

RIVER DELTA UNIFIED SCHOOL DISTRICT



Notice of a Regular Meeting of the Board of Trustees

By Order of the President of the Board of Trustees, this is a Call for the Regular Meeting of the Board of Trustees of the River Delta Unified School District to be held:

September 8, 2015

Walnut Grove Elementary School ♦ 14181 Grove Street, Walnut Grove, CA

A copy of the full agenda (with backup documents but without confidential closed session items) is available for public review at the District Office, 445 Montezuma St., Rio Vista, California, at least 72 hours prior to the announced meeting of the Board of Trustees or online at <http://riverdelta.org> under the heading: Board of Trustees

REGULAR MEETING AGENDA

1. Call the Open Session to Order (@ 5:30 p.m.)
2. Roll Call
3. Review Closed Session Agenda (see attached agenda)
 - 3.1 Announce Closed Session Agenda
 - 3.2 Public Comment on Closed Session Agenda Items Only
4. Approve Closed Session Agenda and Adjourn to the **Closed Session** (@5:35 p.m.)

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Time: _____
5. Reconvene to Open Session (@ approx. 6:30 p.m.) Time: _____
 - 5.1 Retake Roll Call

Member Donnelly ____; Member Fernandez ____; Member Olson ____; Member Rooney ____; Member Riley ____;
Member Maghoney ____; Member Bettencourt ____
 - 5.2 Pledge of Allegiance
 - 5.3 2015 Teacher of the Year Recognition – Adrienne Radich Drouin of D.H. White Elementary School – Don Beno
6. Report of Action taken, if any, during the Closed Session (Government Code Section 54957.1) -- Board President Donnelly
7. Review and Approve the **Open Session** Agenda

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____
8. **Public Comment: Anyone may address the Board at this time regarding any subject that is within the Board's subject-matter jurisdiction which is not on this night's agenda** [Government Code Section 54954.3 and Education Code Sections 35145.5 and 72121.5]. **However, please hold your comments on a specific agenda item on this agenda until it is brought up for discussion.** To address the Board, raise your hand and when you have been called on, please step up to the podium and state your name. However, **understand the Board may not take action on any item which is not actually listed on this agenda** (except as authorized by Government Code Section 54954.2). (BB9323) **Individual speakers shall be allowed three minutes to address the Board on any non-agendized item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes.** With Board consent, the Board President may increase or decrease the time allowed for public comment, depending on the topic and the number of persons wishing to be heard and the overall length of the agenda. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323) Anyone may appear at the Board meeting to testify in support of, or in opposition to, any item on this agenda being presented to the Board for consideration. {If you wish to have an item placed on the agenda for discussion and/or action by the Board, you must notify the Board Secretary/Superintendent in writing no later than ten working days prior to a regularly scheduled Board meeting requesting permission. After the Superintendent's Cabinet has met, you will be notified of their decision.}
9. **Reports, Presentations, Information**
 - 9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –
 - 9.1.1 Board Members' report(s)
 - 9.1.2 Committee Report(s)
 - 9.1.3 Superintendent Beno's report(s)
 - 9.2 Business Services' Reports and/or Presentations on: Routine Restricted Maintenance, Deferred Maintenance, Maintenance and Operations, Transportation Department, Food Services Department, District Technology, and District Budget – Elizabeth Keema-Aston, Chief Business Officer, Craig Hamblin, Director of MOT
 - 9.2.1 ADA/Enrollment Report
 - 9.2.2 Monthly Financial Report
 - 9.2.3 Maintenance, Operations & Transportation Update, Craig Hamblin, Director of MOT

- 9.3 Education Services' Reports and/or Presentation(s) –
 - 9.3.1 Receive presentation of the District Schools' Single Plan for Student Achievement for school year 2015-2016 presented by Antonia Slagle, Principal of Isleton Elementary School
 - 9.3.2 California Assessment of Student Performance and Progress (CAASPP) Presentation – Amy Bettencourt
- 9.4 Public Hearing – To acknowledge the River Delta Unified Teachers' association (RDUTA) initial negotiation proposals to River Delta USD for 2015-2016 – Don Beno

Open Public Hearing _____pm Public Comment: Close Public Hearing _____pm

10. **Consent Calendar**

- 10.1 Approve Board Minutes
 - Regular Meeting of the Board, August 11, 2015
- 10.2 Receive and Approve Monthly Personnel Reports
 - As of September 8, 2015
- 10.3 District's Monthly Expenditure Report
 - August 2015
- 10.4 Request the approval of Isleton Elementary School's Single Plan for Student Achievement for school year 2015-2016 – Antonia Slagle
- 10.5 Request to have declared as surplus the attached list of musical instruments from Bates Elementary School. Instruments to be sold as parts and or scrap metal – Maria Elena Becerra
- 10.6 Request to approve the application of the Specific Waiver requesting Delta High School and Clarksburg Middle School to continue with the Joint School Site Council for both schools for the 2015-2016 school year – Laura Uslan
- 10.7 Request to approve the Leave of Absence from Amy Bettencourt – Don Beno
- 10.8 Request to approve the 2015-2016 General Agreement for Nonpublic, Nonsectarian School/Agency "Jane Johnson Speech Therapy" to provide speech therapy services for a district student at a cost not to exceed \$2,000 – Amy Bettencourt
- 10.9 Request to approve the Independent Contract for Services Agreement with Premier Healthcare Services, Inc. for the 2015-2016 school year at a cost not to exceed \$55,000 – Amy Bettencourt
- 10.10 Request to approve the Fund-Raising Event "Jamba Juice" anticipated income of \$250 to benefit Delta High School Cheer – Laura Uslan
- 10.11 Request to approve the Fund-Raising Event "Fall Grams" anticipated income of \$100 to benefit Delta High School's Cheer – Laura Uslan
- 10.12 Request to approve the Fund-Raising Event "Churros" anticipated income of \$300 to benefit Delta High School's Latino Club – Laura Uslan
- 10.13 Request to approve the Fund-Raising Event "Spirit Buttons" anticipated income of \$100 to benefit Delta High School's Leadership – Laura Uslan
- 10.14 Request to approve the Fund-Raising Event "See's Candy Bar" anticipated income of \$3456 to benefit Rio Vista High School's AFS Club – Vicky Turk
- 10.15 Request to acknowledge the Sunshined River Delta Unified Teacher's Association negotiation proposals to the River Delta Unified School District for 2015-2016 – Don Beno
- 10.16 Donations to Receive and Acknowledge:

D.H. White Elementary School

- Moose Lodge – School Supplies for students (\$200)
- Excel Photographers - \$175.75 – Miscellaneous Supplies
- Target Corporation - \$25 – Miscellaneous Supplies

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

Action Items -- Individual speakers shall be allowed three minutes to address the Board on any agenda item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes. With Board consent, the Board President may increase or decrease the time allowed for public comment, depending on the topic and the number of persons wishing to be heard and the overall length of the agenda. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323) Anyone may appear at the Board meeting to testify in support of, or in opposition to, any item on this agenda being presented to the Board for consideration.

- 11. Request to approve the Unaudited Actuals Financial Report for 2014-2015 – Elizabeth Keema-Aston

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

- 12. Request to approve Resolution #711 regarding the 2014-2015 Appropriations (Gann) Limit Calculation – Elizabeth Keema-Aston

Motioned: _____ Second: _____

13. Request to approve Resolution #712 to establish Temporary Inter-Fund Transfers of Special or Restricted Monies – Elizabeth Keema-Aston

Motioned: _____ Second: _____

Roll Call Vote: Member Rooney ___; Member Donnelly ___; Member Riley ___; Member Maghoney ___; Member Olson ___; Member Bettencourt ___; Member Fernandez ___; Vote: _____

14. Request to approve the second and final reading of the Board Policy regarding Anaphylaxis Treatment with EpiPen with Auto Injectors due to changes in Ed. Code (49414) – Elizabeth Keema-Aston

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

15. Request to approve the first reading of the updated or new Board Policies, Administrative Regulations and Exhibits due to new legislation, mandated language and/or citation revisions as of April 2015 and July 2015 – Don Beno

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

16. Request to hold a Public Hearing and to approve Resolution #713 on the Sufficiency of Textbooks and Instructional Materials as per Education Code §60119 and 5 CCR 9531 for the 2015-2016 school year - Amy Bettencourt

Open Public Hearing _____ pm Public Comment: Close Public Hearing _____ pm

Motioned: _____ Second: _____

Roll Call Vote: Member Rooney ___; Member Donnelly ___; Member Riley ___; Member Maghoney ___; Member Olson ___; Member Bettencourt ___; Member Fernandez ___; Vote: _____

17. Request for approval of the Advanced Placement Psychology Course for Rio Vista High School – Amy Bettencourt

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

18. Public Hearing – To acknowledge River Delta Unified School District’s negotiation proposals to the River Delta Unified Teacher’s Association (RDUTA) for 2015-2016 – Don Beno

Open Public Hearing _____ pm Public Comment: Close Public Hearing _____ pm

Request to approve the River Delta Unified School District’s negotiation proposals to the River Delta Unified Teacher’s Association (RDUTA) for 2015-2016 – Don Beno

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

19. Request the approval to file a Notice of Completion for the paving and striping of Walnut Grove Elementary School’s Playground – Elizabeth Keema-Aston

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____

20. Re-Adjourn to continue Closed Session, if needed

21. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) - Board President Donnelly

22. Adjournment

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Abstentions: _____ Time: _____

A copy of the full agenda (with backup documents but without confidential closed session items) is available for public review at each school site and/or the District Office, 445 Montezuma St., Rio Vista, California, at least 72 hours prior to the announced meeting of the Board of Trustees. The full agenda is also available online at <http://riverdelta.org>.

Americans with Disabilities Act Compliance: Any and all requests for “...any disability-related modification or accommodation, including auxiliary aids or services...” needed to access our agendas or to participate in the public meetings, must be received in writing by the Superintendent’s Office at 445 Montezuma Street, Rio Vista, CA 94571 at least annually before July 1 of each year -- or at least 5 calendar days prior to the individual meeting in question. All inquiries may be directed to the Superintendent’s Office c/o Jennifer Gaston at (707) 374-1711.

AFFIDAVIT OF NOTICING AND POSTING:

I, Jennifer Gaston, Executive Assistant to the Board of Trustees, declare that a copy of this Regular Meeting Agenda/Notice was posted in the bulletin board in front of the District Office and that the Board of Trustees Members, District administrative offices and schools, the community libraries and the River News Herald were provided notice or caused to be provided notice via fax, e-mail and/or hand delivery on Friday, September 4, 2015, by or before 5:30 p.m.

By: *Jennifer Gaston* Jennifer Gaston, Executive Assistant, to the Superintendent.

ATTACHMENT

RIVER DELTA UNIFIED SCHOOL DISTRICT
Notice of a Regular Meeting of the Board of Trustees

By Order of the President of the Board of Trustees, this is a Call for the Regular Meeting of the Board of Trustees of the River Delta Unified School District to be held:

September 8, 2015

Walnut Grove Elementary School ♦ 14181 Grove Street, Walnut Grove, CA

CLOSED SESSION

As provided by Government Code Section 54957, the Board is requested to meet in closed session for consideration of personnel appointment, employment, discipline, complaint, evaluation or dismissal [Government Code Section 54957], possible or pending litigation [Government Code 54956.9(a)(b)(c)], student discipline [Education Code Sections 49070 (c) and 76232 (c)], employee/employer negotiations [Government Code Section 3549.1 and 54957.6], or real property transactions [Government Code Section 54956.8].

A Closed Session will be held beginning at 5:35 p.m. on September 8, 2015, at the Walnut Grove Elementary School, Walnut Grove, California (which is prior to the full Open Session). Any formal action taken by the Board will be reported in the Open Session of this regular meeting of the Board of Trustees [Government Code Section 54957.1]. As needed, this Closed Session may be reconvened following the full Open Session. Any formal action taken by the Board will be reported in Open Session prior to adjournment.

4. CLOSED SESSION

4.1 Student Discipline [Education Code Sections 49070 (c) and 76232 (c)]. - None

4.2 Possible or Pending Litigation [Government Code 54956.9(a)(b)(c)]
Following Conference with Legal Counsel Following Conference with Legal Counsel (Kronick, Moskovitz, Tiedemann & Girard, Addison) – Pending or Anticipated Litigation/Potential Case(s) Update(s)

4.2.1 Name(s) unspecified as disclosure would jeopardize the service of process and/or existing/possible settlement negotiations

4.3 Personnel Evaluation, Searches, Appointment, Employment, Complaint, Discipline, Dismissal, Non-reelects and Releases [Government Code Section 54957]

Following Conference with Legal Counsel (Kronick, Moskovitz, Tiedemann & Girard, Addison):

Public Employee(s) Evaluation:

- 4.3.1 Superintendent
4.3.2 Certificated
4.3.3 Classified
4.3.4 Public Employee(s) Searches, Appointment, Employment conditions
4.3.5 Complaint, Discipline, Dismissal, Non-reelects, & Releases
4.3.6 Employee/Employer Negotiations [Government Code Section 3549.1 and 54957.6]
Following negotiation meetings any/all units.
4.3.6.1 RDUTA
4.3.6.2 CSEA

5. Adjourn to Open Session (@6:30 p.m.) Any formal action taken by the Board in the above items will be reported in Open Session of this regular meeting of the Board of Trustees [Government Code Section 54957.1]. The meeting may be reconvened as needed (i.e. following the end of Open Session).

Motioned: _____ Second: _____ Ayes: _____ Noes: _____ Absent: _____ Time: _____

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date:	September 8, 2015	Attachments: <u>X</u>
From:	Elizabeth Keema-Aston, Chief Business Officer	Item No.: 9.2.1
<hr/>		
<u>SUBJECT:</u>	Monthly Enrollment and ADA Report (August month 1)	Action Item: <u> </u>
		Consent Action: <u> </u>
		Information Only: <u> x </u>

Background: Each month district staff compiles attendance and enrollment data for all school sites. The attached summary shows comparative enrollment and ADA for *2014-2015 and 2015-2016*. The summary also shows the increase/decrease enrollment for current and prior months. The attached charts compare the ADA with Enrollment for the current year and five (5) prior years.

Status: District-wide enrollment ***decreased by 63 students*** compared to the same month last year, decreasing from 2,025 to 1,962 (Does not include Adult Ed)

Prepared by: Elvia Navarro, Accounting Specialist

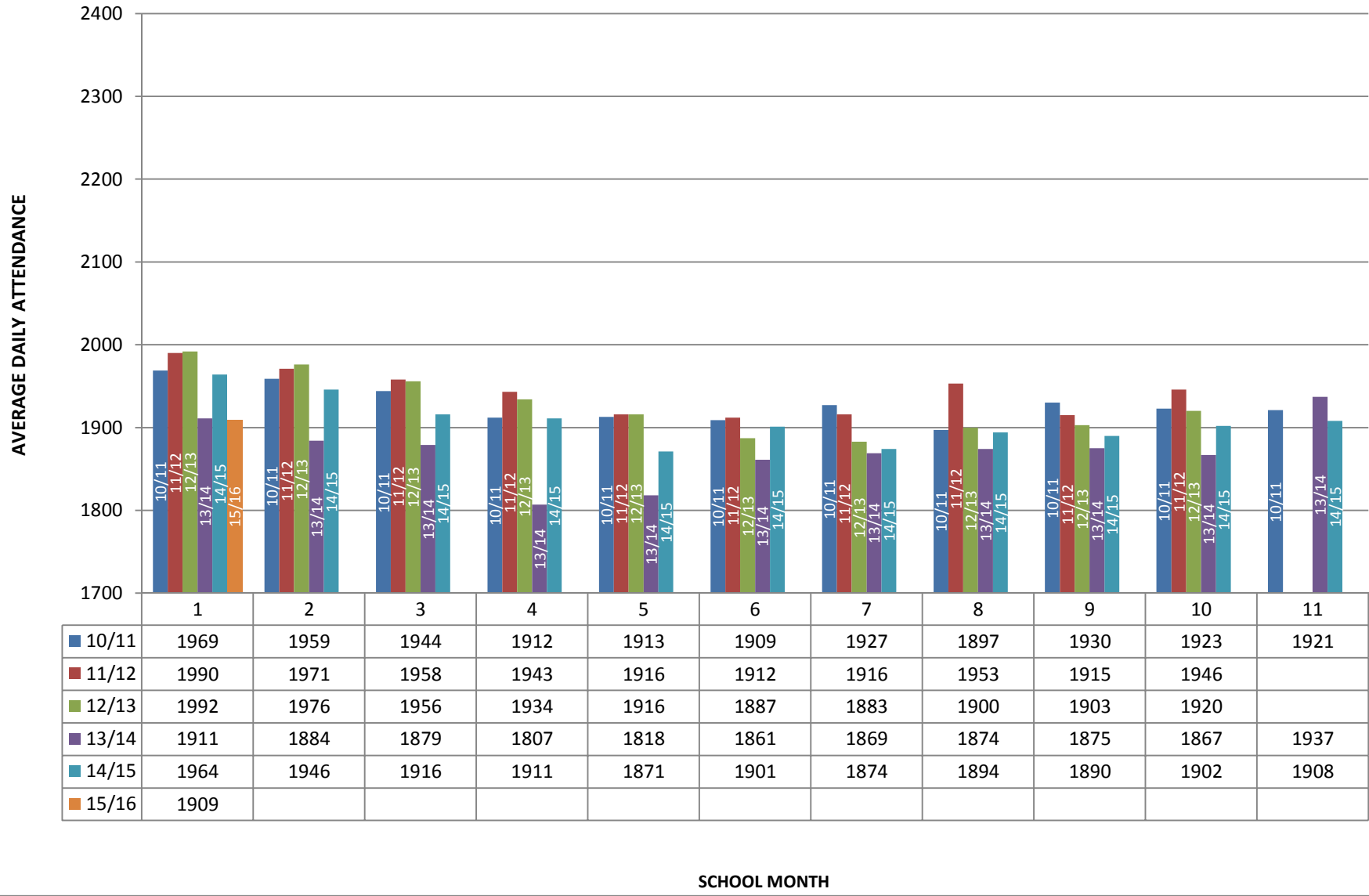
Presenter: Elizabeth Keema-Aston, Chief Business Officer

Recommendation:

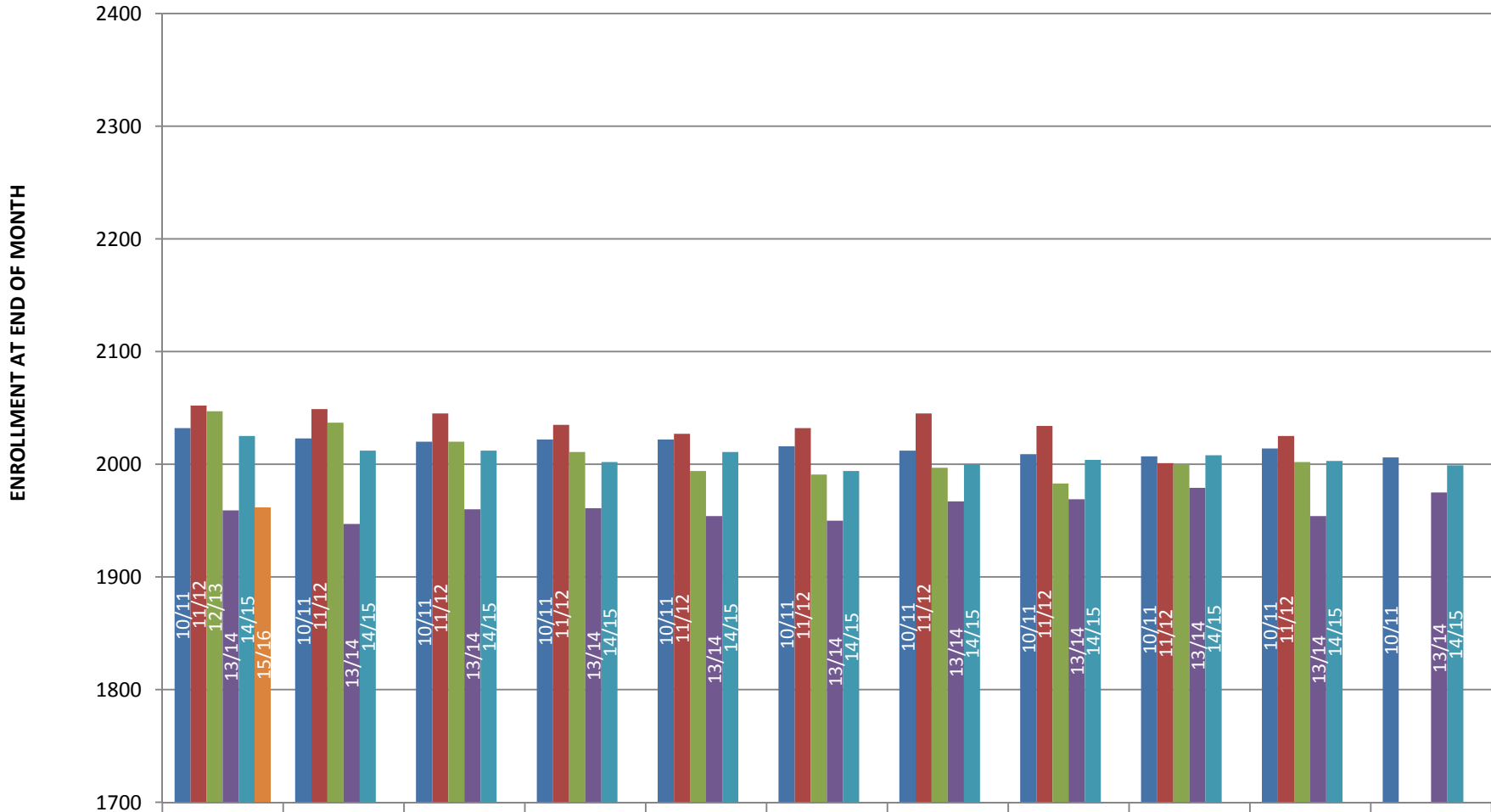
That the Board receives the information presented.

SITE		AUG	AUG	% of ADA
		14-15	15-16	
BATES	ENR	165	148	98.1%
	ADA	163	146	
CLARKSBURG (7th & 8th Gr)	ENR	135	147	98.2%
	ADA	131	144	
ISLETON	ENR	161	153	98.0%
	ADA	156	148	
RIVERVIEW	ENR	293	284	99.4%
	ADA	292	282	
WALNUT GROVE	ENR	171	168	97.4%
	ADA	164	164	
D.H. WHITE	ENR	415	365	97.7%
	ADA	402	356	
ELEMENTARY SUB TOTAL	ENR	1,340	1,265	
	ADA	1,308	1,240	
CLARKSBURG (9th Grade)	ENR	71	69	98.7%
	ADA	69	67	
DELTA HIGH	ENR	207	208	97.5%
	ADA	200	203	
RIO VISTA HIGH	ENR	368	387	97.0%
	ADA	354	373	
HIGH SCHOOL SUB TOTAL	ENR	646	664	
	ADA	623	643	
Mokelumne High (Continuation)	ENR	21	18	
	ADA	18	14	
River Delta High/Elem (Alternative)	ENR	13	10	
	ADA	5	7	
Community Day	ENR	5	5	
	ADA	5	5	
TOTAL K-12 LCFF Funded	ENR	2,025	1,962	
	ADA	1,959	1,909	
Wind River- Adult Ed	ENR	11	17	
TOTAL DISTRICT	ENR	2,036	1,979	

ACTUAL ATTENDANCE



ENROLLMENT



	1	2	3	4	5	6	7	8	9	10	11
10/11	2032	2023	2020	2022	2022	2016	2012	2009	2007	2014	2006
11/12	2052	2049	2045	2035	2027	2032	2045	2034	2001	2025	
12/13	2047	2037	2020	2011	1994	1991	1997	1983	2000	2002	
13/14	1959	1947	1960	1961	1954	1950	1967	1969	1979	1954	1975
14/15	2025	2012	2012	2002	2011	1994	2000	2004	2008	2003	1999
15/16	1962										

SCHOOL MONTH

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 9.2.2

SUBJECT Monthly Financial Report Action: _____

Consent Action: _____

Information Only: X

Background:

Each month the Chief Business Officer prepares a monthly financial summary report, showing both budgeted and actual revenues and expenditures for each district fund for the prior month. The report includes: the percentage of the districts ending fund from the prior month, the percentage of the districts ending fund balance (reserves) at the end of the reported month.

This report does not include any encumbered expenditures.

Status:

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present:

Cost &/or Funding Sources

Not Applicable

Recommendation:

That the Board receives the Monthly Financial report as submitted.

Time: 5 mins.

River Delta Unified School District
 2015-16 Working Budget vs. Actuals Report
 August 31, 2015

Working Budget						Actuals thru: 8/31/2015					
	Estimated Beginning Balance (A)	Net Income/ Contributions in (B)	Expense/ Contributions out (C)	Ending Balance (D)	YTD Income (E)	YTD Paid to Delta Charter (F)	YTD Net Revenue (G)	Percentage Received (H)	YTD Expense (I)	Percentage Spent (J)	
					(G/B=H)				(I/C=J)		
General Fund:	(01)										
Unrestricted	1,959,954	15,565,799	14,250,257	3,275,496	759,341	(196,100)	563,242	3.62%	1,640,278	11.51%	
Restricted	137,942	5,952,416	5,990,942	99,416	197,787		197,787	3.32%	113,490	1.89%	
Combined	2,097,896	21,518,215	20,241,199	3,374,912	957,128	(196,100)	761,029	3.54%	1,753,768	8.66%	
	<i>TRAN's</i>										
General Fund - Fund Balance %	16.67%	<i>Represents Ending Balances divided by Budget Expenses (D/C)</i>									
Other Funds											
Cafeteria (13)	22,586	920,094	856,771	85,909	-		-	0.00%	32,171	3.75%	
Bond Fund (21)	742,448	942,782	334,442	1,350,788	-		-	0.00%	13,818	4.13%	
Bond Fund- SFID #1 South (22)	368,525	-	33,751	334,774	-		-	0.00%	3,770	11.17%	
Bond Fund - SFID #2 North (23)	108,976	125	18,021	91,080	-		-	0.00%	787	4.37%	
Developer Fees (25)	33,063	234,000	245,143	21,920	-		-	0.00%	207,274	84.55%	
County School Facilities (35)	1,207,475	-	1,207,475	-	-		-	0.00%	0	0.00%	
Capital Projects (49)	35,947	33	-	35,980	-		-	0.00%	0	0.00%	

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: 9-08-15

Attachments: X

From: Craig Hamblin

Item Number: 9.2.3

SUBJECT Monthly M.O.T. Information Report

Action: _____
Consent Action: _____
Information Only: X

Background:

To provide a monthly update on the activities of the Maintenance, Operations & Transportation departments

Status:

See attached monthly report for the period of August 2015

Presenter

Craig Hamblin

Other People Who Might Be Present

Cost &/or Funding Sources

Recommendation:

That the Board receives this information

Time: 5 mins.

**Maintenance, Operations & Transportation
Monthly Report for Board Meeting
September 8, 2015**

Maintenance & Operations:

- **Bates Elementary**
 - Repaired supply line leak in front of Mokelumne High – \$166.91
- **Clarksburg Middle School**
 - The maintenance/utility staff has been covering the custodial duties due to a shortage of subs.
- **Delta High School**
 - Replaced inverter module on fan on AC unit in Bldg. R, Room 115 - \$896.63
 - Repaired AC unit in Bldg. A, Room 707 - \$775.27
- **D.H. White Elementary School**
 - Installed new motor, blower and fuses on AC unit in Room 6 - \$579.02
 - Repaired main water meter box - \$231.45
- **Isleton Elementary School**
 - Installed new motor and blower on AC unit on Portable 1 - \$376.24
 - Repaired AC unit in computer server room - \$369.82
- **Rio Vista High School**
 - Replaced and re-plumbed sump pump for cellar water and replaced breaker for AC in Counselors office – \$689.06
 - Installed new plexi-glass window and repaired plywood cover on windows of press box due to vandalism - \$165.46
 - Seeded bare brown spots on football field – \$217.99
 - Repaired water leak in front of building - \$153.28
- **Riverview Middle School**
 - Installed drain line to outside on leaking AC unit in custodial room - \$192.87
 - Repaired compressor on AC unit in Bldg. E – \$902.46
 - Moved piano from Mr. Camacho’s room into fish hatchery storage - \$110.46
- **Walnut Grove Elementary School**
 - Installed hand rails outside boys restroom as boundary barrier to drop-off - \$233.11
 - Installed new doors and hardware for gym and boys locker room - \$10,297.56

Transportation Dept:

- Charles Myers, Supervisor of the Transportation Department, completed a 3 week training course and received his certificate as a School Bus Driver Instructor.



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
(707) 374-1700 Fax (707) 374-2995
<http://riverdelta.org>

NOTICE OF PUBLIC HEARING

A public hearing will be held by the River Delta Unified Teachers Association to receive public testimony and input from members of the community on the bargaining units Initial Openers for Contract Negotiations with River Delta Unified School District. The public hearing will enable the Board of Trustees to receive public input and testimony but **not to provide a forum for public debate**. The public hearing is scheduled as follows:

DATE: September 8, 2015 **TIME:** After 6:30 p.m. **LOCATION:** Walnut Grove Elementary School
Walnut Grove, California

If you have any questions or need further information, please contact Jennifer Gaston, Executive Assistant to the Superintendent and the Board of Trustees at (707) 374-1711 at 445 Montezuma Street, Rio Vista, CA 94571.

NOTE: The Board of Trustees encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, contact the Superintendent's Office at (707) 374-1711 at least 48 hours before the scheduled meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132).]

PLEASE POST

Creating Excellence To Ensure That All Students Learn

Bates School	Isleton School	Walnut Grove School	Delta High School	Wind River School
Clarksburg Middle	Riverview Middle	D. H. White Elementary	Rio Vista High School	Mokelumne High School
	River Delta High/Elementary School	River Delta Community Day School		
	Delta Elementary Charter School			



**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, CA 94571-1651

BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: ___x___

From: Don Beno, Superintendent

Item Number: 10.1

SUBJECT Request to approve the minutes of the Board of Trustee's meeting held on August 11, 2015.

Action: _____
Consent Action: x____
Information Only: _____

Background:

Attached are the minutes for the Board of Trustee's meetings held on:
August 11, 2015

Status:

The board is to review for approval.

Presenter

Jennifer Gaston, recorder

Other People Who Might Be Present Board

Cost &/or Funding Sources None

Recommendation:

That the Board approves the Minutes as submitted.

RIVER DELTA UNIFIED SCHOOL DISTRICT

MINUTES

REGULAR MEETING

August 11, 2015

1. **Call Open Session to Order** – Board President Donnelly called the Open Session of the meeting of the Board of Trustees to order at 5:30 p.m. on August 11, 2015, at Isleton Elementary School, Isleton, California.
2. **Roll Call of Members:**
 - Sarah Donnelly, President
 - Alicia Fernandez, Vice President
 - Don Olson, Clerk
 - Seann Rooney, Member
 - Marilyn Riley, Member
 - Katy Maghoney, Member
 - David Bettencourt

Also present: Don Beno, Superintendent,
2. **Review, Approve the Closed Session Agenda and Adjourn to Closed Session**
 - 3.1 Board President Donnelly announced items on the Closed Session Agenda.
 - 3.2 Public Comment on Closed Session Agenda Items. – *None to report*
3. **Board President Donnelly asked for a motion to adjourn the meeting to Closed Session @ 5:34 pm**

Member Bettencourt moved to approve, Member Riley seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent:)
4. **Open Session was reconvened at 6:48 pm**
 - 5.1 Roll was retaken, all members were present.

Also present: Don Beno, Superintendent; Elizabeth Keema-Aston, Chief Business Officer, and Jennifer Gaston, Recorder.
 - 5.2 The Pledge of Allegiance was led by Laura Uslan.
5. **Report of Action taken, if any, during the Closed Session** (Government Code Section 54957.1)
 - 6.1 Board President Donnelly reported the Board took the following actions: None to report
6. **Review and Approve the Open Session Agenda**

Board President Donnelly requested a motion to approve the Open Session Agenda.
Member Riley moved to approve, Member Bettencourt seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent)
7. **Public Comment:** Charles Van Ripper, An Agricultural Teacher from Delta High School gave a FFA and Ag Department update to the Board.
8. **Reports, Presentations, Information**
 - 9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –
 - 9.1.1 Board Members' report(s): Member Maghoney was happy to participated in the Courtland Pear Fair by purchasing several pies. Member Olson attended Rio Vista High School's student orientation. Member Fernandez ran into three math teachers from Riverview Middle School while having lunch. The teachers were attending a math conference and said that they were enjoying the conference and were happy for the opportunity to attend. Member Fernandez commented on the District's new website, and was impressed with the new look. Member Fernandez inquired when the California Assessment of Student Performance and Progress (CAASPP) test results would be available and if the parents would be notified. Mr. Beno announced that Mrs. Bettencourt would be giving a CAASPP data presentation at the October 8th Board meeting and would answer any questions at that time. Member Fernandez asked how the Pre-Engineering Program was progressing at Rio Vista High School. Mr. Beno reported that the program had a successful first year. 30 freshmen students were enrolled in the 2014-2015 school year and 60 freshmen students are enrolled in the 2015-2016 school year. The students entering in the

second year of the program will be the study group and will be followed throughout the complete program.

9.1.2 Committee Report(s): None to report

9.1.3 Superintendent Beno's report(s) – Mr. Beno thanked the maintenance department for their hard work in preparing the school sites for the first day of school as well as completing extra projects that were needed. Mr. Beno reminded the Board that over the past few years due to budget cuts the maintenance staff has been reduced. Mr. Beno thank Mrs. Gaston for her work getting School Loop (The district's new website) up and running before the first day of school. Even though there is additional work to be done the district has received positive comments from public on the new look of the website.

9.2 Business Services' Reports and/or Presentations on: Routine Restricted Maintenance, Deferred Maintenance, Maintenance and Operations, Transportation Department, Food Services Department, District Technology, and District Budget – Elizabeth Keema-Aston, Chief Business Officer; Craig Hamblin, Director of Maintenance, Operations and Transportation

9.2.1 Monthly Financial Report – Elizabeth Keema-Aston reports as submitted. Ms. Keema-Aston also reported that the TRANS of 2.8 million was received by the county treasury and is in the process of being posted at the Sacramento County Office of Education and will be reflected in the financial report in October.

9.2.2 Maintenance, Operations & Transportation Report – Craig Hamblin thanked his entire staff for the work they did over the summer. Mr. Hamblin answered several questions from the Board and clarified on the removal of trees in front of Isleton Elementary School. The tree removal was out sourced because of the proximity to the buildings and adjacent homes. Future plans are to remove the rose bushes and replace them with water resistant plants.

Laura Uslan also thank Mr. Hamblin's staff for the extra work they completed over the summer moving classrooms and other projects on her campuses.

9.3 Other – Education Services' Reports and/or Presentation(s) -

9.3.1 Williams' Settlement Public Notification regarding sufficiency of teachers, facilities, CAHSEE, and textbook and instructional materials – Second Quarter (April - June) – Don Beno reported there were no findings during the second quarter.

9.3.2 Migrant Summer School 2015 Report – Sue Moehlenbrock reported that during the summer school program three programs ran simultaneously; a reading program, a migrant education program and a special education program which included a preschool class. Approximately 120-130 students attended daily. The library provided a program which included all students. Ms. Moehlenbrock thanked food services and the transportation departments or all the work they did to make the programs such a success. Cheyanne Bastedo, a student from Rio Vista High School spoke with Mrs. Turk about a service project she wanted to offer during the summer. This project provided swim lessons twice a week to the students in Mr. Smith's class. Even though Cheyanne will not be in the district next year, Ms. Moehlenbrock hopes to keep this project going.

9.3.3 Receive presentations of the District Schools' Single Plan for Student Achievement for school year 2015-2016 presented by Laura Uslan, Principal of Delta High and Clarksburg Middle Schools. Ms. Uslan presented the Single Plan for Student Achievement for school year 2015-2016 for Delta High and Clarksburg Middle Schools.

10. **Consent Calendar**

10.1 10.1 Approve Board Minutes

Special Meeting of the Board, July 6, 2015

10.2 Receive and Approve Monthly Personnel Reports

As of August 11, 2015

10.3 District's Monthly Expenditure Report

July 2015

10.4 Request the approval of Delta High and Clarksburg Middle School's Single Plan for Student Achievement for school year 2015-2016 – Laura Uslan

10.5 Request the approval for the affiliation agreement with The Regents of the University of California Davis Campus – Elizabeth Keema-Aston

10.6 Request the approval of out of state travel for Delta High School's FFA students to attend the National FFA Convention in Louisville, Kentucky from October 28-November 1, 2015 – Laura Uslan & Shanah Spears

- 10.7 Request to approve the contract with Rainforth Grau to provide Architectural Services for upgrades of the fire alarm system at Riverview Middle School – Craig Hamblin
- 10.8 Request to approve an overnight field trip for Walnut Grove, Isleton, and Bates Elementary Schools 6th grade students to the Sly Park Environmental Education Center – Carrie Norris
- 10.9 Request the approval of the SSTOnline Program (Student Study Team Online) for the 2015-2016 school year – at a cost not to exceed \$6,500 Fund (3310) – Sue Moehlenbrock
- 10.10 Donations to Receive and Acknowledge:
 - Walnut Grove Elementary School**
 - Target - \$50
 - Rio Vista High School's Beautification Fund**
 - Amy and Tony Bettencourt \$200
 - Christy, Jacob, Trisha, Anthony Ricketts \$80

Board President Donnelly acknowledged those who donated and thanked them for their support.

Member Fernandez moved to approve, Member Rooney seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent)

- 11. Request to approve a Board Policy regarding Anaphylaxis Treatment with EpiPen with Auto-Injectors due to changes in Ed. Code (49414) – Elizabeth Keema-Aston

Member Rooney moved to approve, Member Olson seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent:)

- 12. Request to approve a Budget of \$126,935 and authorize the Superintendent to finalize scope of negotiate a Lease Leaseback contact with deRutte Builders, Sebastopol, CA pursuant to the prescribed budget for the Rio Vista High Schools Exterior Gym Repairs – Don Beno and Ralph Caputo, RGM and Associates

Member Fernandez moved to approve, Member Riley seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent:)

- 13. Request to approve the proposed rate increase for paid lunches in FY 2015-2016 due to USDA requirements – Elizabeth Keema-Aston

Member Rooney moved to approve, Member Bettencourt seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent:)

- 14. Request to approve the contract with Ryland School Business Consulting for various Financial and Business Office Services in FY 2015-2016 – Elizabeth Keema-Aston

Member Fernandez moved to approve with a cost not to exceed \$5,000, Member Olson seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent:)

- 15. Re-Adjourn to continue Closed Session was not necessary.

- 16. Adjournment: There being no further business before the Board, Board President Donnelly asked for a motion to adjourn.

Member Fernandez moved to approve, Member Rooney seconded. Motion carried 7 (Ayes: Donnelly, Fernandez, Olson, Rooney, Riley, Maghoney, Bettencourt): 0 (Nays) : 0 (Absent:)

The meeting was adjourned at 7:46 p.m.

Submitted:

Approved:

Don Beno, Superintendent and
Secretary to the Board of Trustees

Don Olson, Clerk, Board of Trustees

By: Jennifer Gaston, Recorder
End

BOARD OF TRUSTEES



RIVER DELTA UNIFIED SCHOOL DISTRICT

Meeting Date: September 8, 2015

Attachments: x___
Item No. 10.2

SUBJECT MONTHLY PERSONNEL TRANSACTION REPORT

Action: _____
Consent: X_____

Background

Status:

Presenter: Don Beno, Superintendent

Other People Who Might Be Present:

Cost &/or Funding Sources

Recommendation: That the Board approve the Monthly Personnel Transaction Report as submitted.

Time: _____



BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651

BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item No.: 10.3

Action Item:
Consent Action: X
Information Only:

SUBJECT: Approve Monthly Expenditure Summary

Background: The staff prepares a report of expenditures for the preceding month.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present:

Cost and/or Funding Sources:

Not Applicable

Recommendation:

That the Board approves the monthly expenditure summary report as submitted.

Cutoff amount: \$1.00

Select vendors with 1099 flags: of any setting.

Select payments with 1099 flags: of any setting.

Input file: Unknown Updated:

Report prepared: Mon, Aug 31, 2015, 10:42 AM

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000323 ACADEMIC THERAPY PUBLICATIONS HIGH NOON BOOKS/ANN ARBOR PUB 20 LEVERONI COURT NOVATO, CA 94949-5746 (0) - 0 N	190.74	203456 SP ED SUPPLIES	08/06/2015	16303920 PO-160150	190.74	N
013287 ACSA FOUNDATION FOR ED ADMIN 1575 BAYSHORE HIGHWAY BURLINGAME, CA 94010 (800) 608-2272 N	3,285.00	CI26934 RVHS LDRSHP ACADEMY	08/06/2015	16303921 PO-160056	3,285.00	N
013334 ADVANTEL 3265 RAMOS CIRCLE SACRAMENTO, CA 95827 (800) 377-4911 N	310.00	6052738 ISLE PHONE REPAIR	08/27/2015	16306727 PV-160056	310.00	N
014221 AGILE SPORT TECHNOLOGIES 151 N. 8TH ST., STE 250 LINCOLN, N3 68508 (402) 817-0060 N	720.00	758-1S150407 DHS FOOTBALL EDIT	08/13/2015	16304679 PO-160321	720.00	N
010268 ALLERSON, JOHN 1060 SAGAMORE WAY SACRAMENTO, CA 95822 () - N	115.00	WG CONF MILEAGE REIMB	08/27/2015	16306745 TC-160010	115.00	N
013873 ARIAS, CARMEN 16211 GRAND ISLAND RD WALNUT GROVE, CA 95690 () - N	115.00	FIRST 5 CONF MILEAGE REIMB	08/25/2015	16306215 TC-160006	115.00	N
013152 AVID CENTER	699.00	95081 ED SV BIRDSEYE REG	08/06/2015	16303952 CL-150015	799.00	N

9246 LIGHTWAVE AVE STE 200
SAN DIEGO, CA 92123

95081 ED SV BIRDSEYE REG

08/06/2015 16303952 CL-150015

100.00- N

(858) 380-4800

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014367 BANK OF AMERICA PO BOX 15710 WILMINGTON, DE 19886-5710 (0) - 0 N	3,131.21	DHW BOOKS FOR PRINCIPAL DHW PRINTER DHW PRINTER DHW FRIDGE FOR NURSE FIRST 5 FIRST AID TRAINING SP ED DEAF/HRING BOOKS SP ED ITUNES CARDS DHS AG SPEARS AIRFARE	08/25/2015 08/25/2015 08/25/2015 08/25/2015 08/25/2015 08/25/2015 08/25/2015 08/25/2015	16306176 PO-160025 16306176 PO-160088 16306176 PO-160088 16306176 PO-160226 16306202 PV-160050 16306202 PV-160050 16306202 PV-160050 16306202 PV-160050	50.13 443.63 1,000.00 420.50 180.00 96.44 300.00 640.51	N N N N N N N N
012586 BAY ALARM 60 BERRY DRIVE PACHECO, CA 94553 (209) 465-1986 N BALCO HOLDINGS	6,110.67	RMS SURVEILLANCE DHW CAMERA SURVEILLANCE RVHS ALARM DO ALARM RVHS ALARM BATES ALARM BATES ALARM DO ALARM DO ALARM	08/06/2015 08/13/2015 08/25/2015 08/25/2015 08/27/2015 08/27/2015 08/27/2015 08/27/2015 08/27/2015	16303927 PO-160112 16304697 PO-160074 16306203 PV-160054 16306203 PV-160054 16306728 PV-160055 16306728 PV-160055 16306728 PV-160055 16306728 PV-160055 16306728 PV-160055	312.66 270.90 692.16 2,241.65 322.50 244.47 425.01 1,409.17 192.15	N N N N N N N N N
014080 BENO, DON 1436 PASTAL WAY DAVIS, CA 95618 (503) 723-3892 N	168.91	SPRTND REIMBURSEMENT	08/25/2015	16306192 PO-160123	168.91	N
013700 BOOMER, ANASTASIA 340 MONTEZUMA ST. #D RIO VISTA, CA 94571 () - N	37.79	SP ED REIMB SUPPLIES	08/25/2015	16306193 PO-160349	37.79	N
012497 BUSWEST 21107 CHICO STREET CARSON, CA 90745 (209) 531-3928 N	1,306.07	BN68373 TRANS PARTS BP122622 TRANS PARTS BN68491 TRANS PARTS	08/13/2015 08/13/2015 08/13/2015	16304698 PO-160031 16304698 PO-160031 16304698 PO-160031	59.43 1,118.41 128.23	N N N
003681 CALIFORNIA AMERICAN WATER P.O. BOX 7150	583.10	ISLE WATER	08/13/2015	16304714 PV-160039	583.10	N

PASADENA, CA 91109-7150

(888) 237-1333

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012079 CALIFORNIA CLEAR BOTTLED P.O. BOX 981 14410 W.G. THORNTON RD WALNUT GROVE, CA 95690 (916) 776-1544	8.75	ZRI007 RMS DRINKING WATER	08/27/2015	16306721 PO-160113	8.75	7
013205 CALIFORNIA FFA PO BOX 460 GALT, CA 95632 (209) 744-1600	1,075.00	DHS AG FFA NATIONAL CONVENT	08/13/2015	16304680 PO-160332	1,075.00	N
002344 CALIFORNIA LABORATORY SERVICES 3249 FITZGERALD ROAD RANCHO CORDOVA, CA 95742 () -	140.00	5072259 MAINT WATER TESTING 5072260 MAINT WATER TESTING 5072250 MAINT WATER TESTING 5072251 MAINT WATER TESTING	08/13/2015 08/13/2015 08/13/2015 08/13/2015	16304699 PO-160204 16304699 PO-160204 16304699 PO-160204 16304699 PO-160204	56.00 28.00 28.00 28.00	N N N N
() -		N GLOBAL LABS IN				
013184 CALIFORNIA PUBLIC EMPLOYEE'S CASHIERING UNIT PO BOX 942703 SACRAMENTO, CA 94229-2703 () -	71,248.58	AUG 2015 ADMIN COST ACT. EMP AUG 2015 ADMIN COST ACT. EMP AUG 2015 ADMIN COST ACT. EMP AUG 2015 ADMIN COST ACT. EMP AUG 2015 AMIN COST RETIREES AUG 2015 AMIN COST RETIREES AUG 2015 AMIN COST RETIREES AUG 2015 AMIN COST RETIREES	08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/06/2015	16303938 PV-160021 16303938 PV-160021 16303938 PV-160021 16303938 PV-160021 16303938 PV-160022 16303938 PV-160022 16303938 PV-160022 16303938 PV-160022	53,869.04 15,105.95 120.25 180.00 49.14 899.70 40.40 984.10	N N N N N N N N
014357 CAMPBELL'S TREE SERVICE 701 THEREZA WAY RIO VISTA, CA 94571 (707) 374-3299	6,800.00	MAINT ISLE TREE REMOVAL	08/13/2015	16304696 PO-160241	6,800.00	N
014240 CAPITAL ONE PUBLIC FUNDING 275 BROADHOLLOW ROAD MELVILLE, NY 11747 (855) 675-1212	201,074.76	2087112 LOAN REPAYMENT 2087112 LOAN REPAYMENT	08/13/2015 08/13/2015	16304722 PV-160040 16304722 PV-160040	111,269.02 89,805.74	N N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010393 CAPITOL BUILDERS HARDWARE 4699 24TH STREET SACRAMENTO, CA 95822	17,149.37	203477 MAINT WG LOCKER RM DRS 203526 MAINT RVHS CAFE DOORS	08/25/2015 08/27/2015	16306177 PO-160034 16306719 PO-160242	10,131.39 7,017.98	N N
() -						N
013347 CASBO PROFESSIONAL DEVELOPMENT 1001 K STREET, 5TH FLOOR SACRAMENTO, CA 95814	570.00	572325 DO MEMBERSHIP	08/25/2015	16306178 PO-160099	570.00	N
(0) - 0						N
003380 CENTRAL VALLEY WASTE SERVICE INC P.O. BOX 78251 PHOENIX, AZ 85062-8251	7,388.03	TRANS WASTE SERV MOKE WASTE SERV ISLE WASTE SERV WG WASTE SERV BATES WASTE SERV	08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/06/2015	16303939 PV-160029 16303939 PV-160029 16303939 PV-160029 16303939 PV-160029 16303939 PV-160029	264.81 160.84 2,846.32 1,569.12 2,546.94	N N N N N
() -						N
011425 CHESS AIR INC 178 OXBOW MARINA DRIVE ISLETON, CA 95641	1,386.00	150814/150811 MAINT DHS REPAIR	08/27/2015	16306729 PV-160069	1,386.00	N
(916) 777-7847						N
013908 CIT TECHNOLOGY FINANCING SERVICES INC PO BOX 1638 LIVINGSTON, NJ 07039	263.38	27277539 CMS LEASE AGRMNT	08/27/2015	16306722 PO-160318	263.38	N
() -						N
000201 CITY OF ISLETON P.O. BOX 716 101 SECOND STREET ISLETON, CA 95641	411.05	49538 ISLE SEWER	08/13/2015	16304700 PO-160092	411.05	N
(916) 777-7770						N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000077 CITY OF RIO VISTA P.O. BOX 745 ONE MAIN STREET RIO VISTA, CA 94571	4,500.84	RVHS SEWER	08/25/2015	16306204 PV-160048	929.00	N
		RMS SEWER	08/25/2015	16306204 PV-160048	793.02	N
		DO SEWER	08/25/2015	16306204 PV-160048	100.18	N
		RVHS WATER	08/25/2015	16306204 PV-160048	956.37	N
		RMS WATER	08/25/2015	16306204 PV-160048	1,546.21	N
() - N RIO VISTA FIRE		DO WATER	08/25/2015	16306204 PV-160048	176.06	N
010687 CLASSROOM DIRECT W6316 DESIGN DRIVE GREENVILLE, WI 54942	940.07	208114556276 DHW SUPPLIES	08/27/2015	16306713 PO-160083	510.96	N
		208114682679 DHW SUPPLIES	08/27/2015	16306713 PO-160194	429.11	N
(800) 248-9171 N SCHOOL SPECIAL						
013914 COMCAST HOLDINGS CORPORATION ONE COMCAST CENTER 32ND FLOOR PHILADELPHIA, PA 19103	752.16	RVHS INTERNET	08/06/2015	16303940 PV-160032	193.75	N
		DHW INTERNET	08/06/2015	16303940 PV-160032	217.24	N
		RMS INTERNET	08/06/2015	16303940 PV-160032	217.24	N
		DO INTERNET	08/25/2015	16306205 PV-160043	123.93	N
(800) 266-2278 N						
014215 CONTERRA ULTRA BROADBAND PO BOX 281357 ATLANTA, GA 30384-1357	1,602.64	7468 DISTRICT NETWORK	08/25/2015	16306194 PO-160114	1,602.64	N
(704) 936-1722 N						
011787 COSUMNES RIVER COLLEGE COMMUNITY EDUCATION 8401 CENTER PARKWAY SACRAMENTO, CA 95823	500.00	DHS CEC SCHOLARSHIP PAYMENT	08/13/2015	16304683 PO-160295	500.00	N
() - N						
012469 CUMMINGS, LINDA 14220 SHOP STREET WALNUT GROVE, CA 95690	205.85	WG CONF REIMB	08/06/2015	16303953 CL-150150	92.00	N
		WG CONF REIMB	08/06/2015	16303953 CL-150151	113.85	N
(707) 372-3722 N						

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013302 D & S PRESS 1105 "A" AIRPORT ROAD RIO VISTA, CA 94571 (707) 374-2442	378.00	TEACHER OF THE YR BANQUET	08/27/2015	16306714 PO-160437	378.00	N
013876 DATAPATH PO BOX 396009 SAN FRANCISCO, CA 94139 (888) 693-2827	37,441.12	129032 RVHS SUPPLIES 129193 DW TECH SERVICE 129193 DW TECH SERVICE 129193 DW TECH SERVICE 129193 DW TECH SERVICE 129193 DW TECH SERVICE 129355 TRANS COMP HARDWARE DW VMWARE SUPPORT 129149 RVHS LAPTOPS 129149 RVHS LAPTOPS	08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/25/2015 08/25/2015 08/27/2015 08/27/2015	16303928 PO-160023 16303928 PO-160094 16303928 PO-160094 16303928 PO-160094 16303928 PO-160094 16303928 PO-160094 16306179 PO-160310 16306179 PO-160405 16306715 PO-160237 16306715 PO-160237	408.27 2,011.00 201.10 100.55 201.10 7,521.45 3,787.58 7,139.45 12,111.81 3,958.81	N N N N N N N N N N
013722 DE LAGE LANDEN PUBLIC FINANCE 1111 OLD EAGLE SCHOOL ROAD WAYNE, PA 19087 (800) 736-0220	895.58	46691736 COPIER LEASE	08/25/2015	16306195 PO-160233	895.58	N
002819 DELTA CARE DEPT #0170 LOS ANGELES, CA 90084-0170 (0) - 0	569.98	AUG 2015 SUMMER HEALTH PREMIUM AUG 2015 SUMMER HEALTH PREMIUM	08/06/2015 08/06/2015	16303941 PV-160020 16303941 PV-160020	192.76 377.22	N N
012807 DELTA ELEMENTARY CHARTER SCHOOL 36230 N SCHOOL ST CLARKSBURG, CA 95612 (916) 995-1335	102,997.00	AUGUST 2015 TAX IN LIEU	08/06/2015	16303942 PV-160031	102,997.00	N
014041 DEPARTMENT OF SOCIAL SERVICES 2525 NATOMAS PARK DRIVE SUITE 250	726.00	343617538 FIRST 5 LICENSE FEE 343617537 FIRST 5 LICENSE FEE	08/27/2015 08/27/2015	16306730 PV-160057 16306730 PV-160057	363.00 363.00	N N

SACRAMENTO, CA 95833

(916) 263-5744

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014067 DISCOVERY OFFICE SYSTEMS 2250 APOLLO WAY, SUITE 100 SANTA ROSA, CA 95407 (707) 570-1000 N	27.41	55W12727838 WG MAINT AGMNT	08/27/2015	16306723 PO-160248	27.41	N
000116 DS WATERS OF AMERICA INCS 5660 NEW NORTHSIDE DRIVE SUITE 500 ATLANTA, GA 30328 () - N DS WATERS OF A	213.05	DO DRINKING WATER DO DRINKING WATER	08/06/2015 08/27/2015	16303926 PO-160126 16306720 PO-160126	124.94 88.11	N N
010469 E.F. KLUDT & SONS INC P.O. BOX 166 LODI, CA 95241-0166 () - N	8,383.50	206123 TRANS FUEL 206324 TRANS FUEL 206123 TRANS FUEL 205721 TRANS FUEL 206641 TRANS FUEL	08/06/2015 08/13/2015 08/13/2015 08/13/2015 08/25/2015	16303929 PO-150053 16304701 PO-150053 16304701 PO-150053 16304701 PO-150053 16306196 PO-160054	2,086.81 1,666.39 2,086.81 2,178.94 364.55	N N N N N
011856 EASTER SEAL SUPERIOR CA 3205 HURLEY WAY SACRAMENTO, CA 95864 () - N	760.00	JUNE 2015 SP ED OCC THERAPY JUNE 2015 SP ED OCC THERAPY	08/06/2015 08/06/2015	16303954 CL-150028 16303954 CL-150028	19,110.00 18,350.00-	N N
001498 EMPLOYMENT DEVELOPMENT DEPT P.O. BOX 2482 SACRAMENTO, CA 95812-2482 (916) 653-5380 N	414.60	L1956744384 SEF EXP CHARGE	08/25/2015	16306206 PV-160052	414.60	N
013733 EPS/SCHOOL SPECIALTY INTERVENTION PO BOX 9031 CAMBRIDGE, MA 02139-9031 (800) 225-5750 N	1,404.00	10835637 WG SUBSCRIPTION	08/25/2015	16306180 PO-160250	1,404.00	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013045 FCMAT 1300 17TH STREET BAKERSFIELD, CA 93301	300.00	LCFF/LCAP WORKSHOP	08/13/2015	16304685 PO-160289	100.00	N
(661) 636-4611		LCFF/LCAP WORKSHOP	08/13/2015	16304685 PO-160289	200.00	N
						N
011339 FRONTIER COMMUNICATIONS CORPORATION THREE HIGH RIDGE PARK STAMFORD, CT 06905	10,097.31	CAFE LD	08/06/2015	16303950 PV-160025	50.81	N
		DO LD	08/27/2015	16306731 PV-160058	1,523.27	N
		TRANS LD	08/27/2015	16306731 PV-160058	1,637.10	N
		MOKE LD	08/27/2015	16306731 PV-160058	1,043.19	N
		BATES LD	08/27/2015	16306731 PV-160058	5,842.94	N
() -						N
003905 GASTON, JENNIFER 329 SACRAMENTO ST RIO VISTA, CA 94571	208.73	CONF MILEAGE REIMB	08/25/2015	16306216 TC-160005	208.73	N
() -						N
003354 GOPHER SPORT 2525 LEMOND ST SW OWATONNA, MN 55060-0998	858.41	8982778 DHW SUPPLIES	08/13/2015	16304684 PO-160061	400.00	N
		8982778 DHW SUPPLIES	08/13/2015	16304684 PO-160061	458.41	N
		8982778 DHW SUPPLIES	08/13/2015	16304684 PO-160061	32.00	N
		8982778 DHW SUPPLIES	08/13/2015	16304684 PO-160061	32.00	N
(800) 533-0446		8982778 DHW SUPPLIES	08/13/2015	16304684 PO-160061	36.67	N
		8982778 DHW SUPPLIES	08/13/2015	16304684 PO-160061	36.67	N
						N
012288 HALL, JENNIFER PO BOX 1024 ISLETON, CA 95641	104.31	ISLE MAINT JULY 15 MILEAGE	08/25/2015	16306217 TC-160004	104.31	N
() -						N
014222 HCI AUDIOMETRICS 2122 COLLEGE DRIVE MODESTO, CA 95350	170.00	764384 ED SV NURSE SUPPLIES	08/25/2015	16306181 PO-160144	170.00	N
(800) 653-3277						N

0AR060 RVHS MAINT AGRMTN	08/27/2015	16306725	PO-160199	200.00	N
0AK166/0AT802 CMS AGMNTS	08/27/2015	16306725	PO-160319	270.06	N
0AV216 DHS SERV CONTR	08/27/2015	16306725	PO-160327	55.36	N
0AK240 DHS SERV CONTR	08/27/2015	16306725	PO-160327	96.14	N
0AK361 DHS SERV CONTR	08/27/2015	16306725	PO-160327	55.36	N
K49840 CREDIT	08/27/2015	16306725	PO-160327	307.07-	N
0AK243 SERV CONTR	08/27/2015	16306725	PO-160327	331.06	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000107 INLAND BUSINESS (Continued...)		0AU203 BATES MAINT AGRMNT	08/27/2015	16306725 PO-160388	13.02	N
		OAK193 BATES MAINT AGRMNT	08/27/2015	16306725 PO-160388	109.17	N
		0AM559 BATES MAINT AGRMNT	08/27/2015	16306725 PO-160388	32.81	N
		0AM559 BATES MAINT AGRMNT	08/27/2015	16306725 PO-160388	32.81	N
013940 KELLY MOORE PAINTS CO INC	1,728.37	193294 MAINT SUPPLIES	08/25/2015	16306197 PO-160039	1.76	N
10299 EAST STOCKTON BOULEVARD		193294 MAINT SUPPLIES	08/25/2015	16306197 PO-160039	489.50	N
SUITE 101		193294 MAINT SUPPLIES	08/25/2015	16306197 PO-160039	1.76	N
ELK GROVE, CA 95758		MAINT MAY/JUNE SUPPLIES	08/27/2015	16306709 CL-150044	1,238.87	N
(650) 610-4370						N
012005 KIRK KENNER DBA DELTA REFRIDG	1,452.08	4265/4261 MAINT HVAC REPAIRS	08/13/2015	16304703 PO-160206	1,452.08	7
5 HILL CT.						
RIO VISTA, CA 94571						
(707) 374-6213		Y KENNER, KIRK				
014375 KITS FOR KIDZ	3,898.75	150993 MIGRANT ED SUPPLIES	08/25/2015	16306185 PO-160315	311.90	N
800 S. FRONTAGE RD STE #200		150993 MIGRANT ED SUPPLIES	08/25/2015	16306185 PO-160315	311.90	N
WOODRIDGE, IL 60517		150993 MIGRANT ED SUPPLIES	08/25/2015	16306185 PO-160315	3,898.75	N
(800) 975-4587						N
001991 KRONICK MOSKOVITZ TIEDEMANN & GIRARD	3,425.99	ATTORNEY FEES WG PAVING	08/13/2015	16304715 PV-160034	2,019.49	E
400 CAPITOL MALL 27TH FLOOR		278596 ATTORNEY FEES	08/27/2015	16306732 PV-160059	881.50	E
SACRAMENTO, CA 95814-4417		278596 ATTORNEY FEES	08/27/2015	16306732 PV-160059	525.00	E
(916) 321-4500		Y				
011311 LA RUE COMMUNICATIONS	660.00	2706/5819 TRANS RPTR SYSTEM	08/06/2015	16303932 PO-160129	660.00	7
521 E. MINER AVE						
STOCKTON, CA 95202						
(209) 463-1900		Y LA RUE, KNOX J				
013243 LALEAU, PIERRE	24.15	DHW JULY MILEAGE	08/06/2015	16303944 PV-160030	24.15	N

800 VALLEY GREEN DRIVE
BRENTWOOD, CA 94513

(925) 308-4388

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012582 LEADER SERVICES ACCOUNTING DEPT P.O. BOX 0 HAZLETON, PA 18201 () - N LDP INC	609.00	CA00816 MMA SERVICE FEES	08/25/2015	16306208 PV-160047	609.00	N
000548 LIRAS SUPERMARKET 609 HWY 12 RIO VISTA, CA 94571 (707) 374-5399 N	318.72	ED SV SUPPLIES	08/13/2015	16304716 PV-160035	318.72	N
014378 MATTHEWS, LAURIE 32454 S. RIVER ROAD CLARKSBURG, CA 95612 (0) - 0 N	72.55	DHS REIMB PARENT GAS	08/27/2015	16306746 TC-160012	72.55	N
011391 MCGRAW HILL SCHOOL DIVISION 2700 YGNACIO VALLEY ROAD SUITE 200 WALNUT CREEK, CA 94598 (925) 947-6000 N	263.90	86889064001 SP ED WORKBOOKS	08/06/2015	16303925 PO-160132	263.90	N
012837 MOBILE MODULAR 5700 LAS POSITAS ROAD LIVERMORE, CA 94551 (925) 606-9000 N MCGRATH RENTCO	420.00	793048 MAINT RMS PORTABLES	08/25/2015	16306201 PO-160115	420.00	N
000151 NASCO MODESTO P.O. BOX 3837 4825 STODDARD ROAD MODESTO, CA 95352-3837 (209) 545-1600 N	234.33	907355/916977 DHS AG SUPPLIES	08/27/2015	16306733 PV-160060	234.33	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013427 NATIONAL GEOGRAPHIC PO BOX 63053 TAMPA, FL 33663-3053 () - N	1,611.82	55546842 ED SV SUPPLIES	08/13/2015	16304682 PO-160259	1,611.82	N
012874 NATIONAL GEOGRAPHIC SCHOOL PUBLISHING HAMPTON-BROWN P.O. BOX 4002865 DES MOINES, IA 50340 (888) 915-3276 N	1,904.67	55478705 ED SV BOOKS	08/13/2015	16304681 PO-160135	1,904.67	N
013068 NCS PEARSON INC 5601 GREEN VALLEY DRIVE DRIVE BLOOMINGTON, MN 55437 () - N	370.57	10292268 SP ED FORMS	08/13/2015	16304687 PO-160149	370.57	N
013877 NORRIS, CARRIE 4833 STEPPE COURT ELK GROVE, CA 95757 () - N	1,570.75	WG SUPPLIES WG SUPPLIES FIRST 5 SUPPLIES WG CONF REIMB	08/06/2015 08/06/2015 08/06/2015 08/27/2015	16303933 PO-160154 16303922 PO-160240 16303933 PO-160281 16306747 TC-160008	353.91 818.69 284.15 114.00	N N N N
014359 NORTH STATE TIRE CO 1610 KATHLEEN AVE SACRAMENTO, CA 95815 (916) 922-1075 N	824.06	TRANS JULY 15 TIRES	08/13/2015	16304704 PO-160181	824.06	N
014016 O'REILLY AUTO PARTS 233 S PATTERSON SPRINGFIELD, MO 65802 () - N O'REILLY AUTOM	1,482.62	JULY 15 TRANS PARTS	08/13/2015	16304705 PO-160028	1,482.62	N
013375 ODYSSEYWARE	35,700.00	31399409 ED SV ONLINE RENEWAL	08/27/2015	16306716 PO-160166	35,700.00	N

300 N. MCKEMY AVE
CHANDLER, AZ 85226

31399409	ED SV ONLINE RENEWAL	08/27/2015	16306716	PO-160166	166.05	N
31399409	ED SV ONLINE RENEWAL	08/27/2015	16306716	PO-160166	166.05-	N

