

# 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:

### Important Notice

Please note:

## December 15, 2020 – General Open Session 6:30 pm

River Delta Unified School District Board meeting will be held as a teleconference (Webinar) at the River Delta USD District Office and will be closed to the public. Please see River Delta USD Meeting Logistics section below for options to view and participate in the meeting.

### River Delta USD Board Meeting Logistics Meeting will be held remotely.

The RDUSD uses a Zoom Webinar application for its meetings. To join the meeting, Zoom, not River Delta USD, requires attendees to register with a name and email address. The email address does not need to be authenticated and the name does not need to be the attendee's legal name. Initials, "Supportive Staff", "Caring Citizen", etc. are all acceptable entries. The same requirements are used to address the Board. See the Public Comment section to address the Board or comment on the Agenda or non-agendized items. If your comment exceeds the time limit, it will be summarized.

<https://rdusd-org.zoom.us/j/99548320739?pwd=ZTRud0ZQampZTXVSNnFnQkFUZ0pTdz09>

*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. Oath of Office – Katherine Wright, Superintendent
  - 3.1 Following the November 2020 elections, the District will recognize departing Board Member Don Olson
  - 3.2 Following the November 3, 2020 elections, and October 13, 2020 appointment, the District Will "seat" the new and/or returning Board members with the Oath of Allegiance: Marilyn Riley, Marcial Lamera
  - 3.3 The Board is to conduct reorganizational duties including the election of Officers for 2021. The Board must elect the President, Vice President and Clerk positions as well as the SCOE Board representative. Upon the election of the new or returning officers, the Officers will be "seated" to conduct the balance of the meeting – Katherine Wright, Superintendent

President \_\_\_\_\_ Vice President \_\_\_\_\_ Clerk \_\_\_\_\_ SCOE Rep. \_\_\_\_\_

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

4. Review Closed Session Agenda (see attached agenda)
  - 4.1 Announce Closed Session Agenda
  - 4.2 Public Comment on Closed Session Agenda Items Only
  - 4.3 Approve Closed Session Agenda and Adjourn to the **Closed Session** (@5:35 p.m.)

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_ Time: \_\_\_\_\_

5. Reconvene to Open Session (@ approx. 6:30 p.m.) Time: \_\_\_\_\_

5.1 Retake Roll Call

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney

5.2 Pledge of Allegiance

6. Report of Action taken, if any, during the Closed Session (Government Code Section 54957.1) – Board President
7. Review and Approve the **Open Session** Agenda

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

8. **Public Comment:** As the result of the Coronavirus Pandemic (COVID-19), on March 12, 2020, Governor Gavin Newsom issued Executive Order N-25-20. This order includes directives canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment. The health and well-being of our students, staff and community members are the top priority for the Board of Trustee of River Delta Unified School District. To facilitate this process, the meeting of the Board of Trustees will be available via a Zoom Webinar.

We have modified the meeting procedures while the Shelter in Place for Coronavirus Pandemic (COVID-19) is in place.

To address the Board during Public Comment or on any item listed on the Agenda, please follow these instructions:

- 1) Using the link “Public Comment Card”, complete the Google form and submit. The form must be submitted prior to the General Open Session. Once filled out and submitted, your comments will be read during agenda item 8: Public Comment or during the corresponding item number.
- 2) If you have a comment or complaint regarding a specific employee, please refrain from making a public comment and contact the employee’s supervisor for resolution.

