal child nutrition programs shall not be purchased with cafeteria funds.

The cafeteria fund shall be used only for those expenditures authorized by the Board as necessary for the operation of school cafeterias in accordance with Education Code 38100-38103, 2 CFR Part 200 Appendix VII, and the California School Accounting Manual.

Note: The following **optional** paragraph is for use by districts that choose to provide universal breakfast (free of charge to all students) at one or more schools. Pursuant to Education Code 49550.5, as added by AB 3043, districts may use cafeteria funds to supplement the cost of providing universal breakfast provided they submit the required certification to CDE. The requirement to submit certification does not apply to any district that provides universal breakfast pursuant to a federally authorized provision (e.g., Provision 1, 2, or 3 or the Community Eligibility Provision of the National School Lunch Act).

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

With CDE approval, the district may use cafeteria funds to supplement the provision of universal breakfast. On or before July 1 of each year, the district shall submit to CDE a Board-signed application certifying that breakfast will be provided to all students at no charge and that any cost above the amount provided in federal reimbursement will be covered by the district with nonfederal funds. (Education Code 49550 5)

Any charges to, or transfers from, a food service program shall be dated and accompanied by a written explanation of the expenditure's purpose and basis. (Education Code 38101)

(cf 3110 - Transfer of Funds)

Note The following **optional** paragraph may be revised to reflect district practice 2 CFR Part 200 Appendix VII and USDA guidance SP 60-2016, Indirect Costs Guidance for State Agencies and School Food Authorities, provide information regarding allowable indirect costs that may be charged to the nonprofit school food service account Indirect costs are those that are incurred for the benefit of multiple programs or objectives and typically support administrative overhead functions (e g, accounting, payroll, purchasing, utilities, janitorial services) Each program or objective that benefits from the indirect cost bears a commensurate portion of the cost Costs may be charged to the nonprofit food service account only if properly documented

Indirect costs charged to the food service program shall be based on either the district's prior year indirect cost rate as approved by CDE or the statewide average approved indirect cost rate for the second prior fiscal year, whichever is less. (Education Code 38101)

Note Pursuant to 7 CFR 210.14 and 220.7, net cash resources (i e, all monies that have accrued to the nonprofit school food service at any given time, less cash payable) should not exceed three months average expenditures If there is a surplus, then according to USDA guidance, Indirect Costs Guidance for State Agencies and School Food Authorities, the district must lower the price of paid lunches, improve food quality, or make other improvements to school meal operations CDE's Nutrition Services Division Management Bulletin NSD-SNP-07-2013 provides that the spending plan developed by the district under such circumstances must be approved by the CDE

Net cash resources in the nonprofit school food service shall not exceed three months average expenditures. (7 CFR 210.14, 220.7)

U.S. Department of Agriculture Foods

Note The following **optional** section is for use by districts that participate in the National School Lunch Program and receive foods from the USDA pursuant to 42 USC 1755 and 7 CFR 250.1-250.70 CDE is responsible for ordering and distributing USDA foods for use in California schools Pursuant to 42 USC 1758, USDA must ensure that foods offered through this program reflect the most recent Dietary Guidelines for Americans

The district shall provide facilities for the storage and control of foods received through the U.S. Department of Agriculture (USDA) that protect against theft, spoilage, damage, or other

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

loss Such storage facilities shall maintain donated foods in sanitary conditions, at the proper temperature and humidity, and with adequate air circulation The district shall comply with all federal, state, or local requirements related to food safety and health and procedures for responding to a food recall, as applicable, and shall obtain all required health inspections. (7 CFR 250 14)

The Superintendent or designee shall maintain inventories of USDA foods in accordance with 7 CFR 250 59 and CDE procedures, and shall ensure that foods are used before their expiration dates.