(602) 377-7920

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
001590 OFFICE DEPOT P.O. BOX 630813 CINCINNATI, OH 45263-0813	884.14	DHS SUPPLIES CMS SUPPLIES	08/27/2015 08/27/2015	16306734 PV-160062 16306734 PV-160062	249.80 634.34	N N
() -						N
000193 OILWELL MATERIALS & HARDWARE CO INC 506 STATE HIGHWAY 12 RIO VISTA, CA 94571	25.83	678/1645 DHS SUPPLIES	08/27/2015	16306735 PV-160061	25.83	N
() -						N
011429 OLIVER WORLDCLASS LABS INC PO BOX 1686 BENICIA, CA 94510 (707) 747-1537	6,967.74	23923 DHW SMARTBOARD 23923 DHW SMARTBOARD 23923 DHW SMARTBOARD 23923 DHW SMARTBOARD 23923 DHW SMARTBOARD 23923 DHW SMARTBOARD	08/13/2015 08/13/2015 08/13/2015 08/13/2015 08/13/2015 08/13/2015	16304686 PO-160059 16304686 PO-160059 16304686 PO-160059 16304686 PO-160060 16304686 PO-160060 16304686 PO-160060	2,063.66 670.00 750.21 1,883.21 930.66 670.00	N N N N N N
() -						N
011105 PAPA P.O. BOX 80095 SALINAS, CA 93912-0095 (831) 442-3536	80.00	MAINT PESTICIDE SEMINAR	08/25/2015	16306186 PO-160339	80.00	N
() -						N
013086 PEARSON EDUCATION INC 501 BOLYSTON STREET SUITE 900 BOSTON, MA 02116 (800) 848-9500	2,450.92	ED SV BOOKS	08/13/2015	16304688 PO-160265	2,450.92	N
() -						N
013805 PERLOT, MAKAYLA 60 ELM AVE GALT, CA 95632 () -	115.00	WG CONF MILEAGE REIMB	08/27/2015	16306748 TC-160011	115.00	N
() -						N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003270 PG&E 685 EMBARCADERO DRIVE SACRAMENTO, CA 95605	33,195.53	LFT PUMP ELEC	08/06/2015	16303945 PV-160019	61.41	N
		DHS OUTDOR LTS ELEC	08/06/2015	16303945 PV-160019	29.98	N
		DHW OFFICE ELEC	08/06/2015	16303945 PV-160019	262.36	N
		DHS ELEC	08/06/2015	16303945 PV-160019	9.53	N
() - N PACIFIC GAS AN		RMS ELEC	08/06/2015	16303945 PV-160019	2,092.03	N
		DHW ELEC	08/06/2015	16303945 PV-160019	5,369.02	N
		DO ELEC	08/06/2015	16303945 PV-160019	56.36	N
		TRANS ELEC	08/06/2015	16303945 PV-160019	223.61	N
		CMS ELEC	08/06/2015	16303945 PV-160019	2,584.16	N
		DHS ELEC	08/06/2015	16303945 PV-160019	3,312.54	N
		ISLE ELEC	08/06/2015	16303945 PV-160019	4,866.25	N
		ISLE ELEC	08/06/2015	16303945 PV-160019	73.74	N
		DHS GYM ELEC	08/06/2015	16303945 PV-160019	2,301.28	N
		RVHS ELEC	08/06/2015	16303945 PV-160019	9,848.51	N
		RVHS ELEC	08/06/2015	16303945 PV-160019	83.00	N
		DHS OUTDOR LTS ELEC	08/06/2015	16303945 PV-160019	19.06	N
		DHS OUTDOR LTS ELEC	08/06/2015	16303945 PV-160019	10.94	N
		MAINT ELEC	08/06/2015	16303945 PV-160019	87.98	N
		DO ELEC	08/06/2015	16303945 PV-160019	1,810.38	N
		N. NETH ELEC	08/06/2015	16303945 PV-160019	38.14	N
		RVHS RADIO RIO	08/06/2015	16303945 PV-160028	17.41	N
		DHW ELECT	08/13/2015	16304717 PV-160038	37.84	N
002526 PITNEY BOWES RESERVE ACCOUNT 1245 EAST BRICKYARD ROAD SUITE 250 SALT LAKE CITY, UT 84106-4278	199.41	563693 METER INK	08/25/2015	16306209 PV-160045	199.41	N
(0) - 0 N						
013992 POSITIVE ACTION 264 4TH AVENUE S TWIN FALLS, ID 83301	2,453.00	46432 ED SV SUPPLIES	08/25/2015	16306187 PO-160131	2,453.00	N
		46432 ED SV SUPPLIES	08/25/2015	16306187 PO-160131	196.24	N
		46432 ED SV SUPPLIES	08/25/2015	16306187 PO-160131	196.24	N
(800) 345-2974 N						
010479 PRIMARY CONCEPTS P.O. BOX 10043 BERKELEY, CA 94709	69.09	209273 ED SV JOURNALS	08/25/2015	16306188 PO-160258	69.09	N
() - N						

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
001271 PRO-ED 8700 SHOAL CREEK BLVD AUSTIN, TX 78757 (800) 897-3202	445.50	2319093 SP ED TEST KITS 2319093 SP ED TEST KITS 2319093 SP ED TEST KITS	08/13/2015 08/13/2015 08/13/2015	16304689 PO-160151 16304689 PO-160151 16304689 PO-160151	35.64 35.64 445.50	N N N
011749 RECALL SECURE DESTRUCTION SERVICES P.O. BOX 79245 CITY OF INDUSTRY, CA 91716-9245 (866) 732-2556	313.24	8062013625 DO SHREDDING	08/25/2015	16306210 PV-160053	313.24	N
012529 RGM AND ASSOCIATES 3230 MONUMENT WAY CONCORD, CA 94518 () -	3,770.00	9253040 RGM AUDIT	08/13/2015	16304721 PV-160041	3,770.00	N
010239 RIO VISTA SANITATION P.O. BOX 607 RIO VISTA, CA 94571-0607 () -	1,088.54	RVHS WASTE SERV DHW WASTE SERV DO WASTE SERV	08/13/2015 08/13/2015 08/13/2015	16304718 PV-160037 16304718 PV-160037 16304718 PV-160037	614.54 357.00 117.00	N N N
013868 RIO VISTA SWIM CLUB INC. PO BOX 97 RIO VISTA, CA 94571 () -	249.00	#45 DHW SWIM PARTY	08/27/2015	16306736 PV-160063	249.00	N
010846 RIOS, ESMERALDA 5075 RYER ROAD EAST WALNUT GROVE, CA 95690 () -	115.00	CONF MILEAGE REIMB	08/27/2015	16306749 TC-160009	115.00	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000589 RISO PRODUCTS OF SACRAMENTO 3304 MONIER CIRCLE SUITE 110 RANCHO CORDOVA, CA 95742 (916) 638-7476	2,717.30	144129 DHW INK 141809/141808 WG MAINT CONTRCT 141814 DHS MAINT AGREEMENT	08/13/2015 08/13/2015 08/13/2015	16304690 PO-160086 16304690 PO-160247 16304690 PO-160326	2,235.30 64.00 418.00	N N N
		N RPSI ENTERPRIS				
010048 RIVER DELTA REVOLVING FUND 445 MONTEZUMA ST RIO VISTA, CA 94571 () -	1,479.35	4041 PREMIUM DUES AUG/HARTFORD 4041 PREMIUM DUES AUG/HARTFORD	08/25/2015 08/25/2015	16306211 PV-160051 16306211 PV-160051	529.00 950.35	N N
		N				
000729 RIVER NEWS HERALD 21 S FRONT STREET RIO VISTA, CA 94571 () -	21.00	JULY 15 ADVERTISING	08/06/2015	16303934 PO-160128	21.00	N
		N GIBSON PUBLICA				
014143 RODRIGUEZ, CLAUDIA PO BOX 62 COURTLAND, CA 95615 () -	128.80	JULY 15 PARENT MILEAGE REIMB	08/27/2015	16306750 TC-160007	128.80	N
		N				
000095 S M U D P.O. BOX 15555 SACRAMENTO, CA 95852 () -	7,278.57	WG ELEC BATES ELEC WG ELEC WG ELEC WG ELEC BATES ELEC TRANS ELEC TRANS ELEC	08/13/2015 08/13/2015 08/13/2015 08/13/2015 08/13/2015 08/13/2015 08/13/2015 08/13/2015	16304719 PV-160036 16304719 PV-160036 16304719 PV-160036 16304719 PV-160036 16304719 PV-160036 16304719 PV-160036 16304719 PV-160036 16304719 PV-160036	3,128.07 2,413.08 345.96 647.61 26.93 551.30 152.16 13.46	N N N N N N N N
012225 SACRAMENTO COUNTY COUNTY OF SACRAMENTO 700 H STREET ROOM 1710 SACRAMENTO, CA 95814	787.06	FISCL AGNT FEES SERIES 2005 #2	08/27/2015	16306744 PV-160071	787.06	N

(916) 874-8250

N



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000090 SACRAMENTO COUNTY UTILITIES 9700 GOETHE ROAD SUITE C SACRAMENTO, CA 95827	432.44	MOKE SEWER SERVICES WG SEWER BATES SEWER	08/25/2015 08/27/2015 08/27/2015	16306212 PV-160044 16306737 PV-160067 16306737 PV-160067	104.74 150.37 177.33	N N N
() -						N
010468 SACRAMENTO METROPOLITAN AIR QUALITY MANAGEMENT DIST. 777 12TH STREET 3RD FLOOR SACRAMENTO, CA 95814-1908	964.00	1516-1000873 TRANS PERMIT	08/27/2015	16306738 PV-160066	964.00	N
(916) 874-4800						N
012039 SAN JOAQUIN CO OFFICE OF ED 2707 TRANSWORLD DRIVE STOCKTON, CA 95213	450.00	43290 HR ONLINE ADVETISING	08/13/2015	16304694 PO-160288	450.00	N
() -						N
012101 SCHOLASTIC READING COUNTS/SRI 333 N RANDALL ROAD ST. CHARLES, IL 60174	1,663.36	M5657488 WG SCHOLASTIC NEWS M5657488 WG SCHOLASTIC NEWS M5657488 WG SCHOLASTIC NEWS 11429644 WG CORE CLICKS RENWL	08/25/2015 08/25/2015 08/25/2015 08/27/2015	16306189 PO-160159 16306189 PO-160159 16306189 PO-160159 16306717 PO-160251	53.15 664.36 53.15 999.00	N N N N
(800) 387-1437						N
014380 SCHOOL CITY INC 2900 LAKESIDE DRIVE #270 SANTA CLARA, CA 95054	7,200.00	34805 ED SV SPARCS RENEWAL	08/13/2015	16304691 PO-160308	7,200.00	N
(425) 844-1663						N
002988 SCHOOL SERVICES OF CALIFORNIA PO BOX 15546 SACRAMENTO, CA 95852-1546	215.00	W084795 CBO CONF	08/06/2015	16303923 PO-160002	215.00	N
(916) 446-7517						N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003318 SCHOOL SPECIALTY INC W6316 DESIGN DRIVE GREENVILLE, WI 54942	413.69	208114571889 DHW HMWRK ENVELOP	08/13/2015	16304692 PO-160080	413.69	N
() -						N
000316 SCHOOLS INSURANCE AUTHORITY P.O. BOX 276710 SACRAMENTO, CA 95827-6710	648.00	MISC 16-08 GASTON WORKSHOP MISC 16-09 ED SV WORKSHOP MISC 16-10 CBO WORKSHOP MISCH 16-08 J. GASTON WORKSHOP	08/13/2015 08/13/2015 08/13/2015 08/13/2015	16304693 PO-160057 16304693 PO-160057 16304693 PO-160057 16304693 PO-160057	108.00 216.00 216.00 108.00	N N N N
() -						N
013193 SCOE P.O. BOX 269003 10474 MATHER BLVD SACRAMENTO, CA 95826	1,125.00	160009 DW WAN ADMIN FEE 151757/151760 WG CONF 151757/151760 WG CONF	08/25/2015 08/27/2015 08/27/2015	16306213 PV-160046 16306710 CL-150065 16306710 CL-150065	1,000.00 25.00 150.00	N N N
() -						N
000055 SIA DELTA DENTAL P.O. BOX 276710 SACRAMENTO, CA 95827-6710	16,052.33	AUGUST 15 PREMIUMS AUGUST 15 PREMIUMS AUGUST 15 PREMIUMS AUGUST 15 PREMIUMS	08/27/2015 08/27/2015 08/27/2015 08/27/2015	16306739 PV-160070 16306739 PV-160070 16306739 PV-160070 16306739 PV-160070	1,174.33 2,388.10 3,524.70 8,965.20	N N N N
(0) - 0						N
000056 SIA VISION SERVICE P.O. BOX 276710 SACRAMENTO, CA 95827-6710	2,941.68	AUGUST 15 PREMIUMS AUGUST 15 PREMIUMS AUGUST 15 PREMIUMS AUGUST 15 PREMIUMS	08/27/2015 08/27/2015 08/27/2015 08/27/2015	16306740 PV-160064 16306740 PV-160064 16306740 PV-160064 16306740 PV-160064	259.56 317.24 836.36 1,528.52	N N N N
(0) - 0						N
014339 SMILE BUSINESS PRODUCTS 4525 AUBURN BLVD SACRAMENTO, CA 95841	139.29	265580 FIRST 5 SRV AGRMNT 265580 FIRST 5 SRV AGRMNT	08/06/2015 08/06/2015	16303955 CL-150066 16303955 CL-150066	44.87 184.16	N N
(800) 790-7701						N
012084 SODEXO INC & AFFILIATES	15,832.82	CAFE JUNE 15 SDX	08/13/2015	16304723 CL-150152	3,993.93	N

DEPT. 43283
LOS ANGELES, CA 90088-3283

() - N

CAFE JUNE FOOD	08/13/2015	16304723	CL-150153	6,618.51	N
CAFE JUNE SUPPLIES	08/13/2015	16304723	CL-150154	798.78	N
CAFE AFTRSCHL SDX	08/13/2015	16304723	CL-150155	613.98	N
CAFE AFTRSCHL FOOD	08/13/2015	16304723	CL-150156	1,017.45	N
CAFE AFTRSCHL SUPPLIES	08/13/2015	16304723	CL-150157	122.80	N
CAFE SUMMER SCHOOL SDX	08/13/2015	16304723	CL-150158	933.58	N
CAFE SUMMER SCHL FOOD	08/13/2015	16304723	CL-150159	1,547.07	N

Vendor Name/Address	Total	Description	Date	Warrant	Reference	Amount	1099
012084 SODEXO INC & AF (Continued...)		CAFE SUMMER SCHL SUPPLIES	08/13/2015	16304723	CL-150160	186.72	N
013858 SPURR	958.06	RVHS GAS	08/27/2015	16306741	PV-160065	148.76	N
1850 GATEWAY BOULEVARD		DHS GAS	08/27/2015	16306741	PV-160065	140.08	N
CONCORD, CA 94520		ISLE GAS	08/27/2015	16306741	PV-160065	15.04	N
		ISLE GAS	08/27/2015	16306741	PV-160065	66.59	N
(888) 400-2155	N	DHW GAS	08/27/2015	16306741	PV-160065	61.59	N
		RMS GAS	08/27/2015	16306741	PV-160065	52.40	N
		TRANS GAS	08/27/2015	16306741	PV-160065	24.27	N
		STRAGE GAS	08/27/2015	16306741	PV-160065	388.91	N
		DO GAS	08/27/2015	16306741	PV-160065	16.99	N
		CMS CAFE GAS	08/27/2015	16306743	PV-160065	43.43	N

014069 STAPLES ADVANTAGE	1,262.90	3273748851 BUS OFF SUPPLIES	08/13/2015	16304706	PO-160016	102.04	N
500 STAPLES DRIVE		3273748850 ED SV SUPPLIES	08/13/2015	16304706	PO-160089	86.59	N
FRAMINGHAM, MA 01702		3273748849 ED SV SUPPLIES	08/25/2015	16306198	PO-160089	355.67	N
		3274328670 ASP SUPPLIES	08/25/2015	16306198	PO-160298	203.84	N
() -	N	3274328673 ASP SUPPLIES	08/25/2015	16306198	PO-160298	.23	N
		3274328673 ASP SUPPLIES	08/25/2015	16306198	PO-160298	.23	N
		3274328670 ASP SUPPLIES	08/25/2015	16306198	PO-160298	.71	N
		3274328670 ASP SUPPLIES	08/25/2015	16306198	PO-160298	.71	N
		3274328673 ASP SUPPLIES	08/25/2015	16306198	PO-160298	64.74	N
		3274328675 ASP SUPPLIES	08/25/2015	16306198	PO-160340	.34	N
		3274328674 ASP SUPPLIES	08/25/2015	16306198	PO-160340	97.98	N
		3274328674 ASP SUPPLIES	08/25/2015	16306198	PO-160340	.34	N
		3274328675 ASP SUPPLIES	08/25/2015	16306198	PO-160340	.34	N
		3274328675 ASP SUPPLIES	08/25/2015	16306198	PO-160340	.34	N
		3274328675 ASP SUPPLIES	08/25/2015	16306198	PO-160340	.34	N
		3274328675 ASP SUPPLIES	08/25/2015	16306198	PO-160340	.34	N
		3274328675 ASP SUPPLIES	08/25/2015	16306198	PO-160340	.34	N
		3274328666 DHW SUPPLIES	08/27/2015	16306711	CL-150076	110.74	N
		3274328652 DHW SUPPLIES	08/27/2015	16306711	CL-150076	64.81	N
		3274328663 DHW SUPPLIES	08/27/2015	16306711	CL-150076	22.39	N
		3274328652 DHW SUPPLIES	08/27/2015	16306711	CL-150076	87.76	N

014342 STAR SPORTS	484.55	30615 RVHS JACKETS	08/25/2015	16306190	PO-160162	484.55	N
5474 GATEWAY PLAZA DRIVE							
BENICIA, CA 94510							
(707) 745-6724	N						

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003646 STATE OF CALIFORNIA 1300 I STREET SUITE 810 SACRAMENTO, CA 95814	241.00	107043 HR FINGERPRINTING 112301 HR FINGERPRINTG	08/06/2015 08/13/2015	16303935 PO-160120 16304707 PO-160120	32.00 209.00	N N
() -						N
000923 STEVE SMITH ELECTRIC STEPHEN A SMITH P.O. BOX 386 RIO VISTA, CA 94571	140.00	5545 MAINT ELECT REPAIRS	08/13/2015	16304708 PO-160218	140.00	7
(707) 249-1848						Y
000096 STEWART INDUSTRIAL SUPPLY INC 608 HWY 12 RIO VISTA, CA 94571	465.93	JULY 15 TRANS PARTS	08/13/2015	16304709 PO-160187	465.93	N
(707) 374-5567						N
013947 SUPPLY WORKS PO BOX 742056 LOS ANGELES, CA 90074-2056	8,167.18	1670276-00 DHS SUPPLIES 1655788-00 RMS SUPPLIES 1665842-00 RMS SUPPLIES 1673181-00 RMS SUPPLIES 1673171-00 RVHS SUPPLIES 1677116 ISLE CREDIT 1676826 DHS SUPPLIES 1678622 ISLE SUPPLIES 1677113 DHW CREDIT 1678263 BATES SUPPLIES	08/06/2015 08/06/2015 08/06/2015 08/13/2015 08/13/2015 08/25/2015 08/25/2015 08/25/2015 08/25/2015 08/25/2015	16303936 PO-160221 16303936 PO-160221 16303936 PO-160221 16304710 PO-160221 16304710 PO-160221 16306199 PO-160221 16306199 PO-160221 16306199 PO-160221 16306199 PO-160221 16306199 PO-160221	738.28 223.14 73.37 1,507.93 2,208.29 206.59 3,801.23 335.15 766.35 252.73	N N N N N N N N N N
(877) 577-1114						N
013577 TEACHER CURRICULUM INSTITUTE PO BOX 1327 RANCHO CORDOVA, CA 95741	510.19	13806 ED SV BOOKS	08/06/2015	16303924 PO-160269	510.19	N
(800) 497-6138						N
014374 TURNITIN 1111 BROADWAY STREET 3RD FLOOR	9,911.00	11087969 ED SV LICENSE	08/25/2015	16306191 PO-160255	9,911.00	N

OAKLAND, CA 94607

(866) 816-5046

N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012694 U.S. BANK ATTN: SHERRY GLANVILLE P.O. BOX 3168 PORTLAND, OR 97208	1,905.58	JULY 15 PAYROLL GASB 45	08/06/2015	16303946 PV-160023	1,905.58	N
() -						N
012972 U.S. BANK P.O. BOX 790428 ST. LOUIS, MO 63179-0428	604.08	S. SPEAR HOTEL CATA CONFERENCE	08/25/2015	16306214 PV-160049	604.08	N
(0) - 0						N
001896 UNITED PARCEL SERVICE INC 55 GLENLAKE PARKWAY NE ATLANTA, GA 30328	596.01	DO SHIPPING CHARGE DO SHIPPING CHARGES DO SHIPPING CHARGES	08/06/2015 08/13/2015 08/27/2015	16303947 PV-160027 16304720 PV-160033 16306742 PV-160068	36.81 162.96 396.24	N N N
() -						N
014387 UNIVERSITY OF ALABAMA 105 STUDENT SERVICES CENTER BOX 870120 TUSCALOOSA, AL 35487-0120	500.00	DHS A. KINSELLA SCHOLARSHIP	08/27/2015	16306718 PO-160428	500.00	N
(0) - 0						N
014379 UNIVERSITY OF NEVADA RENO 1664 N. VIRGINIA ST MAILSTOP #0076 RENO, NV 89503	500.00	DHS B. SILVA SHIRP SCHOLARSHIP	08/13/2015	16304695 PO-160323	500.00	N
(0) - 0						N
013419 US BANK NATIONAL ASSOCIATION 1310 MADRID ST SUITE 101 MARSHALL, MN 56258	650.28	283859395 RVHS LEASE AGREEMENT RVHS LEASE AGREEMENT	08/13/2015 08/25/2015	16304711 PO-160202 16306200 PO-160202	325.15 325.13	N N
(800) 328-5371						N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013997 VERIZON WIRELESS	702.53	ED SV CELLULAR	08/06/2015	16303948 PV-160018	27.90	7
ONE VERIZON PLACE		EIA CELLULAR	08/06/2015	16303948 PV-160018	35.52	7
ALPHARETTA, GA 30004		ELEM COUNSE CELLULAR	08/06/2015	16303948 PV-160018	16.38	7
		NURSE 1 CELLULAR	08/06/2015	16303948 PV-160018	5.19	7
() -		DHW ADMIN CELLULAR	08/06/2015	16303948 PV-160018	264.43	7
Y VERIZON WIRELE		TRANS 2 CELLULAR	08/06/2015	16303948 PV-160018	1.92	7
		NURSE 2 CELLULAR	08/06/2015	16303948 PV-160018	2.24	7
		GEN ADMIN CELLULAR	08/06/2015	16303948 PV-160018	2.74	7
		OPERATIONS CELLULAR	08/06/2015	16303948 PV-160018	22.09	7
		RVHS SFTY CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		TRANS 1 CELLULAR	08/06/2015	16303948 PV-160018	24.87	7
		WG SFTY CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		DO SFTY CELLULAR	08/06/2015	16303948 PV-160018	.56	7
		RVHS CUSTOD CELLULAR	08/06/2015	16303948 PV-160018	4.26	7
		WG CUSTOD CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		DHS SFTY CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		ISLE SFTY CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		BATES CUSTOD CELLULAR	08/06/2015	16303948 PV-160018	13.19	7
		CMS CUST CELLULAR	08/06/2015	16303948 PV-160018	5.80	7
		GARD CELLULAR	08/06/2015	16303948 PV-160018	13.39	7
		BATES SFTY CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		SP ED 2 CELLULAR	08/06/2015	16303948 PV-160018	20.57	7
		ISLE ADMIN CELLULAR	08/06/2015	16303948 PV-160018	5.19	7
		RMS CUSTOD CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		ASES 2 CELLULAR	08/06/2015	16303948 PV-160018	2.22	7
		SP ED 3 CELLULAR	08/06/2015	16303948 PV-160018	7.10	7
		RMS SFTY CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		TITLE 1 CELLULAR	08/06/2015	16303948 PV-160018	35.52	7
		ISLE CUSTOD CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		RVHS ADMIN CELLULAR	08/06/2015	16303948 PV-160018	25.07	7
		BATES ADMIN CELLULAR	08/06/2015	16303948 PV-160018	70.73	7
		DHW SFTY CELLULAR	08/06/2015	16303948 PV-160018	.19	7
		ASES 1 CELLULAR	08/06/2015	16303948 PV-160018	7.02	7
		MAINT CELLULAR	08/06/2015	16303948 PV-160018	49.00	7
		DHS CUSTOD CELLULAR	08/06/2015	16303948 PV-160018	.88	7
		SP ED 1 CELLULAR	08/06/2015	16303948 PV-160018	10.42	7
		ASES 3 CELLULAR	08/06/2015	16303948 PV-160018	7.18	7
		DHW CUSTOD CELLULAR	08/06/2015	16303948 PV-160018	.89	7
		FIRST 5 CELLULAR	08/06/2015	16303948 PV-160018	22.18	7
		DHW BEHAVORIST CELLULAR	08/06/2015	16303948 PV-160018	.02	7
		FD SV CELLULAR	08/06/2015	16303951 PV-160018	1.82	7
000679 WARREN E GOMES EXCAVATING INC	40,815.00	89138 MAINT WG PLAYGROUND RPRS	08/13/2015	16304712 PO-160333	40,815.00	N

P.O. BOX 369
RIO VISTA, CA 94571

() - N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010906 WASTE MANAGEMENT OF WOODLAND P.O. BOX 78251 PHOENIX, AZ 85062-8251	304.33	DHS JULY 15 WASTE	08/06/2015	16303949 PV-160026	304.33	N
() -						N
014195 WATERFALL CANYON ACADEMY 3375 HARRISON BLVD OGDEN, UT 84403	6,673.00	NPS DUES AUGUST 2014 NPS DUES AUG 2014	08/27/2015 08/27/2015	16306712 CL-150173 16306712 CL-150174	1,589.00 5,084.00	N N
(801) 621-3901						N
012528 WILLIAMS SCOTSMAN INC 4911 ALLISON PARKWAY VACAVILLE, CA 95688	5,359.38	98442124 RVHS PORTABLE 98442125 RMS PORTABLE 98442275 RMS PORTABLE 98442130 DHW PORTABLE 98389901 RVHS PORTABLE 98390057 RMS PORTABLE 98389902 RMS PORTABLE 98389907 DHW PORTABLE	08/06/2015 08/06/2015 08/06/2015 08/06/2015 08/27/2015 08/27/2015 08/27/2015 08/27/2015	16303937 PO-160130 16303937 PO-160130 16303937 PO-160130 16303937 PO-160130 16306726 PO-160130 16306726 PO-160130 16306726 PO-160130 16306726 PO-160130	650.67 650.67 650.67 727.68 650.67 650.67 650.67 727.68	N N N N N N N N
(707) 451-3000						N
010992 WOMACK, DAVID 8608 GARNET CREST CT ELK GROVE, CA 95624	352.00	509 MAINT BACK FLOW TESTING	08/13/2015	16304713 PO-160050	352.00	7
(916) 685-1440						Y
District total:	776,909.67					
Report total:	776,909.67					



2015-16 SINGLE PLAN FOR STUDENT ACHIEVEMENT



Isleton Elementary School River Delta Joint Unified District

The District Governing Board
approved this revision of the School
Plan on: 8/11/2015

CDS Code:

34674136033666

Principal:

Antonia Slagle, Principal

Superintendent:

Don Beno

Address:

412 Union St.

Isleton, CA 95641-0728

Phone:

(916) 777-6515

Email:

aslagle@rdusd.org

Website:

www.riverdelta.org



Isleton Elementary 2015-16
Single Plan For Student Achievement Report

Goals and Actions	Start Date	Completion Date	Amount
LCAP Priority 1 - Basic Services			
Clean, Safe and Mentally Stimulating Learning Environment			
Facility Needs	8/12/2015	6/17/2016	\$300
Curricular Needs	8/12/2015	6/10/2016	\$0
Revision and Implementation of Safety and Emergency Plan	8/12/2015	6/17/2016	\$0
LCAP Priority 2 - Implementation of State Standards			
Implement Common Core State Standards			
Professional Development	8/12/2015	6/17/2016	\$4,000
Grade Level - School Wide Collaboration	8/12/2015	6/17/2016	\$0
Technology Equipment for Core Curriculum Implementation Action	8/12/2015	6/17/2016	\$0
Supplemental/Ancillary Materials	8/12/2015	6/17/2016	\$234
Mathematics	8/12/2015	6/17/2016	\$0
LCAP Priority 3 - Parent Involvement			
Parent Involvement			
ELAC	8/12/2015	6/17/2016	\$500
Family Literacy Nights	8/12/2015	6/17/2016	\$500
Family Academic Enrichment Opportunities	8/12/2015	6/17/2016	\$0
Parent Teacher Association (PTA) Involvement	8/12/2015	6/17/2016	\$0
LCAP Priority 4 - Pupil Achievement			
Achievement			
Ongoing Assessment and Monitoring	8/12/2015	6/17/2016	\$0
Differentiation	8/12/2015	6/17/2016	\$16,596
Consistent & Sequential Assessment & Monitoring Process	8/12/2015	6/17/2016	\$0
Targeted Student Intervention Groups	8/12/2015	6/17/2016	\$0
Implementation of English Language Development (ELD) Instruction	8/12/2015	6/17/2016	\$0
Implement Instructional Program with Intensity and Fidelity to Core Curriculum	8/12/2015	6/17/2016	\$4,000
Consistent and Sequential Assessment & Monitoring Process	8/12/2015	6/17/2016	\$0
Targeted Reading Intervention	8/12/2015	6/17/2016	\$1,500
LCAP Priority 5 - Pupil Engagement			
Pupil Engagement			
Student Attendance	8/12/2015	6/17/2016	\$300

Isleton Elementary 2015-16
 Single Plan For Student Achievement Report

LCAP Priority 6 - School Climate			
School Climate			
Creating Positive Student Behavior and Establishing Positive Expectations	8/12/2015	6/17/2016	\$1,500
LCAP Priority 7 - Course Access			
Course Access - 21st century skills			
Technology Support Action	8/12/2015	6/17/2016	\$10,888
Web-based Intervention Programs & Software Needs	8/12/2015	6/17/2016	\$500
Total Annual Expenditures for Current Site Plan: \$40,818.00			

Goals

LEA Goal:

Not Aligned

LCAP Goal:

Not Aligned

Goal Area : LCAP Priority 1 - Basic Services School Goal : Clean, Safe and Mentally Stimulating Learning Environment

To provide all students access to fully credentialed teachers, instructional materials that align with state standards, and safe facilities.

The staff of Isleton Elementary School is dedicated to providing a clean, safe, and mentally stimulating learning environment where students feel physically, emotionally, and mentally safe taking on academic challenges and feel courageous enough to address others in an appropriate and progressive manner about their positive and negative choices. We are also dedicated to conducting ourselves as professionals in our daily interactions with our students and with each other especially during crucial collaboration meetings. A clean, safe, and mentally stimulating environment provides more student instructional time in the classroom, to increase student achievement. Isleton Elementary School will provide an environment where all teachers are highly qualified, the school facility is safe and in good repair, and all the basic curricular needs (textbooks, desks, etc.) for students are met.

What data did you use to form this goal (findings from data analysis)?

- MAP, SARC information
- board approved textbooks and ancillary materials
- Data Wall intervention
- site council agendas and meeting notes
- facilities walk-throughs

What did the analysis of the data reveal that led you to this goal?

Isleton Elementary has a safe and clean campus and a very responsive custodial and maintenance staff that responds quickly to work order requests. There are minor facilities issues that need addressing due to regular wear and tear, which includes replacement playground equipment, water fountain replacement and lighting.

What process will you use to monitor and evaluate the data?

- Prior to the start of school, teacher/admin conduct inventory of school resources
- input from students, parents, teachers, staff and other community stakeholders
- principal observations
- conduct safety walk-throughs with custodian, admin and safety committee

Strategy:

- in coordination with the district office, Isleton Elementary will maintain 100% NCLB highly qualified teachers
- in coordination with the district office, Isleton Elementary will have appropriate textbooks, technology, equipment, facilities and materials to support student learning
- in coordination with the district office, Isleton Elementary staff will have the necessary equipment and materials to meet the needs of their jobs in a safe and supportive environment.

Action Title: Facility Needs

Means of Achievement: Extended learning time

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- As facility needs arise, teachers/staff will inform the custodian and/or principal.
- The custodian and/or principal will make a work order for the Maintenance and Operations department.
- The principal will keep a record of needed improvements that are requested.
- Custodians will inform M&O and principal of regular facility maintenance needed.
- Perform quarterly Walk Throughs with Safety Committee to look at Facility Needs/Concerns
- maintain inventory of technology
- monthly fire drills
- evacuation plans posted in every room
- evacuation drills

Measures :

- work orders placed
- communication with M&O

People Assigned :

- Custodian
- Teachers/Staff
- Principal
- M & O staff

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Facility Needs	\$300

Action Title: Curricular Needs

Means of Achievement: Monitoring program implementation and results

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Staff will inform principal of curricular needs to ensure all students have the appropriate materials.
- Principal will contact DO or order any needed curriculum for the students.
- At the end of each year, an inventory of curriculum will be done in order to request adequate materials from the DO.

Measures :

- Teacher Communication

Isleton Elementary 2015-16 Single Plan For Student Achievement Report

- Communication with District Office
- Teachers will have the appropriate amounts of materials, supplies and technology needed for instruction
- Students will have the necessary amounts of materials, supplies and technology needed for instruction

People Assigned :

- district office personnel
- principal
- teachers
- office staff

Start Date : 8/12/2015

Completion Date : 6/10/2016

Action Title: Revision and Implementation of Safety and Emergency Plan

Means of Achievement: Auxiliary services for students and parents

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Form a Safety Committee of parent, staff and principal.
- Schedule and conduct **one meeting per semester** with the school Safety Committee.
- Revise the "Safety and Emergency Preparedness Plan" **as needed**.
- Train Isleton staff on the Safety and Emergency Plan procedures including their associated responsibilities
- Conduct regularly scheduled fire drills, earthquake drills, intruder drills.
- Collaborate with the staff about the success of the monthly drills and how the procedures can be improved.
- - Conduct school wide "Safety Audit"
- - Share "Safety Audit" findings with district, school and community
- - Implement audit recommendations

Measures :

- Revised Safety and Emergency Preparedness Plan Agendas
- Minutes & Sign-in sheets from the Safety Committee and training meetings
- Notes from monthly drill collaboration
- "Safety Audit" results

People Assigned :

- Director of Facilities/Director of Maintenance
- Principal
- Teachers
- Parents
- Community Members and pertinent resources such as emergency responders.

Start Date : 8/12/2015

Completion Date : 6/17/2016

LEA Goal:

Not Aligned

LCAP Goal:

Not Aligned

Goal Area : LCAP Priority 2 - Implementation of State Standards
School Goal : Implement Common Core State Standards

All teachers will implement Common Core Standards and Instructional strategies in ELA/L and Math with district provided curriculum. This will include next generation Science standards, English language development, history social science, visual and performing arts, health education and physical education standards.

What data did you use to form this goal (findings from data analysis)?

2014-2015 **was** the first year of full implementation of the Common Core Standards and new English Language Development Standards for California. State and district mandated curricular policies and mandates will be infused into the program as they are formulated.

A new core math program will be utilized in 2015-2016 based on piloting, examination of materials, and community and teacher recommendations on the Textbook committee during the 2014-15 school year.

What did the analysis of the data reveal that led you to this goal?

During 2013-2014 teachers received training in Common Core Standards in both ELA and Math, and how the new standards will affect/change instructional strategies. **Teachers at Isleton Elementary began using many of these strategies during the 2013-2014 school year and continued to hone their skills and expand student use of materials and instructional strategies during 2014/2015. Students also took pilot tests of the new CAaasp program during 2013/2014 and took the first official round of tests during the spring of 2014/2015. Basic data was shared with parents and school staff although no Academic Progress Index scores were to be assigned during the first year.**

What process will you use to monitor and evaluate the data?

The initial test scores will be mailed to parents by the California Department of Education in the spring/summer of 2014/2015. Depending on when they are produced, the principal and teachers will examine the results and determine priorities for the 2015/2016 school year. Students who do not score advanced or proficient on the test will be identified and their progress examined during "Data Wall" discussions throughout the first semester of 2015/2016. Results will also be reviewed with parents during parent conferences held in the fall of 2015. Students who fall significantly below expected learning levels will have a Child Study Team convened to discuss how to provide supports for developing an individualized program for the student.

Strategy:

Action Title: Professional Development

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Isleton Elementary 2015-16
Single Plan For Student Achievement Report

Tasks :

- **Teachers will be provided professional development in the new Math Core Curriculum**
- Teachers will be provided professional development/training in the alignment of ELD standards across all subject areas.
- Teachers will utilize materials, resources, and strategies from the ELD standards alignment training in all subject areas.
- Teachers will be provided a release day each to observe other teachers who are skilled in providing core curriculum instruction.
- Teachers will be provided release time and support to attend one professional training or conference during the year.

Measures :

- Agendas/Resources from Math staff development
- Agendas/Resources from ELD Standards Alignment Trainings
- Classroom Walkthroughs/Observations
- **Teacher absence sheets and records of Purchase Orders for conference attendance.**

People Assigned :

- Teachers/Staff
- Principal
- District staff
- ELD Trainer

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Release days, substitutes, conference fees	\$3,000
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Sub costs for release days	\$1,000

Action Title: Grade Level - School Wide Collaboration

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Calendar one collaboration meeting per month to focus on Common Core Instructional Strategies, Assessment data and analysis, and or lesson planning.
- Identify school site leaders in specialized areas (GLAD, A/R, School Plan, SDAIE) and utilize their input for all staff.
- Use a data recording tool for site collaboration meetings.
- Teachers share specific input/feedback on how to improve teaching strategies and student performance.
- Hold end of the year cross grade level collaboration meetings.

Measures :

- Collaboration agendas/minutes
- Modifications to lesson plans/teaching strategies
- Students below benchmark identified and provided additional support
- Data analysis of significant grade level and school wide subgroups in SBAC Benchmarks, District Assessments, and Curricular Assessments

People Assigned :

- Teachers/Staff
- Principal

Start Date : 8/12/2015

Completion Date : 6/17/2016

Action Title: Technology Equipment for Core Curriculum Implementation Action

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Implement instructional technology associated with all adopted curriculum.
- Collaborate with other teachers on the effective sections of the technology components and adjust implementation if appropriate.
- Monitor implementation of the curriculum's technology components.

Measures :

- Training agendas
- Sign-in sheets -
- Classroom observations & "Walk-Thru"
- Notes Teachers' lesson plans

People Assigned :

- Computer Lab Tech
- Classroom/SDC Teachers
- Principal

Start Date : 8/12/2015

Completion Date : 6/17/2016

Action Title: Supplemental/Ancillary Materials

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Teachers will utilize district supplied supplemental materials (i.e. Curriculum Associates) that help teachers and students become more familiar with Common Core standards and testing format.
- **-Teachers and computer lab instructor will utilize supplemental technology programs such as RenLearn, IXL, and Starfall to bolster basic skill acquisition.**
- Teachers will continue to utilize keyboarding programs with students in 2nd-6th grade to practice Common Core technology standards and gain proficiency in keyboarding skills.
- Teachers will use other district or site funded supplemental materials for the purpose of implementing Common Core standards and enhancing instruction.

Measures :

- Lesson Plans
- Classroom Walkthroughs/Observations
- Instructional Rounds
- Student Work
- Computer Lab/Keyboarding Schedule

People Assigned :

- District Personnel
- Teachers/Staff
- Principal

Isleton Elementary 2015-16
 Single Plan For Student Achievement Report

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Supplemental tutoring programs	\$234

Action Title: Mathematics

Means of Achievement: Monitoring program implementation and results

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- **Schedule and abide by recommended instructional minutes (90 minutes/day based on the EPCs) for mathematics**
- **k-5 math teachers meet regularly, first to establish cross grade goals, then to monitor over time and engage such things as PD opportunities, classroom observations and collaboration time to meet goals**
- **Post daily agendas and daily coverage of Mathematics content standards in all classrooms Implement daily practice of test taking formats using SBAC version of Curriculum Associates (grades 2-6), Standards Plus-Math (grades 2-6).**
- **Daily implementation of all purchased components of CA. Math curriculum**
- **Identify the intervention assignment for each student when appropriate**

Measures :

- SBAC - will provide baseline data for future goals
- Daily Schedules of each grade level reflecting fidelity to providing Mathematics instruction
- Specialized instruction and intervention
- Lesson Plans reflecting commitment to the implementation of the adopted Core Curriculum
- Teacher Observations/"Walk Thrus"
- Textbooks and Teacher Resources
- Inventory Analysis
- Posted Common Core content standards & daily agendas in all classrooms showing deliberate purpose of providing standards-based instruction
- meeting agendas
- Meeting notes & sign-in sheets
- Pictures of the Data Wall cards and their movement over time to show student achievement progress

People Assigned :

- Teachers
- Support Staff
- Principal

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Teacher attendance at Math conference	\$0

LEA Goal:

Not Aligned

LCAP Goal:

Not Aligned

Goal Area : LCAP Priority 3 - Parent Involvement

School Goal : Parent Involvement

Promote increased parent involvement and participation. Engage local community in the decision-making process and the educational programs of students.

What data did you use to form this goal (findings from data analysis)?

- Parent surveys
- Activity logs and sign in sheets associated with school related programs
- Record of parent sponsored activities

What did the analysis of the data reveal that led you to this goal?

- Record of parent participation for overall school program
- Record of community inclusion in school programs
- Shared information about school programs involving students, parents, and community.

What process will you use to monitor and evaluate the data?

- The School Site Council will meet regularly and at least one half of the members of the Council will be parents of students attending the school.
- The Principal will attend PTA meetings and provide information to assist in their decision making process.
- A record of monthly newsletters and flyers that go home will be maintained.
- Sign in sheets for various activities such as Open House, Science Fair, and Back to School Night will be maintained.
- The district or school will conduct a yearly survey asking for input from parents on services that the school provides.

Strategy:

- increased two-way communication through newsletters, phone calls, fliers
- increased principal involvement in PTA and school site council - reaching out to all parents
- identifying best practices for Isleton Elementary (i.e. communication) and following up regularly with stakeholders to improve

Action Title: ELAC

Means of Achievement: Involvement of staff, parents and community

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Inform the parent of the opportunities for involvement and the importance and implications that parent involvement has on student achievement. -Emphasize the importance of regular school attendance and inform the parents of the criteria and procedures for short-term independent study agreements.

Isleton Elementary 2015-16
Single Plan For Student Achievement Report

- Review the English Learner placement procedures, program option, and exit criteria with the parents.
- Explain the contents of the CELDT and clearly communicate the testing schedule with their parents.
- Seek advice for the development of the Single Plan for Student Achievement (SPSA).
- Elect one representative to attend the DELAC/DAC/PI meetings.
- Encourage parents to complete the school surveys **which should be sent home with students and not mailed to ensure a high return rate.**
- Review the results of the surveys and seek advice from the communicated results.
- **Provide a translator for all meetings and communications home.**
- **Provide bi-lingual monthly newsletters, announcements, and phone tree announcements.**

Measures :

- Meeting announcement flyers
- Meeting sign-in sheets
- Record of parent involvement (events' helpers)
- ELAC meeting handouts
- ConnectED phone logs
- Family surveys

People Assigned :

- English Language Development (ELD) teacher
- Parents
- Students
- Principal

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Translator services for school meetings, communication	\$500

Action Title: Family Literacy Nights

Means of Achievement: Involvement of staff, parents and community

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Utilize monthly newsletter and EdConnect calls to increase communication
- In conjunction with the County Library, sponsor a minimum of one Family Literacy Night at the school

Measures :

Measures: Sign In Sheets

People Assigned :

- Principal
- Parents
- Students
- Teachers
- Community

Isleton Elementary 2015-16

Single Plan For Student Achievement Report

Funding Source Expenditure Expense NCLB: Title I, Part A, Basic Grants Low

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Family Literacy Night	\$500

Action Title: Family Academic Enrichment Opportunities

Means of Achievement: Involvement of staff, parents and community

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

The staff will organize and conduct a Science Fair, Spelling Bee, and other activities that will include family in the learning experience and encourage parents as partners in the school.

Measures :

- flyers for all opportunities, photos and writeups for school website and newsletter
- agendas and sign in sheets
- family surveys
- school and community stakeholder feedback

People Assigned :

Principal
Teachers
Library Staff
Parent and community volunteers/judges

Start Date : 8/12/2015

Completion Date : 6/17/2016

Action Title: Parent Teacher Association (PTA) Involvement

Means of Achievement: Involvement of staff, parents and community

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Inform the parents of the entire student body about the monthly meetings using weekly flyers and the ConnectEd calling system
- Translate all school-to-home communication (newsletters, flyers, membership information, etc) from English into Spanish

Measures :

- Completed membership forms
- PTA membership rosters
- Flyers
- Newsletters
- ConnectED calling reports

People Assigned :

Isleton Elementary 2015-16 Single Plan For Student Achievement Report

- PTA Executive Officers
- Teachers
- Principal
- Students

Start Date : 8/12/2015

Completion Date : 6/17/2016

LEA Goal:

Not Aligned

LCAP Goal:

Not Aligned

Goal Area : LCAP Priority 4 - Pupil Achievement

School Goal : Achievement

Improve and support student learning to close achievement gaps and ensure all students graduate college and career ready:

- Emphasize and increase focus on other student outcomes related to required areas of study, including physical education and the arts.
- 75% of Isleton students will achieve Proficient or Advanced status on ELA and Math Curricular assessments, and district wide assessments.
- Physical Fitness will be improved for all students in grades K-6.
- -Students will make a year's growth in ELA, as measured by site-specific assessments by teacher evaluation until baseline data is gathered from the initial SBAC/STAR test results, including the interim tests which will be used for future goals.
- Students will make a year's growth in Math, as measured by site-specific assessments by teacher evaluation until baseline data is established from the initial SBAC/STAR test results, including the interim tests which will be used for future goals.
- Emphasize and increase focus on other student outcomes related to required areas of study, including physical education and the arts.
- By January 2015 all English Language Learners will advance one level or maintain Advanced or Early Advanced on the CELDT, and no less 25% of ELL students will be redesignated fluent in 2015-2016 based upon district approved criteria.
- 100% 6th grade ELL students who have attended US schools since kindergarten will meet redesignation criteria prior to leaving for middle school.
- One hundred percent (100%) of 5th grade students will meet the Healthy Fitness Zone in 4 out of 6 Physical Fitness Zones.

What data did you use to form this goal (findings from data analysis)?

- SBAC tests will be given. Results will be used for future planning
- CST Science Results
- CELDT Results (CELDT/RFEP)
- Reclassification Data
- STAR Physical Fitness Results

What did the analysis of the data reveal that led you to this goal?

- Because of the new testing format, we have no usable SBAC data. In 2013-2014 the percentage of students scoring Early Advanced/Advanced on the CELDT was **37%. (35/95 students)** In 2013-2014 **10 students** were redesignated fluent.
- Results from the 2015 Science CST and Physical Fitness assessment will be released in Fall of 2015.

What process will you use to monitor and evaluate the data?

- Each teacher will review all student data on a quarterly basis. Parents will be kept informed of progress via report cards, back to school night activities, weekly folders home with completed work and state and local test reports.
- Teachers will review student progress at least quarterly in Data Wall meetings.

Strategy:

- each teacher will review all student progress at least quarterly in Data Wall meetings
- collaboration time to articulate across grade levels and with support teachers such as ELD, RSP
- staff professional development and PLC work
- targeted small group instruction as need for such things as ELD and reading

Action Title: Ongoing Assessment and Monitoring

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Staff will review CELDT, District adopted assessments and Physical Fitness Results.
- Administer entry level assessments for Kinder students (STAR Early Lit, CELDT).
- Implement regular curricular monitoring assessments (Math Topic Tests, ELA Theme Skills Tests, , Ren Learn Assessments).
- When available, administer SBAC Practice tests and MAP assessments.
- Establish calendar for administration, collection, and analysis of RTI assessments.
- Schedule and use Datawall activities for classroom teachers, and principal to coordinate and fine tune services for students.
- Utilize district provided SBAC practice materials.
- Celebrate student success on SBAC, CELDT, Science CST, and CAPA with Medals Ceremonies.

Measures :

- Clear documentation of RTI and Monitoring Assessments
- Calendar of assessment administration and data analysis
- Assessment data shared with administration from teachers
- Data reports disaggregated by subgroups

People Assigned :

- Teacher/Staff
- Principal

Start Date : 8/12/2015

Completion Date : 6/17/2016

Action Title: Differentiation

Means of Achievement: Increased educational opportunity

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Student academic needs will be discussed at Data Wall meetings at least five times each year.
- School will meet with parents of students with significant academic/behavioral/other needs in an SST. Teachers and staff will work together to come up with ways to help students in their areas of need (i.e. push-in help, pullout help, academic or behavior contracts).
- In order to enhance the educational program, and allow students the opportunity to express their talents through expression other than the traditional subjects, a person(s) will be hired to provide supplemental art or music instruction depending on availability and scheduling.
- Set aside funds for enrichment supplies.
- Funds will be set aside to provide support for GATE programs

Measures :

- Meeting notes from Monitoring Conferences
- Meeting notes from SSTs
- Staffing considerations for students needing extra help
- outcomes from individual learning plans (GATE students)
- formative and summative assessments connected with arts/music/PE

People Assigned :

Isleton Elementary 2015-16
 Single Plan For Student Achievement Report

People Assigned :

- Teacher/Staff
- Principal
- District GATE coordinator

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Salary/Benefits for art/music/PE	\$7,800
Discretionary	Supplies for art/music/PE	\$1,012
Site Supplemental and Concentration	Supplies for Art/music/PE	\$1,988
Site Supplemental and Concentration	GATE programs/supplies/activities	\$1,000
Lottery: Unrestricted	Salary/benefits for art/music/PE	\$4,796

Action Title: Consistent & Sequential Assessment & Monitoring Process

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- **Implement new District adopted Math program in 2015-16**
- Pilot future district program(s) -SBAC and CELDT data- using the data management module of School Plan and the school-wide Data Wall
- Formulate "Target" student groupings (Future Proficients & Movin' Up A Level) from the information gathered by analyzing the assessments and set target achievement goals for each teacher
- **Monitor Math assessments using the RDUSD Pacing Guides by classroom observations and "Walk-Thrus"**

Measures :

- Organize and set up MAP and SBAC testing schedules.
- Teach & implement Benchmark Assessments and how to access and use the generate report of the results.
- Discuss and inform future instruction from the discussions in the Sacred Talk Time meetings
- "Target" student groupings documentation
- Sacred Talk Time meeting agendas
- Notes and sign-in sheets
- CELDT student testing results
- Teach & implement MAP Assessments and how to access and use the generate report of the results.
- Discuss and inform future instruction from the discussions in the Sacred Talk Time meetings
- Future SBAC schedules
- School Plan Data Analysis Reports for future SBAC , CELDT , & Benchmark assessments
- Teachers' Lesson Plans
- Teachers' Daily Schedules

People Assigned :

- Principal
- Teachers
- Support Staff

Start Date : 8/12/2015

Completion Date : 6/17/2016

Action Title: Targeted Student Intervention Groups

Means of Achievement: Improvement of instruction strategies and materials

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Review the RDUSD RTI Process with staff
- Distribute the SST forms and RTI monitoring folders for all students who are placed on the Data Wall
- Analyze Houghton Mifflin CA Math Expressions, MAP Assessments, and SBAC data to determine level of intervention eligibility using the School Plan data management module and use of the school-wide Data Wall
- Identify and implement the appropriate intervention programs based on the students' assessment results
- Provide specialized intervention instruction using the appropriate program for the identified students
- Hold 6-8 week monitoring & collaboration meetings to review progress and eligibility
- RSP Aide and Intervention Instructional work collaboratively with general education teachers and site support staff to provide the full continuum of services for students with special needs, including both special education students and general education students that require additional support to meet grade level standards
- Site leadership works closely with the district office, both Educational Services and Special Education to maximize district and site resources to support all students at our school and throughout the district
- Students who score Advanced on any future SBAC testing participate in differentially challenging instruction in the classroom
- Students who need extra support academically may participate in our After School Program, where they can receive help with their homework and access other academic intervention programs.

Measures :

- Student eligibility lists for each intervention program
- Schedules for each intervention program
- Meeting notes from program planning, design and analysis meetings

People Assigned :

- Principal
- Teachers
- Support staff

Start Date : 8/12/2015

Completion Date : 6/17/2016

Action Title: Implementation of English Language Development (ELD) Instruction

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Schedule 30 minutes of ELD instruction for every English Learner who scores Level 1-4 on the CELDT.
- Implement the core ELD instructional materials.
- Administer the adopted curriculum's assessments components.
- Create a instructional schedule that maximizes personnel resources and instructional materials.
- Purchase and use test prep materials for the purposes of preparing the English Learners to gain at least one level advancement on the CELDT.
- Prepare the paperwork and hold mandatory meeting to redesignate English Learners who have met all necessary achievement criterion. This will be dependent on new district redesignation criteria.
- Inform the parent of the EL Program's process, placement and exit criterion.
- Seek grant funds for ELD teacher to attend a conference (\$500) and purchase supplemental supplies (\$250)

Measures :

Isleton Elementary 2015-16

Single Plan For Student Achievement Report

Measures :

- CELDT Results
- Student Redesignation Lists Agendas
- Meeting notes
- Sign-in for ELAC meetings
- Summary of ELD curriculum assessment results
- Daily ELD Instruction Schedule

People Assigned :

- Teachers
- English Learner Support teacher
- Principal
- Support Staff

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	ELD Teacher Conference Attendance or supplies	\$0

Action Title: Implement Instructional Program with Intensity and Fidelity to Core Curriculum

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- -Follow the RDUSD pacing guide and assessment schedule for Houghton Mifflin Reading Schedule
- -Abide by recommended instructional minutes (2.5 hours for K-3 and 2 hours for grades 4-6) for English/Language Arts
- -Post daily agendas and daily coverage of English Language Arts content standards in all classrooms
- Implement daily practice of test taking formats using Curriculum Associates & Standards Plus (Gr. 2-6)
- Daily implementation of all purchased components of Houghton Mifflin Reading
- Attend monthly Data Wall meetings to discuss the academic progress of each teacher's "target" students in the "Future Proficient" and "Movin' Up A Level" student lists, identify the intervention assignment for each student when appropriate, and adjust the school-wide Data Wall with current assessment data and student levels.
- Procure and use ELA and Math Common Core Standard Plus workbooks
- Provide each staff member \$400.00 stipend to purchase supplemental instructional materials

Measures :

- District testing benchmark information directly related to Common Core Curriculum
- Principal observation in classrooms
- Daily Schedules
- Lesson Plans
- Teacher Observations/"Walk Thrus"
- Textbooks and Teacher Resources Inventory Analysis
- Posted standards & daily agendas
- Data Wall & collaboration time meeting agendas
- Meeting notes & sign-in sheets Data Wall cards.

People Assigned :

- Teachers
- Principals
- Support Staff
- English Language Support teacher

Isleton Elementary 2015-16
Single Plan For Student Achievement Report

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Teacher Instructional Supplies	\$4,000

Action Title: Consistent and Sequential Assessment & Monitoring Process

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Analyze Houghton Mifflin Emerging Literacy Test (K-2), Theme Skills (K-6), MAP assessments (K-6), STAR Early Literacy (K-2) STAR Reading (1-6), and CELDT (K-6) data using the data management module, School Plan and the school-wide Data Wall.
- Formulate "Target" student groupings (Future Proficients & Movin' Up A Level) from the information gathered by analyzing the assessments and set target achievement goals for each teacher
- Organize and set up CELDT, MAP Assessments and SBAC testing schedules
- Discuss current instruction in the Sacred Talk Time meetings and inform future instruction from the discussions

Measures :

- "Target" student groupings
- Documentation Data Wall intervention meetings
- Meeting agendas
- Notes and sign-in sheets
- CELDT, Benchmark Assessment & future SBAC testing schedules
- School Plan Data Analysis Reports for SBAC, CELDT, & Benchmark assessments
- Teachers' Lesson Plans Teachers' Daily Schedules
- Classroom Observations
- "Walk-through" notes
- - Data Wall documentation

People Assigned :

- Teachers
- Principal
- Support Staff
- English Learner Support teacher

Start Date : 8/12/2015

Completion Date : 6/17/2016

Action Title: Targeted Reading Intervention

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Analyze Houghton Mifflin Emerging Literacy Test (K-2), Theme Skills (K-6), MAP Assessments (K-6), STAR Early Literacy (K-2) STAR Reading (1-6), SBAC (Grades 3-6) and CELDT (K-6) data using the data management module, School Plan and the school-wide Data Wall.
- Review the RDUSD RTI Process with the teacher
- Distribute the SST forms and RTI monitoring folders for all students who are placed on the Data Wall.
- Administer initial placement assessments for STAR Reading, Read Naturally, & SIPPS.

Isleton Elementary 2015-16
Single Plan For Student Achievement Report

- - Purchase supplemental Language Arts, Spelling and Phonics consumables for enhancing the grammar and spelling instruction and practice.
- Identify and implement the appropriate intervention program based on the students' assessment results Hold 6-8 week monitoring & collaboration meetings to review progress and eligibility.
- Three times a week 1st, 2nd, and 3rd grade students who are struggling with decoding skills will receive SIPPS small group instruction to improve reading skills.
- Identify specific students who are performing below grade level in their fluency score to attend Read Naturally session at least two times per week.
- Using current Star Early Literacy data, identify English Learners who are beginning and early intermediate to attend intervention sessions with the EL Support Teacher which will use the best teaching practices of "frontloading" and deliberate "scaffolding" and "chunking" in the ELA concepts to build a knowledge foundation previous to English Learners receiving the ELA core lessons from the classroom teacher.
- Site leadership works closely with the district office, both Educational Services and Special Education to maximize district and site resources to support all students at our school and throughout the district.
- Students who score are above grade level participate in accelerated/differentiated instruction in the classroom.
- Students who need extra support academically may participate in our After School Program, where they can receive help with their homework and access other academic intervention programs.

Measures :

- Student eligibility lists for each intervention program
- Daily/weekly schedule for each intervention program
- Agenda
- Meeting notes
- Sign-in for collaboration and training meetings
- Student assessment results for each quarter

People Assigned :

- Teachers
- Principal
- Support Staff
- English Learner Support teacher

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
Site Supplemental and Concentration	SIPPS-Read Naturally-CorrRdg-Spelling-Phonics	\$1,500

LEA Goal:

Not Aligned

LCAP Goal:

Not Aligned

Goal Area : LCAP Priority 5 - Pupil Engagement

School Goal : Pupil Engagement

Isleton Elementary fosters student connectedness that results in 97% attendance

What data did you use to form this goal (findings from data analysis)?

- Student attendance data from Aeries Student Data Management System
- Data Wall meetings
- Input from school families and students

What did the analysis of the data reveal that led you to this goal?

Student attendance has been slightly lower than the desired goal district goal but still close to 97% on a consistent basis. However, every day missed has implications so perfect attendance will be a school wide goal for the coming year.

What process will you use to monitor and evaluate the data?

- The school site secretary will track student attendance and report to the principal weekly any students with chronic absences.
- At least monthly, the site secretary will provide the principal a list of the students with perfect attendance and those with chronic absences.

Strategy:

- recognizing perfect attendance each month at assemblies
- intervention meetings with families of students who are not only chronically absent, but students who are starting to show more absenteeism
- use SARB process as an opportunity to engage families and resources
- ongoing school/family communication

Action Title: Student Attendance

Means of Achievement: Increased educational opportunity

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Students who have perfect attendance each quarter will receive recognition/award.
- -Teachers will encourage superior attendance and recognize it in their classrooms.
- -Create a School Attendance Review Team, made up of the principal, counselor, a specialist, and a classroom teacher.
- Parents/Guardians of students with chronic absenteeism will receive letters from the school and have a meeting with the School Attendance Review Team.
- Provide school wide celebrations monthly when 97% attendance goal is reached.
- Provide end of year celebration for students who have perfect attendance.

Single Plan For Student Achievement Report

- Provide end of the year celebration to celebrate high attendance rates. Student recognition/awards for perfect attendance
- Provide students certificates to include monthly "Character Trait" recognition

Measures :

- Attendance from Aeries
- -Copies of chronic absenteeism letters/Notes from parent meetings

People Assigned :

- Principal
- Secretary
- Teachers/Staff

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Pupil Rewards for attendance	\$300

LEA Goal:

Not Aligned

LCAP Goal:

Not Aligned

Goal Area : LCAP Priority 6 - School Climate

School Goal : School Climate

Isleton Elementary will create a variety of actions and programs that will decrease suspension and expulsion rates as well as increase students' feelings of safety and wellbeing on campus.

What data did you use to form this goal (findings from data analysis)?

- Previous SARC information
- 3 year suspension and expulsion information
- School discipline records
- Pertinent counseling and SST information

What did the analysis of the data reveal that led you to this goal?

Suspension rates are low at Isleton Elementary. This is due to a number of factors including a skilled administrator, teachers and instructional assistants with years of experience; parent support for the school program; a positive reward system that recognizes student achievements; a positive trait of the month program; assemblies that promote positive messages to the students; an active PTA and School Site Council; and a commitment to monitoring and addressing student misbehaviors and also responsible behaviors on a regular basis.

What process will you use to monitor and evaluate the data?

- Individual suspensions will be monitored and reported to parents, the staff, and district offices.
- Suspensions will be entered into the Aeries system.

Strategy:

Action Title: Creating Positive Student Behavior and Establishing Positive Expectations

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- - Establish clearly understood school and classroom rules with clearly communicated consequences
- - Revise and distribute school handbooks to all students
- - Establish clear expectations for cafeteria behavior and procedures with appropriate consequences
- - Review "Class Meetings" procedures and its benefits for students

Single Plan For Student Achievement Report

- - Acknowledge positive student behaviors with incentives and rewards
- - Complete a Wall of Fame for outstanding student achievement
- - In May, hold our annual Awards Night
- - **If available thru district resources**, provide individual and group counseling services. **The school will continue to provide** assemblies, bullying prevention program, classroom incentives, student recognition awards program, school safety program
- - Review, analyze and plan strategies to reduce suspensions/expulsions
- - Provide office referral plan that is a student learning tool
- - Acknowledge positive student behaviors with incentives and rewards
- - Facilitate an active Student Council with leadership and school involvement opportunities: Spirit Weeks, morning announcements, leading the Pledge of Allegiance on the PA system, fundraising, and assessing the needs and wants of our students
- - **Implement behavior contracts** as part of the behavior modification program for student with reoccurring misbehaviors.
- - Monthly recognition of student displaying good character traits.

Measures :

- AERIES discipline report
- Classroom observation and "Walk-Thru" notes and copies of classroom established rules.
- Examples of student handbook
- Signed Parent/School Compacts
- Teacher feedback on the implementation of class meetings
- Student Council meeting agendas and minutes
- "Check In/Check Out" communication log
- Rewards for monthly recognition of good character.
- Record of overall disciplinary contacts to include suspension and expulsion data

People Assigned :

- Principal
- Classroom/SDC Teacher
- EL Support Teacher
- Support Staff
- School counselor

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Student Awards, Recognition	\$1,500

LEA Goal:

Not Aligned

LCAP Goal:

Not Aligned

Goal Area : LCAP Priority 7 - Course Access

School Goal : Course Access - 21st century skills

Isleton Elementary School will create and maintain full access to all technology components of the district-adopted curriculums, site-based software, web-based programs, and internet services for all students, teachers, and support staff throughout the school year to increase access, equity, improve technological fluency and close the achievement gap.

What data did you use to form this goal (findings from data analysis)?

- Because this will be the first year of SBAC Interim Assessments, we do not have data to analyze at this time.
- The data we have for ELA and Math curricular assessments comes from ELA Theme Skills Tests and Envision Math Topic Tests.
- district-wide elementary assessments
- maintenance journals from the tech, computer inventory spreadsheet
- teacher collaboration discussions
- input from stakeholders
- LEAP states that all schools must integrate technology into lesson plans in order for students to build 21st century skills

What did the analysis of the data reveal that led you to this goal?

Students need regular unfettered access to technology. This requires two things: regular opportunities and reliable equipment. Having a part time computer tech was identified as a key support for our program.

What process will you use to monitor and evaluate the data?

- **Computer lab schedule**
- **Timesheets of computer lab technician**
- **Samples of lessons and projects completed using technology**

Strategy:

- provide a part time technology technician to ensure all technology is running properly
- integrate technology usage into students' daily practice to both improve technological fluency and skills

Action Title: Technology Support Action

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Employ a site-based Computer Technician for **15 hrs/wk. (\$10,000)**
- **Indirect costs to district for support. (\$888)**
- Run frequent server and software updates.
- Perform routine updates and perform maintenance on Mini-Labs in the classrooms, computer workstations in the lab, & staff laptops and desktops.

Isleton Elementary 2015-16

Single Plan For Student Achievement Report

- Provide assistance to the teachers and students in the computer lab in order to facilitate optimal amounts of active time on the intervention and supplemental programs.
- - Troubleshoot minor site technology issues and keep a troubleshooting log to track trends and reoccurring computer problems.
- Communicate with district, technology support company, Renaissance Learning & Lexia representatives and other site-based computer technicians to ensure minimal amounts of inaccessibility.
- Deliver mini-lessons to increase the students' computer skills by using the interactive board as a visual representation and guide.

Measures :

- Computer Lab schedules
- Teacher plans for using mini-labs in the classrooms
- Troubleshooting & Maintenance logs
- Teacher feedback
- Computer Lab time observations
- Communication logs for contact with Data Path, Ren Learn and Lexia representatives
- Teacher feedback on the effectiveness of the computer skills mini-lesson

People Assigned :

- Principal
- Computer Lab Technician
- Classroom/SDC Teachers
- Support Staff

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
Discretionary	Computer lab salary and benefits	\$5,000
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Computer lab salary and benefits	\$5,000
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	Title IA Indirect Costs	\$888

Action Title: Web-based Intervention Programs & Software Needs

Means of Achievement: Alignment of instruction with content standards

Action Type : Form A: Planned Improvements in Student Performance.

Tasks :

- Renew subscription for Renaissance Learning programs (Accelerated Reader, English In A Flash, Math Facts In A Flash, STAR Reading Assessments, & STAR Early Literacy Assessments)
- Ensure that every student has access to the web-based programs and software by generating student access lists, log-ins and passwords for every student.
- Use the curriculum-based readers, target instructional lesson plans and mini-quizzes provided by Ren Learn and Lexia to reteach and assess student understanding and mastery of teacher-selected monthly Focus Standards.