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 Superintendent Wright’s report(s)
    - 9.1.2.1 Recognition of River Delta Unified School District’s 2020 Teacher of the Year  
Alyson Stiles – Katherine Wright, Superintendent
- 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 – Sharon Silva, Chief Business Officer; Ken Gaston, Director of MOT
  - 9.2.1 Monthly Financial Report – Sharon Silva, Chief Business Officer
  - 9.2.2 Developer Fee Report – Sharon Silva, Chief Business Officer
  - 9.2.3 Maintenance, Operations & Transportation Update, Ken Gaston, Director of MOT
- 9.3 Education Services’ and Special Education Reports and/or Presentation(s) - Nicole Latimer, Chief Educational Services Officer and Tom Anderson, Director of Special Education
  - 9.3.1 Educational Services Update – Nicole Latimer, Chief Educational Services Officer
    - 9.3.1.1 Sacramento County Office of Education First Quarterly Review Report for 2020-2021- Nicole Latimer, Educational Services Officer
  - 9.3.2 Special Education Update – Tom Anderson, Director of Special Education
    - 9.3.2.1 Special Education Plan – Tom Anderson, Director of Special Education
- 9.4 River Delta Unified Teachers Association (RDUTA) Update – Marsha Montgomery, RDUTA President
- 9.5 California State Employees Association (CSEA) Chapter #319 Update – Melinda Barkman, CSEA President

## 10. Consent Calendar

All matters listed under the Consent Calendar are to be considered routine action and all will be enacted by one motion. There will be no separate discussion of these items unless a member of the Board of Trustees request that specific items to be removed from the Consent Calendar for separate action. Any items removed will be considered for separate action after the motion to approve the Consent Calendar.

- 10.1 Approve Board Minutes  
Regular Meeting of the Board – November 10, 2020
- 10.2 Receive and Approve Monthly Personnel Reports - As of December 15, 2020
- 10.3 District's Monthly Expenditure Report  
November 2020
- 10.4 Request to declare as surplus and deem as zero value, non-operational technology equipment from inventory at D.H. White Elementary School – Nick Casey, Principal
- 10.5 Donations to Receive and Acknowledge:
  - Delta High School**
    - Courtland Alumni Association - \$5,000
    - Anonymous donor – Athletics Department - \$5,000
  - Walnut Grove Elementary School – For Toys**
    - Grow West - \$3,000
  - Bates Elementary School**
    - Courtland Fire Department – Four Thanksgiving Baskets
    - Sherri V. Welch – School Supplies
    - Miguel A. Barragan - \$100 – Student prizes
  - Rio Vista High School – Joseph Turk Memorial Scholarship Fund**
    - Kyle Turk and Kearsten Shepherd - \$2,500
  - Riverview Middle School**
    - Beth Brockhouse - \$153.84

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

**Action Items** -- Individual speakers shall be allowed two minutes to address the Board on any agenda item. The Board may limit the total time for public input on each agenda item to 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. Procedures for Public comment will follow the same process as in number 8.

- 11. The Board is to complete their organizational duties (under the provisions of Ed Code 35143 and 50171) by setting and approving a schedule of Regular Board Meetings for Calendar Year 2021 - Katherine Wright, Superintendent

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

- 12. Request the Board to conduct interviews, and if appropriate, take action to appoint a qualified candidate for vacancies in Trustee Areas VI and VII. Request direction from the Board on next steps to fill any vacant positions after the December 15, 2020 meeting – Katherine Wright, Superintendent

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

- 13. Request the approval of the First Interim Financial Report for 2020-2021 – Sharon Silva, Chief Business Officer

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

14. 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 October 2020 – Katherine Wright, Superintendent

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

15. Request to approve the LCFF Budget Overview for Parents – Katherine Wright, Superintendent

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_

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

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

18. Adjournment

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote:

Member Riley \_\_; Member Casillas \_\_; Member Stone \_\_; Member Lamera \_\_; Member Mahoney \_\_ Time: \_\_\_\_\_

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**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, District administrative offices and that the Board of Trustees Members, school sites, and the community libraries were provided notice or caused to be provided notice via fax, e-mail and/or hand delivery on Friday, December 11, 2020, 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:

**December 15, 2020**

**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 December 15, 2020, via teleconference (which is prior to the full General 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 (Parker & Covert, LLC; Girard, Edwards, Stevens & Tucker LLP; Burke, Williams & Sorensen, LLP) – 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 (Girard, Edwards, Stevens & Tucker LLP)

Public Employee(s) Evaluation:

4.3.1 Certificated

4.3.2 Classified

4.3.3 Public Employee(s) Searches, Appointment, Employment conditions

4.3.4 Complaint, Discipline, Dismissal, Non-reelects, & Releases

4.3.5 Employee/Employer Negotiations [Government Code Section 3549.1 and 54957.6]

Following negotiation meetings any/all units.