USDA donated foods shall be used in school lunches as far as practicable USDA foods also may be used in other nonprofit food service activities, including, but not limited to, school breakfasts or other meals, a la carte foods sold to students, meals served to adults directly involved in the operation and administration of the food service and to other school staff, and training in nutrition, health, food service, or general home economics instruction for students, provided that any revenues from such activities accrue to the district's nonprofit food service account. (7 CFR 250 59)

Contracts with Outside Services

<p>Note The following optional section is for use by districts that contract for food service management services pursuant to Education Code 49554, 42 USC 1758, or 7 CFR 210 16 or consulting services pursuant to Education Code 45103 5, and should be modified to reflect the type(s) of contracts the district maintains, see the accompanying Board policy</p>
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The term of any contract for food service management or consulting services shall not exceed one year. Any renewal of the contract or further requests for proposals to provide such services shall be considered on a year-to-year basis (Education Code 45103.5; 7 CFR 210 16)

Any contract for management of the food service operation shall be approved by CDE and comply with the conditions in Education Code 49554 and 7 CFR 210.16 as applicable. The district shall retain control of the quality, extent, and general nature of its food services, including prices to be charged to students for meals, and shall monitor the food service operation through periodic on-site visits The district shall not enter into a contract with a food service company to provide a la carte food services only, unless the company agrees to offer free, reduced-price, and full-price reimbursable meals to all eligible students (Education Code 49554; 42 USC 1758, 7 CFR 210 16)

Any contract for consulting services shall not result in the supervision of food service classified staff by the management consultant, nor shall it result in the elimination of any food service classified staff or position or have any adverse effect on the wages, benefits, or

FOOD SERVICE OPERATIONS/CAFETERIA FUND (continued)

other terms and conditions of employment of classified food service staff or positions. All persons providing consulting services shall be subject to applicable employment conditions related to health and safety as listed in Education Code 45103.5 (Education Code 45103.5)

(cf 3312 - Contracts)

(cf 3515.6 - Criminal Background Checks for Contractors)

(cf 3600 - Consultants)

(cf 4112.4/4212.4/4312.4 - Health Examinations)

(cf 4212 - Appointments and Conditions of Employment)

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(5/17 3/18) 7/19

CSBA Sample Administrative Regulation

Certificated Personnel

AR 4117 7(a)
4317.7

EMPLOYMENT STATUS REPORTS

Note Education Code 44030 5 and 44242 5 and 5 CCR 80303 require the Superintendent to make a report to the Commission on Teacher Credentialing (CTC) when the employment status of a certificated employee has been changed as a result of alleged misconduct or while an allegation of misconduct is pending. Upon notification by the district or other specified agencies, CTC may conduct a review and take an adverse action against the certificated employee, including, but not limited to, suspension or revocation of the credential.

Pursuant to 5 CCR 80303, the report must be made regardless of any proposed or actual agreement, settlement, or stipulation between the district and the employee not to make such a report. The report must also be made if the allegations are withdrawn in consideration of the employee's resignation, retirement, or other failure to contest the truth of the allegations.

Pursuant to Education Code 44030 5 and 5 CCR 80303, as amended, the Superintendent's failure to make the report of the change in employment status or to notify the affected employee of the contents of 5 CCR 80303 would be considered unprofessional conduct and, if it is determined that the Superintendent refused or willfully neglected to make the report, the Superintendent may be found guilty of a misdemeanor and fined.

The Superintendent shall report to the Commission on Teacher Credentialing (CTC) any change in the employment status of a certificated employee who, while working in a position requiring a credential and as a result of an allegation of misconduct or while an allegation of misconduct is pending: (Education Code 44030 5, 44242.5, 5 CCR 80303)

1. Is dismissed or nonrelected

(cf 4116 - Probationary/Permanent Status)
(cf 4117 6 - Decision Not to Rehire)
(cf 4118 - Dismissal/Suspension/Disciplinary Action)

2. Resigns

(cf 4117 2/4117 2/4317 2 - Resignation)

3. Is suspended or placed on unpaid administrative leave for more than 10 days as a final adverse employment action

4. Retires

5. Is otherwise terminated by a decision not to employ or reemploy

(cf 4119 21/4219 21/4319 21 - Professional Standards)
(cf 5141 4 - Child Abuse Prevention and Reporting)

EMPLOYMENT STATUS REPORTS (continued)

This report is not required when the change in employment status is due solely to unsatisfactory performance pursuant to Education Code 44932 or a reduction in force pursuant to Education Code 44955-44958 (Education Code 44030 5, 44242 5, 5 CCR 80303)

(cf 4115 - Evaluation/Supervision)

(cf 4117 3 - Personnel Reduction)

Note Education Code 44030 5 requires the Superintendent to submit the report to CTC within 30 days of the change in employment status 5 CCR 80303 requires CTC to acknowledge receipt of the report within 30 days of receipt