Measures :

- Classroom and classroom lab observations
- Agendas & Sign-in sheets for Lexia follow-up training
- Notes from the Sacred Talk Time meetings indicating success of the students' understanding and mastery of monthly Focus Standards
- Documentation of communication, regarding the solution for accessing the yearly upgrades for Lexia

People Assigned :

- Principal
- Computer Lab Tech

Isleton Elementary 2015-16

Single Plan For Student Achievement Report

- Teachers

Funding Source Expenditure Expense Total Expense: \$0.00

Start Date : 8/12/2015

Completion Date : 6/17/2016

Funding Resources	Related Expenditures	Estimated Cost
Site Supplemental and Concentration	Instructional software licenses/purchases	\$500

Isleton Elementary 2015-16
Single Plan For Student Achievement Report

Funding Programs Included in this Plan

Each state and federal categorical program in which the school participates.

Total Site Plan Budget : \$40,818

Total Annual Expenditures for Current School Plan: (\$40,818)

Balance: \$0

Funding Resource Code	Funding Source	Allocation / Expenditure
1100	Lottery: Unrestricted	\$4,796
	Action: Differentiation	(\$4,796)
	Balance:	\$0
3010	NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	\$16,122
	Action: Creating Positive Student Behavior and Establishing Positive Expectations	(\$1,500)
	Action: ELAC	(\$500)
	Action: Implement Instructional Program with Intensity and Fidelity to Core Curriculum	(\$4,000)
	Action: Professional Development	(\$4,000)
	Action: Supplemental/Ancillary Materials	(\$234)
	Action: Technology Support Action	(\$5,888)
	Balance:	\$0
100	Discretionary	\$14,912
	Action: Differentiation	(\$8,812)
	Action: Facility Needs	(\$300)
	Action: Family Literacy Nights	(\$500)
	Action: Student Attendance	(\$300)
	Action: Technology Support Action	(\$5,000)
	Balance:	\$0
710	Site Supplemental and Concentration	\$4,988
	Action: Differentiation	(\$2,988)
	Action: Targeted Reading Intervention	(\$1,500)
	Action: Web-based Intervention Programs & Software Needs	(\$500)
	Balance:	\$0

School Site Council Membership

Education Code Section 64001(g) requires that the SPSA be reviewed and updated at least annually, including proposed expenditures of funds allocated to the School through the Consolidated Application, by the school site council. The current make-up of the school site council is as follows:

Name	Represents	Contact Info	Reviewed Plan Date
Lauren Tyner	Classroom Teacher		4/27/2015
Aaron Sever	Classroom Teacher		4/27/2015
Adriana Torres	Parent or Community Member		4/27/2015
Martha Garcia	Parent or Community Member		4/27/2015
Janet Allen	Classroom Teacher		4/27/2015
Rosario Garcia	Parent or Community Member		4/27/2015
Jenika Barba	Parent or Community Member		4/27/2015
John Brophy	Principal		4/27/2015

Total Number of Committee Members

	Principal	ClassRoom Teacher	Other School Staff	Parent or Community Member	Secondary Student
Number of Members of each Category	1	3		4	

Recommendations and Assurances

The school site council (SSC) recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

- 1. The SSC is correctly constituted and was formed in accordance with district governing board policy and state law.
- 2. The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the Single Plan for Student Achievement (SPSA) requiring board approval.
- 3. The SSC sought and considered all recommendations from the following groups or committees before adopting this plan.

English Learner Advisory Committee _____ Signature

State Compensatory Education Advisory Committee _____ Signature

Special Education Advisory Committee _____ Signature

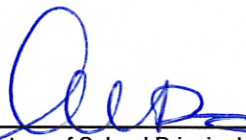
Gifted and Talented Education Advisory Committee _____ Signature

- 4. The SSC reviewed the content requirements for school plans of programs included in this SPSA and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.
- 5. This SPSA is based on a thorough analysis of student academic performance. The actions proposed here in form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
- 6. This SPSA was adopted by the SSC at a public meeting on: 4/27/2015

Attested:

Antonia Slagle, Principal

Typed name of School Principal



Signature of School Principal Date

Aaron Sever

Typed name of SSC Chairperson



Signature of SSC Chairperson Date

Analysis of Current Educational Practice

1. Use of state and local assessments to modify instruction and improve student achievement (ESEA):

Isleton Elementary School implements site-based, district and state assessments into their teaching cycle process: plan, teach, assess, and analyze. The data from all of these assessments is analyzed to plan for future instruction and possible supplemental interventions. This data is analyzed at district inservice days, monthly staff development meetings, and grade level cluster meeting occurring at least twice a month. Site-based assessments include STAR Reading, Star Early Literacy, Math assessments, and STAR Math. **District benchmark assessments were created with teacher input. Isleton Elementary uses the results from state and local assessments (SBAC and MAP) to plan and modify student instruction.**

2. Use of data to monitor student progress on curriculum-embedded assessments and modify instruction (EPC):

The staff at Isleton Elementary School uses the data from the CELDT, **SBAC testing information**, Read Naturally Fluency Tests, Success Maker, STAR Reading, STAR Math, STAR Early Literacy, Houghton Mifflin Theme Tests, and Math tests to monitor the students' progress toward the state standards, identify areas of academic weakness, develop an intervention plan, implement the intervention plan and, every 6 weeks, review the effectiveness of each student's intervention plan.

3. Status of meeting requirements for highly qualified staff (ESEA):

The highly qualified staff members of Isleton Elementary School meet formally at least twice a month and informally twice a month to discuss our students' academic progress, intervention plans, enrichment plans, co- and extra-curricular activities and discuss the necessary next steps for success.

4. Principals' Assembly Bill (AB) 75 training on State Board of Education (SBE) adopted instructional materials (EPC):

The principal of Isleton Elementary School is certified under the AB 75 training.

5. Sufficiency of credentialed teachers and teacher professional development (e.g. access to AB 466 training on SBE-adopted instructional materials) (EPC):

All credentialed teachers have completed the AB 466 training for the state-adopted curriculums.

6. Alignment of staff development to content standards, assessed student performance, and professional needs (ESEA):

The district and site administration continues the process of aligning all staff development opportunities to the Common Core standards, assessing student performance, and professional needs. Instructional assistance and support for beginning teachers is implemented by the district BTSA Support Providers and the district BTSA Coordinator. In-district GLAD trainers serve as coaches and educators for our teachers. For the past seven years, an early release day has provided opportunities for collaboration, planning and professional development. Monthly staff development meetings are used for grade level collaboration, data analysis, and improved instructional strategies.

7. Ongoing instructional assistance and support for teachers (e.g., use of content experts and instructional coaches) (EPC):

100% of the certificated teaching staff (10 teachers) at Isleton Elementary School is faced with the challenge of planning for, teaching, and monitoring low student performance.

8. Teacher collaboration by grade level (K-8) and department (9-12) (EPC):

Because there is only one teacher per grade level, the Isleton Elementary School teachers meet in grade level clusters (K-3) (4-6) to share information regarding the academic progress of their students and share ideas about the best teaching practices.

9. Alignment of curriculum, instruction, and materials to content and performance standards (ESEA):

Using state and local assessments, Isleton Elementary School teachers plan, teach, monitor and reflect on effective instruction to improve student achievement. The essential monitoring and reflecting needed for focused instruction is performed by using standards-based assessments, which are provided by the district-adopted curriculum. Teacher groups meet regularly to analyze the curriculum-embedded assessment data to monitor student progress. Future SBAC testing information for Grades 2-6 are an integral part of determining placement in small instructional groups, intervention opportunities such as Response to Intervention (Tier 1-3) and After School Program, referrals for Student Study Team (SST) meetings, at-risk of retention referrals, and GATE identification and placement. CELDT assessments determine English Learner placement for appropriate English Language Development (ELD) instruction and reclassification eligibility. Future district benchmark assessments for language arts and mathematics are also used to track student progress to plan for differentiated instruction in the classroom.

10. Adherence to recommended instructional minutes for reading/language arts and mathematics (K-8) (EPC):

For the past several years, the school has faced fiscal challenges due to the effects of the 2008 recession, declining ADA and uncertain school budgets. This has led to unspent funds being "swept" by the district at the end of the year making it difficult to plan for or provide ongoing supplemental programs. However, all teachers adhere to state and district guidelines on instructional minutes and core curriculum mandates.

11. Lesson pacing schedule (K-8) and master schedule flexibility for sufficient numbers of intervention courses (EPC):

Isleton Elementary School will partner with the Sacramento County Public Library on a family Literacy Night. During this period, students will be able to participate in story time and literature activities while parents are learning English as a Second Language. After school intervention sessions are also available for all students.

12. Availability of standards-based instructional materials appropriate to all student groups (ESEA):

There are sufficient standards-based instructional materials available that are appropriate for all groups in Math, Language Arts, Social Studies, Science and English Language Development. River Delta Unified School District provides a quality, rigorous curriculum to all students so that they reach high levels of academic achievement. There is alignment of curriculum, instruction, and materials to content and performance standards. Teachers have the flexibility to teach at the pace of the class and provide appropriate interventions. We follow the recommended instructional minutes for reading/language arts and mathematics, as verified in annual language arts implementation reviews and audits. Isleton Elementary School has availability of standards-based instructional materials appropriate to all student groups. All instructional materials used are SBE and district-adopted and standards aligned. Core subject materials and intervention programs are listed below: Houghton Mifflin Reading, Houghton Mifflin CA Math Expressions Mathematics, Houghton Mifflin Social Studies, Houghton Mifflin Science, Avenues (ELD-Grades K-5), & High Point (ELD-Grade 6). Isleton Elementary School intervention programs include: Lexia (Phonemic Awareness-Grades K-6), SIPPS (Phonics-K-6), Handwriting Without Tears (Penmanship-K-6), Accelerated Reader (Reading Comprehension- K-6), Diagnostic Intervention System (Basic Math Skills - K-6), Accelerated Math (Computation - K-6), Corrective REading, and Read Naturally (Reading Fluency-Grades K-6)

13. Use of SBE-adopted and standards-aligned instructional materials, including intervention materials, and for high school students, access to standards-aligned core courses (EPC):

The teachers of Isleton Elementary School are implementing the state adopted curriculums with 100% fidelity. All texts and support materials are aligned with California content standards.

14. Services provided by the regular program that enable underperforming students to meet standards (ESEA):

All students, even the underperforming students, are instructed using grade level curriculum every day. All teachers have a Universal Access (UA) time planned into their daily agenda to meet specific academic needs of the students. The teacher utilize their SBE & district-adopted curriculum teacher resource handbooks for Extra Support, English Learner and Classroom Management to plan Universal Access lessons for the underperforming students. In the delivery of these lessons all teacher have been trained to differentiate their instruction, using ELD, SDAIE & GLAD strategies. Isleton Elementary School also uses animated software and web-based computer programs such as Lexia, Accelerated Reader, Accelerated Math, Math Facts in a Flash, and English in a Flash to assist the underperforming students to meet state content standards. The categorically funded supplemental program, Avenues, is being used to assist students who are learning English as their second language in mastering the English Language Development content standards. The state-funded ASES (After School) Program has three main focus areas: intervention, physical fitness, and enrichment. Its goal is to create a significant positive change in the academic progress of the underperforming students.

15. Research-based educational practices to raise student achievement at this school (ESEA):

Isleton Elementary School implemented Strategic Schooling model: 12 Bread and Butter strategies. All of these strategies have been proven to increase the student achievement at the school in which they were implemented. During the 2014-2015 school year the staff will continue to implement the Strategic Schooling strategies.

16. Resources available from family, school, district, and community to assist under-achieving students (ESEA):

Isleton Elementary School provides a wide range of resources to assist the underperforming students. Parent-Teacher Conferences are scheduled twice a year but are available at any time for parents to review their child's teacher the progress, lack of thereof, or express any concerns the parent may have. Isleton Elementary School's Back-to School Night informs the parents of the state content standards and high behavioral expectations of the children through a teacher presentation (translation provided) and distributed brochures and handouts. The ASES (After School) Program provides academic intervention, enrichment opportunities, and physical recreation activities for the students. 75% of the student population participates in the ASES program and receives targeted help on the homework assignments. The Sacramento County Library is located on the Isleton Elementary School campus. All classes are scheduled to visit the library once a week. The library encourage and enhances the school's Accelerated Reader program. The library also plans interactive experiences related to rich literature. The library services are available to all students, teachers, and parents 9:00 a.m.-6:00 p.m. four days a week.

17. Involvement of parents, community representatives, classroom teachers, other school personnel, and students in secondary schools, in the planning, implementation, and evaluation of consolidated application programs. (5 CCR 3932):

Isleton Elementary collaborates with the School Site Council, English Language Advisory Committee, and the District English Language Advisory Committee/Program Improvement Committee/District Advisory Committee to evaluate the current year's site plan and adjust the goals of the site plan to meet the needs of the students attending our school.

In addition, an active and supportive PTA provides funds to enhance the physical environment and extend learning opportunities for students.

18. Services provided by categorical funds that enable underperforming students to meet standards (ESEA) :

Isleton Elementary School has been identified as a school-wide Title I school. All of the programs are targeted to address the needs of the underperforming students and are supported by the district and site-based Title I funding. The categorically funded intervention program, Avenues, is being used to assist students who are learning English as their second language in mastering the English Language Development content standards.

19. Fiscal support (EPC):

Isleton Elementary School receives funding from the following resources: Lottery, NCLB: Title I Part A, Basic Grants Low-Income and Neglected, Discretionary and Site Supplemental and Concentration. Fiscal support of these resources are detailed in the budget designations throughout the Single Plan for Student Achievement.

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: X

From: Maria Elena Becerra, principal of Bates Elementary School

Item Number: 10.5

SUBJECT: Request to approve to remove/surplus all the broken and damaged musical instruments at Bates Elementary.

Action: _____

Consent Action: X

Information Only: _____

Background:

There are many broken and damaged instruments that need to be removed from Bates Elementary. Many of the instruments have many missing pieces, some are broken and others are bent. They need to be evaluated to be sold as parts and the reminding of the pieces will be sold for scrap metal.

Status:

Instruments are unrepairable

Presenter: Don Beno

Other People Who Might Be Present: Staff / Becerra

Cost &/or Funding Sources

No cost

Recommendation:

The recommendation is that the Board declare as surplus the attached list of instruments, many of which are at least 50 years old.

Time: 5 mins.

Bates Elementary School Instruments to be Retired

(cataloged by Randall W. Veirs - 8/18/15)

Instrument	Brand	Model	Serial #
Flute	Armstrong	n/a	65828
Flute	Selmer	Signet	29291
Clarinet	Barrington/LA Sax	Student	B621
Clarinet	n/a	n/a	510726
Clarinet	Olds	Duratone	C1500
Clarinet	Schreiber&Sohne	n/a	K3644
Clarinet	Blessing	n/a	518526
Clarinet	n/a	n/a	149998
Clarinet	Noblet	n/a	13312
Clarinet	Jean Marbeau	n/a	R1132
Clarinet	Barrington/LA Sax	n/a	C523
Clarinet	Noblet	n/a	N1557
Clarinet	Conn	Director	774661
Clarinet	Noblet	n/a	2638C
Clarinet	n/a	n/a	7797
Metal Clarinet	H.N. White	Gladiator	MM26
Metal Clarinet	Ohio Band Instrument Co.	The Regent	70738
Alto Saxophone	n/a	n/a	33288
Alto Saxophone	King	Zepher	305046
Alto Saxophone	Century	n/a	6157
Alto Saxophone	Blessing	n/a	n/a
Alto Saxophone	Bundy	II	1074846
Alto Saxophone	Bundy	II	1070983
Alto Saxophone	Conn	n/a	N62992
Alto Saxophone	Buffet	Super Dynaction	n/a
Alto Saxophone	Evette Schaefer	n/a	25432
Tenor Saxophone	Beuscher	n/a	256723
Tenor Saxophone	King	Cleveland	C217098
Tenor Saxophone	Conn	n/a	319496
Tenor Saxophone	Conn	n/a	M266990
Tenor Saxophone	Bundy	n/a	5074877
Cornet	Olds	Ambassador	n/a
Trumpet	Holton	Al Hirt Special	411624
Trumpet	Besson	600	n/a
Trumpet	Conn	Director	S31956
Trumpet	Yamaha	YTR-232	73933A
Trumpet	Holton	Al Hirt Special	413381

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: __

From: Laura Uslan, Delta High School Principal

Item Number: _10.6__

SUBJECT

CDE Specific Waiver: Shared School Site Council for Clarksburg Middle School and Delta High School

Action: _____

Consent Action: __X__

Information Only: _____

Background:

Any governing board, on behalf of a school site council, may request the State Board of Education (SBE) to grant a waiver of any provision of EC 52852. The SBE may grant request when it finds that the failure to do so would hinder the implementation or maintenance of a successful School Based Coordinated Program.

EC 52852 reads: A School Site Council shall be established at each school which participates in school-based program coordination. The council shall be composed of the principal and representatives of: teachers selected by teachers at the school; other school personnel selected by other school personnel; parents of pupils attending the school selected by such parents; and, in secondary schools, pupils selected by pupils attending the school.

Status: The School Site Council for DHS/CMS requests approval of the Specific Waiver Request to support implementation of the Single Plan for Student Achievement (SPSA), presented to the Board on August 11, 2015.

Presenter: Laura Uslan, Delta High School Principal

Other People Who Might Be Present:

Cost &/or Funding Sources

No cost to the district.

Recommendation:

That the Board approve the Specific Waiver Request for joint School Site Council.

Time: _____ 2 mins. __

BOARD OF TRUSTEES



RIVER DELTA UNIFIED SCHOOL DISTRICT

Meeting Date: September 8, 2015

Attachments: x___
Item No. 10.7

SUBJECT REQUEST FOR LEAVE OF ABSENCE MADE BY
Amy Bettencourt

Action: _____
Consent: X___

Background Amy Bettencourt, Director of Ed Services, has requested a leave of absence of two days per week beginning August 10, 2015, through December 30, 2015 to care for her new baby.

Status:

Presenter: Don Beno, Superintendent

Other People Who Might Be Present:

Cost &/or Funding Sources

Recommendation: That the Board approve the request for a two day per week leave of absence made by Amy Bettencourt.

Time: _____

August 1, 2015

Dear Bonnie,

I would like to request that upon my return I work three days a week starting on August 10, 2015 through January 4, 2016. I am requesting to work Tuesdays, Wednesdays and Thursdays until I return to full time status on January 4, 2016.

I appreciate the district and the board's consideration in this request and look forward to hearing from you.

Much appreciation,

Amy Bettencourt

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: ___x___

From: Amy Bettencourt, Director of Educational Services

Item #: _____10.8_____

SUBJECT Request to approve the 2015-2016 General Agreement for Nonpublic, Nonsectarian School/Agency Jane Johnson Speech Therapy to provide speech therapy services for a district student at a cost not to exceed \$2,000.

Action: _____
Consent Action: ___x___
Information Only: _____

Background & Status:

Name of Vendor: _____ Jane Johnson Speech Therapy _____

Description of Service(s): To provide speech therapy services for a district student.

Date(s) of Service(s): _____ 2015-2016 School Year _____

Presenter: Amy Bettencourt, Director of Educational Services

Cost &/or Funding Sources (be specific)

Not to exceed \$2,000 from Special Education funds.

Recommendation:

That the Board approves the 2015-2016 General Agreement for Nonpublic, Nonsectarian School/Agency Jane Johnson Speech Therapy to provide speech therapy services for a district student at a cost not to exceed \$2,000.

Time: _____2 mins.____

SACRAMENTO COUNTY
SELPA

*NONPUBLIC, NONSECTARIAN
SCHOOL/AGENCY SERVICES*

MASTER CONTRACT

2015–2016

MASTER CONTRACT

GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL AND AGENCY SERVICES

District RIVER DELTA UNIFIED

Contract Year 2015-2016

 Nonpublic School
 X Nonpublic Agency

Type of Contract:

 Master Contract for fiscal year with Individual Service Agreements (ISA) to be approved throughout the term of this contract.

 Individual Master Contract for a specific student incorporating the Individual Service Agreement (ISA) into the terms of this Individual Master Contract specific to a single student.

 Interim Contract: an extension of the previous fiscal years approved contracts and rates. The sole purpose of this Interim Contract is to provide for ongoing funding at the prior year's rates for 90 days at the sole discretion of LEA. Expiration Date:

When this section is included as part of any Master Contract, the changes specified above shall amend Section 4 – Term of Master Contract.

**DISTRICT MASTER CONTRACT
GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL/AGENCY SERVICES
2015-2016**

TABLE OF CONTENTS

I. GENERAL PROVISIONS

1. MASTER CONTRACT	1
2. CERTIFICATION AND LICENSES	1
3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS	2
4. TERM OF MASTER CONTRACT	2
5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION	3
6. INDIVIDUAL SERVICES AGREEMENT	3
7. DEFINITIONS	4

II. ADMINISTRATION OF CONTRACT

8. NOTICES	5
9. MAINTENANCE OF RECORDS	5
10. SEVERABILITY CLAUSE	6
11. SUCCESSORS IN INTEREST	6
12. VENUE AND GOVERNING LAW	6
13. MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES	6
14. TERMINATION	6
15. INDEMNIFICATION AND HOLD HARMLESS	7
16. INSURANCE	7
17. INDEPENDENT CONTRACTOR	9
18. SUBCONTRACTING	9
19. CONFLICTS OF INTEREST	10
20. NON-DISCRIMINATION	10

III. EDUCATIONAL PROGRAM

21. FREE AND APPROPRIATE PUBLIC EDUCATION	10
22. GENERAL PROGRAM OF INSTRUCTION	11
23. INSTRUCTIONAL MINUTES	12
24. CLASS SIZE	12
25. CALENDARS	13
26. DATA REPORTING	14
27. LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT	14
28. STATEWIDE ACHIEVEMENT TESTING AND HIGH SCHOOL EXIT EXAMINATION	14
29. MANDATED ATTENDANCE AT LEA MEETINGS	14
30. POSITIVE BEHAVIOR INTERVENTIONS	15
31. STUDENT DISCIPLINE	16
32. IEP TEAM MEETINGS	16

**DISTRICT MASTER CONTRACT
GENERAL AGREEMENT FOR NONSECTARIAN,
NONPUBLIC SCHOOL/AGENCY SERVICES
2015-2016**

33. SURROGATE PARENTS	17
34. DUE PROCESS PROCEEDINGS	17
35. COMPLAINT PROCEDURES	17
36. LEA STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS	17
37. TRANSCRIPTS	18
38. LEA STUDENT CHANGE OF RESIDENCE	18
39. WITHDRAWAL OF LEA STUDENT FROM PROGRAM	19
40. PARENT ACCESS	19
41. SERVICES AND SUPERVISION AND PROFESSIONAL CONDUCT	19
42. LICENSED CHILDREN'S INSTITUTION CONTRACTORS AND RESIDENTIAL TREATMENT CENTER ("RTC") CONTRACTORS	20
43. STATE MEAL MANDATE	21
44. MONITORING	21
IV. <u>PERSONNEL</u>	
45. CLEARANCE REQUIREMENTS	21
46. STAFF QUALIFICATIONS	22
47. VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS	23
48. STAFF ABSENCE	23
49. STAFF PROFESSIONAL BEHAVIOR WHEN PROVIDING SERVICES AT SCHOOL OR SCHOOL RELATED EVENTS OR AT SCHOOL FACILITY AND/OR IN THE HOME	24
V. <u>HEALTH AND SAFETY MANDATES</u>	
50. HEALTH AND SAFETY	24
51. FACILITIES AND FACILITIES MODIFICATIONS	24
52. ADMINISTRATION OF MEDICATION	25
53. INCIDENT/ACCIDENT REPORTING	25
54. CHILD ABUSE REPORTING	25
55. SEXUAL HARASSMENT/DISCRIMINATION	26
56. REPORTING OF MISSING CHILDREN	26
VI. <u>FINANCIAL</u>	
57. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING AND BILLING PROCEDURES	26
58. RIGHT TO WITHHOLD PAYMENT	27
59. PAYMENT FROM OUTSIDE AGENCIES	28
60. PAYMENT FOR ABSENCES	28
61. INSPECTION AND AUDIT	29
62. RATE SCHEDULE	30
63. DEBARMENT CERTIFICATION	31
EXHIBIT A: RATES (NPS ONLY)	33
EXHIBIT B: RATES (NPA ONLY)	36

2015-2016

CONTRACT NUMBER:

LEA: River Delta Unified School District

NONPUBLIC SCHOOL/AGENCY/RELATED SERVICES PROVIDER: Jane Johnson Speech Therapy

NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
MASTER CONTRACT

AUTHORIZATION FOR MASTER CONTRACT AND GENERAL PROVISIONS

1. MASTER CONTRACT

This Master Contract is entered into on July 1, 2015, between the River Delta Unified School District (hereinafter referred to as the local educational agency “LEA” or “District”) and Jane Johnson Speech Therapy (nonpublic, nonsectarian school or agency, hereinafter referred to as “CONTRACTOR”) for the purpose of providing special education and/or related services to LEA students with exceptional needs under the authorization of California Education Code sections 56157, 56361 and 56365 *et seq.* and Title 5 of the California Code of Regulations section 3000 *et seq.*, AB490 (Chapter 862, Statutes of 2003) and AB1858 (Chapter 914, Statutes of 2004). It is understood that this Master Contract does not commit LEA to pay for special education and/or related services provided to any LEA student, or CONTRACTOR to provide such special education and/or related services, unless and until an authorized LEA representative approves the provision of special education and/or related services by CONTRACTOR.

Upon acceptance of a student, LEA shall develop an Individual Services Agreement (hereinafter referred to as “ISA”) and submit this to CONTRACTOR, along with a Nonpublic Services Student Enrollment form. CONTRACTOR shall work with LEA to complete and return these forms to LEA prior to initiating any services for any student.

Unless otherwise agreed in writing, the ISA and the Nonpublic Services Student Enrollment form shall acknowledge CONTRACTOR’s obligation to provide all services specified in a student’s Individualized Education Plan (hereinafter referred to as “IEP”). The ISA shall be executed within ninety (90) days of an LEA student’s enrollment. LEA and CONTRACTOR shall enter into an ISA for each LEA student served by CONTRACTOR. As available and appropriate, LEA shall make available access to any electronic IEP system and/or electronic database for ISA development, including invoicing.

Unless placement is made pursuant to an Office of Administrative Hearings (hereinafter referred to as “OAH”) order, a lawfully executed agreement between LEA and parent or authorized by LEA for a transfer student pursuant to California Education Code section 56325, LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by LEA student’s parent.

2. CERTIFICATION AND LICENSES

CONTRACTOR shall be certified by the California Department of Education (hereinafter referred to as “CDE”) as a nonpublic, nonsectarian school/agency. All nonpublic school and nonpublic agency services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code section 56366 *et seq.* and within the professional scope of practice of each provider’s license, certification and/or credential. A current copy of CONTRACTOR’s nonpublic school/agency certification or a waiver of such certification issued by the CDE pursuant to Education Code section 56366.2 must be provided to LEA on or before the date this Master Contract is executed by CONTRACTOR. This Master Contract shall be null and void if such certification or waiver is expired,

revoked, rescinded, or otherwise nullified during the effective period of this Master Contract. Total student enrollment shall be limited to capacity as stated on the applicable CDE certification. Total LEA student enrollment shall be limited to capacity as stated in Section 24 of the Master Contract.

In addition to meeting the certification requirements of the state of California, a CONTRACTOR that operates a program outside of this state shall be certified or licensed by that state to provide special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall be licensed by the state, or other public agency having delegated authority by contract with the state to license, to provide nonmedical care to children, including, but not limited to, individuals with exceptional needs. The LCI must also comply with all licensing requirements relevant to the protection of the child, and have a special permit, if necessary, to meet the needs of each child so placed. If the CONTRACTOR operates a program outside of this state, CONTRACTOR must obtain all required licenses from the appropriate licensing agency in both California and in the state where the LCI is located.

With respect to CONTRACTOR's certification, failure to notify LEA and CDE of any changes in: (1) credentialed/licensed staff; (2) ownership; (3) management and/or control of the agency; (4) major modification or relocation of facilities; or (5) significant modification of the program may result in the suspension or revocation of CDE certification and shall also be good cause for the suspension or termination of this Master Contract by LEA.

3. COMPLIANCE WITH LAWS, STATUTES, REGULATIONS

During the term of this Master Contract, unless otherwise agreed, CONTRACTOR shall comply with all applicable federal, state, and local statutes, laws, ordinances, rules, policies, and regulations. CONTRACTOR shall also comply with all applicable LEA policies and procedures unless CONTRACTOR and LEA specifically agree, in writing, that a policy or policies, or a portion of a policy does not reasonably apply to CONTRACTOR. CONTRACTOR hereby acknowledges and agrees that it accepts all risks and responsibilities for its failure to comply with LEA policies and shall indemnify LEA under the provisions of Section 15 of this Agreement for all liability, loss, damage and expense (including reasonable attorneys' fees) resulting from or arising out of CONTRACTOR's failure to comply with applicable LEA policies (e.g., those policies relating to the provision of special education and/or related services, facilities for individuals with exceptional needs, LEA student enrollment and transfer, LEA student inactive status, corporal punishment, student discipline, and positive behavior interventions).

CONTRACTOR acknowledges and understands that LEA may report to the CDE any violations of the provisions of this Master Contract, and that this may result in the suspension and/or revocation of CDE nonpublic school/agency certification pursuant to California Education Code section 56366.4(a).

4. TERM OF MASTER CONTRACT

The term of this Master Contract shall be from July 1, 2015 to June 30, 2016 (Title 5 California Code of Regulations section 3062(a)) unless otherwise stated. Neither the CONTRACTOR nor LEA is required to renew this Master Contract in subsequent contract years. However, the parties acknowledge that any subsequent Master Contract is to be re-negotiated prior to June 30, 2016. (Title 5 California Code of Regulations section 3062(d).) In the event a Master Contract is not renegotiated by June 30th, an interim contract may be made available as mutually agreed upon for up to 90 days from July 1 of the new fiscal year. No Master Contract will be offered unless and until all of the contracting requirements have been satisfied. The offer of a Master Contract to a CONTRACTOR is at the sole discretion of LEA.

The provisions of this Master Contract apply to CONTRACTOR and any of its employees or independent contractors. Notice of any change in CONTRACTOR's ownership or authorized representative shall be

provided in writing to LEA within thirty (30) calendar days of change of ownership or change of authorized representative.

5. INTEGRATION/CONTINUANCE OF CONTRACT FOLLOWING EXPIRATION OR TERMINATION

This Master Contract includes LEA Procedures and each Individual Services Agreement which are incorporated herein by this reference. This Master Contract supersedes any prior or contemporaneous written or oral understanding or agreement. This Master Contract may be amended only by written amendment executed by both parties. Notwithstanding the foregoing, LEA may modify LEA procedures from time to time without the consent of CONTRACTOR.

CONTRACTOR shall provide LEA with all information as requested in writing to secure a Master Contract or a renewal.

At a minimum, such information shall include copies of teacher credentials and clearance, insurance documentation and CDE certification. LEA may require additional information as applicable. If the application packet is not completed and returned to LEA, no Master Contract will be issued. If CONTRACTOR does not return the Master Contract to LEA duly signed by an authorized representative within ninety (90) calendar days of issuance by LEA, the new contract rates will not take effect until the newly executed Master Contract is received by LEA and will not be retroactive to the first day of the new Master Contract's effective date. If CONTRACTOR fails to execute the new Master Contract within such ninety day period, all payments shall cease until such time as the new Master Contract for the current school year is signed and returned to LEA by CONTRACTOR. (California Education Code section 56366(c)(1) and (2).) In the event that this Master Contract expires or terminates, CONTRACTOR shall continue to be bound to all of the terms and conditions of the most recent executed Master Contract between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized LEA students at the discretion of LEA.

6. INDIVIDUAL SERVICES AGREEMENT

This Master Contract shall include an ISA developed for each LEA student for whom CONTRACTOR is to provide special education and/or related services. An ISA shall only be issued for LEA students enrolled with the approval of LEA pursuant to Education Code section 56366(a)(2)(A). An ISA may be effective for more than one contract year provided that there is a concurrent Master Contract in effect. In the event that this Master Contract expires or terminates, CONTRACTOR shall continue to be bound to all of the terms and conditions of the most recent executed ISAs between CONTRACTOR and LEA for so long as CONTRACTOR is servicing authorized LEA students.

Any and all changes to a LEA student's educational placement/program provided under this Master Contract and/or an ISA shall be made solely on the basis of a revision to LEA student's IEP. At any time during the term of this Master Contract, a LEA student's parent, CONTRACTOR, or LEA may request a review of a LEA student's IEP subject to all procedural safeguards required by law.

Unless otherwise provided in this Master Contract, the CONTRACTOR shall provide all services specified in the IEP unless the CONTRACTOR and LEA agree otherwise in the ISA. (California Education Code section 56366(a)(5) and Title 5 of the California Code of Regulations section 3062(e)). In the event the CONTRACTOR is unable to provide a specific service at any time during the life of the ISA, the CONTRACTOR shall notify LEA in writing within five (5) business days of the last date a service was provided. CONTRACTOR shall provide any and all subsequent compensatory service hours awarded to an LEA student as a result of lack of provision of services while the student was served by the nonpublic school or agency.

If a parent or LEA contests the termination of an ISA by initiating a due process proceeding with the OAH, CONTRACTOR shall abide by the "stay-put" requirement of state and federal law unless the parent agrees

otherwise or an interim alternative educational placement is deemed lawful and appropriate by LEA or OAH. CONTRACTOR shall adhere to all LEA requirements concerning changes in placement.

Disagreements between LEA and CONTRACTOR concerning the formulation of an ISA or the Master Contract may be appealed to the County Superintendent of Schools of the County where LEA is located, or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code section 56366(c)(2).

7. DEFINITIONS

The following definitions shall apply for purposes of this contract:

- a. The term "CONTRACTOR" means a nonpublic, nonsectarian school/agency certified by the California Department of Education and its officers, agents and employees.
- b. The term "authorized LEA representative" means a LEA administrator designated to be responsible for nonpublic school/agencies. It is understood that a representative of the Special Education Local Plan Area (SELPA) of which LEA is a member is an authorized LEA representative in collaboration with LEA. LEA maintains sole responsibility for the Master Contract, unless otherwise specified in the Master Contract.
- c. The term "credential" means a valid credential, life diploma, permit, or document in special education or pupil personnel services issued by, or under the jurisdiction of, the State Board of Education if issued prior to 1970 or the California Commission on Teacher Credentialing, which entitles the holder thereof to perform services for which certification qualifications are required as defined in Title 5 of the California Code of Regulations section 3001(j).
- d. The term "qualified" means that a person holds a certificate, permit or other document equivalent to that which staff in a public school are required to hold to provide special education and designated instruction and services, and has met federal and state certification, licensing, registration, or other comparable requirements which apply to the area in which he or she is providing special education or related services, including those requirements set forth in Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and those requirements set forth in Title 5 of the California Code of Regulations sections 3064 and 3065, or, in the absence of such requirements, the state-education-agency-approved or recognized requirements, and adheres to the standards of professional practice established in federal and state law or regulation, including the standards contained in the California Business and Professions Code. Nothing in this definition shall be construed as restricting the activities of services of a graduate needing direct hours leading to licensure, or of a student teacher or intern leading to a graduate degree at an accredited or approved college or university, as authorized by state laws or regulations. (Title 5 of the California Code of Regulations section 3001(z).)
- e. The term "license" means a valid non-expired document issued by a licensing agency within the Department of Consumer Affairs or other state licensing office authorized to grant licenses and authorizing the bearer of the document to provide certain professional services or refer to themselves using a specified professional title. This includes, but is not limited to mental health and board and care services at a residential placement. If a license is not available through an appropriate state licensing agency, a certificate of registration with the appropriate professional organization at the national or state level which has standards established for the certificate that are equivalent to a license shall be deemed to be a license as defined in Title 5 of the California Code of Regulations section 3001(s).
- f. "Parent" means a biological or adoptive parent unless the biological or adoptive parent does not have legal authority to make educational decisions for the child, a guardian generally authorized to act as the child's parent or authorized to make educational decisions for the child, an individual

acting in the place of a biological or adoptive parent, including a grandparent, stepparent, or other relative with whom the child lives, or an individual who is legally responsible for the child's welfare, a surrogate parent, a foster parent if the authority of the biological or adoptive parent to make educational decisions on the child's behalf has been specifically limited by court order in accordance with Title 34 of the Code of Federal Regulations sections 300.30(b)(1) or (2). Parent does not include the state or any political subdivision of government or the nonpublic school or agency under contract with LEA for the provision of special education or designated instruction and services for a child. (California Education Code section 56028).

- g. The term "days" means calendar days unless otherwise specified.
- h. The phrase "billable day" means a school day in which instructional minutes meet or exceed those in comparable LEA programs.
- i. The phrase "billable day of attendance" means a school day as defined in California Education Code Section 46307, in which a LEA student is in attendance and in which instructional minutes meet or exceed those in comparable LEA programs unless otherwise stipulated in an IEP or ISA.
- j. It is understood that the term "Master Contract" also means "Agreement" and is referred to as such in this document.

ADMINISTRATION OF CONTRACT

8. NOTICES

All notices provided for by this Master Contract shall be in writing. Notices shall be mailed or delivered by hand and shall be effective as of the date of receipt by addressee.

All notices mailed to LEA shall be addressed to the person and address as indicated on the signature page of the Master Contract. Notices to CONTRACTOR shall be addressed as indicated on signature page of this Master Contract.

9. MAINTENANCE OF RECORDS

All records shall be maintained by CONTRACTOR as required by state and federal laws and regulations. Notwithstanding the foregoing sentence, CONTRACTOR shall maintain all records for at least five (5) years after the termination of this Master Contract. For purposes of this Master Contract, "records" shall include, but not be limited to student records as defined by California Education Code section 49061(b) including electronically stored information; cost data records as set forth in Title 5 of the California Code of Regulations section 3061; registers and roll books of teachers and/or daily service providers; chart notes, daily service logs and notes and other documents used to record the provision of related services including supervision; daily service logs and notes used to record the provision of services provided through additional instructional assistants, NPA behavior intervention aides, and bus aides; absence verification records (parent/doctor notes, telephone logs, and related documents) if the CONTRACTOR is funded for excused absences, however, such records are not required if positive attendance is required; bus rosters; staff lists specifying credentials held and documents evidencing other staff qualifications, social security numbers, dates of hire, and dates of termination; records of employee training and certification, staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related services subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state nonpublic school and/or agency certifications by-laws; lists of current board of directors/trustees, if incorporated; statement of income and expenses; general journals; cash receipts and disbursement books, general ledgers and supporting documents; documents evidencing financial expenditures; federal/state payroll quarterly reports; and bank statements and canceled checks or facsimile thereof. Positive attendance is required.

CONTRACTOR shall maintain LEA student records in a secure location to ensure confidentiality and prevent unauthorized access. CONTRACTOR shall maintain a current list of the names and positions of CONTRACTOR's employees who have access to confidential records. CONTRACTOR shall maintain an access log for each LEA student's record which lists all persons, agencies, or organizations requesting or receiving information from the record. Such log shall be maintained as required by California Education Code section 49064 and include the name, title, agency/organization affiliation, and date/time of access for each individual requesting or receiving information from LEA student's record. Such log needs to record access to LEA student's records by: (a) LEA student's parent; (b) an individual to whom written consent has been executed by LEA student's parent; or (c) employees of LEA or CONTRACTOR having a legitimate educational interest in requesting or receiving information from the record. CONTRACTOR/LEA shall maintain copies of any written parental concerns granting access to student records. For purposes of this paragraph, "employees of LEA or CONTRACTOR" do not include subcontractors. CONTRACTOR shall grant parents access to student records, and comply with parents' requests for copies of student records, as required by state and federal laws and regulations. CONTRACTOR agrees, in the event of school or agency closure, to forward all records within ten (10) business days to LEA. These shall include, but not be limited to, current transcripts, IEP/IFSPs, and reports. LEA shall have access to and receive copies of any and all documents required to be maintained by CONTRACTOR within five (5) business days of a request.

10. SEVERABILITY CLAUSE

If any provision of this Master Contract is held, in whole or in part, to be unenforceable for any reason, the remainder of that provision and of the entire Master Contract shall be severable and remain in effect.

11. SUCCESSORS IN INTEREST

This contract binds CONTRACTOR's successors and assignees. CONTRACTOR shall notify LEA, in writing, of any change of ownership or corporate control within ten (10) business days of such change.

12. VENUE AND GOVERNING LAW

The laws of the State of California shall govern the terms and conditions of this Master Contract with venue in the County where LEA is located.

13. MODIFICATIONS AND AMENDMENTS REQUIRED TO CONFORM TO LEGAL AND ADMINISTRATIVE GUIDELINES

This Master Contract may be modified or amended by LEA to conform to administrative and statutory guidelines issued by any state, federal or local governmental agency. LEA shall provide thirty (30) days notice of any such changes or modifications made to conform to administrative or statutory guidelines and a copy of the statute or regulation upon which the modification or changes are based.

14. TERMINATION

This Master Contract or an Individual Service Agreement may be terminated for cause. Cause shall include but not be limited to non-maintenance of current nonpublic school certification, failure of either LEA or the CONTRACTOR to maintain the standards required under the Master Contract and/or Individual Services Agreement, or other material breach of the contract by CONTRACTOR or LEA. For purposes of Non Public School placement, the cause shall not be the availability of a public class initiated during the period of the Master Contract or ISA unless the parent agrees to the transfer of the student to the public school program at an IEP team meeting. To terminate the Master Contract, either party shall give twenty (20) days prior written notice to the other party pursuant to California Education Code section 56366(a)(4), or immediately if the CONTRACTOR and LEA mutually agree that there are significant health or safety concerns. At the time of termination, CONTRACTOR shall provide to LEA any and all documents CONTRACTOR is required to maintain under this Master Contract. ISAs are void upon termination of this

Master Contract. CONTRACTOR or LEA may also terminate an individual ISA for cause, without terminating the Master Contract in its entirety. To terminate the ISA, either party shall also give twenty (20) days prior written notice to the other.

15. INDEMNIFICATION AND HOLD HARMLESS

Except with respect to claims arising from a Party's separate negligence or willful acts, which shall remain that Party's personal obligation, each Party agrees to defend, indemnify and hold harmless the other Party and its directors, officers, and employees with respect to a claim arising from the Party's actual or alleged act, failure to act, error, or omission in the performance of their obligations under this Agreement or any governing law or regulations.

16. INSURANCE

LEA and CONTRACTOR agree to purchase and/or maintain through the duration of this Agreement insurance or liability coverage (such as liability coverage provided by a Joint Powers Agency) ensuring their ability to meet their respective defense and indemnity obligations as set forth in this Agreement. Such insurance or liability coverage shall have a limit of liability of no less than \$1,000,000 per claim/occurrence, and \$2,000,000 in the aggregate.

Lines of Insurance/Coverage

The insurance or liability coverage shall include, as may be reasonable and appropriate given the acts and activities contemplated by this Agreement, commercial general liability, premises liability, automobile liability (owned, non-owned, and hired), professional liability/errors and omissions, employer's liability, product liability, completed operations, and/or educator's legal liability coverages.

For the acts and activities contemplated by this Agreement, at a minimum, CONTRACTOR shall provide the following insurances/coverages:

- a. **Commercial General Liability** if the operations of CONTRACTOR involve direct and/or indirect control over or manipulation of student bodily parts, including but not limited to limbs, upper and lower extremities, neck and back, regardless of the location or premises services are provided (i.e. whether services are provided on District property, or property owned, borrowed, rented or leased by CONTRACTOR.)
 - (i) Covered property includes – if applicable according to CONTRACTOR services provided, District property and student property (e.g. wheelchairs, durable medical equipment, assistive technology devices.)
- b. **Professional Liability or Errors and Omissions Liability** since all CONTRACTORS are providing professional or specialized services.
 - (i) Including molestation and abuse, by endorsement if not already in manuscript form.
- c. **Commercial Automobile Liability** if CONTRACTOR is going to operate a vehicle on District property or transport students in any capacity.¹

¹ Conditions for coverage regarding transportation of students:

Unless authorized by written agreement including the parent, CONTRACTOR is not to transport students.

If students need transportation to/from the CONTRACTOR's premises where services are provided, or any other location involving CONTRACTOR's services, transportation of the student is to be provided by District transportation.

- (i) Limits of liability shall include a minimum of \$1,000,000 combined single unit.
- d. **Premises Liability** (if not included in General Liability) if services are provided on property owned, rented, leased or controlled by CONTRACTOR.
- e. **Educator's Legal Liability** (if not covered under Professional or Errors and Omissions Liabilities), if services include, within LEA's standards, the development and delivery of curriculum.

Additional Insured Endorsement:

To the full extent of the Parties' respective indemnity obligations, including the minimum limit of liability set forth above, the Parties' insurance or liability coverage agreements shall also be endorsed to extend "additional insured" or "additional covered party" status to all proposed indemnitees.

Primary Insurance/Coverage:

In addition to the "Additional Insured Endorsement" as stated above, said insurance/coverage policies shall include or be endorsed (copy of Endorsement attached to Certificate of Insurance) to the extent that each line of insurance/coverage under this Agreement shall apply as primary, and that any other insurance/coverage maintained by the Parties shall be excess only and not contributing with the insurance/coverage afforded by the other.

Other Insurance/Coverage:

Each Party also represents that for the period of this Agreement they will also purchase and maintain [real or personal property insurance or coverage, as well as any] insurance or liability coverage as required by law or regulation, including workers' compensation coverage.

Workers' Compensation Waiver of Subrogation:

To the fullest extent permitted by law, CONTRACTOR and its directors, officers, agents, employees, volunteers and guests waive all opportunities of subrogation against LEA for any and all claims for bodily and personal injury, including employers' liability (Coverages A and B) and third party over actions against LEA and its elected and appointed officials, directors, officers, agents, employees, volunteers and guests.

Certificate of Insurance/Coverage:

With respect to such required coverage(s) pursuant to this Agreement, each Party shall provide evidence of such coverage(s) by way of a Certificate of Insurance or Certificate of Coverage, issued by a duly authorized representative of the insurer or coverage provider. A copy of each endorsement in order to effect the indemnity obligations of this contract shall be attached to said Certificate, and such Certificate shall not be valid without said endorsement(s).

Survivability:

If under specified circumstances, and District transportation is not available, transportation of the student is not authorized without parental completion of a *Student Alternate Transportation Form*. Completion of this form is required even if the parent is to transport the student where otherwise District transportation would have been provided in order to receive contracted services.

Any driver (including parents) while on District business must submit prior to commencement of services, a completed and accepted *Employee and Volunteer Personal Automobile Use Form*. This form is to be completed if the transportation of students is for services under this Agreement.

The Parties' indemnity and coverage obligations shall survive the termination of this Agreement with respect to any claim arising from the Parties' actual or alleged performance or non-performance of their respective rights, privileges, or obligations existing under this Agreement.

Joint Interests:

For the duration of this Agreement, with respect to the fulfillment of each Parties' obligations pursuant to this Agreement, each Party agrees to provide the other's designee (e.g. Risk Management Department) with notification of bodily injury, personal injury or loss of property to each Parties' officials, employees, agents, volunteers, guests and third parties, within 5 calendar days of the date of occurrence of such loss, but no later than 5 calendar days of the date of the Party's knowledge of the loss.

In the event of such loss, the Parties agree to take all steps reasonable or necessary to cooperate in investigating the occurrence of each loss, and in resolving or mitigating losses with the affected or third party.

In the event of a claim covered by these provisions, the Parties agree to take all steps reasonable or necessary to cooperate in defending and protecting their joint interests, including efforts to reduce defense costs (through joint representation whenever possible), expenses and potential liability exposures.

Injury and Illness Prevention:

Each Party also represents that for the period of this Agreement, they will maintain and enforce an Injury and Illness Prevention Program as required by law or regulation, including all required standards and requirements under such law/regulation (e.g. bloodborne pathogen, ergonomic, reporting of serious injury/illness), and agree to take all steps reasonable or necessary to cooperate in ensuring compliance. Documentation or recordkeeping to the same will be made available to the other Party upon request.

17. INDEPENDENT CONTRACTOR

Nothing herein contained shall be construed to imply a joint venture, partnership or principal-agent relationship between LEA and CONTRACTOR. CONTRACTOR shall provide all services under this Agreement as an independent contractor, and neither party shall have the authority to bind or make any commitment on behalf of the other. Nothing contained in this Agreement shall be deemed to create any association, partnership, joint venture or relationship of principal and agent, master and servant, or employer and employee between the Parties or any affiliates of the Parties, or between LEA and any individual assigned by CONTRACTOR to perform any services for LEA.

If LEA is held to be a partner, joint venturer, co-principal, employer or co-employer of CONTRACTOR, CONTRACTOR shall indemnify and hold harmless LEA from and against any and all claims for loss, liability, or damages arising from that holding, as well as any expenses, costs, taxes, penalties and interest charges incurred by LEA as a result of that holding.

18. SUBCONTRACTING

CONTRACTOR shall not enter into any subcontracting relationship without first obtaining the written approval of LEA. CONTRACTOR shall submit to LEA for approval the proposed subcontract. Such proposed contract shall contain a clearly defined scope of service, indemnification obligations, and the lines of insurance/coverage shall be appropriate to the subcontractor's services, incorporating LEA and the CONTRACTOR into the core elements of Sections 15 and 16, above. No subcontract shall be considered final without LEA approval. In addition, all sub-contractors must meet the requirements as contained in Section 45 (Clearance Requirements) and Section 46 (Staff Qualifications) of this Master Contract.

19. CONFLICTS OF INTEREST

CONTRACTOR shall provide to LEA a copy of its current bylaws and a current list of its Board of Directors (or Trustees), if it is incorporated. CONTRACTOR and any member of its Board of Directors (or Trustees) shall avoid and disclose any relationship with LEA that constitutes or may constitute a conflict of interest pursuant to California Education Code section 56042 including, but not limited to, employment with LEA, provision of private party assessments and/or reports, and attendance at IEP team meetings acting as a student's advocate. Pursuant to California Education Code section 56042, an attorney or advocate for a parent of an individual with exceptional needs shall not recommend placement at CONTRACTOR's facility if the attorney or advocate is employed or contracted by the CONTRACTOR, or will receive a benefit from the CONTRACTOR, or otherwise has a conflict of interest.

Unless CONTRACTOR and LEA otherwise agree in writing, LEA shall neither execute an ISA with CONTRACTOR nor amend an existing ISA for a LEA student when a recommendation for special education and/or related services is based in whole or in part on assessment(s) or reports provided by CONTRACTOR to LEA student without prior written authorization by LEA. This paragraph shall apply to CONTRACTOR regardless of when an assessment is performed or a report is prepared (i.e. before or after LEA student is enrolled in CONTRACTOR's school/agency) or whether an assessment of LEA student is performed or a report is prepared in the normal course of the services provided to LEA student by CONTRACTOR. To avoid a conflict of interest, and in order to ensure the appropriateness of an Independent Educational Evaluation (hereinafter referred to as "IEE") and its recommendations, LEA may, in its discretion, not fund an IEE by an evaluator who provides ongoing service(s) or is sought to provide service(s) to the student for whom the IEE is requested. Likewise, LEA may, in its discretion, not fund services through the evaluator whose IEE LEA agrees to fund. When no other appropriate assessor is available, LEA may request and if CONTRACTOR agrees, the CONTRACTOR may provide an IEE.

When CONTRACTOR is a nonpublic agency, CONTRACTOR acknowledges that its authorized representative has read and understands Education Code section 56366.3 which provides, in relevant part, that no special education and/or related services provided by CONTRACTOR shall be paid for by LEA if provided by an individual who was an employee of LEA within three hundred and sixty five (365) days prior to executing this Master Contract. This provision does not apply to any person who is able to provide designated instruction and services during the extended school year because he or she is otherwise employed for up to ten months of the school year by LEA.

CONTRACTOR shall not admit a student living within the jurisdictional boundaries of LEA on a private pay or tuition free "scholarship" basis and concurrently or subsequently advise/request parent(s) to pursue funding for the admitted school year from LEA through due process proceedings.

20. NON-DISCRIMINATION

CONTRACTOR shall not unlawfully discriminate on the basis of race, gender, ethnic groups, identification, ancestry, religion, sex, national origin, age, sexual orientation, or mental or physical disability or on the basis of a person's association with a person or groups with one or more of these actual or perceived characteristics in employment or operation of its programs.

EDUCATIONAL PROGRAM

21. FREE AND APPROPRIATE PUBLIC EDUCATION

LEA shall provide CONTRACTOR with a copy of the IEP including the Individualized Transition Plan (hereinafter referred to as "ITP") of each LEA student served by CONTRACTOR. CONTRACTOR shall provide to each LEA student special education and/or related services (including transition services) within the nonpublic school or nonpublic agency consistent with LEA student's IEP and as specified in the ISA. If CONTRACTOR is a nonpublic school, CONTRACTOR shall not accept a LEA student if it cannot provide or ensure the provision of the services outlined in the student's IEP. If a LEA student's services are provided by a third party (i.e. a related services provider) CONTRACTOR shall notify LEA, in writing, if the provision of services ceases.

Unless otherwise agreed to between CONTRACTOR and LEA, CONTRACTOR shall be responsible for the provision of all appropriate supplies, equipment, and/or facilities for LEA students, as specified in LEA student's IEP and ISA. CONTRACTOR shall make no charge of any kind to parents for special education and/or related services as specified in LEA student's IEP and ISA (including, but not limited to, screenings, assessments, or interviews that occur prior to or as a condition of LEA student's enrollment under the terms of this Master Contract). LEA shall provide low incidence equipment for eligible students with low incidence disabilities when specified in the student's IEP and ISA. Such equipment remains the property of the SELPA/LEA and shall be returned to the SELPA/LEA when the IEP team determines the equipment is no longer needed or when the student is no longer enrolled in the nonpublic school. CONTRACTOR shall ensure that facilities are adequate to provide all LEA students with an environment which meets all pertinent health and safety regulations. CONTRACTOR may charge a LEA student's parent(s) for services and/or activities not necessary for LEA student to receive a free appropriate public education after: (a) written notification to LEA student's parent(s) of the cost and voluntary nature of the services and/or activities; and (b) receipt by LEA of the written notification and a written acknowledgment signed by LEA student's parent(s) of the cost and voluntary nature of the services and/or activities. CONTRACTOR shall adhere to all LEA requirements concerning parent acknowledgment of financial responsibility.

Voluntary services and/or activities not necessary for LEA student to receive a free appropriate public education shall not interfere with LEA student's receipt of special education and/or related services as specified in LEA student's IEP and ISA unless LEA and CONTRACTOR agree otherwise in writing.

22. GENERAL PROGRAM OF INSTRUCTION

All nonpublic school and nonpublic agency services shall be provided consistent with the area of certification specified by CDE Certification and as defined in California Education Code section 56366 *et seq.* and shall ensure that facilities are adequate to provide LEA students with an environment which meets all pertinent health and safety regulations.

When CONTRACTOR is a nonpublic school, CONTRACTOR's general program of instruction shall: (a) utilize evidence-based practices and predictors and be consistent with LEA's standards regarding the particular course of study and curriculum; (b) include curriculum that addresses mathematics, literacy and the use of educational, assistive technology and transition services; (c) be consistent with CDE's standards regarding the particular course of study and curriculum; (d) provide the services as specified in LEA student's IEP and ISA. LEA students shall have access to: (a) State Board of Education (SBE) - adopted Common Core State Standards ("CCSS") for curriculum and the same instructional materials for kindergarten and grades 1 to 8, inclusive; and provide standards – aligned core curriculum and instructional materials for grades 9 to 12, inclusive, used by a local education agency (LEA), that contracts with the nonpublic school; (b) college preparation courses; (c) extracurricular activities such as art, sports, music and academic clubs; (d) career preparation and vocational training, consistent with transition plans pursuant to state and federal law and; (e) supplemental assistance, including individual academic tutoring, psychological counseling, and career and college counseling. When appropriate, CONTRACTOR shall utilize the designated curriculum guidelines for students with moderate to severe disabilities who participate in the State's alternative assessment. These students shall have access to the core content, activities, and instructional materials delineated within these curriculum guidelines. CONTRACTOR's general program of instruction shall be described in writing and a copy provided to LEA prior to the effective date of this Master Contract.

When CONTRACTOR serves LEA students in grades nine through twelve inclusive, LEA shall provide to CONTRACTOR a specific list of the course requirements to be satisfied by the CONTRACTOR leading toward graduation or completion of LEA's diploma requirements. CONTRACTOR shall not award a high school diploma to LEA students who have not successfully completed all of LEA's graduation requirements, including, but not limited to, passing the California High School Exit Exam (CAHSEE) if applicable, or meeting CAHSEE exception/waiver requirements per state guidelines.

When CONTRACTOR is a nonpublic agency and/or related services provider, CONTRACTOR's general program of instruction and/or services shall utilize evidence-based practices and predictors and be consistent with LEA and CDE guidelines/certification and any state licensing requirements and shall be provided as specified in LEA student's IEP and ISA. The nonpublic agency providing Behavior Intervention services shall develop a written treatment plan that specifies the nature of their nonpublic agency service for each student within thirty (30) days of enrollment and shall be provided in writing to LEA. School-based services may not be unilaterally converted by CONTRACTOR to a substitute program or provided at a location not specifically authorized by the IEP team. Except for services provided by a contractor that is a licensed children's institution, all services not provided in the school setting require the presence of a parent, guardian or adult caregiver during the delivery of services, provided such guardian or caregiver has a signed authorization by the parent or legal guardian to authorize emergency services as requested. LCI contractors shall ensure that appropriate and qualified residential or clinical staff is present during the provision of services under this Master Contract. CONTRACTOR shall immediately notify LEA in writing if no parent, guardian or adult care giver is present. CONTRACTOR shall provide to LEA a written description of the services and location provided prior to the effective date of this Master Contract. Contractors providing Behavior Intervention services must have a trained Behavior Intervention Case Manager (BICM) or trained equivalent on staff. It is understood that Behavior Intervention services are limited per CDE Certification and do not constitute as an instructional program.

When CONTRACTOR is a nonpublic agency, CONTRACTOR shall not provide transportation nor subcontract for transportation services unless LEA and CONTRACTOR agree otherwise in writing.

23. INSTRUCTIONAL MINUTES

When CONTRACTOR is a nonpublic school, the total number of instructional minutes per school day provided by CONTRACTOR shall be at least equivalent to the number of instructional minutes per school day provided to LEA students at like grade level, attending LEA schools and shall be specified in LEA student's ISA developed in accordance with LEA student's IEP.

The total number of annual instructional minutes shall be at least equivalent to the total number of annual instructional minutes provided to LEA students attending LEA schools in like grade levels unless otherwise specified in LEA student's IEP and ISA.

When CONTRACTOR is a nonpublic agency and/or related services provider, the total number of minutes per school day provided by CONTRACTOR shall be specified in LEA student's ISA developed in accordance with LEA student's IEP.

24. CLASS SIZE

When CONTRACTOR is a nonpublic school, CONTRACTOR shall ensure that class size shall not exceed a ratio of one teacher per twelve (12) students unless CONTRACTOR and LEA agree otherwise, in writing. Upon prior written approval by an authorized LEA representative, class size may be temporarily increased by a ratio of 1 teacher to fourteen (14) students when necessary during the regular or extended school year to provide services to students with disabilities.

In the event a nonpublic school is unable to fill a vacant teaching position responsible for direct instruction to students, and the vacancy has direct impact on the California Department of Education Certification of that school, the nonpublic school shall develop a plan to assure appropriate coverage of students by first utilizing existing certificated staff. The nonpublic school and LEA may agree to one 30 school day period per contract year where class size may be increased to assure coverage by an appropriately credentialed teacher. Such an agreement shall be in writing and signed by both Parties. This provision does not apply to a nonpublic agency.

CONTRACTOR providing special education instruction for individuals with exceptional needs between the ages of three and five years, inclusive, shall also comply with the appropriate instructional adult to child ratios pursuant to California Education Code sections 56440 *et seq.*

25. CALENDARS

When CONTRACTOR is a nonpublic school, CONTRACTOR shall submit to LEA a school calendar with the total number of billable days not to exceed 180 days, plus extended school year billable days equivalent to the number of days determined by LEA's extended school year calendar. Billable days shall include only those days that are included on the submitted and approved school calendar, and shall not exceed the number of days on LEA's approved calendar and/or required by the IEP (developed by LEA) for each student. CONTRACTOR shall not be allowed to change its school calendar and/or amend the number of billable days without the prior written approval of LEA. Nothing in this Master Contract shall be interpreted to require LEA to accept any requests for calendar changes. In the event LEA adjusts the number of school days for the regular school year and/or extended school year, the approved number of days shall become the total billable days for the nonpublic school or agency. In such a case, an amended calendar shall be provided by CONTRACTOR for LEA approval.

Unless otherwise specified by the students' IEP, educational services shall occur at the school site. A student shall only be eligible for extended school year services if such are recommended by his/her IEP Team and the provision of such is specifically included in the ISA. Extended school year shall consist of twenty (20) instructional days, unless otherwise agreed upon by the IEP Team convened by LEA. Any days of extended school year in excess of twenty (20) billable days must be mutually agreed to, in writing, prior to the start of the extended school year.

Student must have actually been in attendance during the regular school year and/or during extended school year and actually received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by LEA, in writing, in advance of the delivery of any nonpublic school service. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

CONTRACTOR shall observe only the same legal holidays as LEA. With the approval of LEA, CONTRACTOR may revise the date upon which CONTRACTOR closes in observance of any of the holidays observed by LEA.

When CONTRACTOR is a nonpublic agency, CONTRACTOR shall be provided with a LEA-developed/approved calendar prior to the initiation of services. CONTRACTOR herein agrees to observe holidays as specified in LEA-developed/approved calendar. CONTRACTOR shall provide services pursuant to LEA-developed/approved calendar; or as specified in LEA student's IEP and ISA. Unless otherwise specified in LEA student's IEP and ISA, CONTRACTOR shall provide related services to LEA students on only those days that LEA student's school of attendance is in session and LEA student attends school. CONTRACTOR shall bill only for services provided on billable days of attendance as indicated on LEA calendar unless CONTRACTOR and LEA agree otherwise, in writing. Student must have actually been in attendance and/or received services on a billable day of attendance in order for CONTRACTOR to be eligible for payment. It is specifically understood that services may not be provided on weekends/holidays and other times when school is not in session, unless agreed to by LEA, in writing, in advance of the delivery of any nonpublic agency service provided by CONTRACTOR. Any instructional days provided without this written agreement shall be at the sole financial responsibility of the CONTRACTOR.

26. DATA REPORTING

CONTRACTOR shall agree to provide to LEA, all data (including billing information) related to students who are served by the CONTRACTOR. CONTRACTOR agrees to provide all data related to or referenced

in any and all sections of this Master Contract if requested by LEA. CONTRACTOR agrees to provide all requested information in the format required by LEA. It is understood that all nonpublic schools and nonpublic agencies shall utilize the Special Education Information System (SEIS) or comparable program/system approved by LEA/SELPA for all IEP development and progress reporting. Additional progress reporting may be required by LEA. LEA shall provide the CONTRACTOR with appropriate software, user training and proper internet permissions to allow adequate access so that this information may be compiled.

LEA shall provide CONTRACTOR with approved forms and/or format for such data including but not limited to invoicing, attendance reports and progress reports. LEA may approve use of CONTRACTOR-provided forms at their discretion.

27. LEAST RESTRICTIVE ENVIRONMENT/DUAL ENROLLMENT

CONTRACTOR and LEA shall follow all LEA policies and procedures that support Least Restrictive Environment (“LRE”) options (and/or dual enrollment options if available and appropriate) for students to have access to the general curriculum and to be educated with their nondisabled peers to the maximum extent appropriate.

CONTRACTOR and LEA shall ensure that LRE placement options are addressed at all IEP team meetings regarding students for whom ISAs have been or may be executed. This shall include IEP team consideration of supplementary aids and services and goals and objectives necessary for placement in the LRE and necessary to enable students to transition to less restrictive settings.

When an IEP team has determined that a student should be transitioned into the public school setting, CONTRACTOR shall assist LEA in implementing the IEP team’s recommendations and/or activities to support the transition.

28. STATEWIDE ACHIEVEMENT TESTING AND HIGH SCHOOL EXIT EXAMINATION

When CONTRACTOR is a nonpublic school, per implementation of Assembly Bill 484, CONTRACTOR shall administer all Statewide assessments within the California Assessment of Student Performance and Progress (“CAASP”), Desired Results Developmental Profile (“DRDP”), achievement and abilities tests (using LEA-authorized assessment instruments), the Fitness Gram, California English Language Development Test (“CELDT”), and the California High School Exit Examination, as appropriate to the student, and mandated by LEA pursuant to LEA and state and federal guidelines.

CONTRACTOR is subject to the alternative accountability system developed pursuant to Education Code section 52052, in the same manner as public schools. Each LEA student placed with CONTRACTOR by the LEA shall be tested by qualified staff of CONTRACTOR in accordance with that accountability program. LEA shall provide test administration training to CONTRACTOR’s qualified staff. CONTRACTOR shall attend LEA test training and comply with completion of all coding requirements as required by LEA.

29. MANDATED ATTENDANCE AT LEA MEETINGS

CONTRACTOR shall attend LEA mandated meetings when legal mandates, and/or LEA policy and procedures are reviewed, including but not limited to the areas of: curriculum, high school graduation, standards-based instruction, behavior intervention, cultural and linguistic needs of students with disabilities, dual enrollment responsibilities, LRE responsibilities, transition services, and standardized testing. LEA shall provide CONTRACTOR with reasonable notice of mandated meetings. Attendance at such meetings shall not constitute a billable service hour(s).

30. POSITIVE BEHAVIOR INTERVENTIONS

CONTRACTOR shall comply with all requirements of Education Code section 56521.1 and 56521.2 regarding positive behavior interventions. Failure to do so shall constitute sufficient cause for contract termination.