4.3.5.1 RDUTA

4.3.5.2 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: \_\_\_\_\_

jg

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X\_\_\_\_\_

From: Katherine Wright, Superintendent

Item Number: 3.3\_\_\_\_\_

Type of item: (Action, Consent Action or Information Only): Action\_\_\_\_\_

**SUBJECT:**

Election of Board of Trustee Officers for the 2021 calendar year

**BACKGROUND:**

Under the provisions of Ed Code 35143 and 50171, the Board is to conduct reorganizational duties including the Election of Officers for 2021.

The Board must elect the President, Vice President and Clerk positions as well as the SCOE Board representative. Immediately following the Election of the Officers, the new/returning officers will be seated to conduct their duties for the balance of the meeting.

**STATUS:**

Current Officers are:

President: Don Olson

Vice President: Vacant

Clerk: Marilyn Riley

SCOE Representative: Jennifer Stone

**PRESENTER:**

Katherine Wright, Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Staff

**COST AND FUNDING SOURCES:**

None

**RECOMMENDATION:**

That the Board selects a slate of officers and approve their election service through the 2021 calendar year.

Time allocated: 3 minutes

**CERTIFICATE OF ELECTION**  
**OF**  
**BOARD PRESIDENT, CLERK, AND BOARD REPRESENTATIVE**

**INSTRUCTIONS:** *Please complete and forward this certificate to the County Superintendent of Schools immediately following your annual organizational meeting, which must be held between December 11 and December 25, 2020.*

It is hereby certified that at the annual organizational meeting of the governing board of the \_\_\_\_\_ District, held \_\_\_\_\_, 2020, the following officers and representatives were elected:

**PRESIDENT:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**CLERK:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**BOARD REPRESENTATIVE:** \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Submitted by: \_\_\_\_\_

Title: \_\_\_\_\_

**Return to:** **Wende Watson**  
**Sacramento County Office of Education**  
**P.O. Box 269003**  
**Sacramento, CA 95826-9003**

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 9.1.2.1

Type of item: (Action, Consent Action or Information Only): Information

**SUBJECT:**

Recognition of River Delta Unified School District's 2020 Teacher of the Year Alyson Stiles

**BACKGROUND:**

Each year a certificated teacher for the River Delta Unified School District is selected to represent RDUSD as the Teacher of the Year, and, therefore, nominated for County Teacher of the Year through Sacramento County Office of Education.

**STATUS:**

For the 2020-2021 school year, Alyson Stiles, a teacher at Riverview Middle School, has been chosen to be honored as River Delta Unified School District's Teacher of the Year.

"Aly has done so much to change the culture at Riverview Middle School. Her enthusiasm with her leadership class and their activities have helped transform the school. Before the pandemic, she organized rallies, dances, spirit weeks, lunchtime activities and so much more. When the pandemic hit, she organized a parade of staff members with the four RDUSD south end schools. She organized virtual spirit weeks, virtual game nights, and virtual house competitions. She has also remained an amazing math teacher. Her work with AVID's Focused Note Taking (FNT) strategies have made her a leader among our staff. She has lead staff development on FNT the last two years. She works hard to make sure her students are successful. Her energy in class and on Zoom is boundless. In short, she is the heart and soul of Riverview!"