5 CCR 80303 describes the contents that must be included in the report. The report should be made using a notification form available on CTC's web site and attaching relevant documents, evidence, and materials related to the district's investigation of the misconduct

When required, the report of a change in employment status shall be submitted not later than 30 days after the employment action. The report shall be made using a form provided by CTC and shall include all known information about each alleged act of misconduct by the employee. The report shall contain the name and current address of the certificated employee, name of the district, last school or district assignment, an explanation of the allegation of misconduct or pending allegation of misconduct, current contact information for all persons who may have information relating to the alleged misconduct, and any and all documentation related to the case. (Education Code 44030.5; 5 CCR 80303)

Upon a change in employment status as a result of alleged misconduct or while an allegation of misconduct is pending, the Superintendent shall, in writing, inform the employee of the contents of 5 CCR 80303. (5 CCR 80303)

(cf 4112 9/4212 9/4212 9 - Employee Notifications)

Additional Reports of Employee Misconduct

Note Notification forms for the reports specified in items #1-2 below are available on CTC's web site

The Superintendent or designee shall submit a report to CTC, using a form provided by CTC and attaching all relevant documents, whenever

Note Pursuant to Education Code 44940, the district must notify CTC when an employee has been charged in court with a "mandatory leave of absence offense," defined as a sex or drug offense specified in Education Code 44940 or a violation or attempted violation of Penal Code 187 (murder). Also see AR 4118 - Dismissal/Suspension/Disciplinary Action. Upon receiving notification from the district regarding any such offense, CTC will automatically suspend the employee's credential. Education Code 44423 5 also

EMPLOYMENT STATUS REPORTS (continued)

requires CTC to suspend an individual's credential upon receiving notice that another state has taken final action to revoke the individual's credential

1. An employee, by complaint, information, or indictment filed in court, is charged with a "mandatory leave of absence offense," defined as a sex or drug offense specified in Education Code 44940 or violation or attempted violation of Penal Code 187 (murder) (Education Code 44242.5, 44940, 44940.5)

Not later than 10 days after receipt of such a complaint, information, or indictment regarding an employee, the Superintendent or designee shall forward a copy of the received documents to CTC. In addition, the Superintendent or designee shall report to CTC any action taken in connection with extending the employee's mandatory leave beyond the initial period. (Education Code 44940, 44940.5)

Note According to CTC's notification form, submission of this notification to CTC does not relieve the district of the obligation to also submit an employment status report of the same misconduct when the district takes disciplinary action resulting in a change in employment status

If the offense results in a change in employment status, the Superintendent shall submit an employment status report in addition to the report of the mandatory leave of absence offense

2. An employee refuses, without good cause, to fulfill a valid employment contract, or departs from district service without the consent of the Superintendent or Governing Board. (Education Code 44242.5, 44420)

Note Education Code 44242.5 gives CTC authority to review any of the violations described in items #1-3 below upon receiving notice from a district. Since the law does not require districts to report these violations to CTC, the district should revise the following list to identify the types of violations that it will report and then ensure consistent implementation

As appropriate, the Superintendent or designee also shall notify CTC of any of the following.

Note Pursuant to Education Code 44242.5, CTC will not consider action on the basis of alleged sexual misconduct (item #1 below) unless there is evidence in the form of a written or oral declaration under penalty of perjury that confirms the personal knowledge of the declarant regarding the acts alleged to constitute misconduct

1. A complaint filed with the district regarding a certificated employee's alleged sexual misconduct (Education Code 44242.5)

(cf 4119 24/4219 24/4319 24 - Maintaining Appropriate Adult-Student Interactions)

The notice to CTC shall contain all of the following information. (5 CCR 80304)

EMPLOYMENT STATUS REPORTS (continued)

- a. Name of the employee alleged to have engaged in the sexual misconduct
- b. Name, age, and address of each victim of the alleged sexual misconduct
- c. A summary of all information known to the district regarding the alleged sexual misconduct
- d. A summary of the action, if any, taken at the district level in response to the complaint of sexual misconduct

*(cf 1312 1 - Complaints Concerning District Employees)
(cf 4119 11/4219 11/4319 11 - Sexual Harassment)
(cf 5145 7 - Sexual Harassment)*

2. An employee's knowing and willful use of school records of student data in connection with, or in implicit or explicit attempts to recruit a student to be a customer for, any business owned by the certificated employee or in which the certificated employee is an employee. (Education Code 44242.5, 44421 1)