LEA students who exhibit serious behavioral challenges must receive timely and appropriate assessments and positive supports and interventions in accordance with the federal law and its implementing regulations. If the individualized education program (“IEP”) team determines that a student’s behavior impedes his or her learning or the learning of others, the IEP team is required to consider the use of positive behavioral interventions and supports, and other strategies, to address that behavior, consistent with Section 1414(d)(3)(B)(i) and (d)(4) of Title 20 of the United States Code and associated federal regulations. This could mean that instead of developing a Behavior Intervention Plan (BIP), the IEP team may conclude it is sufficient to address the student’s behavioral problems through the development of behavioral goals and behavioral interventions to support those goals.

CONTRACTOR shall maintain a written policy consistent with California Education Code section 56521.1 regarding emergency interventions and Behavioral Emergency Reports (“BERs”). CONTRACTOR shall also ensure that all of its staff members are trained annually in crisis intervention and emergency procedures as related to appropriate behavior management strategies. Training includes certification with an approved SELPA crisis intervention program. Evidence of such training shall be submitted to the LEA at the beginning of the school year and within 6 days of any new hire.

Pursuant to Education Code section 56521.1 emergency interventions shall not be used as a substitute for a BIP, and instead may only be used to control unpredictable, spontaneous behavior that poses clear and present danger of serious physical harm to the LEA student, or others. Before emergency interventions may be applied, the behavior must be of the kind that cannot be immediately prevented by a response less restrictive than the temporary application of a technique used to contain the behavior. Emergency interventions shall not be employed longer than necessary to contain the behavior. If a situation requires prolonged use of an emergency intervention, staff must seek assistance from the school site administrator or a law enforcement agency.

Consistent with Education Code section 56521.1, CONTRACTOR shall complete a BER when an emergency occurs that is defined as a serious, dangerous behavior that staff has determined to present a clear and present danger to others. It requires a non-violent physical intervention to protect the safety of student, self, or others and a physical intervention has been used; or a physical intervention has not been used, but an injury or serious property damage has occurred. Personal Safety Techniques may or may not have been used. Emergencies *require* a BER form to be completed and submitted to LEA within twenty-four (24) hours for administrative action. CONTRACTOR shall notify Parent within twenty-four (24) hours via telephone. Consistent with the requirements of California Education Code section 56521.1(g), if a BER is written regarding an LEA student who does not have a behavior intervention plan, the designated responsible administrator shall, within two days, schedule an IEP Team meeting to review the emergency report, to determine the necessity for a functional behavioral assessment, and to determine the necessity for an interim plan. The IEP Team shall document the reasons for not conducting the functional behavioral assessment, not developing an interim plan, or both. Consistent with the requirements of California Education Code section 56521.1(h), if a behavioral emergency report is written regarding an LEA student who has a positive behavioral intervention plan, an incident involving a previously unseen serious behavior problem, or where a previously designed intervention is ineffective, shall be referred to the IEP team to review and determine if the incident constitutes a need to modify the positive behavioral intervention plan.

CONTRACTOR shall not utilize, authorize, order, consent to, or pay for any of the following prohibited interventions, or any other intervention similar to or like the following: (a) any intervention that is designed to, or likely to cause physical pain; (b) releasing noxious, toxic, or otherwise unpleasant sprays, mists, or substances in proximity to LEA student’s face; (c) any intervention which denies adequate sleep, food, water, shelter, bedding, physical comfort, or access to bathroom facilities; (d) any intervention which is

designed to subject, used to subject, or likely to subject LEA student to verbal abuse, ridicule, or humiliation, or which can be expected to cause excessive emotional trauma; (e) restrictive interventions which employ a device, material, or objects that simultaneously immobilize all four extremities, including the procedure known as prone containment, except that prone containment or similar techniques may be used as a limited emergency intervention by CONTRACTOR's trained and qualified personnel as allowable by applicable law and regulations; (f) locked seclusion, unless it is in a facility otherwise licensed or permitted by State law to use a locked room; (g) an intervention that precludes adequate supervision of the individual; or (h) an intervention that deprives the individual of one or more of his or her senses.

31. STUDENT DISCIPLINE

CONTRACTOR shall maintain and abide by a written policy for student discipline that is consistent with state and federal law and regulations.

When CONTRACTOR seeks to remove a LEA student from his/her current educational placement for disciplinary reasons, CONTRACTOR shall submit a written discipline report within 24 hours to LEA and a manifestation IEP team meeting shall be scheduled. Written discipline reports shall include, but not be limited to: LEA student's name; the time, date, and description of the misconduct; the disciplinary action taken by CONTRACTOR; and the rationale for such disciplinary action. A copy of LEA student's behavior plan, if any, shall be submitted with the written discipline report. CONTRACTOR and LEA agree to participate in a manifestation determination at an IEP meeting no later than the tenth (10th) day of suspension. CONTRACTOR shall notify and invite LEA representatives to the IEP team meeting where the manifestation determination will be made.

32. IEP TEAM MEETINGS

An IEP team meeting shall be convened at least annually to evaluate: (1) the educational progress of each student placed with CONTRACTOR, including all state assessment results pursuant to the requirements of Education Code section 52052; (2) whether or not the needs of the student continue to be best met at the nonpublic school and/or by the nonpublic agency; and (3) whether changes to the student's IEP are necessary, including whether the student may be transitioned to a public school setting. (California Education Code sections 56366(a)(2)(B)(i) and (ii) and pursuant to California Education Code section 56345(b)(4).) If a LEA student is to be transferred from a nonpublic school setting into a regular class setting in a public school for any part of the school day, the IEP team shall document, if appropriate, a description of activities provided to integrate the student into the regular education program, including the nature of each activity as well as the time spent on the activity each day or week and a description of the activities provided to support the transition of the student from the special education program into the regular education program. Each student shall be allowed to provide confidential input to any representative of his or her IEP Team. Except as otherwise provided in the Master Contract, CONTRACTOR and LEA shall participate in all IEP team meetings regarding LEA students for whom ISAs have been or may be executed. At any time during the term of this Master Contract, a parent, the CONTRACTOR or LEA may request a review of the student's IEP, subject to all procedural safeguards required by law, including reasonable notice given to, and participation of, the CONTRACTOR in the meeting. Every effort shall be made to schedule IEP team meetings at a time and place that is mutually convenient to the parent(s), the CONTRACTOR and LEA. CONTRACTOR shall provide to LEA, at no cost and prior to an annual or triennial IEP Team meeting, documentation which shows progress on goals and any and all assessments and written assessment reports (including testing protocols) created by CONTRACTOR and any of its agents or subcontractors, upon request and/or pursuant to LEA policy and procedures. It is understood that attendance at an IEP meeting is part of CONTRACTOR's professional responsibility and is not a billable service under this Master Contract.

It is understood that the CONTRACTOR shall utilize the Special Education Information System (SEIS) or other comparable program/system as designated by LEA at LEA's discretion, for all IEP planning and progress reporting. LEA or SELPA shall provide training for any nonpublic school and nonpublic agency to assure access to SEIS or the comparable program/system designated for use by LEA. The nonpublic

school and/or nonpublic agency shall maintain confidentiality of all IEP data on SEIS or comparable program/system and shall protect the password requirements of the system. When a student disenrolls from the nonpublic school or stops receiving services from the nonpublic agency, such CONTRACTOR shall discontinue use of SEIS and/or comparable program/system for that student.

Changes in any LEA student's educational program, including instruction, services, or instructional setting, provided under this Master Contract may only be made on the basis of revisions to the student's IEP. In the event that the CONTRACTOR believes the student requires a change of placement, the CONTRACTOR may request a review of the student's IEP for the purpose of considering a change in the student's placement. Student is entitled to remain in the last agreed upon and implemented placement unless parent agrees otherwise, or unless an interim alternative educational placement is deemed lawful and appropriate by LEA or OAH.

33. SURROGATE PARENTS

CONTRACTOR shall comply with all LEA surrogate parent assignments.

34. DUE PROCESS PROCEEDINGS

CONTRACTOR shall fully participate in special education due process proceedings including mediations and hearings, as requested by LEA. CONTRACTOR shall also fully participate in the investigation and provision of documentation related to any complaint filed with the State of California, the Office for Civil Rights, or any other state and/or federal governmental body or agency. Full participation shall include but in no way be limited to cooperating with LEA representatives to provide complete answers raised by any investigator and/or the immediate provision of any and all documentation that pertains to the operation of CONTRACTOR's program and/or the implementation of a particular student's ISP.

35. COMPLAINT PROCEDURES

CONTRACTOR shall maintain and adhere to its own written procedures for responding to parent complaints. These procedures shall include annually notifying and providing parents of LEA students with appropriate information (including complaint forms) for the following: (1) Uniform Complaint Procedures pursuant to Title 5 of the California Code of Regulations section 4600 et seq.; (2) Nondiscrimination policies pursuant to Title 5 of the California Code of Regulations section 4960(a); (3) Sexual Harassment Policies pursuant to California Education Code 231.5 (a), (b) and (c); (4) Title IX Student Grievance Procedure pursuant to Title 34 of the Code of Federal Regulations sections 106.8(a) and 106.9(a); (5) Notice of Privacy Practices in compliance with Health Insurance Portability and Accountability Act (HIPPA); and (6) Notification and Complaint Procedures for Disability Access, pursuant to 42 U.S.C. §§ 12101 et seq., Title 34 of the Code of Federal Regulations section 104. CONTRACTOR shall include verification of these procedures to LEA.

36. LEA STUDENT PROGRESS REPORTS/REPORT CARDS AND ASSESSMENTS

Unless LEA requests in writing that progress reports be provided on a monthly basis, CONTRACTOR shall provide to parents, with a concurrent copy sent to LEA, at least four written progress reports/report cards. At a minimum, progress reports shall include progress over time towards IEP goals and objectives. A copy of the progress reports/report cards shall be maintained at the CONTRACTOR's place of business.

CONTRACTOR shall also provide a LEA representative access to supporting documentation used to determine progress on any goal or objective, including but not limited to log sheets, chart notes, observation notes, data sheets, pre/post tests, rubrics and other similar data collection used to determine progress or lack of progress on approved goals, objectives, transition plans or behavior support and/or intervention plans. LEA may request copies of such data at any time within five years of the date of service. CONTRACTOR agrees to maintain the information for at least five years and also shall provide this data supporting progress within 5 business days of request.

CONTRACTOR shall complete academic or other assessment of LEA student one month prior to LEA student's annual or triennial review IEP team meeting for the purpose of reporting LEA student's present levels of performance at the IEP team meeting as required by state and federal laws and regulations and pursuant to LEA policies, procedures, and/or practices. Reports shall be provided to the District no later than the day before an annual or triennial IEP team meeting. CONTRACTOR shall maintain all supporting documentation including but not limited to test protocols and data collection, which shall be made available to LEA within 5 business days of request.

CONTRACTOR is responsible for all assessment costs regarding the updating of goals and objectives, progress reporting and the development of present levels of performance. All other assessments shall be provided by LEA unless LEA specifies in writing a request that CONTRACTOR perform such additional assessment. Such assessment costs may be added to the ISA and/or approved separately by LEA at LEA's sole discretion.

It is understood that all billable hours must be in direct services to pupils as specified in the ISA. For nonpublic agency services, supervision provided by a qualified individual as specified in Title 5 of the California Code of Regulations section 3065, shall be determined as appropriate and included in the ISA. Supervision means the direct observation of services, data review, case conferencing and program design consistent with professional standards for each professional's license, certification, or credential.

CONTRACTOR shall not charge LEA student's parent(s) or LEA for the development or provision of progress reports, report cards, and/or any assessments, interviews, or attendance at any meetings, including but not limited to IEP meetings. It is understood that all billable hours have limits to those specified on the ISA consistent with the IEP. It is understood that copies of data collection notes, forms, charts and other such data are part of the pupil's record and shall be made available to LEA upon written request.

37. TRANSCRIPTS

When CONTRACTOR is a nonpublic school, CONTRACTOR shall prepare transcripts at the close of each semester, or upon LEA student transfer, for LEA students in grades nine through twelve inclusive. CONTRACTOR shall submit all transcripts on LEA approved forms to LEA student's school of residence, for evaluation of progress toward completion of diploma requirements as specified in LEA Procedures. CONTRACTOR shall submit to LEA names of LEA students and their schools of residence for whom transcripts have been submitted as specified by LEA.

38. LEA STUDENT CHANGE OF RESIDENCE

Upon enrollment, CONTRACTOR shall notify parents in writing of their obligation to notify CONTRACTOR of LEA student's change of residence. Within five (5) school days after CONTRACTOR becomes aware of a LEA student's change of residence, CONTRACTOR shall notify LEA, in writing, of LEA student's change of residence. CONTRACTOR shall maintain, and provide upon request by LEA, documentation of such notice to parents.

If CONTRACTOR had knowledge or should reasonably have had knowledge of LEA student's change of residence boundaries and CONTRACTOR fails to follow the procedures specified in this provision, LEA shall not be responsible for the costs of services delivered after LEA student's change of residence.

39. WITHDRAWAL OF LEA STUDENT FROM PROGRAM

CONTRACTOR shall immediately report, by telephone, with a follow-up written notification within five (5) business days to LEA Representative responsible for overseeing nonpublic schools and nonpublic agencies, and any other required representative from the California Department of Education, when a LEA student is withdrawn from school and/or services. CONTRACTOR shall confirm such telephone call on LEA approved forms and submit to LEA and the Department of Education, if required, within five (5)

business days of the withdrawal. CONTRACTOR shall assist LEA to verify and clear potential dropouts three times per year, as required by the 2001 Elementary and Secondary Education Act (No Child Left Behind; NCLB), as documentation of graduation rate is one of the indicators of Adequate Yearly Progress (AYP).

40. PARENT ACCESS

CONTRACTOR shall provide for reasonable parental access to LEA students and all facilities including, but not limited to, the instructional setting, recreational activity areas, meeting rooms and LEA student's living quarters. CONTRACTOR shall comply with any known court orders regarding parental visits and access to LEA students.

CONTRACTOR, if operating a program with a residential component, shall ensure that parents obtain prior written authorization for therapeutic visits from both the CONTRACTOR and LEA.

CONTRACTORS providing services in the student's home as specified in the IEP shall assure that at least one parent of the child, or an adult caregiver with written and signed authorization to make decisions in an emergency, is present. The names of any adult caregiver other than the parent shall be provided to the LEA prior to the start of any home based services, including written and signed authorization in emergency situations. The parent shall inform the LEA of any changes of caregivers and provide written authorization for emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider.

For services provided in a pupil's home as specified in the IEP, CONTRACTORS must assure that the parent or LEA approved responsible adult is present during the provision of services. All problems and/or concerns reported to parents, both verbal and written, shall also be provided to the LEA.

CONTRACTORS operating programs associated with a NPS/RTC shall cooperate with a parent's reasonable request for LEA student therapeutic visits in their home or at the NPS/RTC. CONTRACTOR shall require that parents obtain prior written authorization for therapeutic visits from the CONTRACTOR and the LEA at least thirty (30) days in advance. CONTRACTOR shall facilitate all parent travel and accommodations and for providing travel information to the parent as appropriate. Payment by LEA for approved travel-related expenses shall be made directly through the LEA.

41. SERVICES AND SUPERVISION AND PROFESSIONAL CONDUCT

If CONTRACTOR provides services on a LEA public school campus, CONTRACTOR shall comply with Penal Code section 627.1 *et seq.*, as well as all other LEA and campus-specific policies and procedures regarding visitors to/on school campuses. CONTRACTOR shall be responsible for the purchase and provision of the supplies and assessment tools necessary to implement the provision of CONTRACTOR services on LEA public school campuses.

For services provided on a public school campus, sign in/out procedures shall be followed along with all procedures for being on campus consistent with school and LEA policy. It is understood that the public school credentialed classroom teacher is responsible for the educational program and all nonpublic agency service providers shall work collaboratively with the classroom teacher who shall remain in charge of the instructional program.

It is understood that all employees, subcontractors and volunteers of any certified nonpublic school or agency shall adhere to customary professional standards when providing services. All practices shall be within the scope of professional responsibility as defined in the professional code of conduct for each profession. Reports regarding student progress shall be consistent with the provision of the Master Contract.

CONTRACTORS providing services outside of the student's school as specified in the IEP shall ensure that at least one parent of the child or an adult caregiver with written and signed authority to make decisions in an emergency is present during provision of services. The names of any adult caregiver other than the parent shall be provided to LEA prior to the start of any home based services, including written and signed authorization in emergency situations. The adult caregiver cannot also be an employee or volunteer associated with the NPS/NPA service provider. All problems and/or concerns reported by CONTRACTOR to parents or guardians, in either verbal or written form, shall be reported to LEA.

CONTRACTOR, if providing services in a student's home as specified in the IEP, shall assure that at least one parent of the child or an adult caregiver with written and signed authorization to make decisions in an emergency is present during the provision of services. The names of any adult caregiver other than the parent shall be provided to LEA prior to the start of any home based services, including written and signed authorization in emergency situations. The parent shall inform LEA of any changes of caregivers and provide written authorization for emergency situations. The adult caregiver cannot be an employee or volunteer associated with the nonpublic school/nonpublic agency service provider. All problems and/or concerns reported to parents, both verbal and written, shall also be provided to LEA.

42. LICENSED CHILDREN'S INSTITUTION CONTRACTORS AND RESIDENTIAL TREATMENT CENTER ("RTC") CONTRACTORS

If CONTRACTOR is a licensed children's institution (hereinafter referred to as "LCI"), CONTRACTOR shall adhere to all legal requirements regarding educational placements for LCI students as stated in Education Code sections 56366(a)(2)(C) and 56366.9, Health and Safety Code section 1501.1(b), (AB1858, AB490 (Chapter 862, Statutes of 2003)) and the procedures set forth in LEA Procedures. A LCI shall not require that a pupil be placed in its nonpublic school as a condition of being placed in its residential facility.

If CONTRACTOR is a nonpublic, nonsectarian school that is owned, operated by, or associated with a LCI, CONTRACTOR shall provide to LEA, on a quarterly basis, a list of all LEA students, including those identified as eligible for special education. For those identified special education students, the list shall include: 1) special education eligibility at the time of enrollment and 2) the educational placement and services specified in each student's IEP at the time of enrollment.

If CONTRACTOR is a nonpublic, nonsectarian school that is owned, operated by, or associated with a residential treatment center (hereinafter referred to as "NPS/RTC"), CONTRACTOR shall adhere to all legal requirements under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. section 1411 *et seq.* and Education Code section 56000, *et seq.*; amended and reorganized by the Individuals with Disabilities Education Improvement Act of 2004 (IDEIA), 20 U.S.C. section 1401(29); Education Code section 56031; Title 5, California Code of Regulations section 3001 *et seq.*, Title 2, California Code of Regulations section 60100 *et seq.* regarding the provision of counseling services, including residential care for students to receive a FAPE as set forth in LEA student's IEPs.

Unless placement is made pursuant to an Office of Administrative Hearings order or a lawfully executed agreement between LEA and parent, LEA is not responsible for the costs associated with nonpublic school placement until the date on which an IEP team meeting is convened, the IEP team determines that a nonpublic school placement is appropriate, and the IEP is signed by LEA student's parent or another adult with educational decision-making rights.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this state shall be certified or licensed by that state to provide special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 *et seq.*).

43. STATE MEAL MANDATE

When CONTRACTOR is a nonpublic school, CONTRACTOR and LEA shall satisfy the State Meal Mandate under California Education Code sections 49530, 49530.5 and 49550.

44. MONITORING

CONTRACTOR shall allow representatives from LEA access to its facilities for the purpose of monitoring each LEA student's instructional program and shall be invited to participate in the formal review of each student's progress. LEA representatives shall have access to observe each LEA student at work, observe the instructional setting, interview CONTRACTOR, and review each LEA student's records and progress. Such access shall include unannounced monitoring visits. When making site visits, LEA shall initially report to CONTRACTOR's site administrative office. CONTRACTOR shall be invited to participate in the review of each student's progress.

If CONTRACTOR is also a LCI and/or NPS/RTC, LEA shall annually evaluate whether CONTRACTOR is in compliance with Education Code section 56366.9 and Health and Safety Code section 1501.1(b).

The State Superintendent of Public Instruction ("Superintendent") shall monitor CONTRACTOR'S facilities, the educational environment, and the quality of the educational program, including the teaching staff, the credentials authorizing service, the standards-based core curriculum being employed, and the standard focused instructional materials used on a three-year cycle, as follows: (1) CONTRACTOR shall complete a self-review in year one; (2) the Superintendent shall conduct an onsite review in year two; and (3) the Superintendent shall conduct a follow-up visit in year three.

CONTRACTOR shall fully participate in any LEA and CDE compliance review, if applicable, to be conducted as aligned with the CDE Onsite Review and monitoring cycle in accordance with California Education Code section 56366.1(j). This review will address programmatic aspects of the nonpublic school/agency, compliance with relevant state and federal regulations, and Master Contract compliance. CONTRACTOR shall complete and submit a Nonpublic School/Agency Self-Review Assessment submitted as specified by LEA. CONTRACTOR shall conduct any follow-up or corrective action procedures related to review findings.

CONTRACTOR understands that LEA reserves the right to institute a program audit with or without cause. The program audit may include, but is not limited to, a review of core compliance areas of health and safety; curriculum/instruction; related services; and contractual, legal, and procedural compliance.

When CONTRACTOR is a nonpublic school, CONTRACTOR shall collect all applicable data and prepare the applicable portion of a School Accountability Report Card in accordance with California Education Code Section 33126.

PERSONNEL

45. CLEARANCE REQUIREMENTS

CONTRACTOR shall comply with the requirements of California Education Code section 44237, 35021.1 and 35021.2 including, but not limited to: obtaining clearance from both the California Department of Justice (hereinafter referred to as "CDOJ") and clearance from the Federal Bureau of Investigation (hereinafter referred to as "FBI") for all of CONTRACTOR's employees and volunteers who will have or likely may have any direct contact with LEA students. CONTRACTOR hereby agrees that CONTRACTOR's employees and volunteers shall not come in contact with LEA students until both CDOJ and FBI clearance are ascertained. CONTRACTOR shall further certify in writing to LEA that none of its employees, volunteers, or subcontractors who will have or likely may have any direct contact with LEA students have been convicted of a violent or serious felony as those terms are defined in California Education Code section 44237(h), unless despite the employee's conviction of a violent or serious felony,

he or she has met the criteria to be eligible for employment pursuant to California Education Code section 44237(i) or (j). Clearance certification shall be submitted to LEA. In addition, CONTRACTOR shall make a request for subsequent arrest service from the CDOJ as required by California Penal Code section 11105.2.

The passage of AB 389 amends Education Code sections 44237 and 56366.1 as to the verification that the CONTRACTOR has received a successful criminal background check clearance and has enrolled in subsequent arrest notice service, as specified, **for each owner, operator, and employee of the nonpublic, nonsectarian school or agency**. Further this bill deletes the exemption for applicants possessing a valid California state teaching credential or who are currently licensed by another state agency that requires a criminal record summary, from submitting 2 sets of fingerprints for the purpose of obtaining a criminal record summary from the Department of Justice and the Federal Bureau of Investigation. Notwithstanding the restrictions on sharing and destroying criminal background check information, CONTRACTOR, upon demand, shall make available to the LEA evidence of a successful criminal background check clearance and enrollment in subsequent arrest notice service, as provided, for each owner, operator, and employee of the nonpublic, nonsectarian school or agency. CONTRACTOR is required to retain the evidence on-site, as specified, for all staff, including those licensed or credentialed by another state agency. Background clearances and proof of subsequent arrest notification service as required by California Penal Code section 11105.2 for all staff shall be provided upon request.

46. STAFF QUALIFICATIONS

CONTRACTOR shall ensure that all individuals employed, contracted, and/or otherwise hired by CONTRACTOR to provide classroom and/or individualized instruction or to provide related services hold a license, certificate, permit, or other document equivalent to that which staff in a public school are required to hold to render the service consistent with Education Code section 56366.1(n)(1) and are qualified pursuant to Title 34 of the Code of Federal Regulations sections 200.56 and 200.58, and Title 5 of the California Code of Regulations sections 3001(z), 3064 and 3065. Such qualified staff may only provide related services within the scope of their professional license, certification or credential and ethical standards set by each profession and not assume responsibility or authority for another related services provider or special education teacher's scope of practice.

CONTRACTOR shall ensure that each special education teacher meets the Highly Qualified Teacher requirements and holds a full and valid non-expired CTC credential authorizing instruction to students with the disabling conditions placed in the teacher's classroom through documentation provided to the CDE (5 CCR 3064(a)).

When CONTRACTOR is a nonpublic school, an appropriately qualified person shall serve as curricular and instructional leader, and be able to provide leadership, oversight and professional development.

Only those nonpublic, nonsectarian schools or agencies located outside of California that employ staff who hold a current valid credential or license to render special education and related services as required by that state shall be eligible to be certified.

CONTRACTOR shall comply with personnel standards and qualifications regarding instructional aides and teacher assistants respectively pursuant to Federal requirements and California Education Code sections 45340 *et seq.* and 45350 *et seq.* Specifically, all paraprofessionals, including, but not limited to instructional aides and teacher assistants, employed, contracted, and/or otherwise hired or subcontracted by CONTRACTOR to provide classroom and/or individualized instruction or related services, shall possess a high school diploma and at least one of the following qualifications: (a) completed at least 2 years of study at an institution of higher education; or (b) obtained an associate's (or higher) degree; or (c) met a rigorous standard of quality and can demonstrate, through a formal state or local assessment (i) knowledge of, and the ability to assist in instructing, reading, writing, and mathematics; or (ii) knowledge of, and the ability to assist in instructing, reading readiness, writing readiness, and mathematics readiness, as appropriate.

CONTRACTOR shall comply with all laws and regulations governing the licensed professions, including but not limited to, the provisions with respect to supervision.

In addition to meeting the certification requirements of the State of California, a CONTRACTOR that operates a program outside of this State and serving an LEA student shall be certified or licensed by that state to provide special education and related services and designated instruction and related services to pupils under the federal Individuals with Disabilities Education Act (20 U.S.C. Sec. 1400 et seq.).

47. VERIFICATION OF LICENSES, CREDENTIALS AND OTHER DOCUMENTS

CONTRACTOR shall submit to LEA a staff list, and copies of all current licenses, credentials, certifications, permits and/or other documents which entitle the holder to provide special education and/or related services by individuals employed, contracted, and/or otherwise hired or sub-contracted by CONTRACTOR. CONTRACTOR shall ensure that all licenses, credentials, permits or other documents are on file at the California Commission on Teacher Credentialing or other licensing authority. CONTRACTOR shall notify LEA in writing within thirty (30) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students as specified in LEA Procedures. Within thirty (30) days, CONTRACTOR shall provide LEA with the verified dates of fingerprint clearance, Department of Justice clearance and Tuberculosis Test clearance for all employees, approved subcontractors and/or volunteers prior to such individuals starting to work with any student.

CONTRACTOR shall monitor the status of licenses, credentials, certifications, permits and/or other documents for all individuals employed, contracted, and/or otherwise hired by CONTRACTOR. CONTRACTOR shall notify LEA and CDE in writing within thirty (30) days when personnel changes occur which may affect the provision of special education and/or related services to LEA students. CONTRACTOR shall notify LEA within thirty (30) days if any such licenses, certifications or waivers are expired, suspended, revoked, rescinded, challenged pursuant to an administrative or legal complaint or lawsuit, or otherwise nullified during the effective period of this Master Contract. LEA shall not be obligated to pay for any services provided by a person whose such licenses, certifications or waivers are expired, suspended, revoked, rescinded, or otherwise nullified during the period during which such person is providing services under this Master Contract. Failure to notify LEA of changes in licenses, certifications or suspensions shall be good cause for termination of this Master Contract by LEA.

Failure to notify LEA and CDE of any changes in credentialing/licensed staff may result in suspension or revocation of CDE certification and shall also suffice as good cause for the suspension or termination of this Master Contract by LEA.

48. STAFF ABSENCE

When CONTRACTOR is a nonpublic school and CONTRACTOR's classroom teacher is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to LEA documentation of substitute coverage on LEA substitute teacher log. Substitute teachers shall remain with their assigned class during all instructional time. LEA shall not be responsible for any payment for instruction and/or services when an appropriately credentialed substitute teacher is not provided.

When CONTRACTOR is a nonpublic agency and/or related services provider, and CONTRACTOR's service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section seven (7) of this Master Contract and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR's service providers. It is understood that the parent of a student shall not be deemed to be a qualified substitute for his/her student. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of "make-up" services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not "bank" or "carry over" make up service hours under any

circumstances, unless otherwise agreed to in writing by CONTRACTOR and an authorized LEA representative.

49. STAFF PROFESSIONAL BEHAVIOR WHEN PROVIDING SERVICES AT SCHOOL OR SCHOOL RELATED EVENTS OR AT SCHOOL FACILITY AND/OR IN THE HOME

It is understood that all employees, subcontractors, and volunteers of any certified nonpublic school or nonpublic agency shall adhere to the customary professional and ethical standards when providing services. All practices shall only be within the scope of professional responsibility as defined in the professional code of conduct for each profession as well as any LEA professional standards as specified in Board policies and/or regulations when made available to the CONTRACTOR. Reports regarding student progress shall be consistent with the provision of this Master Contract.

For services provided on a public school campus, sign in/out procedures shall be followed by nonpublic agency providers working in a public school classroom along with all other procedures for being on campus consistent with school and LEA policy. It is understood that the public school credentialed classroom teacher is responsible for the instructional program, and all nonpublic agency service providers shall work collaboratively with the classroom teacher, who shall remain in charge of the instructional program. Failure to comply with this an all LEA requirements in this regard shall be sufficient cause to terminate this Master Contract.

For services provided in a pupil's home as specified in the IEP, CONTRACTOR must assure that the parent or an LEA-approved responsible adult is present during the provision of services. All problems and/or concerns reported to parents, both verbal and written shall also be provided to LEA. It is understood that unless otherwise agreed to by LEA, a public school credentialed teacher is responsible for the instructional program and all nonpublic agency related service providers shall work collaboratively with the teacher who shall remain in charge of supervising the instructional program.

HEALTH AND SAFETY MANDATES

50. HEALTH AND SAFETY

CONTRACTOR shall comply with all applicable federal, state, local, and LEA laws, regulations, ordinances, policies, and procedures regarding student and employee health and safety. CONTRACTOR shall comply with the requirements of California Education Code sections 35021 et seq., and 49406, and Health and Safety Code section 121545 regarding the examination of CONTRACTOR's employees and volunteers for tuberculosis. CONTRACTOR shall provide to LEA documentation for each individual volunteering, employed, contracted, and/or otherwise hired by CONTRACTOR of such compliance before an individual comes in contact with an LEA student.

CONTRACTOR shall comply with OSHA Blood Borne Pathogens Standards, Title 29 of the Code of Federal Regulations section 1910.1030, when providing medical treatment or assistance to a student. CONTRACTOR further agrees to provide annual training regarding universal health care precautions and to post required notices in areas designated in the California Health and Safety Code.

51. FACILITIES AND FACILITIES MODIFICATIONS

CONTRACTOR shall provide special education and/or related services to LEA students in facilities that comply with all applicable federal, state, and local laws, regulations, and ordinances related, but not limited to: disability access; fire, health, sanitation, and building standards and safety; fire warning systems; zoning permits; and occupancy capacity. When CONTRACTOR is a nonpublic school, CONTRACTOR shall conduct fire drills as required by Title 5 of the California Code of Regulations section 550. During the duration of this Agreement, if CONTRACTOR is subject to fines, penalties and findings of non-compliance, CONTRACTOR shall assume any and all responsibilities for payment of such financial obligations. CONTRACTOR shall also be fully responsible for any structural changes and/or

modifications to CONTRACTOR's facilities as required to comply with applicable federal, state, and local laws, regulations, and ordinances. Failure to notify LEA or CDE of any changes in, major modification or relocation of facilities may result in the suspension or revocation of CDE certification and/or suspension or termination of this Master Contract by LEA.

In signing this Agreement, CONTRACTOR certifies that its facilities either comply with federal and state and local laws regarding disability access, or possesses and has available upon demand, a self-evaluation and/or transition plan in accordance with said laws.

52. ADMINISTRATION OF MEDICATION

Unless otherwise set forth in the student's IEP, CONTRACTOR shall comply with the requirements of California Education Code section 49423 when CONTRACTOR serves a LEA student that is required to take prescription and/or over-the-counter medication during the school day. CONTRACTOR may designate personnel to assist LEA student with the administration of such medication after LEA student's parent(s) provide(s) to CONTRACTOR: (a) a written statement from a physician detailing the type, administration method, amount, and time schedules by which such medication shall be taken; and (b) a written statement from LEA student's parent(s) granting CONTRACTOR permission to administer medication(s) as specified in the physician's statement. CONTRACTOR shall maintain, and provide to LEA upon request, copies of such written statements. CONTRACTOR shall maintain a written log for each LEA student to whom medication is administered. Such written log shall specify LEA student's name; the type of medication; the date, time, and amount of each administration; and the name of CONTRACTOR's employee who administered the medication. CONTRACTOR maintains full responsibility for assuring appropriate staff training in the administration of such medication consistent with student's physician's written orders. Any change in medication type, administration method, amount or schedule must be authorized by both a licensed physician and parent.

In the event there is an LEA student who is on a prescription medication regimen, the CONTRACTOR is to: (a) first obtain a copy of the *Medication Assistance Authorization* form available from LEA student's primary regional or site nurse; or (b) in the event the student does not take prescription medication during the school day, but would only take such medication while in the care, custody and control of the CONTRACTOR, prior to the commencement of services to LEA student, CONTRACTOR is to obtain a signed *Medication Assistance Authorization* form through their District contact/staff in the Learning Support Services Department. Both the District and CONTRACTOR retain a copy of the Authorization.

53. INCIDENT/ACCIDENT REPORTING

CONTRACTOR shall submit within 24 hours by facsimile and by US Mail, any accident or incident report to LEA. CONTRACTOR shall properly submit required accident or incident reports pursuant to the procedures specified in LEA Procedures.

54. CHILD ABUSE REPORTING

CONTRACTOR hereby agrees to annually train all staff members, including volunteers, so that they are familiar with and agree to adhere to its own child and dependent adult abuse reporting obligations and procedures as specified in California Penal Code section 11164 et seq. To protect the privacy rights of all parties involved (i.e. reporter, child and alleged abuser), reports will remain confidential as required by law and professional ethical mandates. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be submitted to LEA.

CONTRACTOR is to read and become familiar with the District's *Mandated Child Abuse and Neglect Reporting Manual*, available on the District's Risk Management Web Site at:

<http://www.egusd.net/riskmanagement/Info-MandRep.html>.

In the event there is suspicion of abuse conducted by District staff (e.g. a student reports to CONTRACTOR staff of abuse from District staff), CONTRACTOR is to file the appropriate report to the Sacramento County Sheriff. CONTRACTOR is also to confidentially notify the Risk Management Department (Risk Manager) of the report. CONTRACTOR is to cooperate with any investigation conducted by the District in connection with such report.

55. SEXUAL HARASSMENT/DISCRIMINATION

CONTRACTOR shall have a Sexual and Gender Identity Harassment Policy that clearly describes the kinds of conduct that constitutes sexual harassment and that is prohibited by the CONTRACTOR's policy, as well as federal and state law. The policy should include procedures to make complaints without fear of retaliation, and for prompt and objective investigations of all sexual harassment complaints. CONTRACTOR further agrees to provide annual training to all employees regarding the laws concerning sexual harassment and related procedures.

56. REPORTING OF MISSING CHILDREN

CONTRACTOR assures LEA that all staff members, including volunteers and any independent contractor and/or subcontractor authorized pursuant to this Master Contract, are familiar with and agree to adhere to requirements for reporting missing children as specified in California Education Code section 49370. A written statement acknowledging the legal requirements of such reporting and verification of staff adherence to such reporting shall be properly submitted to LEA. The written statement shall be submitted as specified by LEA.

FINANCIAL

57. ENROLLMENT, CONTRACTING, SERVICE TRACKING, ATTENDANCE REPORTING, AND BILLING PROCEDURES

CONTRACTOR shall assure that the nonpublic school or nonpublic agency has the necessary financial resources to provide an appropriate education for the children enrolled and will distribute those resources in such a manner to implement the IEP and ISA for each and every child.

CONTRACTOR shall comply with all LEA procedures concerning enrollment, contracting, attendance reporting, service tracking and billing, including requirements of electronic billing, as specified by LEA Procedures. CONTRACTOR shall be paid for the provision of special education and/or related services specified in LEA student's IEP and ISA which are provided on billable days of attendance. All payments by LEA shall be made in accordance with the terms and conditions of this Master Contract and in compliance with LEA Procedures, and will be governed by all applicable federal and state laws.

CONTRACTOR shall maintain separate registers for the basic education program, each related service, and services provided by instructional assistants, behavior intervention aides and bus aides. Original attendance forms (i.e., roll books for the basic education program service tracking documents and notes for instructional assistants, behavioral intervention aides, bus aides, and each related service) shall be completed by the actual service provider whose signature shall appear on such forms and shall be available for review, inspection, or audit by LEA during the effective period of this Master Contract and for a period of five (5) years thereafter. CONTRACTOR shall verify the accuracy of minutes of reported attendance that is the basis of services being billed for payment.

CONTRACTOR shall submit invoices and related documents to LEA for payment, for each calendar month when education or related services were provided. Invoices and related documents shall be properly submitted electronically and in addition, on a LEA form with signatures in the manner prescribed by LEA. Contractor will submit invoices using the format provided by LEA. At the request of LEA, invoices may require the following information: name of LEA student for whom service was provided; the type of service provided; (if payment for assessment is approved by LEA pursuant to Section 36 of this Master

Contract, the invoice must describe whether the assessment was prepared for an initial, annual, amended, or triennial IEP; month of service; specific dates (date, month, year and times) of services coordinated pursuant to LEA-approved calendar unless otherwise specified in the IEP or agreed to by LEA; name of staff who provided the service and that individual's licensing and credentials; approved cost of each invoice; total for each service and total for the monthly invoice; date invoice was mailed; signature of the nonpublic school/nonpublic agency administrator authorizing that the information is accurate and consistent with the ISA, CDE certificates and staff notification; verification that attendance report is attached as appropriate; indication of any made-up session consistent with this Master Contract; and verification that progress reports have been provided consistent with IEP Benchmark Dates unless otherwise specified on the ISA. In the event services were not provided, rationale for why the services were not provided shall be included.

Such an invoice is subject to all conditions of this Master Contract. At the discretion of LEA, an electronic invoice may be required provided such notice has been made in writing and training provided to the CONTRACTOR at no additional charge for such training.

Invoices shall be submitted no later than thirty (30) days after the end of the attendance accounting period in which the services were rendered. LEA shall make payment to CONTRACTOR based on the number of billable days of attendance and hours of service at rates specified in this Master Contract within forty-five (45) days of LEA's receipt of properly submitted hard copy of invoices prepared and submitted as specified in California Education Code Section 56366.5. CONTRACTOR shall correct deficiencies and submit rebilling invoices no later than thirty (30) calendar days after the invoice is returned by LEA. LEA shall pay properly submitted re-billing invoices no later than forty-five (45) days after the date a completely corrected re-billing invoice is received by LEA.

In no case shall initial payment claim submission for any Master Contract fiscal year (July through June) extend beyond December 31st after the close of the fiscal year. In no case shall any rebilling for the Master Contract fiscal year (July through June) extend beyond six months after the close of the fiscal year unless approved by LEA to resolve billing issues including rebilling issues directly related to a delay in obtaining information from the Commission on Teacher Credentialing regarding teacher qualification, but no later than 12 months from the close of the fiscal year. If the billing or rebilling error is the responsibility of LEA, then no limit is set provided that LEA and CONTRACTOR have communicated such concerns in writing during the 12-month period following the close of the fiscal year. LEA will not pay mileage for NPA employee.

58. RIGHT TO WITHHOLD PAYMENT

LEA may withhold payment to CONTRACTOR when: (a) CONTRACTOR has billed for services rendered on days other than billable days of attendance or for days when student was not in attendance and/or did not receive services; (b) CONTRACTOR was overpaid by LEA as determined by inspection, review, and/or audit of its program, work, and/or records; (c) CONTRACTOR has failed to provide supporting documentation with an invoice; (d) education and/or related services are provided to LEA students by personnel who are not appropriately credentialed, licensed, or otherwise qualified; (e) LEA has not received, prior to school closure or contract termination, all documents concerning one or more LEA students enrolled in CONTRACTOR's educational program; (f) CONTRACTOR fails to confirm a student's change of residence to another district or confirms the change or residence to another district, but fails to notify LEA with five (5) days of such confirmation; (g) CONTRACTOR receives payment from Medi-Cal or from any other agency or funding source for a service provided to a LEA student; (h) CONTRACTOR fails to provide the required liability/insurance documentation as outlined in Section 16; or (i) CONTRACTOR has otherwise failed to perform, in whole or in part, under the terms of this Master Contract. It is understood that no payments shall be made for any invoices that are not received by six months following the close of the prior fiscal year, for services provided in that year.

Final payment to CONTRACTOR in connection with the cessation of operations and/or termination of a Master Contract will be subject to the same documentation standards described for all payment claims for

regular ongoing operations. In addition, final payment may be withheld by LEA until completion of a review or audit, if deemed necessary by LEA. Such review or audit will be completed within ninety (90) days. The final payment may be adjusted to offset any previous payments to the CONTRACTOR determined to have been paid in error or in anticipation of correction of documentation deficiencies by the CONTRACTOR that remain uncorrected.

The amount which may be withheld by LEA with respect to each of the subparagraphs of the preceding paragraph are as follows: (a) the value of the service CONTRACTOR failed to perform; (b) the amount of overpayment; (c) the entire amount of the invoice for which satisfactory documentation has not been provided by CONTRACTOR; (d) the amount invoiced for services provided by the individual not appropriately credentialed, licensed, or otherwise qualified; (e) the proportionate amount of the invoice related to the applicable pupil for the time period from the date the violation occurred and until the violation is cured; or (f): the amount paid to CONTRACTOR by Medi-Cal or another agency or funding source for the service provided to LEA student.

If LEA determines that cause exists to withhold payment to CONTRACTOR, LEA shall, within ten (10) business days of this determination, provide to CONTRACTOR written notice that LEA is withholding payment. Such notice shall specify the basis or bases for LEA's withholding payment and the amount to be withheld. Within thirty (30) days from the date of receipt of such notice, CONTRACTOR shall take all necessary and appropriate action to correct the deficiencies that form the basis for LEA's withholding payment or submit a written request for extension of time to correct the deficiencies. Upon receipt of CONTRACTOR's written request showing good cause, LEA shall extend CONTRACTOR's time to correct deficiencies (usually an additional thirty (30) days), otherwise payment will be denied.

If after subsequent request for payment has been denied and CONTRACTOR believes that payment should not be withheld, CONTRACTOR shall send written notice to LEA specifying the reason it believes payment should not be withheld. LEA shall respond to CONTRACTOR's notice within thirty (30) business days by indicating that a warrant for the amount of payment will be made or stating the reason LEA believes payment should not be made. If LEA fails to respond within thirty (30) business days or a dispute regarding the withholding of payment continues after LEA's response to CONTRACTOR's notice, CONTRACTOR may invoke the following escalation policy.

After forty-five (45) business days: The CONTRACTOR may notify the Authorized LEA's Representative of the dispute in writing. LEA Authorized Representative shall respond to the CONTRACTOR in writing within fifteen (15) business days.

After sixty (60) business days: Disagreements between LEA and CONTRACTOR concerning the Master Contract may be appealed to the County Superintendent of Schools or the State Superintendent of Public Instruction pursuant to the provisions of California Education Code Section 56366(c)(2).

59. PAYMENT FROM OUTSIDE AGENCIES

CONTRACTOR shall notify LEA when Medi-Cal or any other agency is billed for the costs associated with the provision of special education and/or related services to LEA students. Upon request, CONTRACTOR shall provide to LEA any and all documentation regarding reports, billing, and/or payment by Medi-Cal or any other agency for the costs associated with the provision of special education and/or related services to LEA students.

60. PAYMENT FOR ABSENCES

NONPUBLIC SCHOOL STAFF ABSENCE

Whenever a classroom teacher employed by CONTRACTOR is absent, CONTRACTOR shall provide an appropriately credentialed substitute teacher in the absent teacher's classroom in accordance with California Education Code section 56061. CONTRACTOR shall provide to LEA documentation of substitute coverage pursuant to LEA Procedures. Substitute teachers shall remain with their assigned class

during all instructional time. LEA will not pay for instruction and/or services unless said instruction or service is provided by an appropriately credentialed substitute teacher.

Whenever a related service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section seven (7) of this Master Contract and as determined by LEA) substitute. LEA will not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of “make-up” services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided unless otherwise agreed in LEA student’s IEP.

NONPUBLIC SCHOOL STUDENT ABSENCE

If CONTRACTOR is a nonpublic school, no later than the tenth (10th) cumulative day of LEA student’s unexcused absence, CONTRACTOR shall notify LEA of such absence as specified in LEA Procedures.

Criteria for a billable day for payment purposes is one day of attendance as defined in California Education Code sections 46010, 46010.3 and 46307. LEA shall not pay for services provided on days that a student’s attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law. *Per Diem* rates for students whose IEPs authorize less than a full instructional day may be adjusted on a pro rata basis in accordance with the actual proportion of the school day the student was served. LEA shall not be responsible for payment of DIS or related services for days on which a student’s attendance does not qualify for Average Daily Attendance (ADA) reimbursement under state law, nor shall student be eligible for make-up services.

NONPUBLIC AGENCY STAFF ABSENCE

When CONTRACTOR is a nonpublic agency and CONTRACTOR’s service provider is absent, CONTRACTOR shall provide a qualified (as defined in Section seven (7) of this Master Contract and as determined by LEA) substitute, unless LEA provides appropriate coverage in lieu of CONTRACTOR’s service providers. LEA shall not pay for services unless a qualified substitute is provided and/or CONTRACTOR provides documentation evidencing the provision of “make-up” services by a qualified service provider within thirty (30) calendar days from the date on which the services should have been provided. CONTRACTOR shall not “bank” or “carry over” make up service hours under any circumstances, unless otherwise agreed to in writing by CONTRACTOR and LEA. In the event services were not provided, reasons for why the services were not provided shall be included.

NONPUBLIC AGENCY STUDENT ABSENCE

If CONTRACTOR is a nonpublic agency, it shall notify LEA of the absence of a LEA student no later than the fifth (5th) consecutive service day of the student’s absence. LEA shall not be responsible for the payment of services when a student is absent.

61. INSPECTION AND AUDIT

The CONTRACTOR shall maintain and LEA shall have the right to examine and audit all of the books, records, documents, accounting procedures and practices and other evidence that reflect all costs claimed to have been incurred or fees claimed to have been earned under this Agreement.

CONTRACTOR shall provide LEA access to all records including, but not limited to: student records as defined by California Education Code section 49061(b); registers and rollbooks of teachers; daily service logs and notes or other documents used to record the provision of related services; Medi-Cal/daily service logs and notes used to record provision of services provided by instructional assistants, behavior intervention aides, bus aides, and supervisors; absence verification records (parent/doctor notes, telephone logs, and related documents); bus rosters; staff lists specifying credentials held, business licenses held, documents evidencing other qualifications, social security numbers, dates of hire, and dates of termination; staff time sheets; non-paid staff and volunteer sign-in sheets; transportation and other related service

subcontracts; school calendars; bell/class schedules when applicable; liability and worker's compensation insurance policies; state nonpublic school and/or agency certifications; by-laws; lists of current board of directors/trustees, if incorporated; other documents evidencing financial expenditures; federal/state payroll quarterly reports Form 941/DE3DP; and bank statements and canceled checks or facsimile thereof. Such access shall include unannounced inspections by LEA. CONTRACTOR shall make available to LEA all budgetary information including operating budgets submitted by CONTRACTOR to LEA for the relevant contract period being audited.

CONTRACTOR shall make all records available at the office of LEA or CONTRACTOR's offices (to be specified by LEA) at all reasonable times and without charge. All records shall be provided to LEA within five (5) working days of a written request from LEA. CONTRACTOR shall, at no cost to LEA, provide assistance for such examination or audit. LEA's rights under this section shall also include access to CONTRACTOR's offices for purposes of interviewing CONTRACTOR's employees. If any document or evidence is stored in an electronic form, a hard copy shall be made available to LEA, unless LEA agrees to the use of the electronic format.

CONTRACTOR shall obtain from its subcontractors and suppliers written agreements to the requirements of this section and shall provide a copy of such agreements to LEA upon request by LEA.

If an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm determines that CONTRACTOR owes LEA monies as a result of CONTRACTOR's over billing or failure to perform, in whole or in part, any of its obligations under this Master Contract, LEA shall provide to CONTRACTOR written notice demanding payment from CONTRACTOR and specifying the basis or bases for such demand. Unless CONTRACTOR and LEA otherwise agree in writing, CONTRACTOR shall pay to LEA the full amount owed as result of CONTRACTOR's over billing and/or failure to perform, in whole or in part, any of its obligations under this Master Contract, as determined by an inspection, review, or audit by LEA, a state agency, a federal agency, and/or an independent agency/firm. CONTRACTOR shall make such payment to LEA within thirty (30) days of receipt of LEA's written notice demanding payment.

62. RATE SCHEDULE

The attached rate schedule (Exhibit A) limits the number of LEA students that may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students that can be provided specific services. Per Diem rates for LEA students whose IEPs authorize less than a full instructional day may be adjusted proportionally.

Special education and/or related services offered by CONTRACTOR shall be provided by qualified personnel as per State and Federal law, and the codes and charges for such educational and/or related services during the term of this Master Contract, shall be as stated in Exhibits A and B.

When CONTRACTOR is a nonpublic school associated with a Residential Treatment Center (NPS/RTC), Educationally Related Mental Health Services (ERMHS) are provided in an integrated, intensive, educationally related therapeutic residential setting which includes social emotional/behavior support through individual counseling, group counseling, family consultation and support, as appropriate. It is a collaborative model which includes educational professionals and related service providers, where all supports and services are integrated in the NPS/RTC program. Educationally Related Mental Health Services (ERMHS) costs are all inclusive and combined with the daily rate as ERMHS+RB (ERMHS + Room and Board). ERMHS plus Room and Board payments are based on Positive attendance (payable for up to a maximum of 365 days) only, with up to a maximum of 10 days payment per student, per contract year, when a bed is unoccupied, for home visits of a therapeutic nature.

63. DEBARMENT CERTIFICATION

By signing this agreement, CONTRACTOR certifies that:

- (a) CONTRACTOR and any of its shareholders, partners, or executive officers are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and
- (b) Has/have not, within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and are not presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

The Parties hereto have executed this Master Contract by and through their duly authorized agents or representatives. This Master Contract is effective on the 1st day of July 2015 and terminates at 5:00 P.M. on June 30, 2016, unless sooner terminated as provided herein.

CONTRACTOR

LEA

River Delta Unified School District

Nonpublic School/Agency

By:

Signature

Date

Name and Title of Authorized Representative

By:

Signature

Date

Name and Title of Authorized Representative

Notices to CONTRACTOR shall be addressed to:

Notices to LEA shall be addressed to:

Name and Title

Trisha Salomon

Name and Title

River Delta Unified School District

Nonpublic School/Agency/Related Service Provider

LEA

445 Montezuma Street

Address

Address

Rio Vista

CA

94571

City

State

Zip

City

State

Zip

707-374-1729

707-374-2901

Phone

Fax

Phone

Fax

tsalomon@riverdelta.k12.ca.us

Email*

(*Required)

Email

Additional LEA Notification
(Required if Completed)

Name and Title

LEA

Address

City

State

Zip

Phone

Fax

Email

EXHIBIT A: RATES - NON-PUBLIC SCHOOL ONLY – 2015-2016 CONTRACT YEAR

CONTRACTOR Jane Johnson Speech **CONTRACTOR NUMBER** 2015-2016
(NONPUBLIC SCHOOL) (CONTRACT YEAR)

Per CDE Certification, total enrollment may not exceed _____ **If blank, the number shall be as determine by CDE Certification.**

Rate Schedule. This rate schedule limits the number of LEA students who may be enrolled and the maximum dollar amount of the contract. It may also limit the maximum number of students who can be provided specific services. Special education and/or related services offered by CONTRACTOR, and the charges for such educational and/or related services during the term of this contract shall be as follows:

Payment under this contract may not exceed \$2,000.00
 Total LEA enrollment may not exceed _____
 (per Master Contract Section 62)

Rate	Period
_____	_____
_____	_____
_____	_____

A. Basic Education Program/Special Education Instruction
 Basic Education Program/Dual Enrollment

Per diem rates for LEA students whose IEPs authorize less than a full instructional day shall be adjusted proportionally.

B. Related Services

- | | | | |
|------|--|-----------------|-----------------|
| (1) | a. Transportation – Round Trip (NPS only, unless otherwise agreed to by LEA) | _____ | _____ |
| | b. Transportation – One Way (NPS only, unless otherwise agreed to by LEA) | _____ | _____ |
| | c. Transportation-Dual Enrollment | _____ | _____ |
| | d. Public Transportation | _____ | _____ |
| | e. Parent* | _____ | _____ |
| (2) | a. Educational Counseling – Individual | _____ | _____ |
| | b. Educational Counseling – Group of | _____ | _____ |
| | c. Counseling – Parent | _____ | _____ |
| (3) | a. Adapted Physical Education – Individual | _____ | _____ |
| | b. Adapted Physical Education – Group of _____ | _____ | _____ |
| | c. Adapted Physical Education – Group of _____ | _____ | _____ |
| (4) | a. Language and Speech Therapy – Individual | <u>\$105.00</u> | <u>Per hour</u> |
| | b. Language and Speech Therapy – Group of 2 | _____ | _____ |
| | c. Language and Speech Therapy – Group of 3 | _____ | _____ |
| | d. Language and Speech Therapy – Per diem | _____ | _____ |
| | e. Language and Speech - Consultation Rate | _____ | _____ |
| (5) | a. Additional Instructional Assistant - Individual (must be authorized on IEP) | _____ | _____ |
| | b. Additional Instructional Assistant – Group of 2 | _____ | _____ |
| | c. Additional Instructional Assistant – Group of 3 | _____ | _____ |
| (6) | Intensive Special Education Instruction** | _____ | _____ |
| (7) | a. Occupational Therapy – Individual | _____ | _____ |
| | b. Occupational Therapy – Group of 2 | _____ | _____ |
| | c. Occupational Therapy – Group of 3 | _____ | _____ |
| | d. Occupational Therapy – Group of 4 - 7 | _____ | _____ |
| | e. Occupational Therapy - Consultation Rate | _____ | _____ |
| (9) | Physical Therapy | _____ | _____ |
| (10) | a. Behavior Intervention – BII | _____ | _____ |
| | b. Behavior Intervention – BID | _____ | _____ |
| | Provided by: _____ | _____ | _____ |
| (11) | Nursing Services | _____ | _____ |

*Parent transportation reimbursement rates are to be determined by LEA.

**By credentialed Special Education Teacher.

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: X

From: Amy Bettencourt, Director of Educational Services

Item #: 10.9

SUBJECT

Request to approve the Independent Contract for Services Agreement with Premier Healthcare Services, Inc. for the 2015-2016 school year at a cost not to exceed \$55,000.

Action: _____
Consent Action: X
Information Only: _____

Background & Status:

Name of Vendor: Premier Healthcare Services, Inc.

Description of Service(s): To provide nursing services for district students.

Date(s) of Service(s): 2015-2016 school year

This contract will replace the contract with Maxim Healthcare Services.

Presenter:

Amy Bettencourt, Director of Educational Services

Cost &/or Funding Sources (be specific)

Not to exceed \$55,000 paid by Special Education

Recommendation:

That the Board approve the Independent Contract for Services Agreement with Premier Healthcare Services, Inc. for the 2015-2016 school year at a cost not to exceed \$55,000.

Time: 2 mins.



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
(707) 374-1700 Fax (707) 374-2995
<http://riverdelta.org>

INDEPENDENT CONTRACT FOR SERVICES AGREEMENT

THIS AGREEMENT is entered into by and between the River Delta Unified School District hereinafter referred to as "DISTRICT," and Premier Healthcare Services, hereinafter referred to as "CONSULTANT."

IT IS HEREBY MUTUALLY AGREED that Consultant will provide services under the following terms and conditions and the terms of this agreement shall supersede any conflicting provision in a contract provided by the Consultant which may be attached to this agreement. Consultant acknowledges and agrees that performance on this Agreement shall be subject to availability of District funds.

1. **TERM:** The term of this agreement is from **July 1, 2015** through **June 30, 2016**. Extension or renewal requires approval of DISTRICT Superintendent or authorized representative. Unless compensation is fixed on the basis of a daily or hourly rate, compensation will not be increased upon extension of the agreement without approval of the DISTRICT Superintendent or authorized representative. It is the right of the District to contact references, perform background checks, and/or audit data security procedures of the Consultant.

This agreement may be terminated at the convenience of either party upon 30 days advance written notice to the other party. In the event of termination, CONSULTANT shall immediately suspend any further performance of services pursuant to this agreement, except as otherwise authorized by the DISTRICT in writing, and Consultant shall be compensated only for services provided up through the date of termination.

2. **CONSULTANT SERVICES:** CONSULTANT agrees to perform during the term of this agreement, the tasks, obligations and services detailed as follows (extra pages may be added but must be identified as part of this paragraph): **Provide licensed health care providers.**

3. **PAYMENT FOR SERVICES:** CONSULTANT shall receive compensation at the rate of:
\$55.00 per hour. Total cost not to exceed \$55,000.00

In the event the CONSULTANT is required to travel outside Solano, Yolo or Sacramento Counties at the request of the DISTRICT, it is agreed that actual and necessary expenses incurred while performing such services shall be reimbursed but must be pre-approved. All payments will be based on invoices submitted to DISTRICT by CONSULTANT and approved by DISTRICT'S authorized representative. The CONSULTANT shall provide an itemization of costs on submitted invoice with receipts attached.

4. **RECORDS:** CONSULTANT will maintain full and accurate records in connection with this agreement and will make them available to DISTRICT for inspection at any time. The District maintains the right to monitor the performance of Consultant and may require consultant to submit appropriate reports including but not limited to financial reports, audit reports, and/or internal control reports as determined by the District. In addition, the Consultant understands and agrees that Consultant's work product shall be subject disclosure in accordance with the Public Records Act (Gov. Code §§ 6250 *et seq.*).

Creating Excellence To Ensure That All Students Learn

Bates School Isleton School Walnut Grove School Delta High School Wind River School
Clarksburg Middle Riverview Middle D.H. White Elementary Rio Vista High School Mokelumne High School
River Delta High/Elementary School River Delta Community Day School.....Delta Elementary Charter School
Delta Elementary Charter School

- 5. **STATUS OF CONTRACTOR:** DISTRICT and CONSULTANT agree that CONSULTANT, in performing the services specified in this agreement, shall act as an independent contractor and shall have control of all work and the manner in which it is performed. CONSULTANT shall be free to contract for similar service to be performed for other employers while under the contract with DISTRICT; CONSULTANT will not accept such engagements which interfere with performance under this agreement. CONSULTANT is not entitled to participate in any pension plan, insurance, bonus or similar benefits the DISTRICT provides for its employees. The CONSULTANT is not authorized to carry out any official act of the DISTRICT that is required to be done by an employee or office of the DISTRICT.
- 6. **HOLD HARMLESS AND INDEMNIFICATION:** CONSULTANT agrees to abide by the *Hold Harmless and Indemnification Agreement* attached to and made a part of this contract.
- 7. **COMPLIANCE WITH LAWS:** CONSULTANT shall comply with all applicable federal, state and local laws, rules, regulations and ordinances involving its employees, including workers' compensation and tax laws.
- 8. **CONFLICTS OF INTEREST:** Consultants are responsible for complying with the Regulations of the Fair Political Practices Commission, Title 2, Division 6, California Code of Regulations and may be required to file an annual Form 700 Conflict of Interest Statement of Economic Interests (as required following the passage of the Political Reform Act Government Code Section 81000, et seq.) (attached to and made a part of this contract). The Superintendent may determine in writing that a particular consultant is hired to perform a range of duties that are limited in scope and, thus, is not required to comply fully with the disclosure requirements described in those Sections cited above. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as the Conflict of Interest Code Form 700 Statements of Economic Interest. In addition, if the contract itself contains Conflict of Interest/Statements of Economic Interest Disclosures, the consultant is not required to re-file with the District annually.
- 9. **MODIFICATION OR ASSIGNMENT:** This agreement may not be assigned by either party without express written consent to the other. No modification shall be effective unless approved in writing by DISTRICT or authorized representatives.
- 10. **ARBITRATION:** It is mandated that all parties of this agreement jointly agree on the identification of the arbitrator, the venue of the arbitration hearing, the manner in which the arbitrator's fee is satisfied and by whom, and whether or not the decision is binding.

CONTRACTOR/CONSULTANT:

RIVER DELTA UNIFIED SCHOOL DISTRICT:

Premier Healthcare
Printed/Typed Name _____ Date _____

Amy Bettencourt
Requested By (signature/printed) _____ Date _____

Social Security Number/Federal Tax ID Number

Supt/Board Approval Signature Date

Address State Zip

Budget Code (Name & Coding)

Contact Phone and Email

Date of Board of Trustees Action

Signature (Contractor/Consultant Authorized Representative)

Consultant must answer the two questions below:

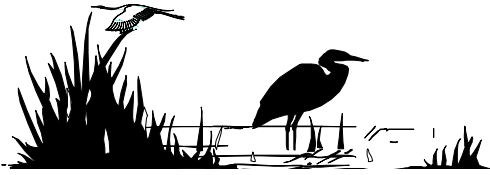
- 1. Are you presently or have you been a member of PERS: Yes___ No_ or STRS: Yes___ No_
- 2. Are you presently an employee of River Delta Unified School District? Yes _____ No _____

This contract is not valid nor an enforceable obligation against the District until approved or ratified by the Board of Trustees, duly passed and adopted.

By: SY of AALRR/BLM

Creating Excellence To Ensure That All Students Learn

- | | | | | |
|------------------------------------|----------------------------------|---------------------------------|-----------------------|-----------------------|
| Bates School | Isleton School | Walnut Grove School | Delta High School | Wind River School |
| Clarksburg Elementary | Riverview School | D.H. White Elementary | Rio Vista High School | Mokelumne High School |
| River Delta High/Elementary School | River Delta Community Day School | Delta Elementary Charter School | | |
| | Delta Elementary Charter School | | | |



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street

Rio Vista, California 94571-1651

(707) 374-1700 Fax (707) 374-2995

<http://riverdelta.org>

HOLD HARMLESS & INDEMNIFICATION AGREEMENT

To the fullest extent permitted by law, **Premier Healthcare Services** (Contractor/Consultant) agrees to defend, indemnify, hold harmless and waive all rights of subrogation against River Delta Joint Unified School District, its Board of Trustees, officers, agents and employees (collectively the "District") from and against any and all claims, costs, demands, expenses (including attorney's fees), losses, damages, injuries and liabilities, whether active or passive, arising from any death or injury negligently caused by the Contractor/Consultant to any person or tangible property because of, arising out of, or in any way related to the Contract/Consultant's performance of this Agreement, except that Contractor/Consultant shall not be liable to defend, indemnify or hold harmless the District for the negligent or intentional acts of the District. It is understood and agreed that such indemnity shall survive the termination of this agreement. Contractor/Consultant shall maintain their own contractual liability insurance to cover its obligations under this Agreement. This indemnification is independent of and shall not in any way be limited by insurance carried by the Contractor/Consultant.

In the case of Facility Use Agreements, Contractor/Consultant further agrees to comply with the insurance requirements attachment to that contract and shall name the District as an additional insured via separate endorsement from its insurance carrier, and provide acceptable proof thereof to the District.

If the Contractor/Consultant should sublet any work to another party (i.e., subcontractor), Contractor/Consultant guarantees that such subcontractor shall indemnify the District prior to permitting subcontractor to commence its work. Contractor/Consultant shall obtain a signed agreement from such subcontractor indemnifying the District as set forth above. In addition, Contractor/Consultant shall require in its purchase orders that each supplier indemnify Contractor/Consultant and the District from any and all losses arising from any materials, products, or supplies included in such work.

In the case of any conflict with these requirements and the provisions of the Agreement to which it is attached, these provisions shall prevail.

Signature of Authorized Representative

Date Signed

Typed/Printed Name of Authorized Representative

Company Name

Address, Email & Phone: _____

By SY of AALRR

Creating Excellence To Ensure That All Students Learn

- | | | | | |
|------------------------------------|---------------------------------------|---------------------------------|-----------------------|-----------------------|
| Bates School | Isleton School | Walnut Grove School | Delta High School | Wind River School |
| Clarksburg Middle | Riverview Middle | D.H. White Elementary | Rio Vista High School | Mokelumne High School |
| River Delta High/Elementary School | River Delta Community Day School..... | Delta Elementary Charter School | | |
| | Delta Elementary Charter School | | | |

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: ___x___

From: Don Beno, Superintendent

Item Number: 10.15

SUBJECT Request to acknowledge the Sunshined
River Delta Unified Teacher's Negotiation
proposals to the River Delta Unified School
District for 2015-2016

Action: _____

Consent Action: ___ ___

Information Only: ___X___

Background Under the California Educational Employment Relations Act (EERA) the Teachers' Association must participate in "Good Faith" bargaining with the employees union. The law states that the Union must present its proposals to the public before the bargaining process can begin.

See attached proposal

Status Board to take action to acknowledge the union's proposals

Presenter Bruce Vieira

Other People Who Might Be Present: RDUTA members

Cost &/or Funding Sources None

Recommendation:

That the Board acknowledges the Sunshined *River Delta Unified Teachers' Association* Negotiation proposals to the River Delta Unified School District for 2015-2016.

Time: ___2 Minutes___

August 21, 2015

Dear President Sarah Donnelly:

The River Delta Unified School District Teachers Association wishes to begin negotiating its 2015-2016 contract with the River Delta Unified School District. The current contract ended on June 30, 2015. The RDUTA reserves the right to negotiate any portion of the contract. We look forward to positive and productive negotiations with the District. Our intention is to negotiate ARTICLE XVI: Salary, ARTICLE XVII: Employee Benefits and two other Articles.