~Marcy Rossi, Principal

**PRESENTER:**

Katherine Wright, Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Staff

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board recognizes and honors Alyson Stiles as River Delta Unified School District's Teacher of the Year

Time allocated: 5 minutes



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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Sharon Silva

Item Number: 9.2.1

Type of item: (Action, Consent Action or Information Only): Information Only

**SUBJECT:**

Monthly Financial Report

**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:**

Sharon Silva, Chief Business Officer

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES: NOT APPLICABLE**

**RECOMMENDATION:**

That the Board receives the Monthly Financial report as submitted

Time allocated: 1 minutes

**River Delta Unified School District**  
 2020-21 Working Budget vs. Actuals Report  
 October 31, 2020

Working Budget						Actuals thru: 11/30/2020					
	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)	
<b>General Fund: (01)</b>											
Unrestricted	5,686,849	16,670,910	17,284,779	5,072,980	3,661,095	702,216	2,958,879	17.75%	6,130,986	35.47%	
Restricted	917,998	10,077,451	10,862,455	132,994	2,279,749		2,279,749	22.62%	2,235,210	20.58%	
Combined	6,604,847	26,748,361	28,147,234	5,205,975	5,940,844	702,216	5,238,628	19.58%	8,366,197	29.72%	
<b>Other Funds</b>											
Adult Ed. (11)	44,746	106,590	133,713	17,623	98,169		98,169	92.10%	26,097	19.52%	
Child Development (12)	-	292,134	291,204	930	4,027		4,027	1.38%	87,798	30.15%	
Cafeteria ( 13 )	37,790	1,005,750	1,014,625	28,915	34,899		34,899	3.47%	257,670	25.40%	
Sp. Res-Other than Cap. Outlay (17)	40,292	700	-	40,992	11		11	1.57%	-	0.00%	
Bond Fund ( 21 )	52,581	36,356	-	88,937	11,320		11,320	31.14%	-	0.00%	
Bond Fund- SFID #1 South (22)	-	3	-	3	3		3	0.00%	-	0.00%	
Bond Fund - SFID #2 North (23)	-	6	-	6	6		6	0.00%	-	0.00%	
Developer Fees (25)	927,402	298,371	339,255	886,518	10,679		10,679	3.58%	293,870	86.62%	
County School Facilities (35)	3,366	30	-	3,396	1		1	3.33%	-	0.00%	
Capital Projects (49)	115,612	120,014	6,100	229,526	14		14	0.01%	5,461	89.53%	

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Sharon Silva, Chief Business Officer

Item Number: 9.2.2

Type of item: (Action, Consent Action or Information Only): Information Only

**SUBJECT:**

Present the Annual Developer Account Report pursuant to Government Code Sections 66006(b) to the public and the Board of Trustees of the River Delta USD.

**BACKGROUND:**

Annually, within 180 days of the close of the fiscal year, local agencies that collect developer fees need to prepare the annual developer fee report for the public and the Board. Developer fees are required to be deposited in a separate capital facilities account or fund, which for school agencies is the Capital Facilities Fund (Fund 25), so that the collection and use of developer fees is accounted for separately from the rest of the agency's activities. Any interest earned on those funds must be credited to the same fund and must be used for the same purpose as the fees collected.

**STATUS:**

The Developer Fee Accounting Report has been prepared and is being presented to the Board and public as information only. A review of this information will be made at the regularly scheduled Board meeting on January 19, 2021.

**PRESENTER:**

Sharon Silva, Chief Business Officer

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES: NOT APPLICABLE**

**RECOMMENDATION:**

The Board receive this information as pursuant to Government Code Sections 66006 (b). The review of this information will be made at the regularly scheduled Board meeting on January 19, 2021.

Time allocated: 5 minutes

# River Delta Unified School District

## Developer Fee Accounting Report Pursuant to Government Code Sections 66001(d) and 66006(b)

### Annual Reporting Requirements (Government Code 66006(b))

Within 180 days after the last day of each fiscal year, the District needs to make the following information available to the public:

#### **A. A brief description of the type of fee in the account or fund**

The fees are authorized by Government Code section 65995 and Education Code section 17620. The fees are collected to mitigate the impact on facilities of new students coming from new development in the District.