(cf 5125 - Student Records)

3. An employee's knowing and willful reporting of false fiscal expenditure data relative to the conduct of any educational program (Education Code 44242 5, 44421.5)
4. An employee's subversion or attempt to subvert any licensing examination or the administration of an examination (Education Code 44242 5, 44439)

Legal Reference (see next page)

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EMPLOYMENT STATUS REPORTS (continued)

Legal Reference

EDUCATION CODE

- 44009 Conviction of specified crimes
- 44010 Sex offense, definitions
- 44011 Controlled substance offense, definitions
- 44030 5 Employment status reports
- 44225 Powers and duties of CTC
- 44242 5 Reports and review of alleged misconduct
- 44420-44440 Adverse actions by CTC against credential holder
- 44932 Causes for dismissal
- 44940 Sex offenses and narcotic offenses, compulsory leave of absence
- 44940 5 Compulsory leave of absence
- 44955-44958 Reduction in force

PENAL CODE

187 Murder

CODE OF REGULATIONS, TITLE 5

- 80303 Reports of change in employment status, alleged misconduct
- 80304 Notice of sexual misconduct

Management Resources

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

California's Laws and Rules Pertaining to the Discipline of Professional Certificated Personnel, 2019

WEB SITES

CSBA [http //www csba org](http://www.csba.org)

Commission on Teacher Credentialing [http //www ctc ca gov](http://www.ctc.ca.gov)

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(11/08 4/14) 7/19

Cottonwood Union School District

ENROLLMENT UPDATE

Current Enrollment as of September 12, 2019											
School	As of 6/4/20	As of 5/14/20	As of 4/16/20	As of 3/12/20	As of 2/06/20	As of 1/16/20	As of 12/12/18	As of 11/14/19	As of 10/10/19	As of 9/11/19	Difference 9/11 to Current +/-
North										528	
West										415	
Total District										943	
CCCS										231	

CBEDS Enrollment (First Wednesday of October)					
District	14/15	15/16	16/17	17/18	18/19
Total	905	890	868	940	932
CCCS	179	208	225	225	229

ATTENDANCE UPDATE

Five year P-2 Historical Data (average daily attendance over 8 months)				
14/15	15/16	16/17	17/18	18/19
861	846 92	835 9	890 86	888 28

Scheduled 08/28/2019

Fiscal Year	Invoice Date	Req #	Comment	Payment Id (Trans Batch Id)	Sched	Paymt Status	Check Status	Invoice Amount	Unpaid Sales Tax	Expense Amount
Direct Vendor			CERAMI & BROWNING CONST INC (000890/1) 4475 TENAYA COURT, SUITE A REDDING, CA 96003							
2019/20	08/31/19		PROGRESS BILLING APP 2 - AUGUST 2019		08/28/19	Audit		516,009 66		516,009 66
2020 (004841) 40-000-0000-0000-6210-0000-8500-000-										
Total Invoice Amount								516,009 66	Check	

EXPENSES BY FUND - Bank Account COUNTY			
Fund	Expense	Cash Balance	Difference
40	516,009 66	972,904 03	456,894 37

✓ Laura L Merrick
8/28/19

Scheduled 08/28/2019

Bank Account COUNTY - County

Number of Payments	1
Number of Checks	1
Number of ACH Advice	0
Number of vCard Advice	0
Total Check/Advice Amount	\$516,009 66
Total Unpaid Sales Tax	\$ 00
Total Expense Amount	\$516,009 66

CHECK/ADVICE AMOUNT DISTRIBUTION COUNTS

\$0 - \$99	
\$100 - \$499	
\$500 - \$999	
\$1,000 - \$4,999	
\$5,000 - \$9,999	
\$10,000 - \$14,999	
\$15,000 - \$99,999	
\$100,000 - \$199,999	
\$200,000 - \$499,999	
\$500,000 - \$999,999	1
\$1,000,000 -	

***** ITEMS OF INTEREST *****

* Number of payments to a different vendor
 ! Number of Prepaid payments
 @ Number of Liability payments
 & Number of Employee Also Vendors
 ? denotes check name different than payment name
 F denotes Final Payment