Sincerely,

Bruce Vieira
RDUTA Negotiations Chair



BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
 445 Montezuma Street
 Rio Vista, CA 94571-1651

BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: _____

From: Don Beno, Superintendent

Item Number: 10.16

SUBJECT Donations

Action: _____
 Consent Action: x
 Information Only: _____

Background:

Donations to Receive and Acknowledge:

D.H. White Elementary School

- Moose Lodge – School Supplies for students (\$200)
- Excel Photographers - \$175.75 – Miscellaneous Supplies
- Target Corporation - \$25 – Miscellaneous Supplies

Presenter Don Beno

Other People Who Might Be Present Staff

Cost &/or Funding Sources

Recommendation:

That the Board acknowledge and approve the receipt of these donations.

Time: 2 mins.____

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015 Attachments: X

From: Elizabeth Keema-Aston Item Number: 11

SUBJECT Action: X

Request Approval of Unaudited Actual Financial Report
for FY 2014-15 Consent Action:
Information Only:

Background:

School districts are required to prepare an annual financial report showing actual revenue received and actual expenditures made for the prior fiscal year 2014-15. The governing board is required to adopt the Unaudited Actual report, which is then submitted to the County Superintendent of Schools Office and the California Department of Education for review. Following completion of the Unaudited Actuals report, an audit of the district's financial condition as of June 30, 2015 is conducted by the district's independent auditors, Crowe Horwath.

Status:

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present: Not Applicable

Cost &/or Funding Sources Not Applicable

Recommendation:

That the board approves the Unaudited Actuals Financial Report for Fiscal Year 2014-15

Time: 10 mins.

Unrestricted General Fund

Comments:

Salary & Benefits

In fiscal year 2014-15 the salaries and benefits were increase twice. The first was a one-time, 2.5%, off the salary schedule for 2013-14 and the second was 3.5% which was retroactive to July 1, 2014. The 3.5% increase was applied to the salary schedule and is ongoing. Included also are increases to STRS and PERS.

Operating Expenses

The Operating Expenses for 2014-15 are down slightly from prior fiscal year 2013-14. Chromebooks were purchased for the sites, now each elementary school has 2 carts which equates to two to three classrooms usage at a time. The middle and high schools have received either new computer labs or Chromebook carts. This year the district will continue to purchase new math text books for secondary and English, language arts.

General Fund Contributions to Restricted Programs

The unrestricted contribution has increased by 40%. This is largely due to Special Education costs. This also includes the 3% transfer for Routine Repairs and Maintenance.

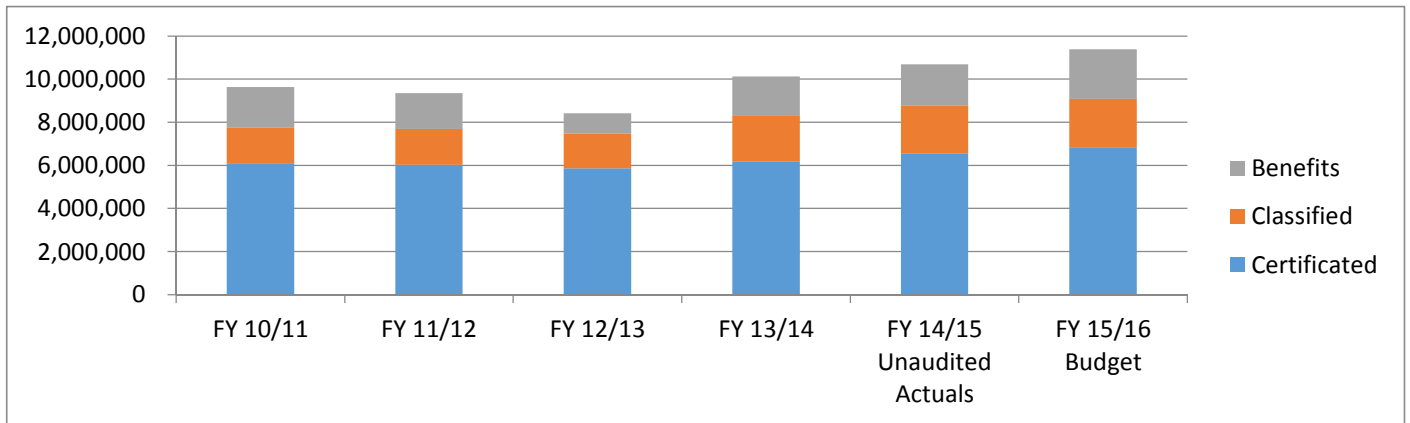
Ending Fund Balance

The Ending Fund Balance prior to Reserves for Economic Uncertainties of 3% and the board approved additional 2% is \$1,971,946, approximately \$12,000 more than the estimated ending fund balance reported in June.

Enrollment and ADA

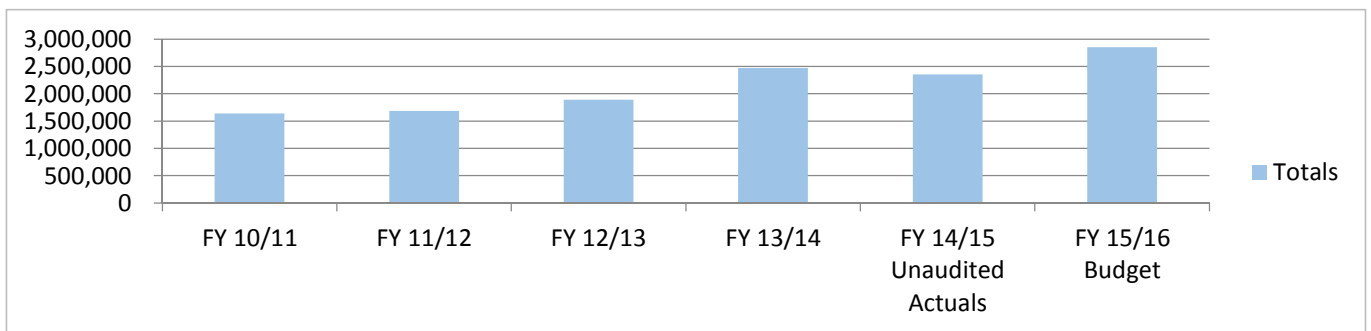
Enrollment in 2014-15 was 2022 at the beginning of the year which declined to 1999. Our enrollment on August 14th was 1952. The district has declined from last year and will monitor the enrollment and attendance throughout fiscal year 2015-16.

SALARIES Unrestricted General Fund



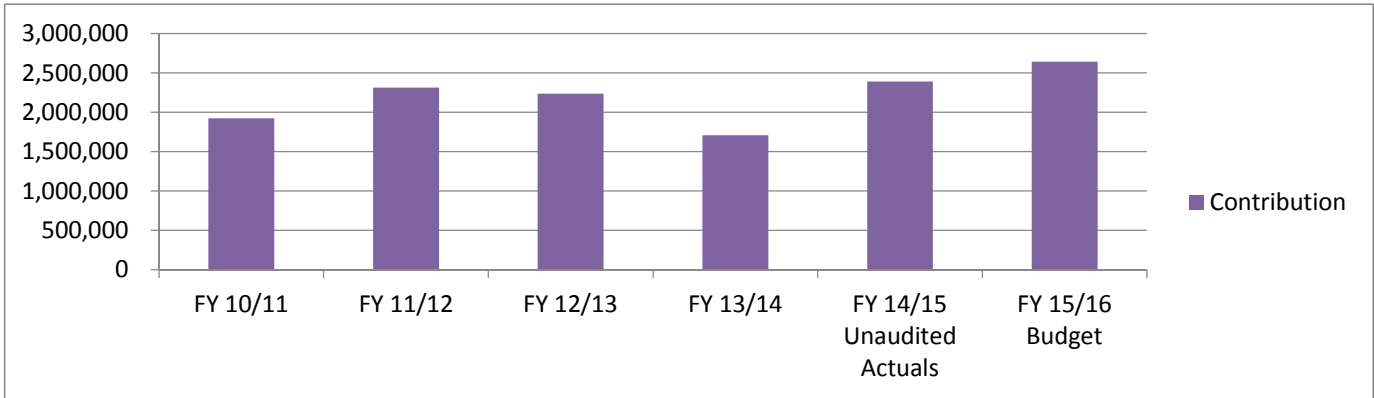
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15 Unaudited Actuals	FY 15/16 Budget
Salaries/FB						
Certificated	6,091,819	6,028,005	5,865,181	6,183,513	6,560,941	6,840,387
Classified	1,675,633	1,660,144	1,598,335	2,145,510	2,226,962	2,242,492
Benefits	1,862,015	1,666,456	949,652	1,799,665	1,893,281	2,299,439
Totals	9,629,467	9,354,605	8,413,168	10,128,688	10,681,184	11,382,318
+/- Change	(297,990)	(274,862)	(941,437)	1,715,520	552,496	701,134

OPERATING EXPENSES Unrestricted General Fund



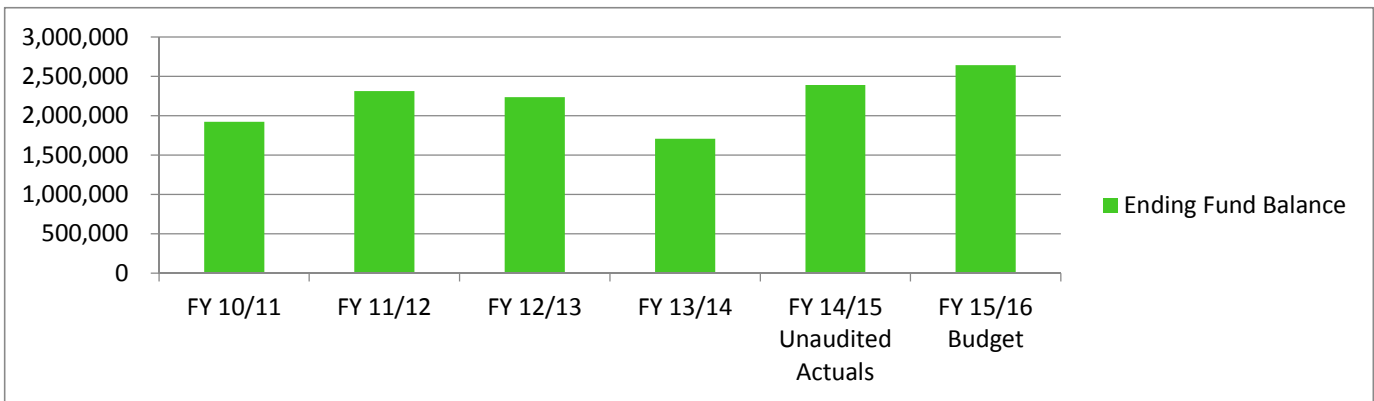
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15 Unaudited Actuals	FY 15/16 Budget
Operating Expenses						
Totals	1,638,999	1,684,250	1,887,723	2,470,102	2,355,026	2,850,804
+/- Change	(160,180)	45,251	203,473	582,379	(115,076)	495,778

UNRESTRICTED General Fund Contribution



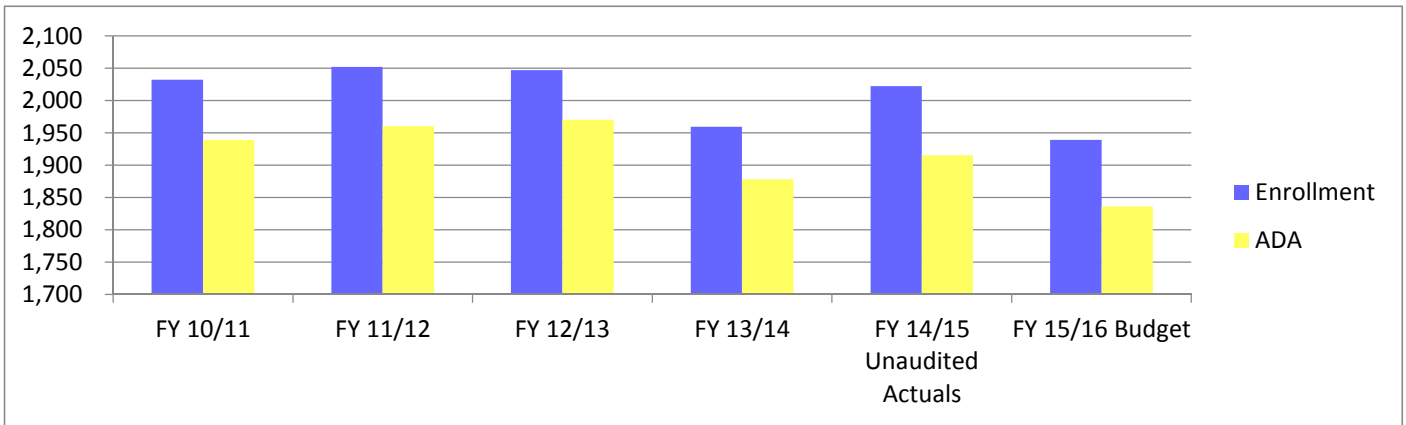
	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15 Unaudited Actuals	FY 15/16 Budget
Contribution	1,920,097	2,310,987	2,234,921	1,705,563	2,389,087	2,640,107
+/- Change	125,519	390,890	(76,066)	(529,358)	683,524	251,020

UNRESTRICTED Ending Fund Balance



	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15 Unaudited Actuals	FY 15/16 Budget
Ending Fund Balance	1,258,525	1,301,297	1,311,645	1,400,831	1,971,946	3,529,623
+/- Change	(357,715)	42,772	10,348	89,186	571,115	1,557,677

ENROLLMENT and ADA



	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15 Unaudited Actuals	FY 15/16 Budget
Enrollment	2,032	2,052	2,047	1,959	2,022	1,939
ADA	1,939	1,960	1,970	1,878	1,915	1,836
ADA %	95.42%	95.52%	96.24%	95.87%	94.72%	94.69%
						<i>Estimated ADA</i>

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2014-15 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: Sept. 8, 2015

To the Superintendent of Public Instruction:

2014-15 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:

Debbie Wilkins
Name
Coordinator, District Fiscal Services
Title
(916) 228-2294
Telephone
DWilkins@scoe.net
E-mail Address

For School District:

Elizabeth Keema-Aston
Name
Chief Business Officer
Title
(707) 374-1700
Telephone
ekaston@rdusd.org
E-mail Address

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2014-15 Unaudited Actuals	2015-16 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	G	G
18	School Bus Emissions Reduction Fund		
19	Foundation Special Revenue Fund		
20	Special Reserve Fund for Postemployment Benefits		
21	Building Fund	G	G
25	Capital Facilities Fund	G	G
30	State School Building Lease-Purchase Fund		
35	County School Facilities Fund	G	G
40	Special Reserve Fund for Capital Outlay Projects		
49	Capital Project Fund for Blended Component Units	G	G
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		
95	Student Body Fund		
76A	Changes in Assets and Liabilities (Warrant/Pass-Through)		
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	S	
CEA	Current Expense Formula/Minimum Classroom Comp. - Actuals	GS	
CHG	Change Order Form		
DEBT	Schedule of Long-Term Liabilities	S	
GANN	Appropriations Limit Calculations	GS	GS
ICR	Indirect Cost Rate Worksheet	GS	
L	Lottery Report	GS	
NCMOE	No Child Left Behind Maintenance of Effort	GS	
PCRAF	Program Cost Report Schedule of Allocation Factors	GS	

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:	
		2014-15 Unaudited Actuals	2015-16 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	

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2015-16 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	14,722,528.11	0.00	14,722,528.11	16,662,830.00	0.00	16,662,830.00	13.2%
2) Federal Revenue		8100-8299	19,027.00	1,412,872.84	1,431,699.84	0.00	832,253.00	832,253.00	-41.9%
3) Other State Revenue		8300-8599	482,142.87	1,744,087.78	2,226,210.65	1,474,128.00	681,110.00	2,355,238.00	5.8%
4) Other Local Revenue		8600-8799	772,713.74	1,480,112.95	2,232,826.69	293,948.00	1,373,946.00	1,667,894.00	-25.3%
5) TOTAL, REVENUES			15,996,411.72	4,816,853.57	20,613,285.29	18,430,906.00	3,087,309.00	21,518,215.00	4.4%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	6,560,941.28	1,928,000.14	8,488,941.42	6,840,387.00	1,503,396.00	8,343,783.00	-1.7%
2) Classified Salaries		2000-2999	2,226,962.07	1,330,946.14	3,557,908.21	2,242,492.00	1,361,462.00	3,603,954.00	1.3%
3) Employee Benefits		3000-3999	1,893,280.59	1,124,799.02	3,018,079.61	2,299,439.00	785,677.00	3,085,116.00	2.2%
4) Books and Supplies		4000-4999	691,587.13	673,899.42	1,365,486.55	977,749.00	383,080.00	1,360,809.00	-0.3%
5) Services and Other Operating Expenditures		5000-5999	1,605,572.54	1,480,322.06	3,085,894.60	1,726,010.00	1,582,738.00	3,308,748.00	7.2%
6) Capital Outlay		6000-6999	11,785.78	51,949.88	63,735.68	20,000.00	25,000.00	45,000.00	-29.4%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	63,862.00	0.00	63,862.00	35,000.00	0.00	35,000.00	-45.2%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(125,145.02)	125,145.02	0.00	(68,973.00)	68,973.00	0.00	0.0%
9) TOTAL, EXPENDITURES			12,928,826.37	6,716,081.68	19,644,888.05	14,072,104.00	5,710,306.00	19,782,410.00	0.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			3,067,585.35	(2,099,208.11)	968,377.24	4,358,802.00	(2,622,997.00)	1,735,805.00	79.2%
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	107,383.67	0.00	107,383.67	161,018.00	0.00	161,018.00	49.9%
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	(2,389,086.50)	2,389,086.50	0.00	(2,840,107.00)	2,840,107.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(2,496,470.17)	2,389,086.50	(107,383.67)	(2,801,125.00)	2,840,107.00	(161,018.00)	49.9%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2016-16 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)			571,115.18	289,878.39	860,993.57	1,557,677.00	17,110.00	1,574,787.00	82.9%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	1,400,831.18	343,652.95	1,744,484.13	1,971,946.36	633,531.34	2,605,477.70	49.4%
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)			1,400,831.18	343,652.95	1,744,484.13	1,971,946.36	633,531.34	2,605,477.70	49.4%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,400,831.18	343,652.95	1,744,484.13	1,971,946.36	633,531.34	2,605,477.70	49.4%
2) Ending Balance, June 30 (E + F1e)			1,971,946.36	633,531.34	2,605,477.70	3,529,623.36	650,641.34	4,180,264.70	60.4%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	15,000.00	0.00	15,000.00	15,000.00	0.00	15,000.00	0.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Expenditures		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	633,531.34	633,531.34	0.00	650,641.34	650,641.34	2.7%
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	395,045.58	0.00	395,045.58	2,900,869.00	0.00	2,900,869.00	634.3%
OPSC Loan Repayment	0000	9780				200,000.00		200,000.00	
Set-Aside for Common Core	0000	9780				1,100,000.00		1,100,000.00	
Set-Aside for Maintenance and Transpor	0000	9780				458,000.00		458,000.00	
Set-Aside for BILG Internet Connectivity	0000	9780				265,000.00		265,000.00	
14-15 Tentative Bargaining Agreement	0000	9780				33,000.00		33,000.00	
Set-Aside for Maintenance and Transpor	0000	9780				42,000.00		42,000.00	
14-15 Tentative Bargaining Agreement	0000	9780				404,000.00		404,000.00	
Board 2% Reserve	0000	9780				307,263.42		307,263.42	
e) Unassigned/unappropriated									
Reserve for Economic Uncertainties		9789	592,568.00	0.00	592,568.00	598,303.00	0.00	598,303.00	1.0%
Unassigned/Unappropriated Amount		9790	969,332.78	0.00	969,332.78	15,451.36	0.00	15,451.36	-96.4%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2015-16 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	2,448,232.62	53,253.18	2,499,485.80				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	0.00	0.00	0.00				
c) in Revolving Fund		9130	15,000.00	0.00	15,000.00				
d) with Fiscal Agent		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	226,241.43	980,982.25	1,217,223.68				
4) Due from Grantor Government		9280	0.00	0.00	0.00				
5) Due from Other Funds		9310	152,883.29	0.00	152,883.29				
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			2,840,357.34	1,044,235.43	3,884,592.77				
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	868,410.98	361,118.98	1,229,529.96				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	0.00	19,248.70	19,248.70				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	30,338.41	30,338.41				
6) TOTAL, LIABILITIES			868,410.98	410,704.09	1,279,115.07				
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)			1,971,946.36	633,531.34	2,605,477.70				

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2015-16 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	3,774,137.00	0.00	3,774,137.00	6,001,567.00	0.00	8,001,567.00	59.0%
Education Protection Account State Aid - Current Year		8012	1,629,765.00	0.00	1,629,765.00	1,450,558.00	0.00	1,450,558.00	-11.0%
State Aid - Prior Years		8019	330,881.00	0.00	330,881.00	0.00	0.00	0.00	-100.0%
Tax Relief Subventions Homeowners' Exemptions		8021	58,893.90	0.00	58,893.90	98,062.00	0.00	98,062.00	66.5%
Timber Yield Tax		8022	0.78	0.00	0.78	0.00	0.00	0.00	-100.0%
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	9,628,432.28	0.00	9,628,432.28	9,833,280.00	0.00	9,833,280.00	0.1%
Unsecured Roll Taxes		8042	874,920.98	0.00	874,920.98	794,808.00	0.00	794,808.00	-9.2%
Prior Years' Taxes		8043	(175,728.28)	0.00	(175,728.28)	0.00	0.00	0.00	-100.0%
Supplemental Taxes		8044	49,234.53	0.00	49,234.53	70,816.00	0.00	70,816.00	43.8%
Education Revenue Augmentation Fund (ERAF)		8045	69,309.88	0.00	69,309.88	32,761.00	0.00	32,761.00	-52.7%
Community Redevelopment Funds (SB 617/699/1992)		8047	248,976.96	0.00	248,976.96	328,787.00	0.00	328,787.00	32.1%
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	1,030.34	0.00	1,030.34	20.00	0.00	20.00	-98.1%
Other In-Lieu Taxes		8082	27,650.75	0.00	27,650.75	0.00	0.00	0.00	-100.0%
Less: Non-LCFF (50%) Adjustment		8089	(14,341.00)	0.00	(14,341.00)	0.00	0.00	0.00	-100.0%
Subtotal, LCFF Sources			16,503,164.12	0.00	16,503,164.12	18,410,659.00	0.00	18,410,659.00	11.6%
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	(1,780,636.01)	0.00	(1,780,636.01)	(1,747,829.00)	0.00	(1,747,829.00)	-1.8%
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			14,722,528.11	0.00	14,722,528.11	18,662,830.00	0.00	16,662,830.00	13.2%
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	340,338.70	340,338.70	0.00	358,268.00	358,268.00	5.3%
Special Education Discretionary Grants		8182	0.00	93,980.00	93,980.00	0.00	77,315.00	77,315.00	-17.7%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
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%
NCLB: Title I, Part A, Basic Grants Low-income and Neglected	3010	8290		276,726.33	276,726.33		268,394.00	268,394.00	-3.0%
NCLB: Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290		101,341.50	101,341.50		78,276.00	78,276.00	-22.8%
NCLB: Title III, Immigrant Education Program	4201	8290		0.00	0.00		0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2015-16 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)	
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290		56,846.00	56,846.00		50,000.00	50,000.00	-12.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other No Child Left Behind	3199, 4036-4126, 5510	8290		2,886.67	2,886.67		0.00	0.00	-100.0%
Vocational and Applied Technology Education	3500-3699	8290		0.00	0.00		0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290		0.00	0.00		0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	19,027.00	540,553.84	559,580.64	0.00	0.00	0.00	-100.0%
TOTAL, FEDERAL REVENUE			19,027.00	1,412,672.84	1,431,699.84	0.00	632,253.00	632,253.00	-41.9%
OTHER STATE REVENUE									
Other State Apportionments									
ROC/P Entitlement Prior Years	6380	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	193,891.00	0.00	193,891.00	1,218,820.00	0.00	1,218,820.00	528.6%
Lottery - Unrestricted and Instructional Materials		8560	262,097.52	74,804.62	336,902.14	252,808.00	67,117.00	319,925.00	-5.0%
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%
School Based Coordination Program	7250	8590		0.00	0.00		0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		337,491.99	337,491.99		337,500.00	337,500.00	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590		0.00	0.00		0.00	0.00	0.0%
California Clean Energy Jobs Act	6220	8590		116,346.00	116,346.00		110,000.00	110,000.00	-5.5%
Healthy Start	6240	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%
School Community Violence Prevention Grant	7391	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		126,623.00	126,623.00		17,000.00	17,000.00	-86.6%
Common Core State Standards Implementation	7405	8590		172,274.51	172,274.51		0.00	0.00	-100.0%
All Other State Revenue	All Other	8590	25,154.35	916,527.66	942,682.01	2,500.00	349,493.00	351,993.00	-62.7%
TOTAL, OTHER STATE REVENUE			482,142.87	1,744,067.78	2,226,210.65	1,474,128.00	891,110.00	2,355,238.00	5.8%

Description	Resource Codes	Object Codes	2014-16 Unaudited Actuals			2015-16 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 Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
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	12,042.79	0.00	12,042.79	8,892.00	0.00	8,892.00	-26.2%
Interest		8660	31,943.78	0.00	31,943.78	(3,680.00)	0.00	(3,680.00)	-111.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
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	552,107.91	10,392.17	562,500.08	221,000.00	0.00	221,000.00	-60.7%
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	14,341.00	0.00	14,341.00	0.00	0.00	0.00	-100.0%
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	113,026.28	477,000.78	590,027.06	45,450.00	439,255.00	484,705.00	-17.9%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	49,252.00	0.00	49,252.00	22,286.00	0.00	22,286.00	-54.8%
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		972,720.00	972,720.00		934,691.00	934,691.00	-3.9%
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			772,713.74	1,460,112.95	2,232,826.69	293,948.00	1,373,946.00	1,667,894.00	-25.3%
TOTAL, REVENUES			15,996,411.72	4,616,853.57	20,613,265.29	18,430,906.00	3,087,309.00	21,518,215.00	4.4%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2015-16 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	5,312,142.42	1,148,868.06	6,461,010.48	5,449,668.00	1,042,802.00	6,492,270.00	0.5%
Certificated Pupil Support Salaries		1200	519,218.67	534,475.46	1,053,694.13	659,668.00	276,706.00	936,606.00	-11.1%
Certificated Supervisors' and Administrators' Salaries		1300	719,287.19	236,256.62	955,543.81	722,721.00	161,516.00	904,237.00	-5.4%
Other Certificated Salaries		1900	10,293.00	9,400.00	19,693.00	8,100.00	2,570.00	10,670.00	-45.8%
TOTAL, CERTIFICATED SALARIES			6,560,941.28	1,929,000.14	8,489,941.42	6,840,387.00	1,503,396.00	8,343,783.00	-1.7%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	69,467.51	657,770.90	927,238.41	83,836.00	873,327.00	957,163.00	3.2%
Classified Support Salaries		2200	1,107,453.72	243,608.43	1,351,062.15	1,120,597.00	238,188.00	1,358,775.00	0.6%
Classified Supervisors' and Administrators' Salaries		2300	205,445.29	58,741.74	264,187.03	202,740.00	77,751.00	280,491.00	6.2%
Clerical, Technical and Office Salaries		2400	792,549.42	96,534.82	889,084.24	807,406.00	101,643.00	909,049.00	2.2%
Other Classified Salaries		2900	52,046.13	74,290.25	126,336.38	27,923.00	70,553.00	98,476.00	-22.1%
TOTAL, CLASSIFIED SALARIES			2,226,962.07	1,330,946.14	3,557,908.21	2,242,492.00	1,361,462.00	3,603,954.00	1.3%
EMPLOYEE BENEFITS									
STRS		3101-3102	560,387.24	559,935.04	1,120,302.28	723,943.00	159,605.00	883,548.00	-21.1%
PERS		3201-3202	244,441.49	161,194.85	405,636.34	272,801.00	184,504.00	457,305.00	12.7%
OASDI/Medicare/Alternative		3301-3302	254,697.50	139,752.68	394,450.18	270,521.00	139,741.00	410,262.00	4.0%
Health and Welfare Benefits		3401-3402	562,707.48	182,969.04	745,696.50	714,828.00	224,624.00	939,452.00	26.0%
Unemployment Insurance		3501-3502	11,036.07	1,722.65	12,760.72	11,992.00	1,667.00	13,649.00	7.0%
Workers' Compensation		3601-3602	148,389.45	49,402.94	197,792.39	149,130.00	43,679.00	192,809.00	-2.5%
OPEB, Allocated		3701-3702	27,959.00	0.00	27,959.00	55,615.00	0.00	55,615.00	96.9%
OPEB, Active Employees		3751-3752	78,942.43	25,731.82	102,674.25	92,059.00	27,522.00	119,581.00	16.5%
Other Employee Benefits		3901-3902	6,737.95	4,070.00	10,807.95	8,560.00	4,335.00	12,895.00	19.3%
TOTAL, EMPLOYEE BENEFITS			1,893,280.59	1,124,799.02	3,018,079.61	2,299,439.00	785,677.00	3,085,116.00	2.2%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	33,683.49	139,828.74	173,512.23	147,500.00	67,117.00	214,617.00	23.7%
Books and Other Reference Materials		4200	82,559.81	81,073.80	163,633.61	93,257.00	0.00	93,257.00	-43.0%
Materials and Supplies		4300	522,181.97	384,355.43	906,537.40	704,492.00	290,918.00	995,410.00	9.8%
Noncapitalized Equipment		4400	53,141.86	68,641.45	121,783.31	32,500.00	25,025.00	57,525.00	-52.8%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			691,567.13	673,899.42	1,365,466.55	977,749.00	383,050.00	1,360,809.00	-0.3%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	30,447.96	818,672.98	849,120.94	117,044.00	789,883.00	906,927.00	6.8%
Travel and Conferences		5200	66,503.34	78,628.48	145,131.82	77,850.00	57,838.00	135,688.00	-6.5%
Dues and Memberships		5300	25,558.00	615.00	26,173.00	11,900.00	275.00	12,175.00	-53.5%
Insurance		5400 - 5450	145,789.00	0.00	145,789.00	151,346.00	0.00	151,346.00	3.8%
Operations and Housekeeping Services		5500	774,306.88	0.00	774,306.88	779,605.00	0.00	779,605.00	0.7%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	63,749.89	44,835.55	108,385.24	60,727.00	88,513.00	149,240.00	37.7%
Transfers of Direct Costs		5710	(25,331.55)	25,331.55	0.00	(78,074.00)	78,074.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	1,983.54	4,628.01	6,611.55	350.00	5,550.00	5,900.00	-10.8%
Professional/Consulting Services and Operating Expenditures		5800	471,771.38	503,894.54	975,665.92	468,362.00	555,399.00	1,023,760.00	4.9%
Communications		5900	50,814.30	3,915.95	54,730.25	136,900.00	7,207.00	144,107.00	163.3%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,605,572.54	1,480,322.06	3,085,894.60	1,726,010.00	1,582,738.00	3,308,748.00	7.2%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2015-16 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	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	11,785.78	0.00	11,785.78	0.00	0.00	0.00	-100.0%
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	0.00	32,703.18	32,703.18	15,000.00	25,000.00	40,000.00	22.3%
Equipment Replacement		6500	0.00	19,246.70	19,246.70	5,000.00	0.00	5,000.00	-74.0%
TOTAL, CAPITAL OUTLAY			11,785.78	51,949.88	63,735.66	20,000.00	25,000.00	45,000.00	-29.4%
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	63,862.00	0.00	63,862.00	35,000.00	0.00	35,000.00	-45.2%
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	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			63,862.00	0.00	63,862.00	35,000.00	0.00	35,000.00	-45.2%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(125,145.02)	125,145.02	0.00	(68,973.00)	68,973.00	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			(125,145.02)	125,145.02	0.00	(68,973.00)	68,973.00	0.00	0.0%
TOTAL, EXPENDITURES			12,928,826.37	6,716,061.68	19,644,888.05	14,072,104.00	5,710,306.00	19,782,410.00	0.7%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals			2015-16 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	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	5,998.00	0.00	5,998.00	New
To: Cafeteria Fund		7616	7,383.67	0.00	7,383.67	0.00	0.00	0.00	-100.0%
Other Authorized Interfund Transfers Out		7619	100,000.00	0.00	100,000.00	155,020.00	0.00	155,020.00	55.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			107,383.67	0.00	107,383.67	161,018.00	0.00	161,018.00	49.9%
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 Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8865	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	(2,389,086.50)	2,389,086.50	0.00	(2,640,107.00)	2,640,107.00	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			(2,389,086.50)	2,389,086.50	0.00	(2,640,107.00)	2,640,107.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(2,498,470.17)	2,389,086.50	(107,383.67)	(2,801,125.00)	2,640,107.00	(161,018.00)	49.9%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	743,646.09	748,226.00	0.6%
3) Other State Revenue		8300-8599	43,768.94	46,799.00	6.9%
4) Other Local Revenue		8600-8799	105,476.68	125,069.00	18.6%
5) TOTAL, REVENUES			892,891.71	920,094.00	3.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	233,842.01	237,585.00	1.6%
3) Employee Benefits		3000-3999	80,460.28	88,008.00	9.4%
4) Books and Supplies		4000-4999	325,047.07	348,960.00	7.4%
5) Services and Other Operating Expenditures		5000-5999	196,150.21	179,173.00	-8.7%
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			835,499.57	853,726.00	2.2%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			57,392.14	66,368.00	15.6%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	7,383.67	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			7,383.67	0.00	-100.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			64,775.81	66,368.00	2.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	12,527.79	77,303.60	517.1%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			12,527.79	77,303.60	517.1%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			12,527.79	77,303.60	517.1%
2) Ending Balance, June 30 (E + F1e)			77,303.60	143,671.60	85.9%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	500.00	0.00	-100.0%
Stores		9712	12,735.58	0.00	-100.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			64,068.02	146,385.60	128.5%
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	(2,714.00)	New

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	121,100.64		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	500.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	115,581.67		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	12,735.58		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			249,917.89		
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	29,942.60		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	142,671.69		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			172,614.29		
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)			77,303.60		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	743,646.09	748,226.00	0.6%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			743,646.09	748,226.00	0.6%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	43,768.94	46,799.00	6.9%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			43,768.94	46,799.00	6.9%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	105,694.65	124,752.00	18.1%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	(222.97)	317.00	-242.2%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	105.00	0.00	-100.0%
TOTAL, OTHER LOCAL REVENUE			105,476.68	125,069.00	18.6%
TOTAL, REVENUES			892,891.71	920,094.00	3.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	229,567.29	231,797.00	1.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	4,274.72	5,788.00	35.4%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			233,842.01	237,585.00	1.6%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	24,293.42	27,926.00	15.0%
OASDI/Medicare/Alternative		3301-3302	15,436.67	18,176.00	17.7%
Health and Welfare Benefits		3401-3402	35,071.94	36,082.00	2.9%
Unemployment Insurance		3501-3502	134.39	119.00	-11.5%
Workers' Compensation		3601-3602	3,537.25	3,588.00	1.4%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	1,986.61	2,117.00	6.6%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			80,460.28	88,008.00	9.4%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	37,507.39	44,261.00	18.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
Food		4700	287,539.68	304,699.00	6.0%
TOTAL, BOOKS AND SUPPLIES			325,047.07	348,960.00	7.4%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	835.29	1,700.00	103.5%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	1,904.53	1,813.00	-4.8%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	6,856.94	20,000.00	191.7%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(6,611.55)	(5,900.00)	-10.8%
Professional/Consulting Services and Operating Expenditures		5800	192,620.85	161,000.00	-16.4%
Communications		5900	544.15	560.00	2.9%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			196,150.21	179,173.00	-8.7%
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			835,499.57	853,726.00	2.2%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	7,383.67	0.00	-100.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			7,383.67	0.00	-100.0%
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	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)			7,383.67	0.00	-100.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	158.00	(350.00)	-321.5%
5) TOTAL, REVENUES			158.00	(350.00)	-321.5%
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)			158.00	(350.00)	-321.5%
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			158.00	(350.00)	-321.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	67,349.00	67,507.00	0.2%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			67,349.00	67,507.00	0.2%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			67,349.00	67,507.00	0.2%
2) Ending Balance, June 30 (E + F1e)			67,507.00	67,157.00	-0.5%
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 Expenditures		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	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	67,507.00	67,157.00	-0.5%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	67,349.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	158.00		
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			67,507.00		
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)			67,507.00		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	158.00	(350.00)	-321.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			158.00	(350.00)	-321.5%
TOTAL, REVENUES			158.00	(350.00)	-321.5%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	935,282.00	298,374.00	-68.1%
4) Other Local Revenue		8600-8799	11,326.00	(7,840.00)	-169.2%
5) TOTAL, REVENUES			946,608.00	290,534.00	-69.3%
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	8,274.33	0.00	-100.0%
5) Services and Other Operating Expenditures		5000-5999	47,980.88	112,899.00	135.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	8,923,066.25	0.00	-100.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			8,979,321.46	112,899.00	-98.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(8,032,713.46)	177,635.00	-102.2%
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	9,060,800.00	0.00	-100.0%
b) Uses		7630-7699	144,257.02	0.00	-100.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			8,916,542.98	0.00	-100.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			883,829.52	177,635.00	-79.9%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	663,255.83	1,547,085.35	133.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			663,255.83	1,547,085.35	133.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			663,255.83	1,547,085.35	133.3%
2) Ending Balance, June 30 (E + F1e)			1,547,085.35	1,724,720.35	11.5%
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 Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	630,163.95	508,679.95	-19.3%
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	916,921.40	1,216,040.40	32.6%
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,548,613.19		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	(6,523.27)		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	4,600.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	19,246.70		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			1,565,936.62		
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	8,639.67		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	10,211.60		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			18,851.27		
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)			1,547,085.35		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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					
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	935,282.00	298,374.00	-68.1%
TOTAL, OTHER STATE REVENUE			935,282.00	298,374.00	-68.1%
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%
Leases and Rentals					
		8650	8,401.00	2,000.00	-76.2%
Interest					
		8660	2,800.00	(9,840.00)	-451.4%
Net Increase (Decrease) in the Fair Value of Investments					
		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	125.00	0.00	-100.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			11,326.00	(7,840.00)	-169.2%
TOTAL, REVENUES			946,608.00	290,534.00	-69.3%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	8,274.33	0.00	-100.0%
Noncapitalized Equipment		4400	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			8,274.33	0.00	-100.0%
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%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
Professional/Consulting Services and Operating Expenditures		5800	47,980.88	112,899.00	135.3%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			47,980.88	112,899.00	135.3%
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					
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.0%
Debt Service - Interest		7438	323,066.25	0.00	-100.0%
Other Debt Service - Principal		7439	8,600,000.00	0.00	-100.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			8,923,066.25	0.00	-100.0%
TOTAL, EXPENDITURES			8,979,321.46	112,899.00	-98.7%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale of Bonds		8951	9,060,800.00	0.00	-100.0%
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
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			9,060,800.00	0.00	-100.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	144,257.02	0.00	-100.0%
(d) TOTAL, USES			144,257.02	0.00	-100.0%
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)			8,916,542.98	0.00	-100.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	143,258.47	84,385.00	-41.1%
5) TOTAL REVENUES			143,258.47	84,385.00	-41.1%
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	42,521.99	38,328.00	-9.9%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	201,074.76	201,076.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			243,596.75	239,404.00	-1.7%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(100,338.28)	(155,019.00)	54.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	100,000.00	155,020.00	55.0%
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			100,000.00	155,020.00	55.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(338.28)	1.00	-100.3%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	44,206.31	43,868.03	-0.8%
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			44,206.31	43,868.03	-0.8%
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			44,206.31	43,868.03	-0.8%
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 Expenditures					
		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	43,868.03	43,869.03	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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	44,029.03		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		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			44,029.03		
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	161.00		
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			161.00		
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)			43,868.03		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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%
		8616	0.00	0.00	0.0%
		8617	0.00	0.00	0.0%
		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes					
		8621	0.00	0.00	0.0%
		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	(161.00)	(415.00)	157.8%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Mitigation/Developer Fees		8681	119,640.65	64,800.00	-45.8%
Other Local Revenue					
All Other Local Revenue		8699	23,778.82	20,000.00	-15.9%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			143,258.47	84,385.00	-41.1%
TOTAL, REVENUES			143,258.47	84,385.00	-41.1%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	2014-15 Unaudited Actuals	2015-16 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	36,783.08	38,328.00	4.2%
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	5,738.91	0.00	-100.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			42,521.99	38,328.00	-9.9%
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	89,805.74	83,657.00	-6.8%
Other Debt Service - Principal		7439	111,269.02	117,419.00	5.5%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			201,074.76	201,076.00	0.0%
TOTAL, EXPENDITURES			243,596.75	239,404.00	-1.7%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	100,000.00	155,020.00	55.0%
(a) TOTAL, INTERFUND TRANSFERS IN			100,000.00	155,020.00	55.0%
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 Sale/Lease- Purchase of Land/Buildings		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)			100,000.00	155,020.00	55.0%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	3,152.00	(5,998.00)	-290.3%
5) TOTAL, REVENUES			3,152.00	(5,998.00)	-290.3%
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	256,467.00	1,207,475.00	370.8%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			256,467.00	1,207,475.00	370.8%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(253,315.00)	(1,213,473.00)	379.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	5,998.00	New
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	5,998.00	New

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(253,315.00)	(1,207,475.00)	376.7%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,463,942.24	1,210,627.24	-17.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,463,942.24	1,210,627.24	-17.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,463,942.24	1,210,627.24	-17.3%
2) Ending Balance, June 30 (E + F1e)			1,210,627.24	3,152.24	-99.7%
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 Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	1,210,627.24	3,152.24	-99.7%
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,207,475.24		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	3,152.00		
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			1,210,627.24		
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)			1,210,627.24		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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					
School Facilities Apportionments		8545	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	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					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	3,152.00	(5,998.00)	-290.3%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
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			3,152.00	(5,998.00)	-290.3%
TOTAL, REVENUES			3,152.00	(5,998.00)	-290.3%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	2014-15 Unaudited Actuals	2015-16 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	256,467.00	1,207,475.00	370.8%
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)			256,467.00	1,207,475.00	370.8%
TOTAL, EXPENDITURES			256,467.00	1,207,475.00	370.8%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
To: State School Building Fund/ County School Facilities Fund From: All Other Funds		8913	0.00	5,998.00	New
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	5,998.00	New
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%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale/Lease- Purchase of Land/Buildings		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%
(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	5,998.00	New

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	117.00	(319.00)	-372.6%
5) TOTAL, REVENUES			117.00	(319.00)	-372.6%
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)			117.00	(319.00)	-372.6%
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			117.00	(319.00)	-372.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	35,913.82	36,030.82	0.3%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			35,913.82	36,030.82	0.3%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			35,913.82	36,030.82	0.3%
2) Ending Balance, June 30 (E + F1e)			36,030.82	35,711.82	-0.9%
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 Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	11,824.84	11,824.84	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	24,205.98	23,886.98	-1.3%
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	35,946.82		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	84.00		
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			36,030.82		
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)			36,030.82		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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 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%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	117.00	(319.00)	-372.6%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
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			117.00	(319.00)	-372.6%
TOTAL, REVENUES			117.00	(319.00)	-372.6%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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%
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%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
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					
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.0%
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	2014-15 Unaudited Actuals	2015-16 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%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale of Bonds		8951	0.00	0.00	0.0%
Other Sources					
County School Bldg Aid		8961	0.00	0.00	0.0%
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	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	12,107.00	136,433.00	1026.9%
4) Other Local Revenue		8600-8799	1,681,776.00	157,296.00	-90.6%
5) TOTAL, REVENUES			1,693,883.00	293,729.00	-82.7%
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	1,523,940.00	1,739,194.00	14.1%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,523,940.00	1,739,194.00	14.1%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			169,943.00	(1,445,465.00)	-950.6%
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			169,943.00	(1,445,465.00)	-950.6%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,522,532.00	2,692,475.00	6.7%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,522,532.00	2,692,475.00	6.7%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,522,532.00	2,692,475.00	6.7%
2) Ending Balance, June 30 (E + F1e)			2,692,475.00	1,247,010.00	-53.7%
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 Expenditures		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	2,692,475.00	1,247,010.00	-53.7%
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	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	2,687,813.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	4,787.00		
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			2,692,600.00		
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	125.00		
6) TOTAL, LIABILITIES			125.00		
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)			2,692,475.00		

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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	11,403.00	7,028.00	-38.4%
Other Subventions/In-Lieu Taxes		8572	704.00	129,405.00	18281.4%
TOTAL, OTHER STATE REVENUE			12,107.00	136,433.00	1026.9%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes Voted Indebtedness Levies Secured Roll		8611	811,165.00	(342,900.00)	-142.3%
Unsecured Roll		8612	843,031.00	500,196.00	-40.7%
Prior Years' Taxes		8613	8,459.00	0.00	-100.0%
Supplemental Taxes		8614	20,533.00	0.00	-100.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	176.00	0.00	-100.0%
Interest		8660	(1,623.00)	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue All Other Local Revenue		8699	35.00	0.00	-100.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,681,776.00	157,296.00	-90.6%
TOTAL, REVENUES			1,693,883.00	293,729.00	-82.7%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Bond Redemptions		7433	0.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	1,468.00	6,000.00	308.7%
Debt Service - Interest		7438	468,112.00	334,465.00	-28.6%
Other Debt Service - Principal		7439	1,054,360.00	1,398,729.00	32.7%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,523,940.00	1,739,194.00	14.1%
TOTAL, EXPENDITURES			1,523,940.00	1,739,194.00	14.1%

Description	Resource Codes	Object Codes	2014-15 Unaudited Actuals	2015-16 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		8966	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	2014-15 Unaudited Actuals			2015-16 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)	1,909.86	1,914.00	1,909.86	1,875.00	1,875.00	1,875.00
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)	1,909.86	1,914.00	1,909.86	1,875.00	1,875.00	1,875.00
5. District Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)						
b. Special Education-Special Day Class	5.29	5.26	5.26	5.29	5.29	5.29
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation 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)	5.29	5.26	5.26	5.29	5.29	5.29
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	1,915.15	1,919.26	1,915.12	1,880.29	1,880.29	1,880.29
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	447,832.00		447,832.00			447,832.00
Work in Progress	3,692,602.00		3,692,602.00	1,531.00	3,692,602.00	1,531.00
Total capital assets not being depreciated	4,140,434.00	0.00	4,140,434.00	1,531.00	3,692,602.00	449,363.00
Capital assets being depreciated:						
Land Improvements	7,034,628.00		7,034,628.00	224,440.00	56,626.00	7,202,442.00
Buildings	55,961,182.00		55,961,182.00	626,437.00	48,553.00	56,539,066.00
Equipment	2,924,228.00		2,924,228.00	124,699.00		3,048,927.00
Total capital assets being depreciated	65,920,038.00	0.00	65,920,038.00	975,576.00	105,179.00	66,790,435.00
Accumulated Depreciation for:						
Land Improvements	(2,835,704.00)		(2,835,704.00)	(369,593.00)		(3,205,297.00)
Buildings	(25,791,490.00)		(25,791,490.00)	(2,053,685.00)		(27,845,175.00)
Equipment	(1,800,088.00)		(1,800,088.00)	(270,750.00)		(2,070,838.00)
Total accumulated depreciation	(30,427,282.00)	0.00	(30,427,282.00)	(2,694,028.00)	0.00	(33,121,310.00)
Total capital assets being depreciated, net	35,492,756.00	0.00	35,492,756.00	(1,718,452.00)	105,179.00	33,669,125.00
Governmental activity capital assets, net	39,633,190.00	0.00	39,633,190.00	(1,716,921.00)	3,797,781.00	34,118,488.00
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

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)	55.80%
	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
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	\$11,583,145.70
	Appropriations Subject to Limit These amounts represent the board approved Appropriations Limit and Appropriations Subject to Limit pursuant to Government Code Section 7906 and EC 42132.	\$11,583,145.70
ICR	Preliminary Proposed Indirect Cost Rate Fixed-with-carry-forward indirect cost rate for use in 2016-17, subject to CDE approval.	4.17%
NCMOE	No Child Left Behind (NCLB) Maintenance of Effort (MOE) Determination If MOE Not Met, the 2016-17 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

2014-15 Unaudited Actuals
FEDERAL GRANT AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

FEDERAL PROGRAM NAME	IASA-Title I Part A Bsc BR :ow inc/negl	SP ED BASIC PL94-142	SP ED Preschl ENT Non Resid	SP ED Preschl Local ENT	SE IDEA Mental Health	PERKINS	NCLB: Title II Part A
FEDERAL CATALOG NUMBER	84.01	84.027	84.173	84.027A	84.027A	84.048	84.318
RESOURCE CODE	33010	3310	3315	3320	3327	3550	4035
REVENUE OBJECT	8290	8181	8182	8182	8182	8290	8290
LOCAL DESCRIPTION (if any)							
AWARD							
1. Prior Year Carryover	0.00	0.00	0.00	0.00	0.00	770.62	24,212.52
2. a. Current Year Award	298,216.00	358,268.00	22,559.00	31,702.00	23,054.00		78,276.00
b. Transferability (NCLB)							
c. Other Adjustments					16,665.00		
d. Adj Curr Yr Award (sum lines 2a, 2b, & 2c)	298,216.00	358,268.00	22,559.00	31,702.00	39,719.00	0.00	78,276.00
3. Required Matching Funds/Other			35,197.28				
4. Total Available Award (sum lines 1, 2d, & 3)	298,216.00	358,268.00	57,756.28	31,702.00	39,719.00	770.62	102,488.52
REVENUES							
5. Unearned Revenue Deferred from Prior Year	0.00	0.00	0.00	0.00	0.00	770.62	20,087.52
6. Cash Received in Current Year	268,539.00	105,056.73	22,559.00	7,258.00	39,719.00		78,819.00
7. Contributed Matching Funds							
8. Total Available (sum lines 5, 6, & 7)	268,539.00	105,056.73	22,559.00	7,258.00	39,719.00	770.62	98,906.52
EXPENDITURES							
9. Donor-Authorized Expenditures	276,726.33	340,338.70	57,756.28	31,702.00	39,719.00		101,341.50
10. Non Donor-Authorized Expenditures							
11. Total Expenditures (lines 9 & 10)	276,726.33	340,338.70	57,756.28	31,702.00	39,719.00	0.00	101,341.50
12. Amounts Included in Line 6 above for Prior Year Adjustments							
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	(8,187.33)	(235,281.97)	(35,197.28)	(24,444.00)	0.00	770.62	(2,434.98)
a. Unearned Revenue						770.62	
b. Accounts Payable							
c. Accounts Receivable	8,187.33	235,281.97		24,444.00			2,434.95
14. Unused Grant Award Calculation (line 4 minus line 9)	21,489.67	17,929.30	0.00	0.00	0.00	770.62	1,147.02
15. If Carryover is allowed, enter line 14 amount here	21,489.67	17,929.30				770.62	
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	276,726.33	340,338.70	22,559.00	31,702.00	39,719.00	0.00	101,341.47

2014-15 Unaudited Actuals
FEDERAL GRANT AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

FEDERAL PROGRAM NAME	NCLB: Title IV	NCLB: Title III	RIVER Bridge	TOTAL
FEDERAL CATALOG NUMBER	84.287	84.365	84.215E	
RESOURCE CODE	4124	4203	5839	
REVENUE OBJECT	8290	8290	8290	
LOCAL DESCRIPTION (if any)		0		
AWARD				
1. Prior Year Carryover	2,886.67	0.00	155,597.00	183,466.81
2. a. Current Year Award		56,846.00	394,699.00	1,263,620.00
b. Transferability (NCLB)				0.00
c. Other Adjustments				16,665.00
d. Adj Curr Yr Award (sum lines 2a, 2b, & 2c)	0.00	56,846.00	394,699.00	1,280,285.00
3. Required Matching Funds/Other		8,746.51		43,943.79
4. Total Available Award (sum lines 1, 2d, & 3)	2,886.67	65,592.51	550,296.00	1,507,695.60
REVENUES				
5. Unearned Revenue Deferred from Prior Year	2,886.67			23,744.81
6. Cash Received in Current Year		62,661.51	332,817.27	917,429.51
7. Contributed Matching Funds				0.00
8. Total Available (sum lines 5, 6, & 7)	2,886.67	62,661.51	332,817.27	941,174.32
EXPENDITURES				
9. Donor-Authorized Expenditures	2,886.67	65,592.51	540,553.64	1,456,616.63
10. Non Donor-Authorized Expenditures				0.00
11. Total Expenditures (lines 9 & 10)	2,886.67	65,592.51	540,553.64	1,456,616.63
12. Amounts Included in Line 6 above for Prior Year Adjustments			(10,178.56)	(10,178.56)
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	0.00	(2,931.00)	(217,914.93)	(525,620.87)
a. Unearned Revenue				770.62
b. Accounts Payable				0.00
c. Accounts Receivable		2,931.00		273,279.25
14. Unused Grant Award Calculation (line 4 minus line 9)	0.00	0.00	9,742.36	51,078.97
15. If Carryover is allowed, enter line 14 amount here			9,742.36	49,931.95
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	2,886.67	65,592.51	332,817.27	1,213,682.95

2014-15 Unaudited Actuals
STATE GRANT AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

STATE PROGRAM NAME	ASES	CRANE Career Pathways	AG Vocational Incentive	Common Core SS Implementation	TOTAL
RESOURCE CODE	6010	6382	7010	7405	
REVENUE OBJECT	8590	8590	8590	8590	
LOCAL DESCRIPTION (if any)					
AWARD					
1. Prior Year Carryover	0.00	0.00	0.00	172,274.51	172,274.51
2. a. Current Year Award	337,500.00	141,413.00	23,885.00		502,798.00
b. Other Adjustments					0.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	337,500.00	141,413.00	23,885.00	0.00	502,798.00
3. Required Matching Funds/Other					0.00
4. Total Available Award (sum lines 1, 2c, & 3)	337,500.00	141,413.00	23,885.00	172,274.51	675,072.51
REVENUES					
5. Unearned Revenue Deferred from Prior Year				172,274.51	172,274.51
6. Cash Received in Current Year	303,750.00	141,413.00	23,885.00		469,048.00
7. Contributed Matching Funds					0.00
8. Total Available (sum lines 5, 6, & 7)	303,750.00	141,413.00	23,885.00	172,274.51	641,322.51
EXPENDITURES					
9. Donor-Authorized Expenditures	337,500.00	120,598.17	15,132.04	172,274.51	645,504.72
10. Non Donor-Authorized Expenditures	13,104.45				13,104.45
11. Total Expenditures (lines 9 & 10)	350,604.45	120,598.17	15,132.04	172,274.51	658,609.17
12. Amounts Included in Line 6 above for Prior Year Adjustments					0.00
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	(33,750.00)	20,814.83	8,752.96	0.00	(4,182.21)
a. Unearned Revenue		20,814.83	8,752.96		29,567.79
b. Accounts Payable					0.00
c. Accounts Receivable	33,750.00				33,750.00
14. Unused Grant Award Calculation (line 4 minus line 9)	0.00	20,814.83	8,752.96	0.00	29,567.79
15. If Carryover is allowed, enter line 14 amount here		20,814.83	8,752.96		29,567.79
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	337,500.00	120,598.17	15,132.04	172,274.51	645,504.72

2014-15 Unaudited Actuals
LOCAL GRANT AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO DEFERRAL OF UNEARNED REVENUES

LOCAL PROGRAM NAME	Microsoft Voucher	First 5	TOTAL
RESOURCE CODE	9010	9328	
REVENUE OBJECT	8699	8699	
LOCAL DESCRIPTION (if any)	Ends 9/30/15		
AWARD			
1. Prior Year Carryover	0.00	0.00	0.00
2. a. Current Year Award	92,212.00	375,000.00	467,212.00
b. Other Adjustments			0.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	92,212.00	375,000.00	467,212.00
3. Required Matching Funds/Other			0.00
4. Total Available Award (sum lines 1, 2c, & 3)	92,212.00	375,000.00	467,212.00
REVENUES			
5. Unearned Revenue Deferred from Prior Year			0.00
6. Cash Received in Current Year		178,839.37	178,839.37
7. Contributed Matching Funds		36.00	36.00
8. Total Available (sum lines 5, 6, & 7)	0.00	178,875.37	178,875.37
EXPENDITURES			
9. Donor-Authorized Expenditures	45,626.75	322,709.09	368,335.84
10. Non Donor-Authorized Expenditures			0.00
11. Total Expenditures (lines 9 & 10)	45,626.75	322,709.09	368,335.84
12. Amounts Included in Line 6 above for Prior Year Adjustments		(36.00)	(36.00)
13. Calculation of Unearned Revenue or A/P, & A/R amounts (line 8 minus line 9 plus line 12)	(45,626.75)	(143,869.72)	(189,496.47)
a. Unearned Revenue			0.00
b. Accounts Payable			0.00
c. Accounts Receivable	45,626.75	143,869.72	189,496.47
14. Unused Grant Award Calculation (line 4 minus line 9)	46,585.25	52,290.91	98,876.16
15. If Carryover is allowed, enter line 14 amount here	46,585.25		46,585.25
16. Reconciliation of Revenue (line 5 plus line 6 minus line 13a minus line 13b plus line 13c)	45,626.75	322,709.09	368,335.84

2014-15 Unaudited Actuals
FEDERAL AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

	Medi-Cal	TOTAL
FEDERAL PROGRAM NAME		
FEDERAL CATALOG NUMBER	93.778	
RESOURCE CODE	5640	
REVENUE OBJECT	8290	
LOCAL DESCRIPTION (if any)		
AWARD		
1. Prior Year Restricted Ending Balance		0.00
2. a. Current Year Award		0.00
b. Other Adjustments		0.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	0.00	0.00
3. Required Matching Funds/Other		0.00
4. Total Available Award (sum lines 1, 2c, & 3)	0.00	0.00
REVENUES		
5. Cash Received in Current Year		0.00
6. Amounts Included in Line 5 for Prior Year Adjustments		0.00
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	0.00	0.00
b. Noncurrent Accounts Receivable		0.00
c. Current Accounts Receivable (line 7a minus line 7b)	0.00	0.00
8. Contributed Matching Funds		0.00
9. Total Available (sum lines 5, 7c, & 8)	0.00	0.00
EXPENDITURES		
10. Donor-Authorized Expenditures		0.00
11. Non Donor-Authorized Expenditures		0.00
12. Total Expenditures (line 10 plus line 11)	0.00	0.00
RESTRICTED ENDING BALANCE		
13. Current Year (line 4 minus line 10)	0.00	0.00

2014-15 Unaudited Actuals
STATE AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

STATE PROGRAM NAME	ROC/P Apportionment	EPA	ERP - Williams	CA Cleann Energy Jobs Act	Lottery	Special Ed	SP ED Mental Health
RESOURCE CODE	29	1400	6225	6230	6300	6500	6512
REVENUE OBJECT	8782	8012	8590	8590	8560	8311/8792	8590
LOCAL DESCRIPTION (if any)							
AWARD							
1. Prior Year Restricted Ending Balance	0.00	0.00	6,431.45	116,346.00	92,502.89	0.00	10,248.91
2. a. Current Year Award	39,889.00	1,629,765.00	67,542.00	116,346.00	67,710.00	910,364.00	231,108.00
b. Other Adjustments		297,323.00			7,094.62	62,356.00	58,548.00
c. Adj Curr Yr Award (sum lines 2a & 2b)	39,889.00	1,927,088.00	67,542.00	116,346.00	74,804.62	972,720.00	289,656.00
3. Required Matching Funds/Other						1,739,078.04	
4. Total Available Award (sum lines 1, 2c, & 3)	39,889.00	1,927,088.00	73,973.45	232,692.00	167,307.51	2,711,798.04	299,904.91
REVENUES							
5. Cash Received in Current Year	39,889.00	1,927,088.00	73,973.45		7,094.62	972,720.00	221,875.00
6. Amounts Included in Line 5 for Prior Year Adjustments			(6,431.45)				
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	0.00	0.00	0.00	116,346.00	67,710.00	0.00	67,781.00
b. Noncurrent Accounts Receivable							
c. Current Accounts Receivable (line 7a minus line 7b)	0.00	0.00	0.00	116,346.00	67,710.00	0.00	67,781.00
8. Contributed Matching Funds						1,739,078.04	
9. Total Available (sum lines 5, 7c, & 8)	39,889.00	1,927,088.00	73,973.45	116,346.00	74,804.62	2,711,798.04	289,656.00
EXPENDITURES							
10. Donor-Authorized Expenditures	39,766.29	1,927,088.00	1,531.15	3,863.11	154,502.13	2,711,798.04	282,384.88
11. Non Donor-Authorized Expenditures							
12. Total Expenditures (line 10 plus line 11)	39,766.29	1,927,088.00	1,531.15	3,863.11	154,502.13	2,711,798.04	282,384.88
RESTRICTED ENDING BALANCE							
13. Current Year (line 4 minus line 10)	122.71	0.00	72,442.30	228,828.89	12,805.38	0.00	17,520.03

2014-15 Unaudited Actuals
STATE AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

STATE PROGRAM NAME	Economic Impact Aid	Trans-Bus Replacement	Schl Bus Emiss Reduction fds	Schl Based Coord. Implementation	QEIA	TOTAL
RESOURCE CODE	7090	7235	7236	7250	7400	
REVENUE OBJECT	8311	8590	8590	8990	8590	
LOCAL DESCRIPTION (if any)						
AWARD						
1. Prior Year Restricted Ending Balance	1,018.89		11,820.01	12,117.79	8,543.11	259,029.05
2. a. Current Year Award					126,623.00	3,189,347.00
b. Other Adjustments						425,321.62
c. Adj Curr Yr Award (sum lines 2a & 2b)	0.00	0.00	0.00	0.00	126,623.00	3,614,668.62
3. Required Matching Funds/Other						1,739,078.04
4. Total Available Award (sum lines 1, 2c, & 3)	1,018.89	0.00	11,820.01	12,117.79	135,166.11	5,612,775.71
REVENUES						
5. Cash Received in Current Year	1,018.89		11,820.01		135,166.11	3,390,645.08
6. Amounts Included in Line 5 for Prior Year Adjustments					(8,543.11)	(14,974.56)
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	(1,018.89)	0.00	(11,820.01)	0.00	0.00	238,998.10
b. Noncurrent Accounts Receivable						0.00
c. Current Accounts Receivable (line 7a minus line 7b)	(1,018.89)	0.00	(11,820.01)	0.00	0.00	238,998.10
8. Contributed Matching Funds						1,739,078.04
9. Total Available (sum lines 5, 7c, & 8)	0.00	0.00	0.00	0.00	135,166.11	5,368,721.22
EXPENDITURES						
10. Donor-Authorized Expenditures	1,018.89		1,000.00		111,916.57	5,234,869.06
11. Non Donor-Authorized Expenditures						0.00
12. Total Expenditures (line 10 plus line 11)	1,018.89	0.00	1,000.00	0.00	111,916.57	5,234,869.06
RESTRICTED ENDING BALANCE						
13. Current Year (line 4 minus line 10)	0.00	0.00	10,820.01	12,117.79	23,249.54	377,906.65

2014-15 Unaudited Actuals
LOCAL AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

LOCAL PROGRAM NAME	Facility Use	Lottery	Routine Repairs & Maintenance	Donations	EnXco	Migrant Ed Summer School	Migrant Ed Regular School
RESOURCE CODE	840	1100	8150	9305	9314	9590	9590
REVENUE OBJECT	8650	8560	8980	8699	8699	8699 Site 106	8699 Site 107
LOCAL DESCRIPTION (if any)		UNREST				6/6/15 thru 8/11/15	8/15/14 thru 6/5/15
AWARD							
1. Prior Year Restricted Ending Balance	0.00	65,967.15	0.00	52,321.63	4,319.16	3,550.99	0.00
2. a. Current Year Award	12,042.79	255,845.00	567,525.00	34,512.87	35,000.00		7,985.34
b. Other Adjustments		6,252.52					
c. Adj Curr Yr Award (sum lines 2a & 2b)	12,042.79	262,097.52	567,525.00	34,512.87	35,000.00	0.00	7,985.34
3. Required Matching Funds/Other							
4. Total Available Award (sum lines 1, 2c, & 3)	12,042.79	328,064.67	567,525.00	86,834.50	39,319.16	3,550.99	7,985.34
REVENUES							
5. Cash Received in Current Year	10,118.89	145,011.82	567,525.00	34,512.87	35,000.00		
6. Amounts Included in Line 5 for Prior Year Adjustments							
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	1,923.90	117,085.70	0.00	0.00	0.00	0.00	7,985.34
b. Noncurrent Accounts Receivable							
c. Current Accounts Receivable (line 7a minus line 7b)	1,923.90	117,085.70	0.00	0.00	0.00	0.00	7,985.34
8. Contributed Matching Funds							
9. Total Available (sum lines 5, 7c, & 8)	12,042.79	262,097.52	567,525.00	34,512.87	35,000.00	0.00	7,985.34
EXPENDITURES							
10. Donor-Authorized Expenditures	8,101.92	236,459.09	463,610.17	37,286.16	10,247.09		7,985.34
11. Non Donor-Authorized Expenditures							
12. Total Expenditures (line 10 plus line 11)	8,101.92	236,459.09	463,610.17	37,286.16	10,247.09	0.00	7,985.34
RESTRICTED ENDING BALANCE							
13. Current Year (line 4 minus line 10)	3,940.87	91,605.58	103,914.83	49,548.34	29,072.07	3,550.99	0.00

2014-15 Unaudited Actuals
LOCAL AWARDS,
REVENUES, AND EXPENDITURES - ALL FUNDS
SCHEDULE FOR CATEGORICALS SUBJECT TO RESTRICTED ENDING BALANCES

LOCAL PROGRAM NAME	Migrant Ed Summer School	NextEd - Project Lead the Way	PG&E Solar School	Regents	Mental Health - Anti-Bullying	TOTAL
RESOURCE CODE	9590	9601	9649	9777	9841	
REVENUE OBJECT	8699 Site 106	8699	8699	9699	8677	
LOCAL DESCRIPTION (if any)	6/14/14 thru 8/14/14					
AWARD						
1. Prior Year Restricted Ending Balance	3,550.99	4,124.18	13,812.58	60.00	1,996.33	149,703.01
2. a. Current Year Award	22,624.74	4,991.00			8,885.00	949,411.74
b. Other Adjustments						6,252.52
c. Adj Curr Yr Award (sum lines 2a & 2b)	22,624.74	4,991.00	0.00	0.00	8,885.00	955,664.26
3. Required Matching Funds/Other						0.00
4. Total Available Award (sum lines 1, 2c, & 3)	26,175.73	9,115.18	13,812.58	60.00	10,881.33	1,105,367.27
REVENUES						
5. Cash Received in Current Year	26,175.73	4,991.00			3,846.94	827,182.25
6. Amounts Included in Line 5 for Prior Year Adjustments	(3,550.99)					(3,550.99)
7. a. Accounts Receivable (line 2c minus lines 5 & 6)	0.00	0.00	0.00	0.00	5,038.06	132,033.00
b. Noncurrent Accounts Receivable						0.00
c. Current Accounts Receivable (line 7a minus line 7b)	0.00	0.00	0.00	0.00	5,038.06	132,033.00
8. Contributed Matching Funds					339.99	339.99
9. Total Available (sum lines 5, 7c, & 8)	26,175.73	4,991.00	0.00	0.00	9,224.99	959,555.24
EXPENDITURES						
10. Donor-Authorized Expenditures	22,624.74	8,981.60	3,972.56		10,881.33	810,150.00
11. Non Donor-Authorized Expenditures					339.99	339.99
12. Total Expenditures (line 10 plus line 11)	22,624.74	8,981.60	3,972.56	0.00	11,221.32	810,489.99
RESTRICTED ENDING BALANCE						
13. Current Year (line 4 minus line 10)	3,550.99	133.58	9,840.02	60.00	0.00	295,217.27

Current Expense Formula/Minimum Classroom Compensation

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	8,489,941.42	301	73,244.34	303	8,416,697.08	305	218,731.87	218,731.87	307	8,197,965.21	309
2000 - Classified Salaries	3,557,908.21	311	195.70	313	3,557,712.51	315	855,582.77	855,582.77	317	2,702,129.74	319
3000 - Employee Benefits (Excluding 3800)	3,018,079.61	321	45,426.38	323	2,972,653.23	325	243,465.28	243,465.28	327	2,729,187.95	329
4000 - Books, Supplies Equip Replace. (6500)	1,384,713.25	331	33,450.50	333	1,351,262.75	335	556,864.97	556,864.97	337	794,397.78	339
5000 - Services. . . & 7300 - Indirect Costs	3,085,894.60	341	6,588.75	343	3,079,305.85	345	276,125.04	1,390,766.30	347	1,688,539.55	349
TOTAL					19,377,631.42	365	TOTAL		16,112,220.23	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	396
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			
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted)			396
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.			55.80%
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)	55.00%
2. Percentage spent by this district (Part II, Line 15)	55.80%
3. Percentage below the minimum (Part III, Line 1 minus Line 2)	0.00%
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369)	16,112,220.23
5. Deficiency Amount (Part III, Line 3 times Line 4)	0.00

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

Identified and extracted additional costs that were allowable under CEA guidelines.