#### **B. The amount of the fee**

Residential Development: \$3.79 per square foot  
Commercial-Industrial Development: \$0.47 per square foot

#### **C. The beginning and ending balance of the account of fund**

The District began fiscal year 2019-20 with \$1,324,219.30 in its Developer Fee Fund and ended the fiscal year with \$927,401.92.

#### **D. The amount of the fees collected and interest earned**

During fiscal year 2019-20, the District collected \$214,138.74 in developer fees and earned \$21,981.00 in interest on its developer fees.

#### **E. An identification of each public improvement on which fees were expended and the amount of the expenditures on each public improvement, including the total percentage of the cost of the public improvement that was funded with fees**

During fiscal year 2019-20, the District expended the following developer fee amounts on the following projects:

Lease payments were made for portable classrooms consisting of \$12,178 for 1 portable at D.H White, \$31,514 for 3 portables at Riverview Middle School and \$12,178 for 1 portable at Rio Vista High School.

Payment for the Shea Home Bridge Loan, originating in 2007 for costs associated with demolition and administrative facility expansion, in the amount of \$201,075.

Payments in the amount of \$538,342.30 were paid as of June 30, 2020 for the DH White Modular Project.

#### **F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to**

**complete financing on an incomplete public improvement, as identified in paragraph (2) of subdivision (a) of Section 66001, and the public improvement remains incomplete**

The DH White Modular Project will be completed by September 2020.

**G. A description of each interfund transfer or loan made from the account or fund, including the public improvement on which the transferred or loaned fees will be expended, and, in the case of an interfund loan, the date on which the loan will be repaid, and the rate of interest that the account or fund will receive on the loan**

A transfer to the Capital Facility Fund from General Fund of \$162,350.31 was made during the year for the Shea Home Bridge loan payment.

No loans or transfers out were made during fiscal year 2019-20.

**H. The amount of refunds made to the current owners of record of any funds collected in excess of what was required to complete the identified public improvements.**

No refunds were made during fiscal year 2019-20.

**River Delta Unified School District  
Annual Report of School Facilities Fees  
2019-20 Fiscal Year**

**Capital Facilities Fund 25**

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<i>Beginning Balance, July 1</i>	44,206.31	43,868.03	49,700.31	40,933.47	357,898.16	1,324,219.30
Revenue:						
Fees Collected	119,640.65	130,875.59	110,160.91	492,607.43	1,079,847.08	214,138.74
Interest	(161.00)	(877.71)	(690.00)	664.00	15,520.00	21,981.00
Contribution from General Fund	100,000.00	125,000.00	137,000.00	77,054.00	128,857.34	162,350.31
Other Revenue	23,778.82					
<b>Total Revenue</b>	<b>243,258.47</b>	<b>254,997.88</b>	<b>246,470.91</b>	<b>570,325.43</b>	<b>1,224,224.42</b>	<b>398,470.05</b>
Expenditures:						
Shea Home Payment	201,074.76	201,074.76	201,074.76	201,074.76	201,074.76	201,074.76
Portable Lease Payments	42,521.99	43,016.64	54,162.99	50,238.48	56,828.52	55,870.37
Fee Refund				2,047.50	-	-
Legal Fees	-	5,074.20	-	-	-	-
DH White Modular Project	-	-	-	-	-	538,342.30
<b>Total Expenditures</b>	<b>243,596.75</b>	<b>249,165.60</b>	<b>255,237.75</b>	<b>253,360.74</b>	<b>257,903.28</b>	<b>795,287.43</b>
<b>Ending Balance, June 30</b>	<b>43,868.03</b>	<b>49,700.31</b>	<b>40,933.47</b>	<b>357,898.16</b>	<b>1,324,219.30</b>	<b>927,401.92</b>

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments:   X  

From: Ken Gaston, Director of MOT

Item Number:   9.2.3  

Type of item: (Action, Consent Action or Information Only):   Information Only  

**SUBJECT:**

Monthly MOT Information Report

**BACKGROUND:**

To provide a monthly update on the activities of the Maintenance, Operations & Transportation Departments. The only projects included in this report are those over \$100.