40 - 6210 LM

PAYMENT APPLICATION

TO: COTTONWOOD UNION ELEM SCHOOL DIST
20512 WEST FIRST STREET
COTTONWOOD CA 96022

PROJECT NAME AND LOCATION: NORTH COTTONWOOD KINDER/TK CAMPUS APBP
19920 GAS POINT ROAD
COTTONWOOD CA 96022

APPLICATION # 2

PERIOD THRU 08/31/2019

Owner Project # 02-117645

Distribution to:

___ OWNER

___ ARCHITECT

___ CONTRACTOR

FROM: CERAMI & BROWNING CONST, INC
4475 TENAYA COURT, SUITE A
REDDING CA 96003

ARCHITECT: SEMINGSON ARCHITECTS

DATE OF CONTRACT: 7/3/2019

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below
Continuation Page is attached

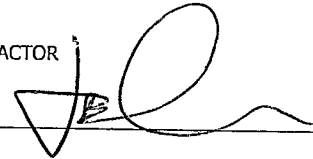
1 CONTRACT AMOUNT	2,844,600 00
2. SUM OF ALL CHANGE ORDERS	137,499 46
3. CURRENT CONTRACT AMOUNT (Line 1 + 2)	2,707,100 54
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	678,773 81
5. RETAINAGE:	
A 5% Of Completed Work (Columns D+ E on Continuation Page)	33,938 70
B 0% of Material Stored (Column F on Continuation Page)	0 00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	33,938 70
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	644,835 11
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT:	128,825 45
8. CURRENT PAYMENT DUE:	516,009 66
9. BALANCE TO FINISH: Line 3 - Line 6	2,062,265 43

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	0 00	0 00
Total approved this month	0 00	-137499 46
TOTALS	0 00	-137499 46
NET CHANGES	137,499 46	

Contractor's signature below CERAMI & BROWNING CONST, INC

CONTRACTOR

By



Date

8/27/19

State of

County of

Subscribed and sworn to before me this

day of

Notary Public

My Commission Expires

ARCHITECT'S CERTIFICATION

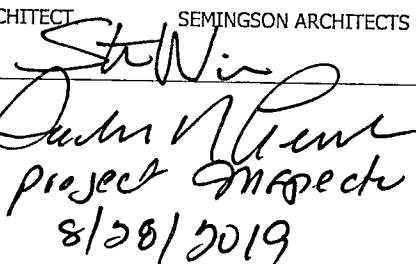
Architect's signature below

CERTIFIED AMOUNT

516,009 66

ARCHITECT SEMINGSON ARCHITECTS

By



Project Inspector
8/28/2019

Date

8-28-19

PAYMENT APPLICATION DETAILS

Customer COTTONWOOD UNION ELEM SCHOOL DIST
 Project NORTH COTTONWOOD KINDER/TK CAMPUS APBP

Application Number 2
 For Period Ending 08/31/2019

A	B	C	D		E	F	G		H	I
			Work Completed				Completed and Stored To Date	Total %		
Item Number - Description	Scheduled Value	From Previous Application	This Period Value	Materials Presently Stored	Completed and Stored To Date	Total %			Balance To Finish	Retainage Value
01000	GENERAL CONDITIONS	356,433 45	28315 80	50,137 02	0 00	78452 82	22 01	277,980 63	3,922 64	
01010	JOBSITE SUPERVISION	144,000 00	7200 00	14,400 00	0 00	21600 00	15 00	122,400 00	1,080 00	
01050	BONDS AND INSURANCE	54,472 70	54472 70	0 00	0 00	54472 70	100 00	0 00	2,723 64	
02000	SITE WORK	319,042 50	43160 25	233,433 38	0 00	276593 63	86 69	42,448 87	13,829 69	
02020	UNDERGROUND UTILITIES	300,715 80	0 00	53,198 90	0 00	53198 90	17 69	247,516 90	2,659 95	
02035	AC PAVING AND BASE	69,006 42	0 00	0 00	0 00	0 00	0 00	69,006 42	0 00	
02045	LANDSCAPE AND IRRIGATION	49,140 00	2457 00	0 00	0 00	2457 00	5 00	46,683 00	122 85	
03000	CONCRETE	336,000 00	0 00	224,477 61	0 00	224477 61	66 81	111,522 39	11,223 88	
06000	CARPENTRY	285,075 00	0 00	4,725 00	0 00	4725 00	1 66	280,350 00	236 25	
06020	CASEWORK	13,078 80	0 00	0 00	0 00	0 00	0 00	13,078 80	0 00	
07000	THERMAL INSULATION	36,256 50	0 00	0 00	0 00	0 00	0 00	36,256 50	0 00	
07010	METAL ROOFING	98,779 80	0 00	0 00	0 00	0 00	0 00	98,779 80	0 00	
07015	WELDED DOWNSPOUTS	14,395 50	0 00	0 00	0 00	0 00	0 00	14,395 50	0 00	
07040	SHEET METAL AND FLASHING	1,732 50	0 00	0 00	0 00	0 00	0 00	1,732 50	0 00	
07050	SHEET METAL AND FLASHING	866 25	0 00	0 00	0 00	0 00	0 00	866 25	0 00	
08000	DOORS AND FINISH HARDWARE	39,438 00	0 00	0 00	0 00	0 00	0 00	39,438 00	0 00	
08005	WINDOWS	15,838 63	0 00	0 00	0 00	0 00	0 00	15,838 63	0 00	