Unaudited Actuals
2014-15 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	18,334,975.00		18,334,975.00	9,060,800.00	9,654,360.00	17,741,415.00	1,175,182.00
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable	1,661,878.42		1,661,878.42		111,269.00	1,550,609.42	117,418.00
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt	2,316,975.85		2,316,975.85	436,345.39		2,753,321.24	
Net Pension Liability			0.00			0.00	
Net OPEB Obligation	1,454,884.00		1,454,884.00		394,471.00	1,060,413.00	
Compensated Absences Payable	135,057.80		135,057.80	3,744.20		138,802.00	
Governmental activities long-term liabilities	23,903,771.07	0.00	23,903,771.07	9,500,889.59	10,160,100.00	23,244,560.66	1,292,600.00
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	
Net OPEB Obligation			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

	2014-15 Calculations			2015-16 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
A. PRIOR YEAR DATA (2013-14 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2013-14 Actual			2014-15 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	11,384,436.51		11,384,436.51			11,583,145.70
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,878.00		1,878.00			1,915.15
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2013-14			Adjustments to 2014-15		
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 (2014-15 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2014-15 P2 Report			2015-16 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	1,915.15		1,915.15	1,880.29		1,880.29
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)			1,915.15			1,880.29
C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED TAXES AND SUBVENTIONS (Funds 01, 09, and 62)	2014-15 Actual			2015-16 Budget		
1. Homeowners' Exemption (Object 8021)	58,893.90		58,893.90	98,062.00		98,062.00
2. Timber Yield Tax (Object 8022)	0.78		0.78	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)	9,628,432.28		9,628,432.28	9,633,280.00		9,633,280.00
5. Unsecured Roll Taxes (Object 8042)	874,920.98		874,920.98	794,808.00		794,808.00
6. Prior Years' Taxes (Object 8043)	(175,728.28)		(175,728.28)	0.00		0.00
7. Supplemental Taxes (Object 8044)	49,234.53		49,234.53	70,816.00		70,816.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	69,309.88		69,309.88	32,761.00		32,761.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	27,650.75		27,650.75	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	248,976.96		248,976.96	328,787.00		328,787.00
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)	(1,780,636.01)		(1,780,636.01)	(1,747,829.00)		(1,747,829.00)
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	9,001,055.77	0.00	9,001,055.77	9,210,685.00	0.00	9,210,685.00
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)	9,001,055.77	0.00	9,001,055.77	9,210,685.00	0.00	9,210,685.00

	2014-15 Calculations			2015-16 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			241,843.98			253,092.00
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)			241,843.98			253,092.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	5,403,902.00		5,403,902.00	7,452,125.00		7,452,125.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	330,881.00		330,881.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	5,734,783.00	0.00	5,734,783.00	7,452,125.00	0.00	7,452,125.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	20,613,265.29		20,613,265.29	21,518,215.00		21,518,215.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	31,943.76		31,943.76	(3,680.00)		(3,680.00)
APPROPRIATIONS LIMIT CALCULATIONS						
D. PRELIMINARY APPROPRIATIONS LIMIT			2014-15 Actual			2015-16 Budget
1. Revised Prior Year Program Limit (Lines A1 plus A6)			11,384,436.51			11,583,145.70
2. Inflation Adjustment			0.9977			1.0382
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0198			0.9818
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			11,583,145.70			11,806,755.55
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			9,001,055.77			9,210,685.00
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)			229,818.00			225,634.80
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			2,823,933.91			2,849,162.55
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			2,823,933.91			2,849,162.55
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])			18,353.27			(3,680.00)
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			9,019,409.04			9,207,005.00
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)			2,805,580.64			2,852,842.55
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			9,019,409.04			
b. State Subventions (Line D8)			2,805,580.64			
c. Less: Excluded Appropriations (Line C23)			241,843.98			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			11,583,145.70			

	2014-16 Calculations			2015-16 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
10. Adjustments to the Limit Per Government Code Section 7902.1 (Line D9d minus D4; if negative, then zero) If not zero report amount to: Michael Cohen, Director State Department of Finance Attention: School Gann Limits State Capitol, Room 1145 Sacramento, CA 95814			0.00			
Summary	2014-15 Actual			2015-16 Budget		
11. Adjusted Appropriations Limit (Lines D4 plus D10)			11,583,145.70			11,806,755.55
12. Appropriations Subject to the Limit (Line D9d)			11,583,145.70			

* Please provide below an explanation for each entry in the adjustments column.

Elizabeth Keema-Aston
Gann Contact Person

(707) 374-1700
Contact Phone Number

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) 506,916.14
- 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) 14,531,054.10

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) 3.49%

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)	765,046.84
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	0.00
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	23,500.00
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)	77,581.99
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)	866,128.83
9. Carry-Forward Adjustment (Part IV, Line F)	(92,534.49)
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	773,594.34

B. Base Costs

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	10,820,717.44
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	1,654,162.68
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	2,612,669.02
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	165,919.42
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)	319,462.57
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)	11,397.22
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)	2,145,397.79
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)	835,499.57
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)	18,565,225.71

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) 4.67%

D. Preliminary Proposed Indirect Cost Rate

(For final approved fixed-with-carry-forward rate for use in 2016-17 see www.cde.ca.gov/fg/ac/ic/)

(Line A10 divided by Line B18) 4.17%

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>866,128.83</u>
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	<u>123,689.34</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 (5.83%) 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 (5.83%) times Part III, Line B18) or (the highest rate used to recover costs from any program (5.83%) times Part III, Line B18); zero if positive	<u>(92,534.49)</u>
D. Preliminary carry-forward adjustment (Line C1 or C2)	<u>(92,534.49)</u>
E. Optional allocation of negative carry-forward adjustment over more than one year	
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.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>4.17%</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment (\$-46,267.25) is applied to the current year calculation and the remainder (\$-46,267.24) is deferred to one or more future years:	<u>4.42%</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment (\$-30,844.83) is applied to the current year calculation and the remainder (\$-61,689.66) is deferred to one or more future years:	<u>4.50%</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>(92,534.49)</u>

Approved indirect cost rate: 5.83%
Highest rate used in any program: 5.83%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except Object 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	3010	240,170.40	14,001.93	5.83%
01	3310	307,296.82	17,915.40	5.83%
01	4035	95,758.76	5,582.74	5.83%
01	5810	513,417.63	20,536.71	4.00%
01	6010	334,533.05	16,071.40	4.80%
01	6382	94,566.00	5,513.20	5.83%
01	6512	191,456.80	11,161.93	5.83%
01	7400	105,751.27	6,165.30	5.83%
01	7405	162,784.51	9,490.00	5.83%
01	9010	447,111.72	18,706.41	4.18%

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	65,967.15		92,502.89	158,470.04
2. State Lottery Revenue	8560	262,097.52		74,804.62	336,902.14
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)		328,064.67	0.00	167,307.51	495,372.18
B. EXPENDITURES AND OTHER FINANCING USES					
1. Certificated Salaries	1000-1999	60,170.19			60,170.19
2. Classified Salaries	2000-2999	46,805.35			46,805.35
3. Employee Benefits	3000-3999	10,753.10			10,753.10
4. Books and Supplies	4000-4999	23,469.20		154,502.13	177,971.33
5. a. Services and Other Operating Expenditures (Resource 1100)	5000-5999	95,261.25			95,261.25
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)		236,459.09	0.00	154,502.13	390,961.22
C. ENDING BALANCE (Must equal Line A6 minus Line B12)					
	979Z	91,605.58	0.00	12,805.38	104,410.96
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) 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.

Section I - Expenditures	Funds 01, 09, and 62			2014-15 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	19,752,271.72
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	1,456,616.63
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	63,735.66
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	70,783.33
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	107,383.67
6. All Other Financing Uses	All	9100 9200	7699 7651	0.00
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	128,395.13
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.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				370,297.79
D. Plus additional MOE expenditures:				
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	1000-7143, 7300-7439 minus 8000-8699	0.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				17,925,357.30

		2014-15 Annual ADA/ Exps. Per ADA
Section II - Expenditures Per ADA		
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)		1,919.26
B. Expenditures per ADA (Line I.E divided by Line II.A)		9,339.72
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.)	16,515,517.88	8,798.66
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)	16,515,517.88	8,798.66
B. Required effort (Line A.2 times 90%)	14,863,966.09	7,918.79
C. Current year expenditures (Line I.E and Line II.B)	17,925,357.30	9,339.72
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 NCLB covered programs in FY 2016-17 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

Unaudited Actuals
2014-15
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)	65,934.68	41,706.11	658,800.74	1,238,721.46	2,232,113.99	0.00	790,598.45
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	83.93	83.93	83.93	83.93	378.44		921.33
3100 Alternative Schools	1.00	1.00	1.00	1.00	2.00		
3200 Continuation Schools	1.00	1.00	1.00	1.00	1.00		
3300 Independent Study Centers							
3400 Opportunity Schools							
3550 Community Day Schools	1.00	1.00	1.00	1.00	1.00		
3700 Specialized Secondary Programs							
3800 Vocational Education							
4110 Regular Education, Adult							
4610 Adult Independent Study Centers							
4620 Adult Correctional Education							
4630 Adult Vocational Education							
4760 Bilingual							
4850 Migrant Education							
5000-5999 Special Education (allocated to 5001)	13.17	13.17	13.17	13.17	9.75		44.08
6000 ROC/P							
Other Goals Description							
7110 Nonagency - Educational	1.18	1.18	1.18	1.18			
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	101.28	101.28	101.28	101.28	392.19	0.00	965.41

Unaudited Actuals
2014-15
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	68,138.32	0.00	68,138.32	3,971.12	72,109.44	
1110	Regular Education, K-12	9,226,017.47	4,570,021.34	13,796,038.81	804,036.10	14,600,074.91	
3100	Alternative Schools	70,683.34	31,181.03	101,864.37	5,936.68	107,801.05	
3200	Continuation Schools	106,075.29	25,489.62	131,564.91	7,667.63	139,232.54	
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	94,377.36	25,489.62	119,866.98	6,985.87	126,852.85	
3700	Specialized Secondary Programs	4,000.00	0.00	4,000.00	233.12	4,233.12	
3800	Vocational Education	0.00	0.00	0.00	0.00	0.00	
4110	Regular Education, Adult	35,770.05	0.00	35,770.05	2,084.69	37,854.74	
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 Vocational 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	3,610,486.38	352,331.93	3,962,818.31	230,953.90	4,193,772.21	
6000	Regional Occupational Ctr/Prg (ROC/P)	0.00	0.00	0.00	0.00	0.00	
Other Goals							
7110	Nonagency - Educational	128,395.13	23,361.89	151,757.02	8,844.43	160,601.45	
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					5,700.39	
----	Enterprise					0.00	
----	Facilities Acquisition & Construction					13,316.93	
----	Other Outgo					242,029.00	
Other Funds							
----	Adult Education, Child Development, Cafeteria, Foundation [(Column 3 + CAC, line C5] times CAC, line E)		0.00	0.00	48,693.09	48,693.09	
----	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	13,343,943.34	5,027,875.43	18,371,818.77	1,119,406.63	19,752,271.72	

Unaudited Actuals
2014-15
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	15,341.23	0.00	0.00	0.00	44,726.07	0.00	0.00			8,071.02	0.00	68,138.32
1110	Regular Education, K-12	8,447,653.13	76,547.95	21,977.51	489,695.33	4,082.98	5,915.47	165,919.42			14,225.68	0.00	9,226,017.47
3100	Alternative Schools	43,656.20	0.00	0.00	27,027.14	0.00	0.00	0.00			0.00	0.00	70,683.34
3200	Continuation Schools	90,989.48	0.00	0.00	15,085.81	0.00	0.00	0.00			0.00	0.00	106,075.29
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	85,960.42	0.00	0.00	8,416.94	0.00	0.00	0.00			0.00	0.00	94,377.36
3700	Specialized Secondary Programs	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	4,000.00
3800	Vocational 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	24,678.55	0.00	0.00	11,091.50	0.00	0.00	0.00			0.00	0.00	35,770.05
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 Vocational 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	2,849,683.21	189,969.99	0.00	47,908.98	343,173.31	179,750.89	0.00			0.00	0.00	3,610,486.38
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	128,395.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	128,395.13
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		11,690,357.35	266,517.94	21,977.51	599,225.70	391,982.36	185,666.36	165,919.42	0.00	0.00	22,296.70	0.00	13,343,943.34

* Functions 7100-7199 for goals 8100 and 8500

Unaudited Actuals
2014-15
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	1,661,664.00	2,153,857.11	754,500.23	4,570,021.34
3100	Alternative Schools	19,798.21	11,382.82	0.00	31,181.03
3200	Continuation Schools	19,798.21	5,691.41	0.00	25,489.62
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	19,798.21	5,691.41	0.00	25,489.62
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00
3800	Vocational 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 Vocational 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)	260,742.46	55,491.25	36,098.22	352,331.93
6000	ROC/P	0.00	0.00	0.00	0.00
Other Goals					
7110	Nonagency - Educational	23,361.89	0.00	0.00	23,361.89
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		2,005,162.98	2,232,114.00	790,598.45	5,027,875.43

Unaudited Actuals
2014-15
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)	319,462.57
2	External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000-7999)	23,500.00
3	Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	776,444.06
4	Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	0.00
5	Total Central Administration Costs in General Fund and Charter Schools Funds	1,119,406.63
B. Direct Charged and Allocated Costs in General Fund and Charter Schools Funds		
1	Total Direct Charged Costs (from Form PCR, Column 1, Total)	13,343,943.34
2	Total Allocated Costs (from Form PCR, Column 2, Total)	5,027,875.43
3	Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	18,371,818.77
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)	835,499.57
4	Foundation (Funds 19 & 57, Objects 1000-5999, except 5100)	0.00
5	Total Direct Charged Costs in Other Funds	835,499.57
D. Total Direct Charged and Allocated Costs (B3 + C5)		19,207,318.34
E. Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)		5.83%

Unaudited Actuals
2014-15
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)	5,700.39				5,700.39
Enterprise (Objects 1000-5999, 6400, and 6500)		0.00			0.00
Facilities Acquisition & Construction (Objects 1000-6500)			13,316.93		13,316.93
Other Outgo (Objects 1000-7999)				242,029.00	242,029.00
Total Other Costs	5,700.39	0.00	13,316.93	242,029.00	261,046.32

Unaudited Actuals
2014-15 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8800-8929	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	6,611.55	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	107,383.67		
Fund Reconciliation							152,883.29	19,246.70
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								
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	(6,611.55)	0.00	0.00				
Other Sources/Uses Detail					7,383.67	0.00		
Fund Reconciliation							0.00	142,671.69
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							19,246.70	10,211.80
25 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					100,000.00	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					0.00	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
2014-15 Unaudited Actuals
SUMMARY OF INTERFUND ACTIVITIES
FOR ALL FUNDS

Description	Direct Costs		Indirect Costs		Interfund Transfers In 8600-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 8610
	Transfers In 5750	Interfund Transfers Out 5750	Transfers In 7350	Interfund 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	6,611.55	(6,611.55)	0.00	0.00	107,383.67	107,383.67	172,129.99	172,129.99

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 12.

SUBJECT Resolution # 711 adopting the 2014-15 Appropriations Gann Limit Calculation Action: X
Consent Action: _____
Information Only: _____

Background:

Government Code Section 7910 and Education Code Section 42132 require that each public school district annually calculate its statutory appropriations limit (Gann Limit).

The purpose of the Gann Initiative was to create a historic index against which increases in state and local government spending can be measured. It also creates a ceiling for public agency spending. The ceiling is adjusted annually for population and inflation factors.

Status: Staff has prepared the calculation required to determine the Gann Limit for the District. Upon adoption by the Board of Trustees, the calculation is reported to the California Department of Finance.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present: Not Applicable

Cost &/or Funding Sources: Not Applicable

Recommendation:

That the Board approve resolution # 711 adopting the 2014-15 Gann Limit calculations

Time: 10 mins.

**RIVER DELTA UNIFIED SCHOOL DISTRICT
RESOLUTION NO. 711**

Resolution Adopting the 2014-15 Gann 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 River Delta Unified School District must establish a revised Gann Limit for the 2014-15 fiscal year and a projected Gann Limit for the 2015-16 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the River Delta Unified School District does provide public notice that the attached calculations and documentation of the Gann Limits are made in accord with applicable constitutional and statutory law;

BE IT FURTHER RESOLVED that this Board of Trustees of the River Delta Unified School District does hereby declare that the appropriations in the Budget for the 2014-15 and 2015-16 fiscal years do not exceed the limitations imposed by Proposition 4;

BE IT ALSO RESOLVED that the Superintendent, or his/her designee, will provide copies of this resolution along with the appropriate attachments to interested citizens of the River Delta Unified School District.

PASSED AND ADOPTED the 8th day of September, 2015 by the Board of Trustees of the River Delta Unified School District of Sacramento County, California, by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

IN WITNESS WHEREOF, I, Don Olson, Clerk of the Board of Trustees of the River Delta Unified School District of Sacramento County, California, certify that the foregoing is a full, true, and correct copy of Resolution No. 711 adopted by the said Board at a Regular Business meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Don Olson, Clerk
Board of Trustees
River Delta Unified School District

September 8, 2015
(Date)

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015 Attachments: X

From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 13.

SUBJECT Request to Approve Resolution #712 authorizing Temporary Transfer of Funds for Payment of Obligations
Action: X
Consent Action: _____
Information Only: _____

Background:

This resolution will allow the district to temporarily borrow funds within those on deposit at the Sacramento County Treasury in River Delta fund accounts. This is strictly on a short term basis and is allowed by Education Code Section 42603 which provides districts the ability to temporarily borrow between funds to satisfy operating costs.

Status:

Currently, the district has positive balances in various funds that can be transferred as needed to meet operating cost. Education Code Section 42603 provides the authorization for districts to borrow between funds and sets limitations on this type of borrowing. The authorization and limitations are stated in the attached resolution.

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present: Not Applicable

Cost &/or Funding Sources: Not Applicable

Recommendation:

That the Board approves Resolution #712 authorizing temporary borrowing between funds.

Time: 5 mins.

RIVER DELTA UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 712

ESTABLISH TEMPORARY INTERFUND TRANSFERS OF SPECIAL OR RESTRICTED FUND MONEYS

WHEREAS, the governing board of any school district may direct that moneys held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations as authorized by Education Code Section 42603; and

WHEREAS, the transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account; and

WHEREAS, amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the River Delta Unified School District, in accordance with the provisions of Education Code section 42603 adopts the following authorization for fiscal year 2015-16 to temporarily transfer funds between the following funds provided that all transfers are approved by the Superintendent or his designee:

General Fund #01
Cafeteria Fund #13
Building Fund Capital Projects Fund #21
SFID #1 – South (GO Bond) Fund #22
SFID #2-North (GO Bond) Fund #23
Capital Facilities (Developer Fees) Fund # 25
State School Facilities – Fund #35

PASSED AND ADOPTED the 8th day of September 2015 by the Board of Trustees of the River Delta Unified School District of Sacramento County, California, by the following vote:

AYES:
NOES:
ABSENT:
ABSTENTIONS:

IN WITNESS WHEREOF, I, Don Olson, Clerk of the Board of Trustees of the River Delta Unified School District of Sacramento County, California, certify that the foregoing is a full, true, and correct copy of Resolution No. 712 adopted by the said Board at a Regular Business meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Don Olson, Clerk
Board of Trustees
River Delta Unified School District

September 8, 2015
Date

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: ___x___

From: Elizabeth Keema-Aston, Chief Business Officer

Item Number: _14._

SUBJECT

Request to approve the second and final reading of the
Board Policy for Anaphylaxis Treatment with EpiPen with Auto Injectors

Action: ___x___
Consent Action: _____
Information Only: _____

Background:

Changes to Ed Code (49414) regulations now require districts to provide epinephrine auto-injectors (EpiPen) to school nurses or other employees who volunteer and receive training, which they may use to provide emergency medical aid to persons suffering, or reasonable believed to be suffering, from anaphylactic reaction.

Status:

To be in compliance with Education code 49414 the board needs to approve the Board Policy for Anaphylaxis Treatment with Auto-Injectors.

Presenter:

Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present: N/A

Cost &/or Funding Sources N/A

Recommendation:

That the Board approve the proposed board policy for Anaphylaxis Treatment.

Time: ___5 mins. ___

CSBA Sample

Administrative Regulation

Administering Medication And Monitoring Health Conditions

AR 5141.21

Students

Definitions

Authorized health care provider means an individual who is licensed by the State of California to prescribe or order medication, including, but not limited to, a physician or physician assistant. (Education Code 49423; 5 CCR 601)

Other designated school personnel means any individual employed by the district, including a nonmedical school employee, who has volunteered or consented to administer medication or otherwise assist the student and who may legally administer the medication to the student or assist the student in the administration of the medication. (5 CCR 601, 621)

Medication may include not only a substance dispensed in the United States by prescription, but also a substance that does not require a prescription, such as over-the-counter remedies, nutritional supplements, and herbal remedies. (5 CCR 601)

Emergency medical assistance for a student suffering an epileptic seizure means the administration of an emergency antiseizure medication such as diazepam rectal gel and other emergency medications approved by the federal Food and Drug Administration for patients suffering from epileptic seizures. (Education Code 49414.7; 5 CCR 621)

Epinephrine auto-injector means a disposable drug delivery system with a spring-activated needle that is designed for emergency administration of epinephrine to provide rapid, convenient first aid for persons suffering a potentially fatal reaction to anaphylaxis. (Education Code 49414)

Anaphylaxis means a potentially life-threatening hypersensitivity to a substance, which may result from an insect sting, food allergy, drug reaction, exercise, or other cause. Symptoms may include shortness of breath, wheezing, difficulty breathing, difficulty talking or swallowing, hives, itching, swelling, shock, or asthma. (Education Code 49414)

(cf. 5141.23 - Asthma Management)

(cf. 5141.27 - Food Allergies/Special Dietary Needs)

Notifications to Parents/Guardians

***Note: Pursuant to Education Code 48980, districts must notify parents/guardians, at the beginning of each school year, of their rights and responsibilities (see section "Parent/Guardian Responsibilities" below) under Education Code 49423 pertaining to the administration of

medication by school employees and self-administration of epinephrine by students. Though notification is not required for self-administration of any medication other than epinephrine, it is recommended that the annual notification include other medications to facilitate implementation by school personnel. ***

At the beginning of each school year, the Superintendent or designee shall notify parents/guardians of the options available to students who need to take prescribed medication during the school day and the rights and responsibilities of parents/guardians regarding those options. (Education Code 49480)

(cf. 5145.6 - Parental Notifications)

In addition, the Superintendent or designee shall inform the parents/guardians of any student on a continuing medication regimen for a nonepisodic condition of the following requirements: (Education Code 49480)

1. The parent/guardian is required to inform the school nurse or other designated employee of the medication being taken, the current dosage, and the name of the supervising physician.
2. With the parent/guardian's consent, the school nurse or other designated employee may communicate with the student's physician regarding the medication and its effects and may counsel school personnel regarding the possible effects of the medication on the student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.

Parent/Guardian Responsibilities

The responsibilities of the parent/guardian of any student who may need medication during the school day shall include, but are not limited to:

***Note: Education Code 49423 and 5 CCR 600 authorize districts to administer prescribed medication only upon receipt of written statements from the student's authorized health care provider and parent/guardian. Education Code 49414.7 and 5 CCR 626 require similar statements before school personnel may administer emergency antiseizure medication to students. In addition, appropriate statements must be received before students are allowed to carry and self-administer diabetes medication pursuant to Education Code 49414.5, auto-injectable epinephrine pursuant to Education Code 49423, or asthma medication pursuant to Education Code 49423.1. Districts may choose to allow students to carry and self-administer other types of medication beyond those authorized by the Education Code. If so, the district should modify the following section accordingly. See the accompanying Board policy. ***

1. Providing parent/guardian and authorized health care provider written statements each school year as described in the sections "Parent/Guardian Statement" and "Health Care Provider Statement" below. The parent/guardian shall provide a new authorized health care provider's statement if the medication, dosage, frequency of administration, or reason for administration changes. (Education Code 49414.5, 49414.7, 49423, 49423.1; 5 CCR 600, 626)

2. If the student is on a continuing medication regimen for a nonepisodic condition, informing the school nurse or other designated certificated employee of the medication being taken, the current dosage, and the name of the supervising physician and updating the information when needed. (Education Code 49480)

***Note: Pursuant to Education Code 49414.7, if the district chooses to participate in a program to train nonmedical school employees who volunteer to provide emergency medical assistance to students suffering from epileptic seizures when licensed health care professionals are not available onsite, it must establish a district plan that includes item #3 below. ***

3. If the student suffers from epilepsy, notifying the principal or designee whenever the student has had an emergency antiseizure medication administered to him/her within the past four hours on a school day. (Education Code 49414.7)

***Note: Pursuant to 5 CCR 606, the district is authorized to establish rules for the delivery and storage of medication on a school site. ***

4. Providing medications in properly labeled, original containers along with the authorized health care provider's instructions. For prescribed or ordered medication, the container also shall bear the name and telephone number of the pharmacy, the student's identification, and the name and phone number of the authorized health care provider. (5 CCR 606)

Parent/Guardian Statement

***Note: 5 CCR 603 authorizes the district to establish specific requirements regarding the parent/guardian's written statement. The following list should be modified to reflect the district's requirements. ***

When district employees are to administer medication to a student, the parent/guardian's written statement shall:

1. Identify the student
2. Grant permission for an authorized district representative to communicate directly with the student's authorized health care provider and pharmacist, as may be necessary, regarding the health care provider's written statement or any other questions that may arise with regard to the medication
3. Contain an acknowledgment that the parent/guardian understands how district employees will administer the medication or otherwise assist the student in its administration
4. Contain an acknowledgment that the parent/guardian understands his/her responsibilities to enable district employees to administer or otherwise assist the student in the administration of medication, including, but not limited to, the parent/guardian's responsibility to provide a written statement from the authorized health care provider, to ensure that the medication is delivered to

the school in a proper container by an individual legally authorized to be in possession of the medication, and to provide all necessary supplies and equipment

5. Contain an acknowledgment that the parent/guardian understands that he/she may terminate the consent for the administration of the medication or for otherwise assisting the student in the administration of medication at any time

In addition to the requirements in items #1-5 above, if a parent/guardian has requested that his/her child be allowed to carry and self-administer prescription auto-injectable epinephrine or prescription inhaled asthma medication, the parent/guardian's written statement shall: (Education Code 49423, 49423.1)

1. Consent to the self-administration
2. Release the district and school personnel from civil liability if the student suffers an adverse reaction as a result of self-administering the medication

In addition to the requirements in items #1-5 above, if a parent/guardian wishes to designate an individual who is not an employee of the district to administer medication to his/her child, the parent/guardian's written statement shall clearly identify the individual and shall state:

1. The individual's willingness to accept the designation
2. That the individual is permitted to be on the school site
3. Any limitations on the individual's authority

Health Care Provider Statement

***Note: Education Code 49423 and 49423.1 and 5 CCR 602 list items that the authorized health care provider's written statement must contain, as specified in items #1-4 below. Education Code 49414.7 and 5 CCR 626 contain requirements similar to items #1-3 for the administration of emergency epilepsy medication. Districts that request additional information in the statement should modify the following list accordingly. ***

When any district employee is to administer prescribed medication to a student, or when a student is to be allowed to carry and self-administer auto-injectable epinephrine or prescribed diabetes or asthma medication during school hours, the authorized health care provider's written statement shall include:

1. Clear identification of the student (Education Code 49414.7, 49423, 49423.1; 5 CCR 602, 626)
2. The name of the medication (Education Code 49414.7, 49423, 49423.1; 5 CCR 602, 626)

3. The method, amount, and time schedules by which the medication is to be taken (Education Code 49414.7, 49423, 49423.1; 5 CCR 602, 626)
4. If a parent/guardian has requested that his/her child be allowed to self-administer medication, confirmation that the student is able to self-administer the medication (Education Code 49423, 49423.1; 5 CCR 602)

***Note: Items #5-7 below may be revised to reflect district practice. ***

5. For medication that is to be administered on an as-needed basis, the specific symptoms that would necessitate administration of the medication, allowable frequency for administration, and indications for referral for medical evaluation
6. Possible side effects of the medication
7. Name, address, telephone number, and signature of the student's authorized health care provider

When authorizing a district employee to administer emergency antiseizure medication to a student, the authorized health care provider's written statement shall also include the following: (Education Code 49414.7; 5 CCR 626)

1. Detailed seizure symptoms, including frequency, type, or length of seizures that identify when the administration of the medication becomes necessary
2. Any potential adverse responses by the student and recommended mitigation actions, including when to call emergency services
3. A protocol for observing the student after a seizure, including, but not limited to, whether he/she should rest in the school office or return to his/her class and the length of time he/she should be under direct observation
4. Following a seizure, the pupil's parent and guardian and the school nurse shall be contacted by the school or charter school administrator or, if the administrator is not available, by another school staff member to continue the observation plan

District Responsibilities

***Note: The following section should be modified to reflect district practice. ***

The school nurse or other designated school personnel shall:

1. Administer or assist in administering medication in accordance with the authorized health care provider's written statement
2. Accept delivery of medications from parents/guardians and count and record them upon

receipt

3. Maintain a record of students needing medication during the school day, including those authorized to self-administer medication, and note on the record the type of medication and the times and dosage to be administered

***Note: 5 CCR 601 specifies items that districts may, but are not required to, include in the medication log, as provided in item #4 below. ***

4. Maintain for each student a medication log which may:

a. Specify the student's name, medication, dose, method of administration, time of administration during the regular school day, date(s) on which the student is required to take the medication, and the authorized health care provider's name and contact information

b. Contain space for daily recording of the date, time, and amount of medication administered, and the signature of the individual administering the medication

***Note: 5 CCR 601 specifies items that may be included in the medication record, as detailed below. In addition, 5 CCR 607 authorizes the district to establish policies regarding documentation of medication, including the maintenance of the medication record. ***

5. Maintain for each student a medication record which may include the authorized health care provider's written statement, the parent/guardian's written statement, the medication log, and any other written documentation related to the administration of medication to the student

6. Ensure that student confidentiality is appropriately maintained

(cf. 5125 - Student Records)

7. Coordinate and, as appropriate, ensure the administration of medication during field trips and other school-related activities

(cf. 5148.2 - Before/After School Programs)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

8. Report to a student's parent/guardian and the site administrator any refusal by the student to take his/her medication

9. Keep all medication to be administered by the district in a locked drawer or cabinet

10. As needed, communicate with a student's authorized health care provider and/or pharmacist regarding the medication and its effects

11. Counsel other designated school personnel regarding the possible effects of a medication

on a student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose

***Note: 5 CCR 609 authorizes the district to establish policies regarding unused, discontinued, or outdated medication. ***

12. Ensure that any unused, discontinued, or outdated medication is returned to the student's parent/guardian at the end of the school year or, if the medication cannot be returned, dispose of it in accordance with state laws and local ordinances

13. Provide immediate medical assistance if needed and report to the site administrator, the student's parent/guardian, and, if necessary, the student's authorized health care provider any instance when a medication is not administered properly, including administration of the wrong medication or failure to administer the medication in accordance with authorized health care provider's written statement

Additional Requirements for Management of Epileptic Seizures

***Note: Pursuant to Education Code 49414.7, when a district chooses to participate in a program to train nonmedical district employees who volunteer to provide emergency medical assistance to students suffering from epileptic seizures when licensed health care professionals are not available on site, the district is required to satisfy specific requirements, including developing a district plan with certain components. The requirements of Education Code 49414.7 that are similar to the requirements for administration of other types of medication are addressed in previous sections. Other requirements that are unique to this program are reflected in the following section. ***

In addition to applicable provisions in the sections above, the Superintendent or designee shall make arrangements for assisting students with epilepsy who may suffer a seizure at school. Such arrangements shall include the following: (Education Code 49414.7; 5 CCR 620-627)

1. Services or Accommodations: Whenever a parent/guardian requests that a nonmedical district employee be trained to provide emergency medical assistance to his/her child, the parent/guardian shall be notified that the child may qualify for services or accommodations pursuant to 20 USC 1400-1482, the Individuals with Disabilities Education Act (IDEA), or 29 USC 794, Section 504 of the federal Rehabilitation Act of 1973 (Section 504).

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

The Superintendent or designee shall assist the parent/guardian to explore that option and shall encourage him/her to adopt the option if the student is determined to be eligible for such service or accommodation.

If the student's parent/guardian refuses to have him/her assessed for services or

accommodations under IDEA or Section 504, the Superintendent or designee may develop an individualized health plan, seizure action plan, or other appropriate health plan designed to acknowledge and prepare for the student's health care needs in school.

2. Request for Volunteers: The Superintendent or designee shall distribute an electronic notice to school staff no more than twice per school year per student whose parent/guardian has requested provision of emergency medical assistance pursuant to Education Code 49414.7. The notice shall be in bold print and, in accordance with Education Code 49414.7, shall contain a description of the request for a volunteer school employee, the training that such volunteer school employee will receive, the voluntary nature of the program, and the timelines for the volunteer school employee to rescind his/her offer. No other means of soliciting volunteer school employees shall be conducted.

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

If no employee volunteers to administer emergency antiseizure medication to a student, the Superintendent or designee shall again notify the student's parent/guardian of the option to have the student assessed for services and accommodations under IDEA or Section 504.

3. Training: Any employee who volunteers to administer an emergency antiseizure medication shall receive from a licensed health care professional the training specified in 5 CCR 623 before administering such medication. The training shall include, but is not limited to:

- a. Recognition and treatment of different types of seizures
- b. Administration of an emergency antiseizure medication
- c. Basic emergency follow-up procedures, including, but not limited to, a requirement for the principal or designee to call the emergency 911 telephone number and to contact the student's parent/guardian.
- d. Techniques and procedures to ensure student privacy

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 5022 - Student and Family Privacy Rights)

When a trained employee has not administered an emergency antiseizure medication to a student within one year after completing the training and a student who may need the administration of an emergency antiseizure medication is enrolled in the school, the employee shall be retrained in order to retain the ability to administer an emergency antiseizure medication.

4. Notification of Administration: The Superintendent or designee shall establish a process for notifying the credentialed school nurse, or the Superintendent or designee as applicable, whenever an employee administers an emergency antiseizure medication to a student at a school site.

5. Supervision of Volunteers: Volunteer school employees shall be supervised by a licensed health care professional in accordance with 5 CCR 627.

Emergency Epinephrine Auto-Injectors

***Note: As amended by SB 1266 (Ch. 321, Statutes of 2014), Education Code 49414 requires districts to provide epinephrine auto-injectors to school nurses or other employees who volunteer and receive training, which they may use to provide emergency medical aid to persons suffering, or reasonably believed to be suffering, from an anaphylactic reaction. SB 1266 deleted the requirement to develop a district plan related to the use of epinephrine auto-injectors. ***

The Superintendent or designee shall provide epinephrine auto-injectors to school nurses or other employees who have volunteered to administer them in an emergency and have received training. The school nurse, or a volunteer employee when a school nurse or physician is unavailable, may administer an epinephrine auto-injector to provide emergency medical aid to any person suffering, or reasonably believed to be suffering, from potentially life-threatening symptoms of anaphylaxis at school or a school activity. (Education Code 49414)

The definition of “school activity” is an on-site, school sponsored activity held during normal school hours.

***Note: As amended by SB 1266 (Ch. 321, Statutes of 2014), Education Code 49414 requires the following annual notification to all staff. ***

At least once per school year, the Superintendent or designee shall distribute to all staff a notice requesting volunteers to be trained to administer an epinephrine auto-injector and describing the training that the volunteer will receive. (Education Code 49414)

***Note: Education Code 49414 specifies topics to be included in training for employees who volunteer to be trained in the use of epinephrine auto-injectors. As amended by SB 1266 (Ch. 321, Statutes of 2014), Education Code 49414 requires the Superintendent of Public Instruction, in consultation with specified agencies and organizations, to review the minimum standards for the training at least every five years. These standards are available on the California Department of Education's web site. ***

The principal or designee at each school may designate one or more volunteers to receive initial and annual refresher training, which shall be provided by a school nurse or other qualified person designated by a physician and surgeon authorized pursuant to Education Code 49414, and shall be based on the standards developed by the Superintendent of Public Instruction. Written materials covering the required topics for training shall be retained by the school for reference. (Education Code 49414)

***Note: Education Code 49414, as amended by SB 1266 (Ch. 321, Statutes of 2014), specifies the type of epinephrine auto-injectors that must be provided to each school and the district personnel authorized to obtain the prescriptions. The following paragraphs may be revised to

reflect the position(s) assigned to fulfill this responsibility and the grade levels maintained by the district. ***

A school nurse or other qualified supervisor of health, or a district administrator if the district does not have a qualified supervisor of health, shall obtain a prescription for epinephrine auto-injectors for each school from an authorized physician and surgeon. Such prescription may be filled by local or mail order pharmacies or epinephrine auto-injector manufacturers. Elementary schools shall, at a minimum, be provided one adult (regular) and one junior epinephrine auto-injector. Secondary schools shall be provided at least one adult (regular) epinephrine auto-injector, unless there are any students at the school who require a junior epinephrine auto-injector. (Education Code 49414)

If an epinephrine auto-injector is used, the school nurse or other qualified supervisor of health shall restock the epinephrine auto-injector as soon as reasonably possible, but no later than two weeks after it is used. In addition, epinephrine auto-injectors shall be restocked before their expiration date. (Education Code 49414)

Information regarding defense and indemnification provided by the district for any and all civil liability for volunteers administering epinephrine auto-injectors shall be provided to each volunteer and retained in his/her personnel file. (Education Code 49414)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

A school may accept gifts, grants, and donations from any source for the support of the school in carrying of the requirements of Education Code 49414, including, but not limited to, the acceptance of epinephrine auto-injectors from a manufacturer or wholesaler. (Education Code 49414)

(cf. 3290 - Gifts, Grants and Bequests)

The Superintendent or designee shall maintain records regarding the acquisition and disposition of epinephrine auto-injectors for a period of three years from the date the records were created. (Business and Professions Code 4119.2)

(cf. 3580 - District Records)

(11/11 12/13) 12/14

Anaphylaxis Treatment Board Policy

For use in persons without individual physician written orders

The Governing Board recognizes that increasing numbers of children and adults are experiencing life-threatening severe allergic reactions (anaphylaxis) which require an immediate administration of an epinephrine auto-injector in order to sustain life. This emergency reaction may occur in individuals with previously identified allergies as well as individuals who have no known history of anaphylaxis.

The Governing Board recognizes that school districts shall provide emergency epinephrine auto-injectors to school nurses and trained personnel who have volunteered and school nurses or trained personnel may use epinephrine auto-injectors to provide emergency medical aid to persons suffering, or reasonably believed to be suffering from an anaphylactic reaction.

The Governing Board recognizes that the epinephrine auto-injectors are to be furnished exclusively for use at the school district site and that qualified supervisor of health (or administrator if there is no qualified supervisor of health) shall obtain from an authorizing physician a prescription that, at minimum, includes one regular and one junior epinephrine auto-injector for elementary schools and one regular for middle and high schools.

Pursuant to education code 49414, a notice shall be distributed at least once a year to all staff that contains a description of a volunteer and a description of the training that the volunteer will receive. Trained volunteer personnel shall be provided with defense and indemnification for any and all civil liability, in accordance with, but not limited to, that provided in Division 3.6 (commencing with Section 810) or Title 1 of the Government Code. This information shall be reduced to writing, provided to the volunteer and retained in the volunteer's personnel file.

The Superintendent or designee may designate one or more volunteers to receive initial and annual refresher training, based on the standards set by the California Department of Education. Documentation of the training and ongoing supervision, as well as annual written verification of competency of designated school personnel shall be maintained.

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: X

From: Don Beno, Superintendent

Item Number: 15

Action: X

SUBJECT

Request to approve the *first reading* of the updated or new Board Policies, Administrative Regulation or Exhibits due to new legislation or mandated language and citation revisions as of April 2015.

Consent Action:

Information Only:

Background:

Changes in legislation and amendments to laws lead to necessary and or mandated changes in District policies, regulations and or Exhibits.

Status:

Attached are Board Policies, Administrative Regulations and Exhibits which have been affected by changes in law effective prior to April 2015 which need to be approved for *first reading*.

These policies, etc., will be submitted for second reading for final approval and adoption at the October 13, 2015 Board meeting.

Presenter Don Beno

Other People Who Might Be Present Jennifer Gaston, Recorder

Cost &/or Funding Sources

Recommendation:

That the Board approve the *first reading* of these policies and regulations resulting from legislation effective prior to April 2015.

Time: 5 mins.

POLICY GUIDESHEET

April 2015

Page 1 of 3

Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

E 0420.41 - Charter School Oversight

(E revised)

Exhibit updated to add charter school responsibilities related to (1) immediate enrollment of homeless students; (2) enrollment and placement of foster youth; (3) teacher qualifications for transitional kindergarten (TK) programs pursuant to **NEW LAW** (SB 876, 2014); (4) training regarding responsibilities for reporting child abuse and neglect pursuant to **NEW LAW** (AB 1432, 2014); (5) reporting to the Commission on Teacher Credentialing of any change in employment status of a certificated employee based on alleged misconduct; (6) posting of information about student participation in athletics, by gender, pursuant to **NEW LAW** (SB 1349, 2014); (7) submission to the Cal Grant program of the grade point average of students in grade 12 pursuant to **NEW LAW** (AB 2160, 2014); and (8) provision on epinephrine auto-injectors pursuant to **NEW LAW** (SB 1266, 2014).

BP/AR 0460 - Local Control and Accountability Plan

(BP/AR revised)

Policy updated to reflect **NEW TITLE 5 REGULATIONS** (Register 2015, No. 2) which (1) present a template for the local control and accountability plan (LCAP), (2) define and give examples of the means by which districts may consult with students when developing the LCAP, (3) address the composition of the parent advisory committee and English learner parent advisory committee, and (4) require the County Superintendent of Schools to review district descriptions, if any, of districtwide or schoolwide services provided with local control funding formula (LCFF) supplemental or concentration funds. Regulation adds new section which addresses requirement for districts receiving LCFF supplemental or concentration funds to increase or improve services for "unduplicated students" and reflects **NEW TITLE 5 REGULATIONS** (Register 2015, No. 2) which specify the method for determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students.

BP/AR 0520.4 - Quality Education Investment Schools

(BP/AR deleted)

Policy and regulation deleted since support programs for low-achieving schools identified under the Quality Education Investment Act are no longer being funded.

AR 1330 - Use of School Facilities

(AR revised)

Mandated regulation updated to reflect **NEW LAW** (AB 2073, 2014) which authorizes districts to allow the use of school facilities for events that may involve the acquisition, possession, use, or consumption of alcohol when the event is covered by a special events permit and will be held at a time that students are not present. Regulation provides that, if the district chooses to exercise this authority, it may specify limitations in the facility use agreement to reduce risks to the district and ensure the safety of participants.

BP 3312 - Contracts

(BP revised)

Policy updated to reflect **NEW LAW** (AB 1584, 2014) which **mandates** policy when the district chooses to enter into a contract with a third party for digital storage, maintenance, or retrieval of student records. Policy also updates section for contracts for non-nutritious foods or beverages and adds new section reflecting requirements for contracts for personal services.

POLICY GUIDESHEET

April 2015

Page 2 of 3

AR 3514.2 - Integrated Pest Management

(AR revised)

Regulation updated to reflect **NEW LAW** (SB 1405, 2014) which (1) requires certain persons to complete a Department of Pesticide Regulation (DPR) approved training course beginning July 1, 2016; (2) requires posting of the integrated pest management (IPM) plan on the school or district web site or distribution of the plan with the annual parental notification whenever a non-exempted pesticide will be used; (3) expands the content of the annual notification to include the Internet address where the school's IPM plan is posted, if applicable, and the opportunity to view the IPM plan in the school office; and (4) requires reporting to the DPR whenever the pesticide use is not otherwise reported by the pest control operator to county officials.

E 4112.9/4212.9/4312.9 - Employee Notifications

(E revised)

Exhibit updated to (1) reflect **NEW LAW** (SB 1266, 2014) requiring a notice to request volunteers to receive training to administer epinephrine auto-injector and notice of defense against liability for administering epinephrine auto-injector; (2) add notice requesting volunteers to receive training to administer emergency antiseizure medication; (3) add notice of the amount of sick leave available to the employee; (4) add notice to employee when Department of Justice notification is the reason for an adverse employment action; and (5) update notices related to suspension or dismissal of certificated employees.

BP 4143/4243 - Negotiations/Consultation

(BP revised)

Policy updated to reflect **NEW LAW** (AB 1611, 2014) which requires reasonable written notice to the exclusive employee representative whenever the district intends to make any changes in matters within the scope of negotiations. Policy also clarifies related meetings that may be held in closed session and adds language on providing released time for a reasonable number of employee representatives for meeting and negotiating and for the processing of grievances.

BP/AR 5111 - Admission

(BP/AR revised)

Policy updated to reflect **NEW LAW** (AB 2706, 2014) which requires district enrollment forms to include information about affordable health care options and available enrollment assistance. Policy also adds language to ensure that enrollment of a homeless student, foster youth, or child of a military family is not delayed for lack of records, and reflects **NEW LAW** (AB 2276, 2014) which prohibits districts from denying enrollment to children from juvenile court schools for the sole reason of their contact with the juvenile court system. Regulation updated to delete outdated dates re: age eligibility for TK, kindergarten, or first grade.

BP 5113.1 - Chronic Absence and Truancy

(BP revised)

Policy updated to reflect the inclusion of chronic absenteeism as a measure of student engagement in the LCAP and **NEW TITLE 5 REGULATIONS** (Register 2015, No. 2) which establish a formula for calculating the chronic absenteeism rate for this purpose. Policy also revised to reflect **NEW LAW** (AB 1643, 2014) which adds other optional representatives to the school attendance review board.

BP/AR 5126 - Awards for Achievement

(BP/AR revised)

Updated policy, **mandated** for districts that maintain a scholarship and loan fund, includes material formerly in AR re: board responsibilities related to the scholarship and loan fund. Material related to selection of the scholarship and loan committee revised to delegate to the Superintendent the appointment of staff, community, and student representatives. Updated regulation deletes detailed eligibility criteria for the Golden State Seal Merit Diploma and State Seal of Bilingualism, as these criteria are in transition.

POLICY GUIDESHEET

April 2015

Page 3 of 3

BP/AR 5144.4 - Required Parental Attendance

(BP/AR added)

New **mandated** policy and regulation are for use by districts that authorize teachers to require parents/guardians to attend a portion of a school day in their child's classroom when their child has been removed from class for specified violations. Policy and regulation contain material formerly in BP/AR 5144.1 - Suspension and Expulsion/Due Process.

E 5145.6 - Parental Notifications

(E revised)

Exhibit updated to add notices related to (1) the IPM plan, if the school or district does not have a web site, pursuant to **NEW LAW** (SB 1405, 2014); (2) forwarding of students' grade point average to the Cal Grant program, pursuant to **NEW LAW** (AB 2160, 2014); (3) advertising in the classroom; (4) basis for placement of foster youth; (5) exemption of foster youth and homeless students from local graduation requirements when transferring between high schools in grade 11 or 12; (6) district program to gather information related to student or school safety from students' social media, pursuant to **NEW LAW** (AB 1442, 2014); (7) permission granted for sex offender to volunteer on campus; and (8) educational opportunities, placement, and transportation for homeless students.

BP 6170.1 - Transitional Kindergarten

(BP revised)

Policy updated to reflect **NEW LAW** (SB 876, 2014) which establishes certain qualifications for teachers assigned to a TK program after July 1, 2015 and **NEW LAW** (SB 858, 2014) which states legislative intent that the TK curriculum be aligned to the California Preschool Learning Foundations. Policy also deletes outdated dates related to student eligibility for the program, adds immunization requirement, and adds requirement to obtain a signed Kindergarten Continuance Form when a child who is age-eligible for kindergarten is enrolled in TK and then continues into kindergarten the following year.

BP/AR 6174 - Education for English Language Learners

(BP/AR revised)

Policy updated to reflect requirements to address goals and specific actions for English language learners in the district's LCAP, establish an English learner parent advisory committee to consult on LCAP development when applicable, and measure progress toward district goals for English learners. Policy also provides updated information about the status of state standards for English language development, instructional materials adoption, and state assessment of English language proficiency. Policy adds language on professional development required for districts receiving federal Title III funds and reflects **NEW LAW** (SB 1174, 2014) which, contingent upon voter approval in the November 2016 statewide general election, would authorize parents/guardians to select a language acquisition program that best suits their child. Regulation updated to delete definitions of "long-term English learner" and "at risk of becoming a long-term English learner" as the assessments on which those definitions are based are in transition. Regulation also adds section on the LCAP English learner parent advisory committee, updates information on the state assessment of English language proficiency, revises the testing window, and adds notifications required for districts that receive Title III funds.

All Personnel

AR 4161.2(a)

4261.2

PERSONAL LEAVES

4361.2

Note: The following administrative regulation is subject to collective bargaining agreements.

As provided in the following paragraph, Family Code 297.5 extends to registered domestic partners the same rights that are available under state law to spouses. Thus, pursuant to Family Code 297.5, any reference to an employee's spouse throughout the following regulation also applies to a registered domestic partner, even if not expressly stated in the applicable state codes (e.g., Education Code, Military and Veterans Code). Districts should consult legal counsel if a question arises as to leave provisions relative to an employee's domestic partner.

For the purpose of any personal leave offered pursuant to state law, a registered domestic partner shall have the same rights, protections, and benefits as a spouse and protections provided to a spouse's child shall also apply to a child of a registered domestic partner. (Family Code 297.5)

Whenever possible, employees shall request personal leaves in advance and prepare suitable instructions, including lesson plans as applicable, for a substitute employee.

(cf. 4121 - Temporary/Substitute Personnel)

Bereavement

Note: Education Code 44985 and 45194 allow the Governing Board to expand the class of relatives listed below and enlarge the benefits provided by law. The following two paragraphs may be revised to reflect district practice.

Employees are entitled to a leave of up to three days, or five days if out-of-state travel is required, upon the death of any member of the employee's immediate family. No deduction shall be made from the employee's salary, nor shall such leave be deducted from any other leave to which the employee is entitled. (Education Code 44985, 45194)

(cf. 4161/4261/4361 - Leaves)

Members of the immediate family include: (Education Code 44985, 45194)

1. The mother, father, grandmother, grandfather, or grandchild of the employee or of the employee's spouse
2. The employee's spouse, son, son-in-law, daughter, daughter-in-law, brother, or sister
3. Any relative living in the employee's immediate household

At the employee's request, bereavement leave may be extended under personal necessity leave provisions as provided in the section "Personal Necessity" below. (Education Code 44981, 45207)

PERSONAL LEAVES (continued)

Personal Necessity

Note: Employees may use a maximum of seven days of accumulated personal illness/injury leave (sick leave) for reasons of personal necessity pursuant to Education Code 44981 (certificated employees) and 45207 (classified employees). Pursuant to Education Code 44981 and 45207, a higher maximum may be set for certificated and classified employees in their collective bargaining agreement or by Board resolution for classified employees who are not covered by a collective bargaining agreement. Districts that have established a maximum that is higher than seven days should modify the following paragraph accordingly.

Education Code 45207 clarifies that provisions pertaining to personal necessity leave also apply to districts that have adopted the merit system for classified employees in accordance with Education Code 45240-45320.

Employees may use a maximum of seven days of their accrued personal illness/injury leave (sick leave) during each school year for reasons of personal necessity. (Education Code 44981, 45207)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

Acceptable reasons for the use of personal necessity leave include:

1. Death of a member of the employee's immediate family when the number of days of absence exceeds the limits set by bereavement leave provisions (Education Code 44981, 45207)
2. An accident involving the employee's person or property or the person or property of a member of the employee's immediate family (Education Code 44981, 45207)

Note: Education Code 44981 provides that a certificated employee may use personal necessity leave for the serious illness of a member of his/her immediate family. The Board may extend these provisions to classified employees under the authority granted to the Board by Education Code 45207. Districts are cautioned to consult legal counsel regarding any interaction of Education Code provisions with Labor Code 233, which states that any employer who provides sick leave for employees must permit the employees to use one-half of their annual sick leave allotment to attend to the illness of a child, parent, spouse, registered domestic partner, or registered domestic partner's child. See AR 4161.1/4361.1 - Personal Illness/Injury Leave and AR 4261.1 - Personal Illness/Injury Leave. Also see AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave for federal and state provisions related to leaves for the birth, adoption, or foster placement of a new child; the care of a seriously ill child, parent, or spouse/registered domestic partner; or the employee's own serious health condition.

3. A serious illness of a member of the certificated employee's immediate family (Education Code 44981)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

PERSONAL LEAVES (continued)

Note: Education Code 45207 provides that classified employees may use sick leave for required court appearances, as provided in item #4 below. Circumstances under which employees may take time off, with pay, for court appearances are described in the section on "Legal Duties" below.

4. A classified employee's appearance in any court or before any administrative tribunal as a litigant, party, or witness under subpoena or other order (Education Code 45207)

Note: Items #5 and #6 are **optional** and may be deleted or modified to reflect district practice.

5. Fire, flood, or other immediate danger to the home of the employee
6. Personal business of a serious nature which the employee cannot disregard

Leave for personal necessity may be allowed for other reasons at the discretion of the Superintendent or designee. However, personal necessity leave shall not be granted for purposes of personal convenience, for the extension of a holiday or vacation, or for matters which can be taken care of outside of working hours. The Superintendent or designee shall have final discretion as to whether or not a request reflects personal necessity.

Note: Education Code 44981 and 45207 specify circumstances under which certificated and classified employees cannot be required to seek advance permission for the leave. However, only certificated employees are afforded the right, pursuant to Education Code 44981, to not be required to provide advance notice for leave due to a serious illness of the employee's family member. Districts may, at their discretion, extend this right to all employees as stated in the following **optional** paragraph. **Districts that wish to restrict the provision to certificated employees should revise the paragraph accordingly.**

Also see AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave for requirements pertaining to requests for leaves that qualify under the federal Family and Medical Leave Act (29 USC 2601-2654) or the California Family Rights Act (Government Code 12945.1-12945.2), including provisions that allow employees to provide notice as soon as practicable when 30-day advance notice is not practicable due to lack of knowledge of the date the leave will be needed, a change in circumstances, or a medical emergency.

Advance permission shall not be required of any employee in any case involving the death of a member of the employee's immediate family, an accident involving the employee's person or property or the person or property of a member of his/her immediate family, or the serious illness of a member of the employee's immediate family. (Education Code 44981, 45207)

However, the employee shall notify the Superintendent or designee of the need for the leave as soon as practicable.

Note: Education Code 44981 and 45207 **mandate** the adoption of regulations requiring, and prescribing the manner of, proof of personal necessity. **The following paragraph may be revised to specify the manner of proof required by the district.**

PERSONAL LEAVES (continued)

After any absence due to personal necessity, the employee shall verify the absence by submitting a completed and signed district absence form to his/her immediate supervisor.

Legal Duties

Note: Pursuant to Education Code 44037, it is unlawful for the district or personnel commission to (1) adopt any rule, regulation, or policy that encourages employees to seek exemption from jury duty; (2) directly or indirectly solicit or suggest to any employee that he/she seek exemption from jury duty; or (3) discriminate against any employee with respect to assignment, employment, promotion, or in any other manner because of his/her service on a jury panel. However, the Board or personnel commission may establish a rule providing that only a percentage of district staff, which shall not be less than two percent, shall be granted such leave with pay at any one time. **The following section may be revised to reflect district practice.**

Labor Code 230 prohibits the discharge of or discrimination or retaliation against an employee for taking time off for the activities specified in items #1-2 below.

An employee may take time off work in order to: (Labor Code 230)

1. Serve on an inquest jury or trial jury
2. Comply with a subpoena or other court order to appear as a witness

Notices, summons, and subpoenas for court appearances shall be submitted to the district office when requesting leave.

A classified employee called for jury duty shall be granted leave with pay up to the amount of the difference between his/her regular earnings and any amount received for jury fees. (Education Code 44037)

Note: The following **optional** paragraph is for use by districts that choose to provide leave of absence with pay for certificated employees called for jury duty, as authorized by Education Code 44036. **Districts that do not grant such leave should delete this paragraph.**

A certificated employee also shall be granted leave for jury duty with pay up to the amount of the difference between his/her regular earnings and any amount received for jury fees.

Note: Education Code 44036 allows the Board, at its discretion, to provide paid leaves for employees to appear as witnesses in court other than as litigants or to respond to orders from another governmental jurisdiction. The following paragraph is **optional**. **Districts that do not grant such leave should delete this paragraph.**

Employees shall be granted leave to appear in court as witnesses other than litigants or to respond to an official order from another governmental jurisdiction for reasons not brought

AR 4161.2(e)
4261.2
4361.2

PERSONAL LEAVES (continued)

about through the connivance or misconduct of the employee. Such employees shall receive pay up to the amount of the difference between the employee's regular earnings and any amount received for witness fees.

Leaves for Crime Victims

Note: Labor Code 230.2 prohibits a district from taking adverse employment action against an employee who takes leave as described below.

An employee may be absent from work in order to attend judicial proceedings related to a crime when he/she is a victim, or an immediate family member, registered domestic partner, or child of a registered domestic partner of a victim, of any of the following crimes: (Labor Code 230.2)

1. A violent felony as defined in Penal Code 667.5(c)
2. A serious felony as defined in Penal Code 1192.7(c)
3. A felony provision of law proscribing theft or embezzlement

Note: Pursuant to Labor Code 230.2, employees may use any of the types of leave listed in the following paragraph, unless otherwise provided by a collective bargaining agreement, although a collective bargaining agreement cannot diminish the entitlement of an employee.

For these purposes, the employee may use vacation, personal leave, personal illness/injury leave, unpaid leave, or compensatory time off that is otherwise available to the employee. (Labor Code 230.2)

Prior to taking time off, an employee shall give his/her supervisor a copy of the notice of each scheduled proceeding that is provided by the responsible agency, unless advance notice is not feasible. When advance notice is not feasible or an unscheduled absence occurs, the employee shall, within a reasonable time after the absence, provide documentation evidencing the judicial proceeding from the court or government agency setting the hearing, the district attorney or prosecuting attorney's office, or the victim/witness office that is advocating on behalf of the victim. (Labor Code 230.2)

The district shall keep confidential any records pertaining to the employee's absence from work by reason of this leave. (Labor Code 230.2)

PERSONAL LEAVES (continued)

Leaves for Victims of Domestic Violence, Sexual Assault and Stalking

Note: Pursuant to Labor Code 230 and 230.1, as amended by SB 400 (Ch. 759, Statutes of 2013), the prohibition of adverse employment action against employees who are victims of domestic violence and sexual assault for taking leaves described in the following section is also applicable to victims of stalking. As amended, Labor Code 230 and 230.1 allow employees to use their available vacation, personal leave, or compensatory time off for this purpose, unless otherwise provided by applicable collective bargaining agreement. However, a collective bargaining agreement cannot diminish the entitlement of an employee.

Labor Code 246.5 (the Healthy Workplaces, Healthy Families Act), as added by AB 1522 (Ch. 317, Statutes of 2014), requires the district to allow the use of sick leave by any employee who is a victim of domestic violence, sexual assault, or stalking for the purpose of seeking or obtaining any relief or medical attention to ensure the employee's or his/her child's health, safety, and welfare, as specified below.

An employee who is a victim of domestic violence, sexual assault, or stalking as defined by law may use vacation, sick leave, personal leave, or compensatory time off that is otherwise available to him/her under the terms of his/her employment to attend to the following activities: (Labor Code 230, 230.1, 246.5)

1. Obtain or attempt to obtain any relief, including, but not limited to, a temporary restraining order, restraining order, or other injunctive relief to help ensure the health, safety, or welfare of the employee or his/her child

Note: Labor Code 230.1, as amended by SB 400 (Ch. 759, Statutes of 2013), requires a district with 25 or more employees to grant time off to an employee who is a victim of sexual assault, domestic violence, or stalking for the following additional reasons. **A district with fewer than 25 employees may use or delete items #2-5 below at its discretion.**

2. Seek medical attention for injuries caused by domestic violence, sexual assault, or stalking
3. Obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking
4. Obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking
5. Participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation

PERSONAL LEAVES (continued)

Prior to taking time off, an employee shall give reasonable notice to his/her supervisor, unless advance notice is not feasible. When an unscheduled absence occurs, the employee shall provide, within a reasonable period of time, certification of the absence in the form of any of the following: (Labor Code 230, 230.1)

1. A police report indicating that the employee was a victim of domestic violence, sexual assault, or stalking
2. A court order protecting or separating the employee from the perpetrator of an act of domestic violence, sexual assault, or stalking, or other evidence from the court or prosecuting attorney that the employee has appeared in court

Note: Pursuant to Labor Code 230, as amended by SB 400 (Ch. 759, Statutes of 2013), the list of professionals authorized to issue documentation to certify an employee's need for leaves within this section has been modified as specified in item #3 below.

3. Documentation from a domestic violence or sexual assault counselor as defined in Evidence Code 1037.1 or 1035.2, licensed medical professional or health care provider, or counselor that the employee was undergoing treatment for physical or mental injuries or abuse resulting in victimization from an act of domestic violence, sexual assault, or stalking

The district shall maintain the confidentiality of such an employee to the extent authorized by law. (Labor Code 230, 230.1)

Personal Leave for a Child's School Activities

Note: Pursuant to Labor Code 230.8, the following section applies to any district employing 25 or more employees at the same location. **A district with fewer than 25 employees at the same location may use or delete this section at its discretion.**

Pursuant to Labor Code 230.8, an employee who is discharged, threatened with discharge, demoted, suspended, or otherwise discriminated against for using the leave is entitled to reinstatement and reimbursement for lost wages and benefits, and an employer who willfully refuses to rehire, promote, or otherwise reinstate such an employee is subject to a civil penalty equal to three times the amount of the lost wages and benefits.

Any employee who is a parent/guardian or grandparent having custody of one or more children enrolled in grades K-12 or who attend a licensed day care facility may use up to 40 hours of personal leave, vacation, or compensatory time off each school year in order to participate in school or day care activities. Such leave shall not exceed eight hours in any month of the year. The employee shall give reasonable advance notice of the absence. (Labor Code 230.8)

AR 4161.2(h)
4261.2
4361.2

PERSONAL LEAVES (continued)

Note: Labor Code 230.8 provides that the employee may use time off without pay to the extent the district makes it available. The following **optional** paragraph may be revised to reflect district practice.

In lieu of using vacation, personal leave, or compensatory time off, eligible employees may take unpaid leave for this purpose.