**STATUS:**

See attached monthly report for the period of November 2020

**PRESENTER:**

Ken Gaston

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board receives this information

Time allocated: 5 minutes

**Maintenance, Operations & Transportation**  
**Monthly Report for Board Meeting**  
**December 15, 2020**

Routine maintenance, repairs and custodial duties at all school sites and district office were completed. Other non-routine projects have been captured below.

**Maintenance & Operations:**

- **Bates Elementary**
  - Replaced faucets. - \$350
  
- **Clarksburg Middle School**
  -
  
- **Delta High School**
  - Installed new sprinklers on the soccer field. - \$9,725
  - Repaired exposed wires. - \$145
  - Replaced hydraulic hose to trash compacter. - \$190
  - Started boiler for cafeteria. Replaced broken belt for heater in the gym. - \$100
  
- **D. H. White Elementary**
  - Regular maintenance service to HVAC system. - \$560
  - Finished trimming broken trees. - \$750
  - Installed new blinds in new portables. - \$590
  - Replaced blower motor and blower wheel on AC unit. - \$810
  
- **Isleton Elementary School**
  - Replaced broken window in the cafeteria. - \$187
  
- **Rio Vista High School**
  - Installed new irrigation in front of E Building and extended irrigation to quad area. - \$1,900
  - Installed room partitions in green room. - \$450
  - Fixed
  
- **Riverview Middle School**
  - Installed kick stands on doors. - \$142
  - Build and installed 2 windows screens. - \$162
  
- **Walnut Grove Elementary School**
  - Repaired windows. - \$115
  - Rewired and installed a new light outside the old gym. - \$363



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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Nicole Latimer, Chief Educational Services Officer

Item Number: 9.3.1.1

Type of item: (Action, Consent Action or Information Only): Information Only

**SUBJECT:**

Sacramento County Office of Education First Quarterly Williams Review Report for 2020-2021.

**BACKGROUND:**

Education Code section 1240(c)(2)(G) requires the county superintendent of schools to send quarterly reports regarding the results of the school site visits and reviews to the governing boards of school districts with Williams schools. River Delta USD currently has two schools that are required to receive an annual Williams visit and review: Walnut Grove Elementary School and Clarksburg Middle School.

**STATUS:**

Both Walnut Grove Elementary School and Clarksburg Middle School were found to have sufficient textbooks. SCOE did not conduct any facility inspections during the first quarter because Senate Bill 820 waived the requirement for county offices of education to conduct Williams school site visits while students are in distance learning. There were no complaints filed in the district under the Uniform Complaint Procedure in the first quarter.

**PRESENTER:** Nicole Latimer, Chief Educational Services Officer

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES:** No cost to the district.

**RECOMMENDATION:**

That the board receives and acknowledges this information as fulfillment of Williams Settlement Requirements.

Time allocated:    minutes



November 20, 2020

David W. Gordon  
Superintendent

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**Board of Education**

Joanne Ahola  
President

Karina Talamantes  
Vice President

O. Alfred Brown, Sr.

Heather Davis

Harold Fong, MSW

Paul A. Keefer, Ed.D., MBA

Bina Lefkovitz

Don Olson, President  
Board of Education  
River Delta Unified School District  
445 Montezuma Street  
Rio Vista, CA 94571-1651

Katherine Wright, Superintendent  
River Delta Unified School District  
445 Montezuma Street  
Rio Vista, CA 94571-1651

Re: First Quarterly *Williams* Review Report for Fiscal Year 2020-2021

Dear President Olson and Superintendent Wright:

As a result of the *Williams* Settlement, Education Code section 1240 requires that county offices of education visit schools in their county that ranked in deciles 1 to 3 on the 2012 Base Academic Performance Index (API) (*Williams* schools). Education Code section 1240(c)(2)(G) requires the county superintendent of schools to send quarterly reports regarding the results of school site visits and reviews to the governing boards of the school districts with *Williams* schools. The results can then be made public at a regularly scheduled and noticed meeting of each district's governing board.