PAYMENT APPLICATION DETAILS

Customer COTTONWOOD UNION ELEM SCHOOL DIST
 Project NORTH COTTONWOOD KINDER/TK CAMPUS APBP

Application Number 2
 For Period Ending 08/31/2019

A	B	C	D		E	F	G		H	I
			Work Completed	Materials			Completed	Total		
Item Number - Description		Scheduled Value	From Previous Application	This Period Value	Presently Stored	and Stored To Date	%	Balance To Finish	Retainage Value	
09000	PLASTER WALLS AND SOFFITS	112,455 00	0 00	0 00	0 00	0 00	0 00	112,455 00	0 00	
09010	DRYWALL AND TACKBOARD	48,032 25	0 00	0 00	0 00	0 00	0 00	48,032 25	0 00	
09020	CERAMIC TILE	14,337 75	0 00	0 00	0 00	0 00	0 00	14,337 75	0 00	
09030	ACOUSTICAL CEILING	23,793 00	0 00	0 00	0 00	0 00	0 00	23,793 00	0 00	
09040	FLOORING	13,885 20	0 00	0 00	0 00	0 00	0 00	13,885 20	0 00	
09050	PAINTING	19,099 50	0 00	0 00	0 00	0 00	0 00	19,099 50	0 00	
10000	SPECIALTIES	13,896 75	0 00	0 00	0 00	0 00	0 00	13,896 75	0 00	
15000	PLUMBING	78,750 00	0 00	21,000 26	0 00	21000 26	26 67	57,749 74	1,050 01	
15010	FIRE SPRINKLERS	26,059 95	0 00	0 00	0 00	0 00	0 00	26,059 95	0 00	
15100	HVAC	78,666 00	0 00	0 00	0 00	0 00	0 00	78,666 00	0 00	
16000	ELECTRICAL AND FIRE ALARM	281,352 75	0 00	13,928 25	0 00	13928 25	4 95	267,424 50	696 41	
CC01	COR#1 VALUE ENGINEERING CREDIT	128,805 86-	0 00	72,132 36-	0 00	-72132 36	56 00	56,673 50-	3,606 62-	
CC02	COR#2 LANDSCAPE VALUE ENGINEERING	8,693 60-	0 00	0 00	0 00	0 00	0 00	8,693 60-	0 00	
TOTAL		2,707,100 54	135,605 75	543,168 06	0 00	678773 81	25 07	2,028,326 73	33,938 70	

✓

CONDITIONAL WAIVER AND RELEASE UPON PROGRESS PAYMENT
[California Civil Code 8132]

USE THIS FORM STARTING JULY 1, 2012

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

Identifying Information

Name of Claimant CERAMI & BROWNING CONST , INC

Name of Customer COTTONWOOD UNION ELEM SCHOOL DIST

Job Location 19920 GAS POINT ROAD, COTTONWOOD CA 96022,

Owner

Through Date August 31, 2019

Conditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn.

Maker of Check COTTONWOOD UNION ELEM SCHOOL DIST

Amount of Check \$ 516,009 66

Check Payable to CERAMI & BROWNING CONST , INC

Exceptions

This document does not affect any of the following

- (1) Retentions
- (2) Extras for which the claimant has not received payment
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment
Date(s) of waiver and release _____
Amount(s) of unpaid progress payments(s) \$ _____
- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment

Signature

Claimant's Signature: 

Claimant's Title CBO

Date of Signature 8/27/19