If both parents/guardians of a child are employed at the same work site, this leave shall be allowed for the first parent/guardian who applies. Simultaneous absence by the second parent/guardian may be granted by the Superintendent or designee. (Labor Code 230.8)

Upon request by the Superintendent or designee, the employee shall provide documentation from the school or licensed day care facility that he/she participated in school or licensed day care facility activities on a specific date and at a particular time. (Labor Code 230.8)

Service on Education Boards and Committees

Upon request, a certificated employee shall be granted up to 20 school days of paid leave per school year for service performed within the state on any education board, commission, committee, or group authorized by Education Code 44987.3 provided that all of the following conditions are met: (Education Code 44987.3)

1. The service is performed within the state.
2. The board, commission, organization, or group informs the district in writing of the service.
3. The board, commission, organization, or group agrees, prior to the service, to reimburse the district, upon the district's request, for compensation paid to the employee's substitute and for actual related administrative costs.

Employee Organization Activities

Note: The following **optional** section may be deleted by any district whose collective bargaining agreements expressly provide for a paid leave of absence for participation in the activities described in this section.

Education Code 44987 and 45210 provide that certificated and classified employees may take time off without loss of compensation to serve as elected officers of their local, statewide, or national employee organization. Following the district's payment to the employee for the leave of absence, the employee organization must reimburse the district within 10 days after receiving the district's certification of payment of compensation to the employee. This leave of absence is in addition to the release time granted to representatives of an employee organization pursuant to Government Code 3543.1.

PERSONAL LEAVES (continued)

Upon request, any certificated or classified employee shall be granted a leave of absence without loss of compensation to serve as an elected officer of a district employee organization or any statewide or national employee organization with which the employee organization is affiliated. The leave shall include, but is not limited to, absence for purposes of attending periodic, stated, special, or regular meetings of the body of the organization. (Education Code 44987, 45210)

(cf. 4140/4240/4340 - Bargaining Units)
(cf. 4143/4243 - Negotiations)

Note: Education Code 45210 requires districts to grant a paid leave of absence to a reasonable number of classified employees serving as unelected members of the employee organization or a statewide or national public employee organization when the employee attends "important organizational activities authorized by the public employee organization." Compensation must include the required retirement fund contributions. The employee will continue to earn full service credit during the leave and must pay member contributions as specified. The maximum amount of service credit an employee may earn cannot exceed 12 years. Education Code 45210 also requires that an employee organization provide reasonable notification to the district when requesting a leave of absence without loss of compensation for an employee.

Upon request of an employee organization in the district or its state or national affiliate, a reasonable number of unelected classified employees shall be granted a leave of absence without loss of compensation for the purpose of attending important organizational activities authorized by the organization. The employee organization shall provide reasonable notification to the Superintendent or designee when requesting a leave of absence for employees for this purpose. (Education Code 45210)

When leave is granted for any of the above purposes, the employee organization shall reimburse the district within 10 days after receiving the district's certification of payment of compensation to the employee. (Education Code 44987, 45210)

Religious Leave

Note: The following **optional** section is for use by any district that chooses to grant religious leave and may be revised to reflect district practice. A district that does not grant such leave should delete this section. However, the district should consult legal counsel before denying a request for religious leave since the Constitution requires districts to provide "reasonable accommodation" to employee religious practices.

The Superintendent or designee may grant an employee up to three days of leave per year for religious purposes, provided that the leave is requested in advance and that it does not cause additional district expenditures, the neglect of assigned duties, or any other unreasonable hardship on the district.

AR 4161.2(j)
4261.2
4361.2

PERSONAL LEAVES (continued)

Note: The following **optional** paragraph reflects the California Supreme Court's interpretation of Article 1, Section 8 of the California Constitution as stated in Rankin v. Commission on Professional Competence.

The Superintendent or designee shall deduct the cost of hiring a substitute, when required, from the wages of the employee who takes religious leave.

No employee shall be discriminated against for using this leave or any additional days of unpaid leave granted for religious observances at the discretion of the Superintendent or designee.

Spouse on Leave from Military Deployment

Note: Military and Veterans Code 395.10 requires any district with 25 or more employees to allow up to 10 days of unpaid leave to an employee whose spouse is on leave from military deployment. **A district with fewer than 25 employees may use the following section at its discretion.** In addition, 29 USC 2612 authorizes an employee to take up to 26 work weeks of unpaid military caregiver leave or up to 12 weeks of "exigency" leave during a single 12-month period, as determined by the district; see AR 4161.8/4261.8/4361.8 - Family Care and Medical Leave.

An employee who works an average of 20 hours or more per week and whose spouse is a member of the United States Armed Forces, National Guard, or reserves may take up to 10 days of unpaid leave during a period that his/her spouse is on leave from deployment during a military conflict, as defined in Military and Veterans Code 395.10. (Military and Veterans Code 395.10)

Within two business days of receiving official notice that his/her spouse will be on leave from deployment, the employee shall provide the Superintendent or designee with notice of his/her intention to take the leave. The employee shall submit written documentation certifying that his/her spouse will be on leave from deployment during the time that the leave is requested. (Military and Veterans Code 395.10)

Leave for Emergency Duty

Note: Labor Code 230.3 prohibits a district from discharging or discriminating against an employee who takes time off to perform emergency duty as specified below. Labor Code 230.3 defines emergency rescue personnel as a member of a federal, state, local, or private fire department or agency, as well as a sheriff or police department.

An employee may take time off to perform emergency duty as a volunteer firefighter, a reserve peace officer, or emergency rescue personnel. (Labor Code 230.3)

AR 4161.2(k)
4261.2
4361.2

PERSONAL LEAVES (continued)

Note: Pursuant to Labor Code 230.4, as amended by AB 11 (Ch. 120, Statutes of 2013), the requirement for a district with 50 or more employees to grant an employee who is a volunteer firefighter leaves of absence for up to 14 days per calendar year for training purposes has been extended to employees who are reserve peace officers and emergency rescue personnel as specified in the following paragraph. **A district with fewer than 50 employees may use or delete this paragraph at its discretion.**

Any employee who performs duty as a volunteer firefighter, reserve peace officer, or emergency rescue personnel shall be permitted to take temporary leaves of absence, not to exceed an aggregate total of 14 days per calendar year, for the purpose of engaging in fire, law enforcement, or emergency rescue training. (Labor Code 230.4)

Civil Air Patrol Leave

Note: Labor Code 1500-1507 require a district with more than 15 employees to provide at least 10 days of unpaid leave per year, beyond any leave otherwise available to employees, to employees who volunteer with the Civil Air Patrol and are directed to respond to an emergency operational mission, as provided below. Labor Code 1503 specifies that a district may not require an employee to first exhaust all accrued vacation, personal, sick, or any other available leave in order to use Civil Air Patrol leave.

If the district chooses to offer more than 10 days of such leave per year or to provide paid leave, it should modify the following paragraph accordingly. **A district with 15 or fewer employees may use or delete this section at its discretion.**

An employee may take up to 10 days of unpaid leave per calendar year, beyond any leave otherwise available to him/her, to respond to an emergency operational mission of the California Civil Air Patrol, provided that the employee has been employed by the district for at least a 90-day period immediately preceding the leave. Such leaves shall not exceed three days for a single mission, unless an extension is granted by the governmental entity authorizing the mission and is approved by the Superintendent or designee. (Labor Code 1501, 1503)

The employee shall give the district as much advance notice as possible of the intended dates of the leave. The Superintendent or designee may require certification from the proper Civil Air Patrol authority to verify the eligibility of the employee for the leave and may deny the leave if the employee fails to provide the required certification. (Labor Code 1503)

Legal Reference: (see next page)

PERSONAL LEAVES (continued)

Legal Reference:

EDUCATION CODE

44036-44037 *Leaves of absence for judicial and official appearances*
44963 *Power to grant leaves of absence (certificated)*
44981 *Leave of absence for personal necessity (certificated)*
44985 *Leave of absence due to death in immediate family (certificated)*
44987 *Service as officer of employee organization (certificated)*
44987.3 *Leave of absence to serve on certain boards, commissions, etc.*
45190 *Leaves of absence and vacations (classified)*
45194 *Bereavement leave of absence (classified)*
45198 *Effect of provisions authorizing leaves of absence*
45207 *Personal necessity (classified)*
45210 *Service as officer of employee organization (classified)*
45240-45320 *Merit system, classified employees*

EVIDENCE CODE

1035.2 *Sex assault counselor; definition*
1037.1 *Domestic violence counselor; definition*

FAMILY CODE

297-297.5 *Registered domestic partner rights, protections, and benefits*

GOVERNMENT CODE

3543.1 *Release time for representatives of employee organizations*
12945.1-12945.2 *California Family Rights Act*

LABOR CODE

230-230.2 *Leave for victims of domestic violence, sexual assault, or specified felonies*
230.3 *Leave for emergency personnel*
230.4 *Leave for volunteer firefighters*
230.8 *Leave to visit child's school*
233 *Illness of child, parent, spouse, domestic partner or domestic partner's child*
234 *Absence control policy*
246.5 *Paid sick days, purposes for use*
1500-1507 *Civil Air Patrol leave*

MILITARY AND VETERANS CODE

395.10 *Leave when spouse on leave from military deployment*

PENAL CODE

667.5 *Violent felony, defined*
1192.7 *Serious felony, defined*

CALIFORNIA CONSTITUTION

Article I, Section 8 *Religious discrimination*

UNITED STATES CODE, TITLE 29

2601-2654 *Family and Medical Leave Act*

UNITED STATES CODE, TITLE 42

2000d-2000d-7 *Title VII, Civil Rights Act of 1964*

COURT DECISIONS

Rankin v. Commission on Professional Competence, (1988) 24 Cal.3d 167

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Berkeley Council of Classified Employees v. Berkeley Unified School District, (2008) PERB Decision No. 1954

AR 4161.2(m)
4261.2
4361.2

PERSONAL LEAVES (continued)

Management Resources:

WEB SITES

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

Public Employment Relations Board: <http://www.perb.ca.gov>

CHARTER SCHOOL OVERSIGHT

REQUIREMENTS FOR CHARTER SCHOOLS

Charter schools are exempt from provisions of the Education Code unless they are expressly included in the law. However, charter schools are subject to the terms of their charters, any memorandum of understanding with their chartering authority, and other legal requirements including, but not limited to, requirements that each charter school:

1. Comply with the state and federal constitution and applicable state and federal laws
2. Comply with state laws that apply to governmental agencies in general, such as the Brown Act requirements in Government Code 54950-54963
3. Be nonsectarian in its programs, admission policies, employment practices, and all other operations (Education Code 47605)
4. Not discriminate against any student on the basis of the characteristics listed in Education Code 220 (Education Code 47605)
5. Not charge tuition (Education Code 47605)
6. Not charge student fees for any activity that is an integral component of the educational program, except as authorized by those Education Code provisions that explicitly apply to charter schools
7. Adhere to all laws establishing the minimum age for public school attendance (Education Code 47610)
8. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965 (Education Code 47612)
9. Serve students with disabilities in the same manner as such students are served in other public schools (Education Code 47646, 56145)
10. Admit all students who wish to attend the school, according to the following criteria and procedures:
 - a. Admission to the charter school shall not be determined according to the student's place of residence, or that of his/her parents/guardians, within the state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within the school's former attendance area. (Education Code 47605)

CHARTER SCHOOL OVERSIGHT (continued)

If a charter school will be physically located in a public elementary school attendance area in which 50 percent or more of the student enrollment is eligible for free or reduced-price meals, it may also establish an admissions preference for students who are currently enrolled in the public elementary school and for students who reside in the public school attendance area. (Education Code 47605.3)

- b. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance shall be determined by a public random drawing. However, preference shall be extended to students currently attending the charter school and students who reside in the district, except as provided for in Education Code 47614.5. (Education Code 47605)
 - c. Other admissions preferences may be permitted by the chartering district on an individual school basis consistent with law. (Education Code 47605)
11. Immediately enroll a homeless student, except where such enrollment would conflict with Education Code 47605(d) (Education Code 48850; 42 USC 11431-11435)
12. If the school participates as a member of a special education local plan area (SELPA), comply with the requirements of Education Code 48850-48859 regarding the enrollment and placement of foster youth (Education Code 48853.5, 48859)
13. If the school offers a kindergarten program: (Education Code 48000)
 - a. Offer a transitional kindergarten (TK) program to students whose fifth birthday is from September 2 through December 2
 - b. Ensure that any credentialed teacher first assigned to teach a TK class after July 1, 2015 meets the qualifications specified in Education Code 48000 by August 1, 2020
14. Require its teachers to hold a certificate, permit, or other document issued by the Commission on Teacher Credentialing (CTC) equivalent to that which a teacher in other public schools would be required to hold (Education Code 47605)
15. Require its teachers of core academic subjects to satisfy requirements for "highly qualified teachers" as defined by the State Board of Education (SBE) (20 USC 6319; 34 CFR 300.18)

CHARTER SCHOOL OVERSIGHT (continued)

16. Provide annual training on child abuse and neglect reporting requirements to employees and persons working on their behalf who are mandated reporters, within the first six weeks of each school year or within six weeks of employment (Education Code 44691)
17. Not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by law (Education Code 44830.1, 45122.1)
18. Report to the CTC any change in a certificated employee's employment status (dismissal, nonreelection, resignation, suspension, unpaid administrative leave for more than 10 days, retirement, or other decision not to employ or reemploy) as a result of an allegation of misconduct or while an allegation of misconduct is pending (Education Code 44030.5)
19. Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System (Education Code 47610)
20. Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment (Education Code 47611.5)
21. If the school receives Title I funds, meet federal requirements for qualifications of paraprofessionals working in programs supported by Title I funds (20 USC 6319)
22. Meet all statewide standards and conduct the student assessments required by Education Code 60605 and 60851 and any other statewide standards or assessments applicable to noncharter public schools (Education Code 47605, 47612.5)
23. Offer at least the number of instructional minutes required by law for the grade levels provided by the charter school (Education Code 46201.2, 47612.5)
24. If the school provides independent study, meet the requirements of Education Code 51745-51749.3, except that the school may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e) (Education Code 47612.5, 51747.3; 5 CCR 11705)
25. Identify and report to the Superintendent of Public Instruction (SPI) any portion of its average daily attendance that is generated through nonclassroom-based instruction, including, but not limited to, independent study, home study, work study, and distance and computer-based education (Education Code 47612.5, 47634.2; 5 CCR 11963.2)

CHARTER SCHOOL OVERSIGHT (continued)

26. If the school offers competitive athletics, annually post on the school's web site or on the web site of the charter operator the total enrollment of the school classified by gender, the number of students who participate in competitive athletics classified by gender, and the number of boys' and girls' teams classified by sport and by competition level (Education Code 221.9)
27. If the school offers an athletic program, annually provide an information sheet about concussion and head injury to athletes and their parents/guardians, which must be signed and returned to the school before the athlete initiates practice or competition. In the event that an athlete is suspected of sustaining a concussion or head injury in an athletic activity, he/she shall be immediately removed from the activity for the remainder of the day and shall not be permitted to return to the activity until he/she is evaluated by a licensed health care provider and receives written clearance to return to the activity. (Education Code 49475)
28. On a regular basis, consult with parents/guardians and teachers regarding the school's educational programs (Education Code 47605)
29. Provide students the right to exercise freedom of speech and of the press including, but not limited to, the use of bulletin boards; the distribution of printed materials or petitions; the wearing of buttons, badges, and other insignia; and the right of expression in official publications (Education Code 48907, 48950)
30. Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection (Education Code 47612.5)
31. If a student subject to compulsory full-time education is expelled or leaves the charter school without graduating or completing the school year for any reason, notify the Superintendent of the school district of the student's last known address within 30 days and, upon request, provide that district with a copy of the student's cumulative record, including a transcript of grades or report card, and health information (Education Code 47605)
32. Electronically submit the grade point average of all students in grade 12 to the Student Aid Commission each academic year for use in the Cal Grant program, after notifying the students and their parents/guardians as applicable, by October 15 of each year, of the opportunity to opt out of being deemed a Cal Grant applicant within a specified period of time of at least 30 days (Education Code 69432.9)
33. Comply with the California Building Standards Code as adopted and enforced by the local building enforcement agency with jurisdiction over the area in which the charter school is located, unless the charter school facility meets either of the following conditions: (Education Code 47610, 47610.5)

CHARTER SCHOOL OVERSIGHT (continued)

- a. The facility complies with the Field Act pursuant to Education Code 17280-17317 and 17365-17374.
 - b. The facility is exclusively owned or controlled by an entity that is not subject to the California Building Standards Code, including, but not limited to, the federal government.
34. Ensure the availability and proper use of emergency epinephrine auto-injectors by: (Education Code 49414)
- a. Providing school nurses or other voluntary, trained personnel with at least one regular and one junior device for elementary schools and, for secondary schools, one regular device if there are no students who require a junior device
 - b. Distributing a notice at least once per school year to all staff requesting volunteers and describing the training that volunteers will receive
 - c. Providing defense and indemnification to volunteers for any and all civil liability from such administration
35. Promptly respond to all reasonable inquiries from the district, the county office of education, or the SPI, including, but not limited to, inquiries regarding the school's financial records (Education Code 47604.3)
36. Annually prepare and submit financial reports to the district Governing Board and the County Superintendent of Schools in accordance with the following reporting cycle:
- a. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement. (Education Code 47604.33)
 - b. By July 1 each year, an update of the school's goals and the actions to achieve those goals as identified in the charter, developed using the SBE template in accordance with Education Code 47606.5. This report shall include a review of the progress toward the goals, an assessment of the effectiveness of the specific actions toward achieving the goals, a description of changes the school will make to the specific actions as a result of the review and assessment, and a listing and description of expenditures for the fiscal year implementing the specific actions. (Education Code 47604.33, 47606.5)

CHARTER SCHOOL OVERSIGHT (continued)

When conducting this review, the governing body of the school may consider qualitative information including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. To the extent practicable, data shall be reported in a manner consistent with how information is reported on a school accountability report card. The update shall be developed in consultation with teachers, principals, administrators, other school personnel, parents/guardians and students. (Education Code 47606.5)

- c. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. (Education Code 47604.33)
- d. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31. (Education Code 47604.33)
- e. By September 15, a final unaudited report for the full prior year. The report submitted to the Board shall include an annual statement of all the charter school's receipts and expenditures for the preceding fiscal year. (Education Code 42100, 47604.33)
- f. By December 15, a copy of the charter school's annual, independent financial audit report for the preceding fiscal year, unless the charter school's audit is encompassed in the district's audit. The audit report shall also be submitted to the state Controller and the California Department of Education. (Education Code 47605)

LOCAL CONTROL AND ACCOUNTABILITY PLAN

The Governing Board desires to ensure the most effective use of available funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions and to facilitate continuous improvement of district practices.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The Board shall adopt a districtwide local control and accountability plan (LCAP), following the template provided in 5 CCR 15497.5, that addresses the state priorities in Education Code 52060 and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years. (Education Code 52060; 5 CCR 15497.5)

(cf. 3100 - Budget)

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

The LCAP shall also be aligned with other district and school plans to the extent possible in order to minimize duplication of effort and provide clear direction for program implementation.

(cf. 0400 - Comprehensive Plans)

(cf. 0440 - District Technology Plan)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 5030 - Student Wellness)

(cf. 6171 - Title I Programs)

(cf. 7110 - Facilities Master Plan)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

(cf. 1220 - Citizen Advisory Committees)

(cf. 4140/4240/4340 - Bargaining Units)

(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish a parent advisory committee to review and comment on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above. (Education Code 52063; 5 CCR 15495)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners. (Education Code 52063; 5 CCR 15495)

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

(cf. 5145.6 - Parental Notifications)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

(cf. 9320 - Meetings and Notices)

Adoption of the Plan

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing.

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP, the Board shall file the LCAP with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

305-306 English language education

17002 State School Building Lease-Purchase Law, including definition of good repair

41020 Audits

42127 Public hearing on budget adoption

42238.01-42238.07 Local control funding formula

44258.9 County superintendent review of teacher assignment

48985 Parental notices in languages other than English

51210 Course of study for grades 1-6

51220 Course of study for grades 7-12

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

52302 Regional occupational centers and programs

52372.5 Linked learning pilot program

54692 Partnership academies

60119 Sufficiency of textbooks and instructional materials; hearing and resolution

60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission

60811.3 Assessment of language development

64001 Single plan for student achievement

99300-99301 Early Assessment Program

CODE OF REGULATIONS, TITLE 5

15494-15497.5 Local control and accountability plan and spending requirements

UNITED STATES CODE, TITLE 20

6312 Local educational agency plan

6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

Impact of Local Control Funding Formula on Board Policies, November 2013

Local Control Funding Formula 2013, Governance Brief, August 2013

State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

CSBA: <http://www.csba.org>

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

LOCAL CONTROL AND ACCOUNTABILITY PLAN

Goals and Actions Addressing State and Local Priorities

The district's local control and accountability plan (LCAP) shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, and foster youth. The LCAP shall identify goals for each of the following state priorities:

a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002

(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3517 - Facilities Inspection)
(cf. 4112.2 - Certification)
(cf. 4113 - Assignment)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency

(cf. 6011 - Academic Standards)
(cf. 6174 - Education for English Language Learners)

c. Parent/guardian involvement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy

(cf. 3553 - Free and Reduced Price Meals)
(cf. 6020 - Parent Involvement)
(cf. 6173.1 - Education for Foster Youth)

d. Student achievement, as measured by all of the following as applicable:

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

- (1) Statewide assessments of student achievement
- (2) Academic Performance Index
- (3) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that satisfy specified requirements and align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692
- (4) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency
- (5) The English learner reclassification rate
- (6) The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher
- (7) The percentage of students who participate in and demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301

(cf. 0500 - Accountability)
(cf. 6141.5 - Advanced Placement)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)
(cf. 6178 - Career Technical Education)

- e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable

(cf. 6146.1 - High School Graduation Requirements)
(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)

- f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

(cf. 5137 - Positive School Climate)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

- g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration funding pursuant to Education Code 42238.02 and 42238.03

(cf. 6143 - Courses of Study)

(cf. 6159 - Individualized Education Program)

- h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable

2. Any goals identified for any local priorities established by the Board.

(cf. 0200 - Goals for the School District)

3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify and include in the LCAP the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on a school accountability report card. (Education Code 52060)

(cf. 0510 - School Accountability Report Card)

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

Increase or Improvement in Services for Unduplicated Students

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. (5 CCR 15494-15496)

When the district expends supplemental and/or concentration funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR 15496)

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis
2. Describe how services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas
3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory. (5 CCR 15496)

Annual Updates

On or before July 1 of each year, the LCAP shall be updated using the template in 5 CCR 15497.5 and shall include all of the following: (Education Code 52061)

1. A review of any changes in the applicability of the goals described in the existing LCAP pursuant to the section "Goals and Actions Addressing State and Local Priorities" above
2. A review of the progress toward the goals included in the existing LCAP, an assessment of the effectiveness of the specific actions described in the existing LCAP toward achieving the goals, and a description of changes to the specific actions the district will make as a result of the review and assessment
3. A listing and description of the expenditures for the fiscal year implementing the specific actions included in the LCAP and the changes to the specific actions made as a result of the reviews and assessment required by items #1-2 above

LOCAL CONTROL AND ACCOUNTABILITY PLAN (continued)

4. A listing and description of expenditures for the fiscal year that will serve unduplicated students and students redesignated as fluent English proficient

Availability of the Plan

The Superintendent or designee shall post the LCAP and any updates or revisions to the LCAP on the district's web site. (Education Code 52065)

(cf. 1113 - District and School Web Sites)

USE OF SCHOOL FACILITIES

Application for Use of Facilities

Any person applying for the use of any school facilities or grounds on behalf of any society, group, or organization shall present written authorization from the group or organization to make the application.

Persons or organizations applying for the use of school facilities or grounds shall submit a facilities use statement indicating that they uphold the state and federal constitutions and do not intend to use school premises or facilities to commit unlawful acts.

Civic Center Use

Subject to district policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes: (Education Code 32282, 38131)

1. Public, literary, scientific, recreational, educational, or public agency meetings
2. The discussion of matters of general or public interest
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization
4. Child care programs to provide supervision and activities for children of preschool and elementary school age

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 5148.3 - Preschool/Early Childhood Education)

5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies
6. Supervised recreational activities, including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youth may participate regardless of religious belief or denomination
7. A community youth center

(cf. 1020 - Youth Services)

8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

USE OF SCHOOL FACILITIES (continued)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization

A veterans' organization means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories. (Military and Veterans Code 1800)

10. Other purposes deemed appropriate by the Governing Board

Restrictions

School facilities or grounds shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law
2. Any use which is inconsistent with the use of the school facilities for school purposes or which interferes with the regular conduct of school or school work
3. Any use which involves the possession, consumption, or sale of alcoholic beverages or any restricted substances, including tobacco

(cf. 3513.3 - Tobacco-Free Schools)

However, the Superintendent or designee may approve the use of district facilities for special events that may involve the acquisition, possession, use, or consumption of alcoholic beverages when the event is covered by a special events permit pursuant to Division 9 of the Business and Professions Code and will occur at a time when students are generally not on the school grounds. (Business and Professions Code 25608)

Any such use of school facilities shall be subject to any limitations that may be necessary to reduce risks to the district and ensure the safety of participants, as determined by the Superintendent or designee. Applicable limitations shall be clearly stated in the facility use agreement to be signed by the user's representative.

The district may exclude certain school facilities from nonschool use for safety or security reasons.

USE OF SCHOOL FACILITIES (continued)

Damage and Liability

Groups, organizations, or persons using school facilities or grounds shall be liable for any property damage caused by the activity. The district may charge the amount necessary to repair the damages and may deny the group further use of school facilities or grounds. (Education Code 38134)

Any group or organization using school facilities or grounds shall be liable for any injuries resulting from its negligence during the use of district facilities or grounds. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk. (Education Code 38134)

Groups or organizations shall provide the district with evidence of insurance against claims arising out of the group's own negligence when using school facilities. (Education Code 38134)

As permitted, the Superintendent or designee may require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facilities being used.

CONTRACTS

The Governing Board recognizes its responsibility to enter into contracts on behalf of the district for the acquisition of equipment, supplies, services, and other resources necessary for the achievement of district goals. In exercising this authority to enter into a contract, the Board shall ensure that the district's interest is protected and that the terms of the contract conform to applicable legal standards, including the bidding requirements in Public Contract Code 20111.

(cf. 2121- Superintendent's Contract)

(cf. 4312.1 - Contracts)

(cf. 9124 - Attorney)

The Board may, by a majority vote, delegate to the Superintendent or designee the authority to enter into contracts on behalf of the district. To be valid or to constitute an enforceable obligation against the district, all such contracts must be approved and/or ratified by the Board.

(cf. 3300 - Expenditures and Purchases)

(cf. 3314 - Payment for Goods and Services)

Contracts for Non-nutritious Foods or Beverages

The district shall not enter into or renew a contract for the sale of foods or beverages that do not meet applicable nutritional standards specified in Education Code 49431-49431.7, 5 CCR 15500-15501 or 15575-15578, or 7 CFR 210.11 or 220.12, unless the contract specifies that such sale will occur off campus or outside the time restriction specified in the applicable law.

(cf. 3554 - Other Food Sales)

(cf. 3555 - Nutrition Program Compliance)

Before the district enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious foods as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public funds and to ensure that funds raised as a result of the contract benefit public education. (Education Code 35182.5)

The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of public funds. Such internal controls may include, but not be limited to, the following:

CONTRACTS (continued)

1. Procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources, and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.

(cf. 3100 - Budget)

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.

CONTRACTS (continued)

Any contract for the sale or advertisement of non-nutritious foods or carbonated or non-nutritious beverages shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through the issuance of a Request for Proposal. (Education Code 35182.5)

(cf. 3311 - Bids)

The Board shall hold an annual public hearing to review and discuss all existing and potential contracts for the sale of foods and beverages on campus, including those sold as full meals or through competitive sales, fundraisers, or vending machines. The Board shall hold a public hearing for any contract not discussed at the annual public hearing. (Education Code 35182.5)

(cf. 9322 - Agendas/Meeting Materials)

(cf. 9323 - Meeting Conduct)

The public hearing shall include, but not be limited to, a discussion of the nutritional value of foods and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the foods and beverages discussed; and barriers to student participation in school breakfast and lunch programs. (Education Code 35182.5)

(cf. 5030 - Student Wellness)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

Contracts for Electronic Products or Services

The Board shall not enter into a contract for electronic products or services that requires the dissemination of advertising to students, unless the Board: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.

(cf. 9320 - Meetings and Notices)

CONTRACTS (continued)

2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.

(cf. 0440 - District Technology Plan)

3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.

(cf. 1325 - Advertising and Promotion)

4. As part of the district's normal, ongoing communication to parents/guardians, provides written notice that the advertising will be used in the classroom or other learning center.

(cf. 5145.6 - Parental Notifications)

5. Offers parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. A request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the parents/guardians at any time.

Contracts for Digital Storage and Maintenance of Student Records

The district may enter into or renew a contract with a third party for the purpose of providing services, including cloud-based services, for the digital storage, management, and retrieval of student records and/or to provide digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records. For these purposes, student records include any information maintained by the district that is directly related to a student and any information acquired directly from the student through the use of instructional software or applications assigned to the student by a teacher or other district employee, and do not include de-identified information. (Education Code 49073.1)

(cf. 5125 - Student Records)

Any such contract shall contain all of the following: (Education Code 49073.1)

1. A statement that student records continue to be the property of and under the control of the district
2. If applicable, a description of the means by which students may retain possession and control of their own student-generated content, as defined in Education Code 49073.1, including options by which a student may transfer student-generated content to a personal account

CONTRACTS (continued)

3. A prohibition against the third party using any information in the student record for any purpose other than those required or specifically permitted by the contract
4. A description of the procedures by which a parent/guardian or a student age 18 years or older may review personally identifiable information in the student's records and correct erroneous information
5. A description of the actions the third party will take, including the designation and training of responsible individuals, to ensure the security and confidentiality of student records
6. A description of the procedures for notifying the affected parent/guardian, or the affected student if age 18 years or older, in the event of an unauthorized disclosure of the student's records
7. A certification that a student's records shall not be retained or available to the third party upon completion of the terms of the contract and a description of how that certification will be enforced, except that these requirements shall not apply to student-generated content if the student chooses to establish or maintain an account with the third party for the purpose of storing that content
8. A description of how the district and the third party will jointly ensure compliance with the federal Family Educational Rights and Privacy Act, 20 USC 1232g
9. A prohibition against the third party using personally identifiable information in student records to engage in targeted advertising

Contracts for Personal Services

In order to achieve cost savings, the district may enter into or renew a contract for any personal service that is currently or customarily performed by classified employees, if the contract does not displace school district employees and meets other conditions specified in Education Code 45103.1. To enter into or renew such a contract, the Board shall ensure that the district meets the numerous conditions specified in Education Code 45103.1.

(cf. 4200 - Classified Personnel)

In addition, the district may enter into or renew any contract for personal service without meeting the conditions described above, if any of the following conditions exists: (Education Code 45103.1)

1. The contract is for new district functions and the Legislature has specifically mandated or authorized the performance of the work by independent contractors.

CONTRACTS (continued)

2. The services contracted are not available within the district, cannot be performed satisfactorily by district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the district.
3. The services are incidental to a contract for the purchase or lease of real or personal property, including, but not be limited to, agreements to service or maintain office equipment or computers that are leased or rented.
4. The district's policy, administrative, or legal goals and purposes cannot be accomplished through the utilization of persons selected pursuant to the regular or ordinary district hiring process.
5. The nature of the work is such that the criteria for emergency appointments, as defined in Education Code 45103.1, apply.
6. The contractor will provide equipment, materials, facilities, or support services that could not feasibly be provided by the district in the location where the services are to be performed.
7. The services are of such an urgent, temporary, or occasional nature that the delay that would result from using the district's regular or ordinary hiring process would frustrate their very purpose.

Legal Reference: (see next page)

CONTRACTS (continued)

Legal Reference:

EDUCATION CODE

200-262.4 *Prohibition of discrimination on the basis of sex*
14505 *Provisions required in contracts for audits*
17595-17606 *Contracts*
35182.5 *Contract prohibitions*
45103.1 *Personal services contracts*
45103.5 *Contracts for management consulting service related to food service*
49073.1 *Contract requirements for digital storage, maintenance and retrieval of student records*
49431-49431.7 *Nutritional standards*

CODE OF CIVIL PROCEDURE

685.010 *Rate of interest*

GOVERNMENT CODE

12990 *Nondiscrimination and compliance employment programs*
53260 *Contract provision re maximum cash settlement*
53262 *Ratification of contracts with administrative officers*

LABOR CODE

1775 *Penalties for violations*
1810-1813 *Working hours*

PUBLIC CONTRACT CODE

4100-4114 *Subletting and subcontracting fair practices*
7104 *Contracts for excavations; discovery of hazardous waste*
7106 *Noncollusion affidavit*
20111 *Contracts over \$50,000; contracts for construction; award to lowest responsible bidder*
20104.50 *Construction Progress Payments*
22300 *Performance retentions*

CODE OF REGULATIONS, TITLE 5

15500 *Food sales by student organizations*
15501 *Sales in high schools and junior high schools*
15575-15578 *Food and beverage requirements outside of the federal school meal programs*

UNITED STATES CODE, TITLE 20

1232g *Family Educational Rights and Privacy Act*
1681-1688 *Title IX, discrimination*

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 *National School Lunch Program*
220.1-220.21 *National School Breakfast Program*

Management Resources:

CSBA PUBLICATIONS

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

WEB SITES

CSBA: <http://www.csba.org>
California Association of School Business Officials: <http://www.casbo.org>

INTEGRATED PEST MANAGEMENT

The Superintendent or designee shall designate an employee at the district office and/or school site to develop, implement, and coordinate an integrated pest management (IPM) program that incorporates effective, least toxic pest management practices. The IPM coordinator shall prepare and regularly update a districtwide or school site IPM plan based on the template provided by the California Department of Pesticide Regulation (DPR).

Integrated pest management means a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using nonchemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment are used only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds. (Education Code 17609; Food and Agricultural Code 13181)

The IPM plan and this administrative regulation shall not apply to reduced-risk pesticides, including self-contained baits or traps, gels or pastes used for crack and crevice treatments, antimicrobials, and pesticides exempt from registration by law. (Education Code 17610.5; 3 CCR 6147)

The IPM coordinator shall not use any pesticide that is prohibited by DPR or the U.S. Environmental Protection Agency, as listed on the DPR web site. (Education Code 17610.1)

Program Components

The district's program shall include, but not necessarily be limited to, the following components:

1. Identifying and monitoring pest population levels and identifying practices that could affect pest populations. Strategies for managing the pest shall be influenced by the pest species and whether that species poses a threat to people, property, or the environment.
2. Setting action threshold levels to determine when pest populations or vegetation at a specific location might cause unacceptable health or economic hazards that would indicate corrective action should be taken.
3. Modifying or eliminating pest habitats to deter pest populations and minimize pest infestations.

INTEGRATED PEST MANAGEMENT (continued)

4. Considering a full range of possible alternative cost-effective treatments. Such alternative treatments may include taking no action or controlling the pest by physical, horticultural, or biological methods. Cost or staffing considerations alone will not be adequate justification for the use of chemical control agents.
5. Selecting nonchemical pest management methods over chemical methods whenever such methods are effective in providing the desired control or, when it is determined that chemical methods must be used, giving preference to those chemicals that pose the least hazardous effects to people and the environment.
6. Limiting pesticide purchases to amounts needed for the year. Pesticides shall be stored at a secure location that is not accessible to students and unauthorized staff. They shall be stored and disposed of in accordance with state regulations and label directions registered with the EPA as well as any disposal requirements indicated on the product label.

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

7. Informing parents/guardians and employees regarding pesticide use as described in the sections "Notifications" and "Warning Signs" below.
8. Ensuring that persons applying pesticides follow label precautions and are sufficiently trained in the principles and practices of IPM.

(cf. 4231 - Staff Development)

Beginning July 1, 2016, the IPM coordinator and any employee or contractor who intends to apply a pesticide at a school site shall annually complete a DPR-approved training course on IPM and the safe use of pesticides in relation to the unique nature of school sites and children's health. (Education Code 17614; Food and Agricultural Code 13186.5)

Notifications

Staff and parents/guardians of students enrolled at a school site shall be annually notified, in writing, regarding pesticide products expected to be applied at the school site in the upcoming year. The notification shall include at least the following: (Education Code 17612)

1. The name of each pesticide product expected to be applied in the upcoming year and the active ingredient(s) in it

INTEGRATED PEST MANAGEMENT (continued)

2. The Internet address (<http://www.cdpr.ca.gov/schoolipm>) used to access information on pesticides and pesticide use reduction developed by the DPR pursuant to Food and Agricultural Code 13184
3. If the school has posted its IPM plan, the Internet address where the plan may be found
4. The opportunity to view a copy of the IPM plan in the school office
5. An opportunity for interested persons to register to receive prior notification of each application of a pesticide at the school site
6. Other information deemed necessary by the IPM coordinator

(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3517 - Facilities Inspection)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)
(cf. 5145.6 - Parental Notifications)

Whenever a person registers to receive notice of individual pesticide application pursuant to item #5 above, the IPM coordinator shall notify such registered persons of individual pesticide applications at least 72 hours prior to the application. The notice shall include the product name, the active ingredient(s) in the product, and the intended date of application. (Education Code 17612)

If a pesticide product not included in the annual notification is subsequently intended for use at a school site, the IPM coordinator shall provide written notification of its intended use to staff and parents/guardians of students enrolled at the school, at least 72 hours prior to the application. (Education Code 17612)

If a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5, it shall post the school or district IPM plan on the school's web site or, if the school does not have a web site, then on the district web site. If neither the school nor district has a web site, then the IPM plan shall be included with the annual notification sent to staff and parents/guardians pursuant to Education Code 17612 as described above. The plan shall include the name of the school designee or IPM coordinator, the pesticides applied at the school site by school or district employees and hired pest control applicators, and a date when the plan shall be reviewed and updated as necessary. When not required, the IPM coordinator may post or distribute the IPM plan at his/her discretion. (Education Code 17611.5)

INTEGRATED PEST MANAGEMENT (continued)

Whenever the IPM coordinator deems that the immediate use of a pesticide is necessary to protect the health and safety of students, staff, or other persons at the school site, he/she shall make every effort to provide the required notifications prior to the application of the pesticide. (Education Code 17612)

Warning Signs

The IPM coordinator shall post a warning sign at each area of the school site where pesticides will be applied that shall be visible to all persons entering the treated area. The sign shall be posted at least 24 hours prior to the application and shall remain posted until 72 hours after the application. The warning sign shall prominently display the following information: (Education Code 17612)

1. The term "Warning/Pesticide Treated Area"
2. The product name, manufacturer's name, and the EPA's product registration number
3. Intended areas and dates of application
4. Reason for the pesticide application

When advance posting is not possible due to an emergency condition requiring immediate use of a pesticide, the warning sign shall be posted immediately upon application and shall remain posted until 72 hours after the application. (Education Code 17609, 17612)

Records

At the end of each calendar year, the IPM coordinator shall submit to the DPR, on a form provided by the DPR, a copy of the records of all pesticide use at the school site for that year, excluding any pesticides exempted by law and any pesticide use reported by the pest control operator pursuant to Food and Agricultural Code 13186. The IPM coordinator may submit more frequent reports at his/her discretion. (Education Code 17611)

Each school site shall maintain records of all pesticide use at the school for four years, and shall make the information available to the public, upon request, in accordance with the California Public Records Act. Such records may be maintained by retaining a copy of the warning sign posted for each pesticide application with a recording on that copy of the amount of the pesticide used. (Education Code 17611)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

Legal Reference: (see next page)

INTEGRATED PEST MANAGEMENT (continued)

Legal Reference:

BUSINESS AND PROFESSIONS CODE

8593.2 *Licensed pest control operators; training requirements*

EDUCATION CODE

17366 *Legislative intent (fitness of buildings for occupancy)*

17608-17614 *Healthy Schools Act of 2000*

48980 *Notice at beginning of term*

48980.3 *Notification of pesticides*

FOOD AND AGRICULTURAL CODE

11401-12408 *Pest control operations and agricultural chemicals*

13180-13188 *Healthy Schools Act of 2000*

GOVERNMENT CODE

3543.2 *Scope of representation; right to negotiate safety conditions*

6250-6270 *California Public Records Act*

CODE OF REGULATIONS, TITLE 3

6147 *Pesticides exempted from registration requirements*

CODE OF REGULATIONS, TITLE 8

340-340.2 *Employer's obligation to provide safety information*

UNITED STATES CODE, TITLE 7

136-136y *Insecticide, Fungicide and Rodenticide Act*

Management Resources:

CALIFORNIA DEPARTMENT OF PESTICIDE REGULATION PUBLICATIONS

California School IPM Model Program Guidebook

U.S. ENVIRONMENTAL PROTECTION AGENCY

Protecting Children in Schools from Pests and Pesticides, 2002

Pest Control in the School Environment: Adopting Integrated Pest Management, 1993

WEB SITES

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

California Department of Pesticide Regulation, School IPM: <http://www.cdpr.ca.gov/schoolipm>

U.S. Environmental Protection Agency, *Integrated Pest Management at Schools:*

<http://www.epa.gov/pesticides/ipm>

All Personnel

E 4112.9(a)

4212.9

EMPLOYEE NOTIFICATIONS

4312.9

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees			
At the beginning of school year or upon employment	Education Code 231.5; Government Code 12950; 2 CCR 11023	AR 4119.11 4219.11 4319.11	The district's policy on sexual harassment, legal remedies, complaints
Annually to all employees, and 72 hours before pesticide application	Education Code 17612	AR 3514.2	Use of pesticide product, active ingredients, Internet address to access information
To all employees, prior to implementing year-round schedule	Education Code 37616	BP 6117	Public hearing on year-round program
To all employees, prior to implementing alternative schedule	Education Code 46162	AR 6112	Public hearing on alternative schedule
Annually to all employees	Education Code 49013; 5 CCR 4622	AR 1312.3 BP 0460 BP 3260	Uniform complaint procedures, appeals, civil law remedies, coordinator, complaints about student fees and local control and accountability plan
Annually to all employees	Education Code 49414	AR 5141.21	Request for volunteers to be trained to administer epinephrine auto-injectors
Electronically to all employees, no more than twice per school year per child needing training medication	Education Code 49414.7	AR 5141.21	Request for volunteers to administer emergency antiseizure medication; to be provided
To all employees	Government Code 1126	BP 4136 4236 4336	Prohibition of activities that are inconsistent, incompatible, in conflict with, or inimical to duties; discipline; appeal
Prior to beginning employment	Government Code 3102	AR 4112.3 4212.3 4312.3	Oath or affirmation of allegiance required of disaster service workers
To all employees	Government Code 8355; 41 USC 8102	BP 4020 BP 4159 4259 4359	District's drug- and alcohol-free workplace; actions to be taken if violated; available employee assistance programs

E 4112.9(b)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees (continued)			
Upon placement of automated external defibrillator (AED) in school, and annually thereafter	Health and Safety Code 1797.196	AR 5141	Proper use of AED; location of all AEDs on campus
To all employees, if the district receives Tobacco-Use Prevention Education funds	Health and Safety Code 104420	AR 3513.3	District's tobacco-free schools policy and enforcement procedures
Annually to all employees, or more frequently if there is new information	Health and Safety Code 120875, 120880	AR 4119.43 4219.43 4319.43	AIDS and hepatitis B, including methods to prevent exposure
To all employees, with each paycheck	Labor Code 246	AR 4161.1 4361.1 AR 4261.1	Amount of sick leave available
To covered employees and former employees	Labor Code 2800.2	AR 4154 4254 4354	Availability of COBRA/ Cal-COBRA continuation and conversion coverage; statement encouraging careful examination of options before declining coverage
To every new employee, either at the time employee is hired or by end of first pay period	Labor Code 3551	BP 4157.1 4257.1 4357.1	Workers' compensation benefits, how to obtain medical care, role of primary physician, form for reporting personal physician/chiropractor
Prior to beginning employment	Penal Code 11165.7, 11166.5	AR 5141.4	Status as a mandated reporter of child abuse, reporting obligations, confidentiality rights, copy of law
Upon employment, and when employee goes on leave for specified reasons	Unemployment Insurance Code 2613	AR 4154 4254 4354	Disability insurance rights and benefits

E 4112.9(c)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. To All Employees (continued)			
To all employees via employee handbook, or to each new employee	2 CCR 11096; 29 CFR 825.300	AR 4161.8 4261.8 4361.8	Benefits through Family and Medical Leave Act (FMLA) and California Family Rights Act (CFRA); obligation to provide 30 days' notice of need for leave when possible
To all employees and job applicants	34 CFR 104.8, 106.9	BP 0410 BP 4030	District's policy on nondiscrimination and related complaint procedures
Annually to all employees	40 CFR 763.84, 763.93	AR 3514	Availability of asbestos management plan; inspections, response actions, post-response actions planned or in progress
II. To Certificated Employees			
To eligible certificated employees in a timely manner, and to part-time and substitute certificated employees within 30 days of hire	Education Code 22455.5	AR 4121	Criteria for membership in retirement system; right to elect membership at any time
Upon employment of a retired certificated individual	Education Code 22461	AR 4117.14 4317.14	Postretirement earnings limitation or employment restriction; monthly report of compensation
To certificated employees	Education Code 35171	AR 4115 BP 4315	District regulations related to performance evaluations
30 days before last day of school year for instructional staff, or by June 30 for noninstructional certificated staff, in any year in which employee is evaluated	Education Code 44663	AR 4115	Copy of employee's evaluation

E 4112.9(d)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
II. To Certificated Employees (continued)			
To a certificated employee with unsatisfactory evaluation, once per year for probationary employee or at least once every other year for permanent employee	Education Code 44664	AR 4115	Notice and description of the unsatisfactory performance
By May 30, if district issues reemployment notices to certificated employees	Education Code 44842	AR 4112.1	Request that the employee notify district of intent to remain in service next year
To certificated employees upon employment, and to nonpermanent employees in July of each school year	Education Code 44916	AR 4112.1 AR 4121	Employment status and salary
To probationary employees in district with ADA of 250 or more, by March 15 of employee's second consecutive year of employment	Education Code 44929.21	AR 4117.6	Whether or not employee is reelected for next school
When certificated employee is subject to disciplinary action for cause, at any time of year or, for charge of unsatisfactory performance, during instructional year	Education Code 44934, 44934.1, 44936	BP 4118 AR 4118	Notice of charges, procedures, and employee rights; intent to dismiss or suspend 30 days after notice
To certificated employee charged with unprofessional conduct, at least 45 days prior to suspension/ dismissal notice	Education Code 44938	BP 4118	Notice of deficiency and opportunity to correct
To certificated employee charged with unsatisfactory performance, at least 90 days prior to suspension/dismissal notice or prior to last quarter of school year	Education Code 44938	BP 4118	Notice of deficiency and opportunity to correct
To certificated employee charged with mandatory leave of absence offense, within 10 days of entry of judgment in proceedings	Education Code 44940.5	AR 4118	Notice of intent to dismiss 30 days from notice unless employee demands hearing

E 4112.9(e)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
II. To Certificated Employees (continued)			
To probationary employees 30 days prior to dismissal during school year, but not later than March 15 for second-year probationary employees	Education Code 44948.3	AR 4118	Reasons for dismissal and opportunity to appeal
By March 15 when necessary to reduce certificated personnel, with final notice by May 15	Education Code 44949, 44955	BP 4117.3	Reasons for personnel reduction and employees' right to hearing; final notice of Board decision re: termination
On or before June 30, to temporary employee who served 75 percent of school year but will be released	Education Code 44954	BP 4121	District's decision not to reelect employee for following school year
To teacher, when a student engages in or is reasonably suspected of specified acts	Education Code 49079	AR 4158 4258 4358	Student has committed specified act that constitutes ground for suspension or expulsion
To certificated employee upon change in employment status due to alleged misconduct or while allegation is pending	5 CCR 80303	AR 4117.7 4317.7	Contents of state regulation re: report to Commission on Teacher Credentialing
To teachers when school is identified for Title I program improvement restructuring	20 USC 6316	AR 0520.2	School identified for restructuring; opportunity to comment and participate
III. To Classified Employees			
To classified employee charged with mandatory leave of absence offense, in merit system district	Education Code 44940.5	AR 4218	Notice of intent to dismiss in 30 days
When classified employee is subject to disciplinary action for cause, in nonmerit district	Education Code 45113	AR 4218	Notice of charges, procedures, and employee rights

E 4112.9(f)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. To Classified Employees (continued)			
To classified employees at least 60 days prior to layoff, or by April 29 for specially funded program that expires at end of school year	Education Code 45117	AR 4217.3	Notice of layoff and reemployment rights
To classified employees upon employment and upon each change in classification	Education Code 45169	AR 4212	Employee's class specification, salary data, assignment or work location, duty hours, prescribed workweek
To classified permanent employee whose leave is exhausted	Education Code 45192, 45195	AR 4261.1 AR 4261.11	Exhaustion of leave, opportunity to request additional leave
To school bus drivers and school activity bus drivers prior to expiration of specified documents	13 CCR 1234	AR 3542	Expiration date of driver's license, driver's certificate and medical certificate; need to renew
To school bus drivers and school activity bus drivers upon employment and at least once per year thereafter	13 CCR 2480	AR 3542	Limitations on vehicle idling; consequences of not complying
To school bus drivers, prior to district drug testing program and thereafter upon employment	49 CFR 382.601	BP 4112.42 4212.42 4312.42	Explanation of federal requirements for drug testing program and district's policy
IV. To Administrative/Supervisory Personnel			
To deputy, associate, or assistant superintendent or senior manager of classified service, at least 45 days before expiration of contract	Education Code 35031	BP 4312.1	Decision not to reelect or reemploy upon expiration of contract or term
Upon request by administrative or supervisory employee transferred to teaching position	Education Code 44896	AR 4313.2	Statement of the reasons for the release or reassignment

E 4112.9(g)
4212.9
4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
IV. To Administrative/Supervisory Personnel (continued)			
By March 15 to employee who may be released/reassigned the following school year	Education Code 44951	AR 4313.2	Notice that employee may be released or reassigned the following school year
V. To Individual Employees Under Special Circumstances			
Prior to placing derogatory information in personnel file	Education Code 44031	AR 4112.6 4212.6 4312.6	Notice of derogatory information, opportunity to review and comment
To employees who volunteer to administer epinephrine auto-injector	Education Code 49414	AR 5141.21	Defense and indemnification from civil liability by the district
24 hours before Board meets in closed session to hear complaints or charges against employee	Government Code 54957	BB 9321	Employee's right to have complaints/charges heard in open session
When taking disciplinary action against employee for disclosure of confidential information	Government Code 54963	BP 4119.23 4219.23 4319.23	Law prohibiting disclosure of confidential information obtained in closed session
Within one working day of work-related injury or victimization of crime	Labor Code 3553, 5401	BP 4157.1 4257.1 4357.1	Potential eligibility for workers' compensation benefits, claim form
When adverse employment action is based on DOJ criminal history information or subsequent arrest notification	Penal Code 11105, 11105.2	AR 4112.5 4212.5 4312.5	Copy of DOJ notification
To any employee with exposure to blood or other potentially infectious materials, upon initial employment and at least annually thereafter	8 CCR 3204, 5193	AR 4119.42 4219.42 4319.42	The existence, location, and availability of exposure and medical records; person responsible for maintaining and providing access to records; right to access records
To any employee assigned to a work area where hazardous chemicals are present, upon initial assignment and upon new exposure situation	8 CCR 5191	AR 3514.1	Location and availability of chemical hygiene plan, exposure limits, signs and symptoms of exposure, location of reference material

E 4112.9(h)
 4212.9
 4312.9

EMPLOYEE NOTIFICATIONS (continued)

When/Whom to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
V. To Individual Employees Under Special Circumstances (continued)			
To any employee who may be exposed to hazardous substances in the work area, upon initial assignment and when new hazard is introduced into work area	8 CCR 5194	AR 3514.1	Any presence of hazardous substances in the work area, location and availability of hazard communication program, new material safety data sheet, employee rights
To employee eligible for military leave	38 USC 4334	AR 4161.5 4261.5 4361.5	Notice of rights, benefits, and obligations under military leave
Within five days of employee's request for FMLA leave, receipt of supporting information, or district's knowledge that the requested leave may qualify as FMLA leave	29 CFR 825.300	AR 4161.8 4261.8 4361.8	Designation of leave as FMLA or non-FMLA; if not eligible, reason not eligible; requirement to use paid leave; any requirement for fitness-for-duty certification; any subsequent changes in designation notice
Whenever notice of eligibility for FMLA is provided to employee	29 CFR 825.300	AR 4161.8 4261.8 4361.8	Rights and responsibilities re: use of FMLA; consequences of failure to meet obligations

NEGOTIATIONS/CONSULTATION

The Governing Board recognizes its responsibility to represent the public's interests in the collective bargaining process. In ratifying agreements on employee contracts, the Board shall balance the needs of staff and the priorities of the district in order to provide students with a high-quality instructional program based on a sound, realistic budget.

(cf. 0200 - Goals for the School District)
(cf. 3100 - Budget)
(cf. 4140/4240/4340 - Bargaining Units)
(cf. 4141/4241 - Collective Bargaining Agreement)

The Board and the Superintendent shall establish a bargaining team to assist in analyzing contract provisions and conducting contract negotiations. The Board shall provide its negotiator(s) with expected outcomes and clear parameters for acceptable contract provisions which promote the realization of district goals and priorities.

The Board and its bargaining team shall negotiate in good faith with exclusive employee representatives on wages, hours of employment, and other terms and conditions of employment identified in law as being within the scope of representation. (Government Code 3543.2)

When the district intends to make any change to matters within the scope of representation, it shall give reasonable written notice of its intent to the exclusive representative for the purpose of providing the exclusive representative a reasonable amount of time to negotiate with the district regarding the proposed changes. (Government Code 3543.2)

A reasonable number of representatives of the employee organization shall have the right to receive reasonable periods of released time without loss of district compensation when meeting and negotiating and/or for the processing of grievances. (Government Code 3543.1)

The Board and its bargaining team shall establish standards of conduct pertaining to the negotiations process for members of the bargaining team. Certain meetings related to negotiations shall not be open to the public in accordance with Government Code 3549.1 and 54957.6, except as otherwise required by law. Matters discussed in these meetings shall be kept in strict confidence in accordance with law.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 9010 - Public Statements)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9321 - Closed Session Purposes and Agendas)

The Board and its negotiator(s) shall not knowingly provide the employee organization with inaccurate information regarding the financial resources of the district. (Government Code 3543.5)

NEGOTIATIONS/CONSULTATION (continued)

The Board shall monitor the progress of negotiations and carefully consider how proposed contract provisions would affect the district's short- and long-term fiscal, programmatic, instructional, and personnel goals.

The Board and/or Superintendent or designee shall keep the public informed about the progress of negotiations and the ways in which negotiations may affect district goals unless otherwise agreed upon by the district and exclusive representative.

(cf. 4143.1/4243.1- Public Notice - Personnel Negotiations)

Whenever the district has a qualified or negative certification on an interim fiscal report, it shall allow the county office of education at least 10 working days to review and comment on any proposed agreement with exclusive representatives of employees. The district shall provide the County Superintendent of Schools with all information relevant to gain an understanding of the financial impact of any final collective bargaining agreement. (Government Code 3540.2)

(cf. 3460 - Financial Reports and Accountability)

Once the final terms of the agreement have been ratified by the membership of the employee organization, the contract shall be presented to the Board at a public meeting for acceptance.

Any agreement adopted by the Board may be for a term not to exceed three years. (Government Code 3540.1)

In the event of an impasse in negotiations, the district shall participate in good faith in mediation and fact-finding procedures pursuant to Government Code 3548-3548.8. (Government Code 3543.5)

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

Following adoption of the collective bargaining agreement, any subsequent amendments shall be executed in writing and ratified by the Board and the employees' exclusive representative.

Consultation

The exclusive representative of certificated staff may consult with the Board on the definition of educational objectives, the determination of the content of courses and curriculum, and the selection of textbooks.

NEGOTIATIONS/CONSULTATION (continued)

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 9310 - Board Policies)

Legal Reference:

EDUCATION CODE

44987 Service as officer of employee organization (certificated)

45210 Service as officer of employee organization (classified)

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Berkeley Council of Classified Employees v. Berkeley Unified School District, (2008) PERB Decision No. 1954

Management Resources:

CSBA PUBLICATIONS

Collective Bargaining DVD-ROM

Maximizing School Board Governance: Collective Bargaining

Before the Strike: Planning Ahead in Difficult Negotiations, 1996

WEB SITES

CSBA: <http://www.csba.org>

California Public Employee Relations: <http://cper.berkeley.edu>

Center for Collaborative Solutions: <http://www.ccscenter.org/labormgmt>

Public Employment Relations Board: <http://www.perb.ca.gov>

State Mediation and Conciliation Service (SMCS): <http://www.dir.ca.gov/csmcs/smcs.aspx>

ADMISSION

The Governing Board encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of children entering a district school at any grade level about admission requirements and shall assist them with enrollment procedures.

Before enrolling any child in a district school, the Superintendent or designee shall verify the child's age, residency, immunization, and other applicable eligibility criteria specified in law, the accompanying administrative regulation, or other applicable Board policy or administrative regulation.

(cf. 5111.1 - District Residency)
(cf. 5111.12 - Residency Based on Parent/Guardian Employment)
(cf. 5125 - Student Records)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)

The Superintendent or designee shall ensure that the enrollment of a homeless or foster child or a child of a military family is not delayed because of outstanding fees or fines owed to the child's last school or for his/her inability to produce previous academic, medical, or other records normally required for enrollment.

(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)

In addition, no child shall be denied enrollment in a district school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system. (Education Code 48645.5)

(cf. 5119 - Students Expelled from Other Districts)

When enrolling in any district school, including a school in their attendance area, children whose parents/guardians reside within district boundaries shall be subject to the timelines established by the Board for open enrollment. Children whose parents/guardians do not reside within the district or who are not otherwise eligible for enrollment in the district may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.

(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5117 - Interdistrict Attendance)
(cf. 5118 - Open Enrollment Act Transfers)

ADMISSION (continued)

The district's enrollment application shall include information about the health care options and enrollment assistance available to families within the district. The district shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family. (Education Code 49452.9)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Legal Reference:

EDUCATION CODE

46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten

46600 Agreements for admission of students desiring interdistrict attendance

48000 Minimum age of admission (kindergarten)

48002 Evidence of minimum age required to enter kindergarten or first grade

48010 Minimum age of admission (first grade)

48011 Admission from kindergarten or other school; minimum age

48050-48053 Nonresidents

48200 Children between ages of 6 and 18 years (compulsory full-time education)

48350-48361 Open Enrollment Act

48850-48859 Educational placement of homeless and foster youth

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

49408 Information of use in emergencies

49452.9 Health care coverage options and enrollment assistance

49700-49704 Education of children of military families

HEALTH AND SAFETY CODE

120325-120380 Education and child care facility immunization requirements

121475-121520 Tuberculosis tests for students

CODE OF REGULATIONS, TITLE 5

200 Promotion from kindergarten to first grade

201 Admission to high school

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 42

11431-11435 McKinney Homeless Assistance Act

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter, May 6, 2011

WEB SITES

CSBA: <http://www.csba.org>

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

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/about/offices/list/ocr>

ADMISSION

Age of Admittance to Kindergarten and First Grade

At the beginning of each school year, the Superintendent or designee shall enroll any otherwise eligible child who will have his/her fifth or sixth birthday on or before September 1 of that year into kindergarten or first grade, as applicable. (Education Code 48000, 48010)

Any child who will have his/her fifth birthday from September 2 through December 2 of the school year shall be offered a transitional kindergarten (TK) program in accordance with law and Board policy. (Education Code 48000)

(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 6170.1 - Transitional Kindergarten)

On a case-by-case basis, a child who will turn five years old in a given school year may be enrolled in kindergarten or TK at any time during that school year with the approval of the child's parent/guardian, provided that: (Education Code 48000)

1. The Governing Board determines that the admittance is in the best interests of the child.
2. The parent/guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.

(cf. 5145.6 - Parental Notifications)

The Superintendent or designee shall make a recommendation to the Board regarding whether a child should be granted early entry to kindergarten. In doing so, the Superintendent or designee shall consider various factors including the availability of classroom space and any negotiated maximum class size.

(cf. 6151 - Class Size)
(cf. 7111 - Evaluating Existing Buildings)

Documentation of Age/Grade

Prior to the admission of a child to kindergarten or first grade, the parent/guardian shall present proof of the child's age. (Education Code 48002)

Evidence of the child's age may include: (Education Code 48002)

1. A certified copy of a birth certificate or a statement by the local registrar or county recorder certifying the date of birth

ADMISSION (continued)

3. A passport

When none of the foregoing is obtainable, the parent/guardian may provide any other appropriate means of proving the age of the child. (Education Code 48002)

CHRONIC ABSENCE AND TRUANCY

The Governing Board believes that excessive absenteeism, whether caused by excused or unexcused absences, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

(cf. 5113 - Absences and Excuses)

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the district. He/she shall provide the Board with data on school attendance, chronic absence, and truancy rates for all district students, for each school, and for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be disaggregated and used in the development of annual goals and specific actions for student attendance and engagement and for inclusion in the district's local control and accountability plan and other applicable school and district plans.

(cf. 0400 - Comprehensive Plans)

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 0460 - Local Control and Accountability Plan)

The Superintendent or designee shall develop strategies that focus on prevention of attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment, relevant and engaging learning experiences, school activities that help develop students' feelings of connectedness with the school, school-based health services, and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance. The Superintendent or designee also shall develop strategies that enable early outreach to students as soon as they show signs of poor attendance.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5126 - Awards for Achievement)

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5141.6 - School Health Services)

(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall work with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy. He/she also may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and

CHRONIC ABSENCE AND TRUANCY (continued)

oral health care providers to ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.

(cf. 1020 - Youth Services)
(cf. 5030 - Student Wellness)
(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 5147 - Dropout Prevention)
(cf. 6158 - Independent Study)
(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6164.5 - Student Success Teams)
(cf. 6173 - Education for Homeless Children)
(cf. 6173.1 - Education for Foster Youth)
(cf. 6173.2 - Education of Children of Military Families)
(cf. 6175 - Migrant Education Program)
(cf. 6179 - Supplemental Instruction)
(cf. 6181 - Alternative Schools/Programs of Choice)
(cf. 6183 - Home and Hospital Instruction)
(cf. 6184 - Continuation Education)
(cf. 6185 - Community Day School)

Students who are identified as truants shall be subject to the interventions specified in law and administrative regulation.

A student's truancy, tardiness, or other absence from school shall not be the basis for his/her out-of-school suspension or expulsion. Alternative disciplinary strategies and positive reinforcement for attendance shall be used whenever possible.

(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)

The Superintendent or designee shall periodically report to the Board regarding the district's progress in improving student attendance rates for all students and for each numerically significant student population. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to make changes as needed. As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in identification of how to best allocate available community resources.

School Attendance Review Board

In accordance with law and administrative regulation, habitual truants may be referred to a school attendance review board (SARB).

The Board may submit a nomination to the County Superintendent of Schools for a person

CHRONIC ABSENCE AND TRUANCY (continued)

who will serve on the county SARB as a representative of school districts. (Education Code 48321)

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

41601 Reports of average daily attendance

46000 Records (attendance)

46010-46014 Absences

46110-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48225.5 Work permits, entertainment and allied industries

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-482967 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

48900 Suspension and expulsion

Legal Reference continued: (see next page)

CHRONIC ABSENCE AND TRUANCY (continued)

Legal Reference: (continued)

EDUCATION CODE (continued)

49067 Unexcused absences as cause of failing grade

52052 Academic Performance Index; numerically significant student subgroups

60901 Chronic absence

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

256-258 Juvenile hearing officer

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

15497.5 Local control and accountability plan template

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

Management Resources:

CSBA PUBLICATIONS

Attendance Awareness Month, Fact Sheet, September 2014

ATTENDANCE WORKS PUBLICATIONS

Count Us In! Working Together to Show that Every School Day Matters, 2014

The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority Early

Outreach for Positive Linkages and Engagement, 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

School Attendance Review Board Handbook, 2015

School Attendance Improvement Handbook, 2000

WEB SITES

CSBA: <http://www.csba.org>

Attendance Works: <http://www.attendanceworks.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

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

California Healthy Kids Survey: <http://chks.wested.org>

California School Climate, Health, and Learning Survey System: <http://www.cal-schls.wested.org>

OnTrackCA: <http://www.ontrackca.org>

AWARDS FOR ACHIEVEMENT

The Governing Board encourages excellence as a goal for all students and wishes to publicly recognize students for exemplary achievement in academic, athletic, extracurricular, or community service activities.

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 6142.4 - Service Learning/Community Service Classes)

District/School Awards

Student awards may include verbal recognition, a letter, a certificate, a Board resolution, public ceremony, trophy, gift, plaque, or cash gift.

The Superintendent or designee shall develop criteria for the selection of student award recipients.

Golden State Seal Merit Diploma

At graduation from high school, special recognition shall be awarded to those students whose academic achievements in core curriculum areas have been outstanding.

The Superintendent or designee shall identify high school students who have demonstrated mastery of the high school curriculum qualifying them for the Golden State Seal Merit Diploma. (Education Code 51454)

(cf. 6162.51 - State Academic Achievement Tests)

Biliteracy Award

The district shall present the State Seal of Biliteracy to each graduating high school student who has attained a high level of proficiency in speaking, reading, and writing in one or more languages in addition to English. (Education Code 51460-51464)

(cf. 6142.2 - World/Foreign Language Instruction)

(cf. 6174 - Education for English Language Learners)

In order to affirm the value of bilingualism and encourage students' enrollment in world language programs, the Superintendent or designee may present awards at appropriate grade levels to recognize the pursuit and/or attainment of grade-level proficiency in one or more languages in addition to English.

Scholarship and Loan Fund

The Board shall establish and maintain a scholarship and loan fund which may be used to provide interest-free loans for educational advancement, scholarship, or grants-in-aid to bona fide organizations, students, or graduates of district schools. (Education Code 35310, 35315)

AWARDS FOR ACHIEVEMENT (continued)

(cf. 1260 - Educational Foundation)

(cf. 3290 - Gifts, Grants and Bequests)

The district's scholarship and loan fund shall be administered by a district committee composed of Board members, the Superintendent, and such other community, staff, administrative, and/or student representatives as determined by the Board. (Education Code 35310)

The Board shall select its own representatives to the committee. Staff, community, and/or student representatives shall be selected by the Superintendent. Members of this committee shall serve two-year terms.

(cf. 1220 - Citizen Advisory Committees)

(cf. 9140 - Board Representatives)

The committee may accept gifts, donations, and bequests made for the purposes of the fund and may prescribe conditions or restrictions on these gifts and bequests. If the donor imposes any conditions, the committee shall review the conditions and make a recommendation to the Board as to the compatibility of such conditions with the intent and purpose of the fund. The Board may prohibit the committee from accepting any donation under conditions it finds incompatible with the fund's intents and purposes. (Education Code 35313)

The Superintendent or designee shall report to the Board at least annually regarding the status and activity of the fund. (Education Code 35319)

Legal Reference:

EDUCATION CODE

220 Nondiscrimination

35160 Authority of governing boards

35310-35319 Scholarship and loan funds

44015 Awards to employees and students

51243-51245 Credit for private school foreign language instruction

51450-51455 Golden State Seal Merit Diploma

51460-51464 State Seal of Biliteracy

52164.1 Assessment of English language skills of English learners

CODE OF REGULATIONS, TITLE 5

876 Golden State Seal Merit Diploma

1632 Credit for private school foreign language instruction

11510-11516 Assessment of English language development

Management Resources: (see next page)

AWARDS FOR ACHIEVEMENT (continued)

Management Resources:

WEB SITES

CSBA: <http://www.csba.org>

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

Californians Together: <http://www.californianstogether.org>

AWARDS FOR ACHIEVEMENT

District/School Awards

The Superintendent or designee may appoint an awards committee at each school which may consist of school administrators, teachers, parents/guardians, community members, and student representatives. The committee shall submit recommendations for student awards to the Superintendent or designee for approval.

(cf. 1220 - Citizen Advisory Committees)

Individual awards in excess of \$200 must be expressly approved by the Governing Board. (Education Code 44015)

Golden State Seal Merit Diploma

To be eligible to receive the Golden State Seal Merit Diploma upon graduation from high school, a student shall complete all requirements for a high school diploma and demonstrate, in accordance with the means adopted by the State Board of Education, mastery of the curriculum in mathematics, English language arts, science, United States history, and two other subject matter areas selected by the student. (Education Code 51451, 51452; 5 CCR 876)

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.11 - Alternative Credits Toward Graduation)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6162.52 - High School Exit Examination)

The Superintendent or designee shall maintain appropriate records to identify students who are eligible for the merit diploma and shall affix an insignia to the diploma and transcript of each student awarded the merit diploma. (Education Code 51454)

(cf. 5125 - Student Records)

The Superintendent or designee shall submit an insignia request form to the California Department of Education in sufficient time to allow processing of the request prior to the high school graduation ceremony.

Biliteracy Award

To be eligible to receive the State Seal of Biliteracy upon graduation, a student shall demonstrate, in accordance with state criteria, proficiency in English and at least one other language, which may include American Sign Language. A student whose primary language is other than English shall also attain the required proficiency level on the state test of English language proficiency. (Education Code 51461)

AWARDS FOR ACHIEVEMENT (continued)

(cf. 6141.5 - Advanced Placement)

(cf. 6142.2 - World/Foreign Language Instruction)

(cf. 6174 - Education for English Language Learners)

The Superintendent or designee shall maintain appropriate records to identify high school students who qualify for the award and shall affix the insignia to the diploma or transcript of each student who earns the award. (Education Code 51463)

Scholarship and Loan Fund

The Superintendent shall serve as chief executive officer of the scholarship and loan fund and as chairperson of the district committee established to administer the fund. The committee shall meet at least once each fiscal year and at other such times as it may be called into session by the Superintendent. (Education Code 35311, 35312)

Scholarship and loan funds shall be deposited, administered, and audited in accordance with Education Code 35314 and 35318.

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

The Superintendent or designee shall establish criteria, procedures, and deadlines for student applications for scholarships and/or loans from the fund. As applicable, the Superintendent or designee may require the student to submit letters of recommendation or other supplementary materials providing evidence of the student's accomplishments and/or need.

(cf. 0410 - Nondiscrimination in District Activities and Programs)

Notifications

The Superintendent or designee shall annually distribute information about eligibility requirements for the Golden State Seal Merit Diploma, State Seal of Biliteracy, and/or any district awards programs to students at the applicable grade levels.

REQUIRED PARENTAL ATTENDANCE

The Governing Board is committed to providing a safe school environment and setting expectations for appropriate student conduct. The Superintendent or designee may involve parents/guardians in student discipline as necessary to improve a student's behavior and encourage personal responsibility.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

(cf. 5144 - Discipline)

(cf. 6020 - Parent Involvement)

When removing a student from class pursuant to Education Code 48910 for committing an act of obscenity, habitual profanity or vulgarity, disruption of school activities, or willful defiance, the teacher of the class may require any parent/guardian who lives with the student to accompany the student for a portion of a school day in the class from which the student has been removed. (Education Code 48900.1)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Any teacher requiring parental attendance pursuant to this policy shall apply the policy uniformly to all students within the classroom. (Education Code 48900.1)

District and school-site rules for student discipline shall include procedures for implementing parental attendance requirements. (Education Code 48900.1)

Legal Reference: (see next page)

REQUIRED PARENTAL ATTENDANCE (continued)

Legal Reference:

EDUCATION CODE

35291 *Rules (for government and discipline of schools)*

35291.5 *Rules and procedures on school discipline*

48900-48927 *Suspension and expulsion, especially:*

48900 *Grounds for suspension and expulsion*

48900.1 *Required parental attendance*

48910 *Suspension by teacher*

Management Resources:

CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

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

U.S. Department of Education, Office for Civil Rights:

<http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Drug-Free Schools:

<http://www.ed.gov/about/offices/list/osdfs>

REQUIRED PARENTAL ATTENDANCE

Whenever a teacher requires a parent/guardian to attend a portion of a school day with his/her child for the child's commission of an act specified in Education Code 48900(i) or (k), the principal shall send the parent/guardian a written notice that the parent/guardian's attendance is required pursuant to law. (Education Code 48900.1)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 5145.6 - Parental Notifications)

The notice shall:

1. Inform the parent/guardian of the date that his/her presence is expected, the length of the visit, and by what means he/she may arrange an alternate date
2. State that if the parent/guardian does not have a means of transportation to school, he/she may ride the school bus with the student
3. Direct the parent/guardian to meet with the principal after the visit and before leaving school
4. Direct the parent/guardian to contact the school if there are reasonable factors that would prevent him/her from complying with the attendance requirement

Attendance of the parent/guardian shall be limited to the class from which the student was removed. (Education Code 48900.1)

A parent/guardian who has received a written notice shall attend class as specified in the notice. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

At the meeting with the student's parent/guardian, the principal or designee shall explain the district's and school's discipline policies, including the disciplinary strategies that may be used to achieve proper student conduct.

When a parent/guardian does not respond to the request to attend school, the principal or designee shall contact him/her by any method that maintains the confidentiality of the student's records.

(cf. 5125 - Student Records)

PARENTAL NOTIFICATIONS

Cautionary Notice: Government Code 17581.5 relieves districts from the obligation to perform specified mandated activities when the Budget Act does not provide reimbursement during that fiscal year. The Budget Act of 2014 (SB 852, Ch. 25, Statutes of 2014) extends the suspension of these requirements through the 2014-15 fiscal year. As a result, certain provisions of the following Exhibit related to scoliosis screening and bus safety instruction may be suspended.

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. Annually			
Beginning of each school year	Education Code 17611.5, 17612, 48980.3	AR 3514.2	Use of pesticide product, active ingredients, Internet address to access information, and, if district has no web site and uses certain pesticides, integrated pest management plan
By February 1	Education Code 35256, 35258	BP 0510	School Accountability Report Card provided
Beginning of each school year	Education Code 35291, 48980	AR 5144 AR 5144.1	District and site discipline rules
Beginning of each school year	Education Code 46010.1	BP 5113	Absence for confidential medical services
Beginning of each school year	Education Code 48980	BP 6111	Schedule of minimum days
Beginning of each school year	Education Code 48980, 231.5; 5 CCR 4917	AR 5145.7	Sexual harassment policy as related to students
Beginning of each school year	Education Code 48980, 32255-32255.6	AR 5145.8	Right to refrain from harmful or destructive use of animals
Beginning of each school year	Education Code 48980, 35160.5, 46600-46611, 48204, 48301, 48350-48361	AR 5111.1 AR 5116.1 AR 5117	All statutory attendance options, available local attendance options, options for meeting residency
Beginning of each school year, if Board allows such absence	Education Code 48980, 46014	BP 5113 AR 5113	Absence for religious exercises or purposes

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. Annually (continued)			
Beginning of each school year	Education Code 48980, 48205	BP 5113 AR 5113 AR 6154	Excused absences; grade/credit cannot be reduced due to excused absence if work or test has been completed
Beginning of each school year	Education Code 48980, 48206.3, 48207, 48208	AR 6183	Availability of home/hospital instruction for students with temporary disabilities
Beginning of each school year	Education Code 48980, 49403	BP 5141.31	Consent to school immunization program
Beginning of each school year	Education Code 48980, 49423, 49480	AR 5141.21	Administration of prescribed medication
Beginning of each school year	Education Code 48980, 49451; 20 USC 1232h	AR 5141.3	Right to refuse consent to physical examination
Beginning of each school year	Education Code 48980, 49471, 49472	BP 5143	Availability of insurance
Beginning of each school year	Education Code 49013; 5 CCR 4622	AR 1312.3	Uniform complaint procedures, available appeals, civil law remedies
Beginning of each school year	Education Code 49063	AR 5125 AR 5125.3	Challenge, review, and expunging of records
Beginning of each school year	Education Code 49063, 49069; 20 USC 1232g; 34 CFR 99.7	AR 5125	Student records: inspect and review, access, types, location, persons responsible, location of log, access criteria, cost of copies, amendment requests, criteria to determine legitimate educational interest, course prospectus availability
Beginning of each school year	Education Code 49063, 49073; 20 USC 1232g; 34 CFR 99.37	AR 5125.1	Release of directory information

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. Annually (continued)			
Beginning of each school year	Education Code 49520, 48980; 42 USC 1758; 7 CFR 245.5	AR 3553	Free and reduced price meals
Beginning of each school year	Education Code 51513; 20 USC 1232h	AR 5022 BP 6162.8	Notice of privacy policy and dates of activities re: survey, health examination, or collection of personal information for marketing; process to opt out of such activities
Beginning of each school year	Education Code 56301	BP 6164.4	Parental rights re: special education identification, referral, assessment, instructional planning, implementation and review, and procedures for initiating a referral for assessment
Beginning of each school year	Education Code 58501, 48980	AR 6181	Alternative schools
Beginning of each school year	Health and Safety Code 104855	AR 5141.6	Availability of dental fluoride treatment; opportunity to accept or deny treatment
Annually	5 CCR 852; Education Code 60615	AR 6162.51	Student's participation in state assessments; option to request exemption from testing
Beginning of each school year, if district receives Title I funds	20 USC 6311; 34 CFR 200.61	AR 4112.24 AR 4222	Right to request information re: professional qualifications of child's teacher and paraprofessional
Beginning of each school year, if any district school has been identified for program improvement or corrective action	20 USC 6316	AR 0520.2	Availability of supplemental educational services, identity of providers, description of services, qualifications, effectiveness of providers
Beginning of each school year	34 CFR 104.8, 106.9	BP 0410 BP 6178	Nondiscrimination

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
I. Annually (continued)			
Beginning of each school year to parent, teacher, and employee organizations or, in their absence, individuals	40 CFR 763.84, 763.93	AR 3514	Availability of asbestos management plan; any inspections, response actions or post-response actions planned or in progress
II. At Specific Times During the Student's Academic Career			
Beginning in grade 7, at least once prior to course selection and career counseling	Education Code 221.5, 48980	BP 6164.2	Course selection and career counseling
When child first enrolls in a public school, if the school offers a fingerprinting program	Education Code 32390, 48980	AR 5142.1	Fingerprinting program
When participating in driver training courses under the jurisdiction of the district	Education Code 35211	None	Civil liability, insurance coverage
Upon registration in K-6, if students have not previously been transported	Education Code 39831.5	AR 3543	School bus safety rules and information, list of stops, rules of conduct, red light crossing instructions, bus danger zones, walking to and from stops
Beginning of each school year for high school students, if high school is open campus	Education Code 44808.5, 48980	AR 5112.5	Open campus
Beginning of each school year in grades 9-12, if district allows career technical education (CTE) course to satisfy graduation requirement	Education Code 48980, 51225.3	AR 6146.1	How each graduation requirement does or does not satisfy college entrance a-g course criteria; district CTE courses that satisfy a-g criteria
Beginning of each school year in grades 9-12 and when high school student transfers into the district	Education Code 48980, 60850	AR 6162.52	Requirement to pass the high school exit exam including: date of exam, requirements for passing, consequences of not passing, and that passing is a condition of graduation

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
II. At Specific Times During the Student's Academic Career (continued)			
When students entering grade 7	Education Code 49452.7	AR 5141.3	Specified information on type 2 diabetes
When in kindergarten, or first grade if not previously enrolled in public school	Education Code 49452.8	AR 5141.32	Requirement for oral health assessment, explanation of law, importance of oral health, agency contact, privacy rights
Beginning of each school year for students in grades 9-12	Education Code 51229, 48980	AR 6143	College admission requirements, UC and CSU web sites that list certified courses, description of CTE, CDE Internet address, how students may meet with counselors
Beginning of each school year for students in grades 7-12	Education Code 51938, 48980	AR 6142.1	Explanation of sex and HIV/AIDS instruction; right to view A/V materials, who's teaching, request specific Education Code sections, right to excuse
Within 20 working days of receiving results of standardized achievement tests or, if results not available in school year, 20 days of start of next school year	Education Code 60641; 5 CCR 863	AR 6162.51	Results of tests; test purpose, individual score and intended use
By October 15 for students in grade 12	Education Code 69432.9	AR 5125	Forwarding of student's grade point average to Cal Grant program; timeline to opt out
When child is enrolled in kindergarten	Health and Safety Code 124100, 124105	AR 5141.32	Health screening examination
To students in grades 11-12, early enough to enable registration for fall test	5 CCR 11523	AR 6146.2	Notice of proficiency examination provided under Education Code 48412
To secondary students, if district receives Title I funds	20 USC 7908	AR 5125.1	Request that district not release name, address, phone number of child to military recruiters without prior written consent

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. When Special Circumstances Occur			
Upon receipt of a complaint alleging discrimination	Education Code 262.3	AR 1312.3	Civil law remedies available to complainants
When student has been placed in structured English immersion program	Education Code 310-311; 5 CCR 11309	AR 6174	Student's placement in program, opportunity to apply for parental exception waiver, other rights of student relative to such placements
When determining whether an English learner should be reclassified as fluent English proficient	Education Code 313; 5 CCR 11303	AR 6174	Description of reclassification process, opportunity for parent/guardian to participate
When student is identified as English learner and district receives Title III funds, not later than 30 days after beginning of school year or within two weeks of placement if identified during school year	Education Code 440; 20 USC 7012	AR 6174	Reason for classification, level of English proficiency, description of program(s), option to decline program or choose alternate, exit requirements of program
Before high school student attends specialized secondary program on a university campus	Education Code 17288	None	University campus buildings may not meet Education Code requirements for structural safety
At least 72 hours before use of pesticide product not included in annual list	Education Code 17612	AR 3514.2	Intended use of pesticide product
To members of athletic teams	Education Code 32221.5	AR 5143	Offer of insurance; no-cost and low-cost program options
If school has lost its WASC accreditation status	Education Code 35178.4	BP 6190	Loss of status, potential consequences
When district has contracted for electronic products or services that disseminate advertising	Education Code 35182.5	BP 3112	Advertising will be used in the classroom or learning center
At least six months before implementing uniform policy	Education Code 35183	AR 5132	Dress code policy requiring schoolwide uniform

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. When Special Circumstances Occur (continued)			
Before implementing a year-round schedule	Education Code 37616	BP 6117	Public hearing on year-round schedule
When interdistrict transfer is requested and not approved or denied within 30 days	Education Code 46601	AR 5117	Appeal process
Before early entry to kindergarten, if offered	Education Code 48000	AR 5111	Effects, advantages and disadvantages of early entry
When student identified as being at risk of retention	Education Code 48070.5	AR 5123	Student at risk of retention
When student excluded due to quarantine, contagious or infectious disease, danger to safety or health	Education Code 48213	AR 5112.2 BP 5141.33	Student has been excluded from school
Before already admitted student is excluded for lack of immunization	Education Code 48216; 17 CCR 6040	AR 5141.31	Need to submit evidence of immunization or exemption within 10 school days; referral to medical care
When a student is classified a truant	Education Code 48260.5, 48262	AR 5113.1	Truancy, parental obligation, availability of alternative programs, student consequences, need for conference
When a truant is referred to a SARB or probation department	Education Code 48263	AR 5113.1	Name and address of SARB or probation department and reason for referral
When a school is identified on the state's Open Enrollment List	Education Code 48354; 5 CCR 4702	AR 5118	Student's option to transfer to another school
Within 60 days of receiving application for transfer out of open enrollment school	Education Code 48357; 5 CCR 4702	AR 5118	Whether student's transfer application is accepted or rejected; reasons for rejection
When student requests to voluntarily transfer to continuation school	Education Code 48432.3	AR 6184	Copy of district policy and regulation on continuation education

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. When Special Circumstances Occur (continued)			
Prior to involuntary transfer to continuation school	Education Code 48432.5	AR 6184	Right to request meeting prior to involuntary transfer to continuation school
To person holding educational rights, prior to recommending placement of foster youth outside school of origin	Education Code 48853.5	AR 6173.1	Basis for the placement recommendation
When student is removed from class and teacher requires parental attendance at school	Education Code 48900.1	AR 5144.4	Parental attendance required; timeline for attendance
Prior to withholding grades, diplomas, or transcripts	Education Code 48904	AR 5125.2	Damaged school property
When withholding grades, diplomas or transcripts from transferring student	Education Code 48904.3	AR 5125.2	Next school will continue withholding grades, diplomas, or transcripts
When student is released to peace officer	Education Code 48906	BP 5145.11	Release of student to peace officer for the purpose of removing minor from school premises
At time of suspension	Education Code 48911	BP 5144.1 AR 5144.1	Notice of suspension
When original period of suspension is extended	Education Code 48911	AR 5144.1	Extension of suspension
At the time a student is assigned to a supervised suspension classroom	Education Code 48911.1	AR 5144.1	The student's assignment to a supervised suspension classroom
Before holding a closed session re: suspension	Education Code 48912	AR 5144.1	Intent to hold a closed session re: suspension
When student expelled from another district for certain acts seeks admission	Education Code 48915.1, 48918	BP 5119	Hearing re: possible danger presented by expelled student
When readmission is denied	Education Code 48916	AR 5144.1	Reasons for denial; determination of assigned program

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. When Special Circumstances Occur (continued)			
When expulsion occurs	Education Code 48916	AR 5144.1	Readmission procedures
At least 10 calendar days before expulsion hearing	Education Code 48918	AR 5144.1	Notice of expulsion hearing
When expulsion or suspension of expulsion occurs	Education Code 48918	AR 5144.1	Decision to expel; right to appeal to county board; obligation to inform new district of status
One month before the scheduled minimum day	Education Code 48980	BP 6111	When minimum days are scheduled after beginning of the school year
When parents/guardians request guidelines for filing complaint of child abuse at a school site	Education Code 48987	AR 5141.4	Guidelines for filing complaint of child abuse at a school site with local child protective agencies
When student in danger of failing a course	Education Code 49067	AR 5121	Student in danger of failing a course
When student transfers from another district or private school	Education Code 49068	AR 5125	Right to receive copy of student's record and to challenge its content
When district is considering program to gather safety-related information from students' social media activity	Education Code 49073.6	BP 5125	Opportunity for input on proposed program
When district adopts program to gather information from students' social media activity, and annually thereafter	Education Code 49073.6	AR 5125	Information is being gathered, access to records, process for removal or corrections, destruction of records
Within 24 hours of release of information to a judge or probation officer	Education Code 49076	AR 5125	Release of student record to a judge or probation officer for conducting truancy mediation program or for presenting evidence at a truancy petition
Before release of information pursuant to court order or subpoena	Education Code 49077	AR 5125	Release of information pursuant to court order or subpoena

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. When Special Circumstances Occur (continued)			
When screening results in suspicion that student has scoliosis	Education Code 49452.5	AR 5141.3	Scoliosis screening
When test results in discovery of visual or hearing defects	Education Code 49456; 17 CCR 2951	AR 5141.3	Vision or hearing test results
Annually to parents/guardians of student athletes before their first practice or competition	Education Code 49475	AR 6145.2	Information on concussions and head injuries
To person holding educational rights, within 30 days of foster youth's transfer between high schools	Education Code 51225.1	AR 6173.1	Exemption from local graduation requirements, effect on college admission, option for fifth year of high school
Before any test/survey questioning personal beliefs	Education Code 51513	AR 5022	Permission for test, survey questioning personal beliefs
Within 14 days of instruction if arrangement made for guest speaker after beginning of school year	Education Code 51938	AR 6142.1	Instruction in HIV/AIDS or sexual health education by guest speaker or outside consultant
Prior to administering survey regarding health risks and behaviors to students in 7-12	Education Code 51938	AR 5022	Notice that the survey will be administered
Within 30 calendar days of receipt of results of assessment or reassessment of English proficiency	Education Code 52164.1, 52164.3; 5 CCR 11511.5	AR 6174	Results of state test of English proficiency
When migrant education program is established	Education Code 54444.2	BP 6175 AR 6175	Parent advisory council membership composition
When child participates in licensed child care and development program	Health and Safety Code 1596.857	AR 5148	Parent/guardian right to enter facility
When district receives Tobacco-Use Prevention Education Funds	Health and Safety Code 104420	AR 3513.3	The district's tobacco-free schools policy and enforcement procedures

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. When Special Circumstances Occur (continued)			
When sharing student immunization information with an immunization system	Health and Safety Code 120440	AR 5125	Types of information to be shared, name and address of agency, acceptable use of the information, right to examine, right to refuse to share
At least 14 days prior to sex offender coming on campus as volunteer	Penal Code 626.81	AR 1240 BP 1250	Dates and times permission granted; obtaining information from law enforcement
When hearing is requested by person asked to leave school premises	Penal Code 627.5	AR 3515.2	Notice of hearing
When responding to complaint re: discrimination, special education, or noncompliance with law	5 CCR 4631	AR 1312.3	Findings, disposition of complaint, any corrective actions, appeal rights and procedures
When child participates in licensed child care and development program	5 CCR 18066	AR 5148	Policies re: unexcused absences
When district substantively changes policy on student privacy rights	20 USC 1232h	AR 5022	Notice of any substantive change in policy or regulation
For districts receiving Title I funds, when child has been taught for four or more consecutive weeks by a teacher who is not "highly qualified"	20 USC 6311	AR 4112.24	Timely notice to parent/guardian of child's assignment
When school identified for program improvement or corrective action, within 30 days of failure to make annual yearly progress, to parents/guardians of English learners	20 USC 6312	AR 0520.2	Notice of failure to make adequate yearly progress
For districts receiving Title I funds, not later than 30 days after beginning of school year, to parents/guardians of English learners	20 USC 6312	AR 6174	Reasons for placement, level of proficiency, instructional methods, how program meets child's strengths and teaches English, exit requirements, right to choose other program

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
III. When Special Circumstances Occur (continued)			
When school identified for program improvement or corrective action	20 USC 6316	AR 0520.2 AR 5116.1	Explanation of identification, reasons, how problem will be addressed, how parents/ guardians can become involved, transfer option, availability of supplemental services
When district identified for program improvement	20 USC 6316	AR 0520.3	Explanation of status, reasons for identification, how parents/ guardians can participate in upgrading district
For schools receiving Title I funds, upon development of parent involvement policy	20 USC 6318	AR 6020	Notice of policy
For districts receiving Title III funds, within 30 days of the annual release of state Title III accountability report	20 USC 7012	AR 6174	Notification of any failure to make progress on state's measurable achievement objectives for English learners
When household is selected for verification of eligibility for free or reduced-price meals	42 USC 1758; 7 CFR 245.6a	AR 3553	Notice of need to submit verification information; any subsequent change in benefits; right to appeal
When student is homeless or unaccompanied minor	42 USC 11432	AR 6173	Educational and related opportunities; transportation services; placement decision and right to appeal
When student transfers out of state and records are disclosed without consent pursuant to 34 CFR 99.30	34 CFR 99.34	AR 5125	Right to review records
IV. Special Education Notices			
Prior to conducting initial evaluation	Education Code 56301, 56321, 56321.5, 56321.6, 56329; 20 USC 1415(d); 34 CFR 300.502, 300.503	BP 6159.1 AR 6159.1 AR 6164.4	Proposed evaluation plan, related parental rights, prior written notice, procedural safeguards

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
IV. Special Education Notices (continued)			
Before functional behavioral assessment begins	Education Code 56321	AR 6159.4	Notification and consent
24 hours before IEP when district intending to record	Education Code 56341.1	AR 6159	Intention to audio-record IEP meeting
Early enough to ensure opportunity for parent/guardian to attend IEP meeting	Education Code 56341.5; 34 CFR 300.322	AR 6159	Time, purpose, location, who in attendance, participation of others with special knowledge, transition statements if appropriate
When parent/guardian orally requests review of IEP	Education Code 56343.5	AR 6159	Need for written request
Within one school day of emergency intervention or serious property damage	Education Code 56521.1	AR 6159.4	Emergency intervention
Whenever there is a proposal or refusal to initiate or change the identification, evaluation, placement, or FAPE, including when parent/guardian revokes consent for services	20 USC 1415(c); 34 CFR 300.300, 300.503	AR 6159 AR 6159.1	Prior written notice
Upon filing of state complaint	20 USC 1415(d); 34 CFR 300.504	AR 6159.1	Procedural safeguards notice
When disciplinary measures are taken or change in placement	20 USC 1415(k); 34 CFR 300.530	AR 5144.2	Decision and procedural safeguards notice
Upon requesting a due process hearing	20 USC 1415(k); 34 CFR 300.508	AR 6159.1	Student's name, address, school, description of problem, proposed resolution
Eligibility for services under Section 504	34 CFR 104.32, 104.36	AR 6164.6	District responsibilities, district actions, procedural safeguards

PARENTAL NOTIFICATIONS (continued)

When to Notify	Education or Other Legal Code	Board Policy/ Administrative Regulation #	Subject
V. Classroom Notices			
In each classroom in each school	Education Code 35186	AR 1312.4 E 1312.4	Complaints re: sufficiency of instructional materials, teacher vacancy or misassignment, maintenance of facilities

TRANSITIONAL KINDERGARTEN

The Governing Board desires to offer a high-quality transitional kindergarten (TK) program for eligible children who do not yet meet the minimum age criterion for kindergarten. The program shall assist TK children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The district's TK program shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation.

(cf. 1220 - Citizen Advisory Committees)

(cf. 6020 - Parent Involvement)

Eligibility

The district's TK program shall admit children whose fifth birthday is from September 2 through December 2. (Education Code 48000)

Parents/guardians of eligible children shall be notified of the availability of the TK program and the age, residency, immunization, and any other enrollment requirements. Enrollment in the TK program shall be voluntary.

(cf. 5111 - Admission)

(cf. 5111.1 - District Residency)

(cf. 5111.12 - Residency Based on Parent/Guardian Employment)

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - Health Screening for School Entry)

Upon request of a child's parents/guardians, the district may, on a case-by-case basis after the Superintendent or designee determines that it is in the child's best interest, admit into the district's TK program a child whose fifth birthday is on or before September 1 and who is therefore eligible for kindergarten.

The district may admit into the TK program a child whose fifth birthday is after December 2, provided that the child is admitted during the school year on or after his/her fifth birthday and the Superintendent or designee recommends that enrollment in a TK program is in the child's best interest. Prior to such enrollment, the child's parents/guardians shall be provided information regarding the advantages and disadvantages and any other explanatory information about the effect of early admittance.

TRANSITIONAL KINDERGARTEN (continued)

Curriculum and Instruction

The district's TK program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

The program shall be aligned with the preschool learning foundations and preschool curriculum frameworks developed by the California Department of Education. It shall be designed to facilitate students' development in essential skills related to language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

(cf. 5148.3 - Preschool/Early Childhood Education)
(cf. 6011 - Academic Standards)
(cf. 6174 - Education for English Language Learners)

The Board shall fix the length of the school day in the district's TK program, which shall be at least three hours but no more than four hours.

(cf. 6111 - School Calendar)
(cf. 6112 - School Day)

TK students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

Staffing

The Superintendent or designee shall ensure that teachers assigned to teach in TK classes possess a teaching credential or permit from the Commission on Teacher Credentialing (CTC) that authorizes such instruction.

(cf. 4112.2 - Certification)

The Superintendent or designee may provide professional development as needed to ensure that TK teachers are knowledgeable about the standards and effective instructional methods for teaching young children.

(cf. 4131 - Staff Development)

Continuation to Kindergarten

Students who complete the TK program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed Kindergarten Continuance Form for kindergarten attendance.

TRANSITIONAL KINDERGARTEN (continued)

However, whenever children who would otherwise be age-eligible for kindergarten are enrolled in TK, the Superintendent or designee shall obtain a Kindergarten Continuance Form signed by the parent/guardian near the end of the TK year consenting to the child's enrollment in kindergarten the following year.

A student shall not attend more than two years in a combination of TK and kindergarten. (Education Code 46300)

(cf. 5123 - Promotion/Acceleration/Retention)

Assessment

The Superintendent or designee may develop or identify appropriate formal and/or informal assessments of TK students' development and progress. He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

Legal Reference: (see next page)

TRANSITIONAL KINDERGARTEN (continued)

Legal Reference:

EDUCATION CODE

- 8973 *Extended-day kindergarten*
- 37202 *School calendar; equivalency of instructional minutes*
- 44258.9 *Assignment monitoring by county superintendent of schools*
- 46111 *Kindergarten, hours of attendance*
- 46114-46119 *Minimum school day, kindergarten*
- 46300 *Computation of ADA, inclusion of kindergarten and transitional kindergarten*
- 48000 *Age of admission, kindergarten and transitional kindergarten*
- 48002 *Evidence of minimum age required to enter kindergarten or first grade*
- 48200 *Compulsory education, starting at age six*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

Desired Results Developmental Profile, 2015

Transitional Kindergarten Implementation Guide: A Resource for California Public School District Administrators and Teachers, 2013

California Preschool Curriculum Framework, Vol. 1, 2010

California Preschool Learning Foundations, Vol. 1, 2008

WEB SITES

CSBA: <http://www.csba.org>

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

California Kindergarten Association: <http://www.ckanet.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://www.tkcalifornia.org>

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

The Governing Board intends to provide English learners with challenging curriculum and instruction that develop proficiency in English as rapidly and effectively as possible while facilitating student achievement in the district's regular course of study.

The district shall identify in its local control and accountability plan (LCAP) specific actions and services to enhance student engagement, academic achievement, and other outcomes for English learners.

(cf. 0460 - Local Control and Accountability Plan)
(cf. 3100 - Budget)

English learners shall be provided English language development instruction targeted to their English proficiency level and aligned with the state content standards and curriculum framework. The district's program shall be based on sound instructional theory, use standards-aligned instructional materials, and assist students in accessing the full educational program.

(cf. 6011 - Academic Standards)
(cf. 6141 - Curriculum Development and Evaluation)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

(cf. 4112.22 - Staff Teaching English Language Learners)

The Superintendent or designee shall provide to teachers, administrators, and other school staff research-based professional development that is designed to improve the instruction and assessment of English learners and enhance staff's ability to understand and use curricula, assessment, and instructional strategies for English learners. (20 USC 6825)

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall encourage parent/guardian and community involvement in the development, implementation, and evaluation of English language development programs. In addition, to support students' English language development, the Superintendent or designee may provide an adult literacy training program that leads to English fluency for parents/guardians and community members.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

Identification and Assessment

The Superintendent or designee shall maintain procedures which provide for the accurate identification of English learners and an assessment of their proficiency and needs in the areas of listening, speaking, reading, and writing in English.

Once identified as an English learner, a student shall be annually assessed for language proficiency until he/she is reclassified based on criteria specified in the accompanying administrative regulation.

English learners' academic achievement in English language arts, mathematics, science, and any additional subject required by law shall be assessed using the California Assessment of Student Performance and Progress. As necessary, the test shall be administered with allowable testing variations in accordance with 5 CCR 853.5 and 853.7. English learners who are in their first 12 months of attending a school in the United States shall be exempted from taking the English language arts assessment to the extent allowed by federal law. (Education Code 60603, 60640; 5 CCR 853.5, 853.7)

(cf. 6152.51 - State Academic Achievement Tests)

Placement of English Learners

Students who are English learners shall be educated through "structured English immersion" (also known as "sheltered English immersion"), as defined in law and the accompanying administrative regulation, for a temporary transition period not normally intended to exceed one year. Nearly all of the classroom instruction in the district's structured English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language. (Education Code 305-306)

"Nearly all," for the purpose of determining the amount of instruction to be conducted in English, means that all classroom instruction shall be conducted in English except for clarification, explanation, and support as needed.

When an English learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education, any district assessments, and/or other criteria adopted by the Board, he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in which the instruction is overwhelmingly in English. (Education Code 305-306; 5 CCR 11301)

(cf. 6162.5 - Student Assessment)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

An English learner has acquired a "reasonable level of English proficiency" when he/she has achieved the following:

At any time during the school year, the parent/guardian of an English learner may have his/her child moved into an English language mainstream program. (5 CCR 11301)

Parental Exception Waivers

When allowed by law, the parent/guardian of an English learner may submit a request that his/her child be exempted from placement in a structured English immersion program and instead be placed in a class where he/she is taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. (Education Code 310-311)

Each waiver request shall be considered on its individual merits with deference given to the parent/guardian's preference for student placement.

A waiver request shall be granted in accordance with law unless the principal and educational staff have determined that an alternative program would not be better suited to the student's overall educational development. (5 CCR 11309)

If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent's decision shall be final. If the Board hears the appeal, the Superintendent shall send the Board's decision to the parent/guardian within seven working days.

Program Evaluation

To evaluate the effectiveness of the district's educational program for English learners, the Superintendent or designee shall report to the Board, at least annually, regarding:

1. Progress of English learners towards proficiency in English
2. The number and percentage of English learners reclassified as fluent English proficient

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

3. The number and percentage of English learners who are or are at risk of being classified as long-term English learners in accordance with Education Code 313.1
4. The achievement of English learners on standards-based tests in core curricular areas
5. Progress toward any other goals for English learners identified in the district's LCAP
6. A comparison of current data with data from at least the previous year.

The Superintendent or designee also shall provide the Board with regular reports from any district or schoolwide English learner advisory committees.

Legal Reference:

EDUCATION CODE

300-340 English language education

430-446 English Learner and Immigrant Pupil Federal Conformity Act

33050 State Board of Education waiver authority

42238.02-42238.03 Local control funding formula

44253.1-44253.11 Qualifications for teaching English learners

48985 Notices to parents in language other than English

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

52130-52135 Impacted Languages Act of 1984

52160-52178 Bilingual Bicultural Act

60200.7 Suspension of state instructional materials adoptions

60605.87 Supplemental instructional materials, English language development

60640 California Assessment of Student Performance and Progress

60810-60812 Assessment of language development

62005.5 Continuation of advisory committee after program sunsets

CODE OF REGULATIONS, TITLE 5

853.5-853.7 Test administration; universal tools, designated supports, and accommodations

11300-11316 English learner education

11510-11517 California English Language Development Test

UNITED STATES CODE, TITLE 20

1701-1705 Equal Educational Opportunities Act

6312 Local education agency plans

6801-6871 Title III, Language instruction for limited English proficient and immigrant students

7012 Parental notification

Legal Reference continued: (see next page)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

Legal Reference continued:

COURT DECISIONS

Valeria G. v. Wilson, (2002) 307 F.3d 1036

California Teachers Association v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141

McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196

Teresa P. et al v. Berkeley Unified School District et al., (1989) 724 F.Supp. 698

ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 40 (2000)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Academic Criterion for Reclassification, CDE Correspondence, August 11, 2014

California English Language Development Test (CELDT): 2013-14 CELDT Information Guide, 2013

English Language Arts/English Language Development Framework for California Public Schools: Transitional Kindergarten Through Grade Twelve, 2014

English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012

Matrix of Test Variations, Accommodations, and Modifications for Administration of California Statewide Assessments

U.S. DEPARTMENT OF EDUCATION NONREGULATORY GUIDANCE

Assessment and Accountability for Recently Arrived and Former Limited English Proficient (LEP) Students, May 2007

WEB SITES

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

U.S. Department of Education: <http://www.ed.gov>

EDUCATION FOR ENGLISH LANGUAGE LEARNERS

Definitions

English learner, also known as a limited English proficient student, means a student who does not speak English or whose native language is not English and who is not currently able to perform ordinary classroom work in English. (Education Code 306)

English language classroom means a classroom in which the language of instruction used by the teaching personnel is overwhelmingly the English language, and in which such teaching personnel possess a good knowledge of the English language. (Education Code 306)

English language mainstream classroom means a classroom in which the students either are native English language speakers or already have acquired reasonable fluency in English. (Education Code 306)

Structured English immersion (also known as "sheltered English immersion") means an English language acquisition process in which nearly all classroom instruction is in English but with the curriculum and presentation designed for students who are learning the language. (Education Code 306)

Bilingual education/native language instruction means a language acquisition process for students in which much or all instruction, textbooks, and teaching materials are in the student's native language. (Education Code 306)

Identification and Assessments

Upon enrollment in the district, each student's primary language shall be determined through use of a home language survey. (Education Code 52164.1; 5 CCR 11307)

Any student who is identified as having a primary language other than English as determined by the home language survey, and who has not previously been identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be assessed for English proficiency using the state's designated English language proficiency test. (Education Code 313, 52164.1; 5 CCR 11511)

Each year after a student is identified as an English learner and until he/she is redesignated as English proficient, the summative assessment shall be administered to the student during a four-month period after January 1 as determined by the California Department of Education. (Education Code 313)

The state assessment shall be administered in accordance with test publisher instructions and 5 CCR 11511-11516.7. Variations and accommodations in test administration may be provided pursuant to 5 CCR 11516-11516.7. Any student with a disability shall be allowed to

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

take the assessment with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs. If he/she is unable to participate in the assessment or a portion of the assessment with such accommodations, he/she shall be administered an alternate assessment for English language proficiency as set forth in his/her IEP. (5 CCR 11516-11516.7)

(cf. 6152.51 - State Academic Achievement Tests)

(cf. 6159 - Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

Parental Notifications

The Superintendent or designee shall provide the following written notifications to parents/guardians of English learners:

1. **Assessment Notification:** The district shall notify parents/guardians of their child's results on the state's English language proficiency assessment within 30 calendar days following receipt of the results from the test contractor. (Education Code 52164.1; 5 CCR 11511.5)

(cf. 5145.6 - Parental Notifications)

2. **Placement Notification:** At the beginning of each school year, parents/guardians shall be informed of the placement of their child in a structured English immersion program and shall be notified of an opportunity to apply for a parental exception waiver. (Education Code 310; 5 CCR 11309)
3. **Title III Notifications:** Each parent/guardian of a student participating in, or identified for participation in, a language instruction program supported by federal Title III funds shall receive notification of the assessment of his/her child's English proficiency. Such notice shall be provided not later than 30 calendar days after the beginning of the school year or, if the student is identified for program participation during the school year, within two weeks of the student's placement in the program. The notice shall include all of the following: (Education Code 440; 20 USC 7012)
 - a. The reason for the student's classification as an English learner
 - b. The level of English proficiency, how the level was assessed, and the status of the student's academic achievement
 - c. A description of the program for English language development instruction, including a description of all of the following:

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

- (1) The manner in which the program will meet the educational strengths and needs of the student
 - (2) The manner in which the program will help the student develop his/her English proficiency and meet age-appropriate academic standards
 - (3) The specific exit requirements for the program, the expected rate of transition from the program into classes not tailored for English learners, and the expected rate of graduation from secondary school if applicable
 - (4) Where the student has been identified for special education, the manner in which the program meets the requirements of the student's IEP
- d. Information regarding a parent/guardian's option to decline to allow the student to be enrolled in the program or to choose to allow the student to be enrolled in an alternative program
 - e. Information designed to assist a parent/guardian in selecting among available programs, if more than one program is offered
4. Annual Measurable Objectives Notification: If the district fails to make progress on the annual measurable achievement objectives for English learners established pursuant to 20 USC 6842, the Superintendent or designee shall, within 30 days after such failure occurs, send a notification regarding such failure to the parents/guardians of each student identified for participation in a language instruction educational program supported by Title III funds. (20 USC 7012)

Parental Exception Waivers

A parent/guardian may, by personally visiting the school, request that the district waive the requirements pertaining to the placement of his/her child in a structured English immersion program if one of the following circumstances exists: (Education Code 310-311)

1. The student already possesses sufficient English language skills, as measured by standardized tests of English vocabulary comprehension, reading, and writing, in which the student scores at or above the state average for his/her grade level or at or above the fifth-grade average, whichever is lower.
2. The student is age 10 years or older, and it is the informed belief of the principal and educational staff that an alternate course of study would be better suited to the student's rapid acquisition of basic English skills.

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

3. The student already has been placed, for a period of not less than 30 calendar days during that school year, in an English language classroom and it is subsequently the informed belief of the principal and educational staff that the student has special physical, emotional, psychological, or educational needs and that an alternate course of educational study would be better suited to the student's overall educational development.

Upon request for a waiver, the Superintendent or designee shall provide parents/guardians with a full written description and, upon request, a spoken description of the intent and content of the structured English immersion program, any alternative courses of study, all educational opportunities offered by the district and available to the student, and the educational materials to be used in the different educational program choices. For a request for waiver pursuant to item #3 above, the Superintendent or designee shall notify the parent/guardian that the student must be placed for a period of not less than 30 calendar days in an English language classroom and that the waiver must be approved by the Superintendent pursuant to any guidelines established by the Governing Board. (Education Code 310, 311; 5 CCR 11309)

The principal and educational staff may recommend a waiver to a parent/guardian pursuant to item #2 or #3 above. Parents/guardians shall be informed in writing of any recommendation for an alternative program made by the principal and staff and shall be given notice of their right to refuse to accept the recommendation. The notice shall include a full description of the recommended alternative program and the educational materials to be used for the alternative program as well as a description of all other programs available to the student. If the parent/guardian elects to request the alternative program recommended by the principal and educational staff, the parent/guardian shall comply with district procedures and requirements otherwise applicable to a parental exception waiver, including Education Code 310. (Education Code 311; 5 CCR 11309)

When evaluating waiver requests pursuant to item #1 above and other waiver requests for those students for whom standardized assessment data are not available, other equivalent assessment measures may be used. These equivalent measures may include district standards and assessment and teacher evaluations of such students.

Parental exception waivers pursuant to item #2 above shall be granted if it is the informed belief of the principal and educational staff that an alternate course of educational study would be better suited to the student's rapid acquisition of basic English language skills. (Education Code 311)

Parental exception waivers pursuant to item #3 above shall be granted by the Superintendent if it is the informed belief of the principal and educational staff that, due to the student's

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

special physical, emotional, psychological, or educational needs, an alternate course of educational study would be better suited to the student's overall educational development. (Education Code 311)

All parental exception waivers shall be acted upon within 20 instructional days of submission to the principal. However, parental waiver requests pursuant to item #3 above shall not be acted upon during the 30-day placement in an English language classroom. Such waivers shall be acted upon no later than 10 calendar days after the expiration of that 30-day English language classroom placement or within 20 instructional days of submission of the waiver to the principal, whichever is later. (5 CCR 11309)

Any individual school in which 20 or more students of a given grade level receive a waiver shall offer an alternative class where the students are taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. Otherwise, the students shall be allowed to transfer to a public school in which such a class is offered. (Education Code 310)

In cases where a parental exception waiver pursuant to item #2 or #3 above is denied, the parent/guardian shall be informed in writing of the reason(s) for the denial and advised that he/she may appeal the decision to the Board if the Board authorizes such an appeal, or to the court. (5 CCR 11309)

Waiver requests shall be renewed annually by the parent/guardian. (Education Code 310)

Reclassification/Redesignation

The district shall continue to provide additional and appropriate educational services to English learners for the purposes of overcoming language barriers until they: (5 CCR 11302)

1. Demonstrate English language proficiency comparable to that of the district's average native English language speakers
2. Recoup any academic deficits which may have been incurred in other areas of the core curriculum as a result of language barriers

English learners shall be reclassified as fluent English proficient when they are able to comprehend, speak, read, and write English well enough to receive instruction in an English language mainstream classroom and make academic progress at a level substantially equivalent to that of students of the same age or grade whose primary language is English and who are in the regular course of study. (Education Code 52164.6)

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

The following measures shall be used to determine whether an English learner shall be reclassified as fluent English proficient: (Education Code 313; 5 CCR 11303)

1. Assessment of English language proficiency using an objective assessment instrument, including, but not limited to, the state's English language proficiency assessment
2. Participation of the student's classroom teacher and any other certificated staff with direct responsibility for teaching or placement decisions related to the student
3. Parent/guardian opinion and consultation

The Superintendent or designee shall provide the parent/guardian with notice and a description of the reclassification process and of his/her opportunity to participate in the process and shall encourage his/her involvement in the process.

4. Student performance on an objective assessment of basic skills in English that shows whether the student is performing at or near grade level

The Superintendent or designee shall monitor the progress of reclassified students to ensure their correct classification and placement. (5 CCR 11304)

The Superintendent or designee shall monitor students for at least 180 days following their reclassification to determine whether the student needs any additional academic support to ensure his/her language and academic success.

Advisory Committee

A parent/guardian advisory committee shall be established at the district level when there are more than 50 English learners in the district and at the school level when there are more than 20 English learners at the school. Parents/guardians of English learners shall constitute committee membership in at least the same percentage as English learners represent of the total number of students in the school. (Education Code 52176; 5 CCR 11308)

The district's English language advisory committee shall advise the Board on at least the following tasks: (5 CCR 11308)

1. The development of a district master plan of education programs and services for English learners, taking into consideration the school site plans for English learners
2. The districtwide needs assessment on a school-by-school basis

EDUCATION FOR ENGLISH LANGUAGE LEARNERS (continued)

3. Establishment of a district program, goals, and objectives for programs and services for English learners
4. Development of a plan to ensure compliance with applicable teacher or aide requirements
5. Administration of the annual language census
6. Review of and comment on the district's reclassification procedures
7. Review of and comment on the written notification required to be sent to parents/guardians pursuant to 5 CCR 11300-11316

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

In order to assist the advisory committee in carrying out its responsibilities, the Superintendent or designee shall ensure that committee members receive appropriate training and materials. This training shall be planned in full consultation with the members. (5 CCR 11308)

LCAP Advisory Committee

When there are at least 15 percent English learners in the district, with at least 50 students who are English learners, a district-level English learner parent advisory committee shall be established to review and comment on the district's local control and accountability plan (LCAP) in accordance with BP 0460 - Local Control and Accountability Plan. The committee shall be composed of a majority of parents/guardians of English learners. (Education Code 52063; 5 CCR 15495)

(cf. 0460 - Local Control and Accountability Plan)

The advisory committee established pursuant to 5 CCR 11308, as described in the section "Advisory Committee" above, could serve as the LCAP English learner advisory committee if its composition includes a majority of parents/guardians of English learners.

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651**



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: X

From: Amy Bettencourt, Director of Educational Services

Item #: 16

SUBJECT Request to hold a Public Hearing on the Sufficiency of Textbooks and Instructional Materials and to approve Resolution #713 on the Sufficiency of Textbooks and Instructional Materials as per Education Code Section 60199 and 5 CCR 9531 for 2015-2016 school year.

Action: x
Consent Action:
Information Only:

Background & Status:

In order to be eligible to receive instructional materials funds, the governing board of each district and county office of education is required to hold an annual public hearing and adopt a resolution stating whether each pupil in the district has sufficient textbooks or instructional materials in specified subjects (Math, English Language Arts, Science, History-Social Science, Science Lab Equipment) that are aligned to the academic content standards and consistent with the content and cycles of the curriculum frameworks adopted by the State Board.

Every school in the River Delta Unified School District has been sent a “sufficiency of instructional materials” survey as part of the District’s compliance procedures. All of the District’s schools have noticed the District Office that there are sufficient instructional materials for every student as outlined in Education Code 60119 and 5 CCR 9531.

The resolution must be passed by roll call vote.

Presenter: Amy Bettencourt, Director of Educational Services

Cost &/or Funding Sources (be specific)

There is no cost to the District unless sufficiency is not reached.

Recommendation:

That the Board holds a Public Hearing on the Sufficiency of Textbooks and Instructional Materials and that they approve Resolution #713 on the Sufficiency of Textbooks and Instructional Materials as per Education Code Section 60119 and 5 CCR 9531 for the 2015-2016 school year.

Time: 5 mins

**RIVER DELTA UNIFIED SCHOOL DISTRICT
RESOLUTION #713**

**Resolution on Sufficiency of Textbooks and/or
Instructional Materials
For 2015-2016**

Whereas, the Board of Trustees of the River Delta Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on September 8, 2015, at 6:30 o'clock in the evening (which is on or before the eighth week of school -- between the first day that students attend school and the end of the eighth week from that day-- 8/12/15 – 10/1/15) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which textbooks and instructional materials were provided to all students, including English learners, in the River Delta Unified School District, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each student, including English learners, has a textbook or instructional materials, or both, to use in class and to take home, and;

Whereas between the 2008-09 through the 2015-2016 fiscal years, the definition of "sufficient textbooks or instructional materials" also means that all students who are enrolled in the same course within the River Delta Unified School District, have standards-aligned textbooks or instructional materials from the same adoption cycle, and;

Whereas, sufficient textbooks and instructional materials were provided to each student, including English learners, which are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects:

- Mathematics
- Science
- History-Social Science
- English/Language Arts, including the English language development component of an adopted program

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

Whereas, laboratory science equipment was available for Science Laboratory classes offered in grades 9-12, inclusive;

NOW, THEREFORE, BE IT RESOLVED, that for the 2015-2016 school year, the River Delta Unified School District, has provided each student with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED AND ADOPTED the 8th day of September, 2015 by the Board of Trustees of the River Delta Unified School District of Sacramento County, California, by the following roll call vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

IN WITNESS WHEREOF, I, Don Olson, Clerk of the Board of Trustees of the River Delta Unified School District of Sacramento County, California, certify that the foregoing is a full, true, and correct copy of Resolution No. 713 adopted by the said Board at a Regular Board meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

Don Olson, Clerk
Board of Trustees
River Delta Unified School District

September 8, 2015
(Date)

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT
445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: X

From: Amy Bettencourt, Director of Educational Services

Item Number: 17

SUBJECT:

Request for approval of the Advanced Placement Psychology Course for Rio Vista High School.

Action: X

Consent Action: _____
Information Only: _____

Background:

Rio Vista High School's social science department is requesting to expand their course offerings and is seeking approval to offer AP Psychology for the spring block 2016 for 11th and 12th grade students for 10 credits that will meet elective credit requirements.

Status:

The course outline and syllabus has been approved by both the site administrator and the Department of Educational Services. The instructor has completed the AP Psychology institute and has received approval of her syllabus from the College Board.

Presenter: Amy Bettencourt

Other People Who Might Be Present: Vicky Turk

Cost &/or Funding Sources

No Costs

Recommendation:

The RDUSD Board of Trustees approves the Advanced Placement Psychology course for Rio Vista High School.

Time: 2 Minutes

District Approval

Course of Study Outline

Department: Social Science

Course Title: AP Psychology

Grade Level, length, credits: 11th/12th grade, year long class, 10 units

Course Description: The AP Psychology course is designed to introduce students to the systematic and scientific study of the behavior and mental processes of human beings and other animals. Students will be exposed to the psychological facts, principles, and phenomena associated with each of the major subfields within psychology. They will also learn about the ethics and methods psychologists use in their science and practice. Content areas to be introduced include the study of learning, memory, personality, emotion, behavioral, neuroscience, and mental disorders. Additional content areas to be covered are social psychology, life-span developmental psychology, sleep and dreams, and the history of psychology. The student will be provided with a thorough and contemporary knowledge of psychology, which will not only prepare the student for the AP Examination but will also provide the student with a better understanding of his/her own psychological self and interpersonal relations.

Resources: **Primary Text**

King, Laura A. *The Science of Psychology*, 2nd ed., McGrawHill Glencoe, 2011

Several short articles and readings drawn from books, newspapers, magazines, and journals are assigned.

AP Psychology Course Syllabus 2015-2016 School Year
Rio Vista High School

Teacher: Ja Née Nisonger

Course Length: 2 Semesters

Teacher Contact information:

Email: jnisonger@riverdelta.k12.ca.us

Phone: 707 374 6336 ext. 1206

Classroom: F-210

Textbook and Resources

Primary Text

King, Laura A. *The Science of Psychology*, 2nd ed., McGrawHill Glencoe, 2011

Several short articles and readings drawn from books, newspapers, magazines, and journals are assigned.

A three-ring binder is required. Students will use it to keep all handouts, class notes, notes from the text, study guides, and assignments. They are responsible for keeping it neat and well organized. Success in the course, and ultimately on the AP exam, depends partly on this type of organization and discipline.

- Students will also be provided with a composition notebook for in class assignments.

Course Overview

The AP Psychology course is designed to introduce students to the systematic and scientific study of the behavior and mental processes of human beings and other animals. Students will be exposed to the psychological facts, principles, and phenomena associated with each of the major subfields within psychology. They will also learn about the ethics and methods psychologists use in their science and practice. Content areas to be introduced include the study of learning, memory, personality, emotion, behavioral, neuroscience, and mental disorders. Additional content areas to be covered are social psychology, life-span developmental psychology, sleep and dreams, and the history of psychology. The student will be provided with a thorough and contemporary knowledge of psychology, which will not only prepare the student for the AP Examination but will also provide the student with a better understanding of his/her own psychological self and interpersonal relations.

Course Objectives and Assignments

1. Students will identify psychology as a science, which utilizes systematic and scientific approaches to study human behavior and mental processes.
2. Students will describe an overview of the approaches to the study of psychology.
3. Students will define the vocabulary of the discipline, differentiate among approaches to research, and the ethics and methods involved.
4. Students will delineate psychological facts, phenomena, and principles associated with the subfields of psychology.
5. Students will assess different approaches in the field of psychology for understanding human behavior, including biological, psychodynamic, cognitive, behavioral, socio-cultural and humanistic.
6. Students will demonstrate critical thinking skills, including the critical evaluation of information and procedures.
7. Students will identify major researchers in the field and describe their work.
8. Students will develop scientific writing skills, and familiarity with elements of APA manuscript style.
9. Students will develop appropriate study and note-taking skills for a college-level course.
10. As a direct result of mastering the above objectives, students will be prepared for the AP exam.

Course Outline and Procedures

Each chapter will conclude with one review session followed by a test containing both objective and essay components. Emphasis on units is consistent with that given to the materials on the AP exam.

Assignments and Grading Procedures

Structure of chapter exams is similar to the AP exam, and consists of up to 100 multiple choice questions which count for 75% and an essay graded by rubric which counts for 25%. Non-test grades for each unit will include **daily quizzes, vocabulary note cards per chapter, Cornell Method chapter and lecture notes, and home learning assignments**. Additional grades may be given for analysis of selected media materials and class participation. Approximately 50% of the cumulative student grade is exam based, and 50% is assignment based.

Grading Scale and Criteria

A	100-90
B	89-80
C	79-70
D	69-60
F	59-0

Scope and Sequence of Course Material

Semester I

Introduction to Psychology – History and Subfields: Includes the emergence and development of the science of psychology, different schools and their perspectives.

Research Methods and Applications: Evaluation of methods with emphasis on experimental procedure, types of data which can be obtained, and activities with focus on ethical issues, and experimental design.

- **Students will generate a research question and conduct a study of human behavior with a lab write up to experience the process first hand. They will compile data and interpret data.**

Statistics – Measures of Central Tendency and Evaluations: Descriptive and Inferential statistical methods, normal and non-normal distributions, methods and importance of random sampling, measures of central tendency, variability and correlation. Includes a lab where students conduct an exercise in random sampling.

Biology of the Brain and Nervous System: Neural structures and their functions, methods of study, inter-relationships of parts of the nervous and endocrine systems, hereditary influences, cellular level functions, structure and function of the neuron, and neurochemistry. **Students will create a 3-D replica of the brain**

Sensation and Perception: Identification of sensory stimuli, structures and functions of sensory organs with emphasis on vision and audition. Theories of functioning, focus on concepts of threshold, and signal detection theories. Theories and types of perception.

Consciousness: Describing various states of consciousness with an emphasis on sleep, stages, functions, disorders, and theories of dreams. Includes categories and effects of psychotropic drugs.

Learning – Behavioral Concepts: Basic learning processes, Classical and Operant conditioning and related concepts of reinforcers, schedules, and variations. Biological constraints, observational and social learning.

- **Students will conduct an experiment to shape human or animal behavior and complete a full write up.**

Cognition – Memory: Processes, stages and types of memory; components and techniques for enhancing encoding and recovery. Problems of recall and reconstruction, particularly the role of the eyewitness, decay, and memory failures.

Thinking and language: Processes of cognition, theories of concept formation, approaches to problem solving, analysis of creativity, models and theories of language formation, construction, and acquisition.

Motivation/Emotion: Types and theories of motivation, concepts of intrinsic and extrinsic motivation, with emphasis on the physiological aspects of hunger. Compare and contrast social and physiological motivations. Interactions of the physiological and cognitive elements of the experience of emotion. Theories of emotion and focus on physiological elements of the experience.

Semester Exam

Semester II

Assessment and Intelligence: Methods and issues of assessment of human differences in aptitudes, intelligence, and interests. Includes methods and elements of test construction, evaluation and uses of data obtained, history of intelligence testing, and primary theories.

Development – Cognitive and Social: Approaches, theories, history, methodologies and evaluation and identification of major research. Compare, contrast, and evaluate the cognitive, moral, physiological, and social components and perspectives of theories. Discuss nature-nurture issues, methodologies of research.

Personality: Introduces major theories, theorists of personality, and the differences and similarities among the respective approaches. Application of theories over time.

Disorders: Introduces concept of societal delineation of normality, methods of classification and diagnosis, and the function and structure of the DSM. Identification and categorization of major disorders and their symptoms, including anxiety based, mood, schizophrenia, personality, and sexual. How interpretation is affected by the differing perspectives.

Therapies: Types of treatments as related to the various approaches including psychodynamic, humanistic, cognitive, behavioral, social-cognitive, Gestalt, and bio-medical. Types of group therapies, community resources, intervention and prevention, as well as issues involving selection of therapists.

- **Students will create a therapy pamphlet for a fictitious practice they will hold in the future detailing the type of therapy and which type of disorders they will treat.**

Social Psychology: Focus of the effects of the group on the behavior of the individual, includes concepts of social influence in attitude formation, classic studies on conformity, obedience, and the power of the situation. Consideration of major theorists. Development of prejudice and discrimination and their consequences.

Health and Stress: Elements of the mind/body connection, the roles of biological heritage and environmental components in behavior and predispositions, locus of control, and personality factors which affect functioning and health. Identification and definition of stress and its consequences. Methods for recognizing and coping with stress.

Review for AP Exam

AP Exam

Selected Topics as Calendar Allows

Guidelines for AP Success

Take complete class notes (Cornell format) and date them. It is very important to review your class notes each day while they are still fresh in your mind. Expand them, clarify them, and add examples so that they will make sense when you go back to study them later on.

Learn to read effectively. Read actively; do not just look at the words.

*Preview a chapter quickly before you begin, and review the material frequently.

*Do not try to read an entire chapter all at once. Limit your reading to one or two sections within the chapter per sitting.

*Do not ignore pictures, diagrams, tables, graphs, or sidebars in your textbook. These features serve to make the text more interesting, and usually help students to understand the material in context.

*Pay special attention to the summary at the end of each chapter and take the practice test provided after the summary. Take notes as you read.

Vocabulary Flash Cards. As part of your non-test grades, you will be responsible for making a set of vocabulary flash cards on 3X5 index cards for each chapter. The flashcards provide an excellent means of review.

Form a study group. Some students find it useful to learn/review with a group of their peers. The more knowledge each group member possesses, the better the overall experience of each individual in the group will be.

Academic Honesty

Students in this course will be expected to adhere to the highest standards of honesty and integrity regarding their academic output. Any act of academic dishonesty, such as plagiarism or cheating on an examination, will not be tolerated. If such actions occur, an administrative referral and corresponding parent conference will be executed by the instructor. Furthermore, every student is responsible for knowing and understanding the school and district policies regarding academic honesty and will be responsible for personally upholding this honor code by reporting any such misconduct to the instructor. Anyone who aids another person in pursuing a path of academic dishonesty will also be regarded as guilty of academic dishonesty.

Student Signature _____ **Date** _____

Parent Signature _____ **Date** _____



RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, California 94571-1651
(707) 374-1700 Fax (707) 374-2995
<http://riverdelta.org>

NOTICE OF PUBLIC HEARING

A public hearing will be held by the River Delta Unified School District to receive public testimony and input from members of the community on the District’s Initial Openers for Contract Negotiations with River Delta Unified Teachers’ Association. The public hearing will enable the Board of Trustees to receive public input and testimony but **not to provide a forum for public debate**. The public hearing is scheduled as follows:

<u>DATE:</u>	<u>TIME:</u>	<u>LOCATION:</u>
September 8, 2015	After 6:30 p.m.	Walnut Grove Elementary School Walnut Grove, California

If you have any questions or need further information, please contact Jennifer Gaston, Executive Assistant to the Superintendent and the Board of Trustees at (707) 374-1711 at 445 Montezuma Street, Rio Vista, CA 94571.

NOTE: The Board of Trustees encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, contact the Superintendent’s Office at (707) 374-1711 at least 48 hours before the scheduled meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. §12132).]

PLEASE POST

Creating Excellence To Ensure That All Students Learn

Bates School	Isleton School	Walnut Grove School	Delta High School	Wind River School
Clarksburg Middle	Riverview Middle	D. H. White Elementary	Rio Vista High School	Mokelumne High School
	River Delta High/Elementary School	River Delta Community Day School		
	Delta Elementary Charter School			

BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015

Attachments: _____

From: Don Beno, Superintendent

Item Number: _18_____

<u>SUBJECT</u>	Request to approve the River Delta Unified School District's negotiation proposals to the River Delta Unified Teacher's Association (RDUTA) for 2014-2015	Action: <u> X </u> Consent Action: _____ Information Only: _____
-----------------------	---	--

Background:

Under the California Educational Employment Relations Act (EERA) the District must participate in "Good Faith" bargaining with the employees union.

The River Delta Unified School District intends to negotiate with River Delta Unified Teachers Association (RDUTA) the following articles for the 2014-2015 school year:

- Article VII: Hours
- Article XVI: Salary
- Article XVII: Benefits
- Appendix B

Status:

Board to take action to acknowledge the Districts' proposals

Presenter: Don Beno

Other People Who Might Be Present: District staff and RDUTA members

Cost &/or Funding Sources

None

Recommendation:

That the Board approves the River Delta Unified School District's proposals to the River Delta Unified Teacher's Association (RDUTA) for 2015-2016.

Time: _____3 mins.____

**BOARD OF TRUSTEES
RIVER DELTA UNIFIED SCHOOL DISTRICT**

445 Montezuma Street
Rio Vista, CA 94571-1651



BOARD AGENDA BRIEFING

Meeting Date: September 8, 2015 Attachments: X ___
From: Elizabeth Keema-Aston, Chief Business Officer Item Number: 19

SUBJECT Request Board Approval to file a Notice of Completion for the paving and striping of Walnut Grove Elementary Playground
Action: X ___
Consent Action: _____
Information Only: _____

Background:
Final completion of the improvement and repair of the paving at Walnut Grove's playground were completed on August 11, 2015. This Notice of Completion and recording at the County Recorder's Office sets in motion the 35 day hold period before final retention can be released and establishes the start of the lease financing period.

Status:

Presenter: Elizabeth Keema-Aston, Chief Business Officer

Other People Who Might Be Present: Not Applicable

Cost &/or Funding Sources: Not Applicable

Recommendation:

That the Board approves to file a Notice of Completion for the Playground repair and repaving/striping at Walnut Grove Elementary School.

Time: 5 mins.

<p>RECORDING REQUESTED BY River Delta Unified School District And when recorded, mail this notice to</p> <p>River Delta Unified School District 445 Montezuma Street Rio Vista, CA 94571</p> <p>Attn: Don Beno Superintendent</p>	<p style="text-align: center;">For Recorder's Use</p>
---	---

NOTICE OF COMPLETION

By the Governing Board of the River Delta Unified School District, Solano County, California.

THE GOVERNING BOARD OF THE ABOVE ENTITLED SCHOOL DISTRICT HEREBY GIVES NOTICE, THAT:

The address of this School District is 445 Montezuma Street, Rio Vista, CA 94571

On June 9, 2015, this District contracted with Warren Gomes Excavating Incorporated, 551 Airport Rd, Rio Vista, CA 94571, as Contractor, and with The Ohio Casualty and Insurance Company (Bonding Company) as Surety for said Contractor, for a work of improvement to be performed on the District's grounds generally described as follows:

Walnut Grove School
Playground Surface Repairs
14181 Grove Street
Walnut Grove, CA 95690

and, that said work was completed and accepted by the District on August 11, 2015.

Approved: _____

Date: _____

River Delta Unified School District

VERIFICATION

I, _____, say: I am the duly authorized agent of the Governing Board of the River Delta Unified School District and have read the foregoing Notice of Completion, and know the contents thereof; the same is true of my knowledge, except as to those matters stated on my information and belief, and as to those matters I believe to be true.

Executed on _____ at Rio Vista, County of Solano, California. I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

Authorized Agent