Sacramento County school districts continue to assume the extraordinary responsibility of educating students during the ongoing pandemic. School closures have required districts to educate students via distance learning, providing access to instructional materials for all their students, including those in their *Williams* schools.

This letter serves as the 2020-2021 First Quarterly Report for the River Delta Unified School District (District). A chart (Exhibit A) is enclosed that provides a breakdown of the information included in this report for each school reviewed in the District. A summary of that information is provided below.

---

(916) 228-2500

[www.scoe.net](http://www.scoe.net)

### **Instructional Materials and Facilities**

During the first quarter of Fiscal Year (FY) 2020-2021, my staff remotely monitored the District's two *Williams* schools for the sufficiency of instructional materials. We provided your District with instructional materials review forms based upon SCOE's most recent list of your District's board-adopted instructional materials. The principal for each of your *Williams* schools verified that each school had sufficient materials and each student had equitable access to them. The results of these reviews are indicated in Exhibit A.

No Facility Inspections SCOE did not conduct any facility inspections during the first quarter because Senate Bill 820 waived the requirement for county offices of education to conduct *Williams* school site visits while students are in distance learning.

### **School Accountability Report Card**

During the quarter ending September 30, 2020, SCOE conducted no SARC reviews.

Please be reminded that pursuant to Education Code section 35256(c), the School Accountability Report Card (SARC) is required to be published by February 1 of each year. Therefore, SCOE will review the District's SARCs beginning in the third quarter of FY 2020-2021 to determine the accuracy of the District's reports regarding the availability of sufficient textbooks and instructional materials, and the safety, cleanliness, and adequacy of school facilities.

Because SCOE did not conduct facility reviews during the first quarter, your District will need to complete facility inspections for your *Williams* schools before preparing the SARCs. You may use the Office of Public School Construction Facility Inspection Tool (FIT), or a locally developed instrument meeting the same legal requirements, to determine whether each school's facilities are in "good repair" and to rate each facility.

### **Teacher Vacancies and Misassignments**

Legislation enacted in 2019 amended the monitoring requirements for teacher vacancies and misassignments. (Education Code section 44258.9.) The Commission on Teacher Credentialing's (CTC) new monitoring system (California Statewide Assignment Accountability System [CalSAAS]) has launched. Pursuant to Education Code section 44258.9, the final data for FY 2019-2020 generated by CalSAAS is "nonconsequential," and it is intended for informational purposes only. As such, SCOE has been reviewing the FY 2019-2020 data with districts and helping them become familiar with the database and the new monitoring process.

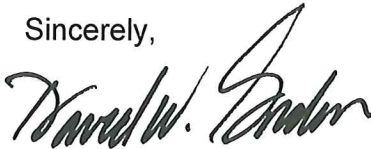
During the fourth quarter of FY 2020-2021, SCOE anticipates it will report on districts' teacher misassignments and vacancies for FY 2020-2021 utilizing CalSAAS.

**Uniform Complaints**

Finally, according to the District's report to SCOE, there were no complaints filed in the District under the Uniform Complaint Procedure in the first quarter.

We are looking forward to working with your District throughout the year. If you have any questions regarding the above report, please contact Samantha Ramsey, Associate General Counsel at (916) 228-2697 or by email at [sramsey@scoe.net](mailto:sramsey@scoe.net).

Sincerely,



David W. Gordon  
Sacramento County Superintendent of Schools

DWG/SR/rb

Enclosure

**EXHIBIT A**  
**Sacramento County Superintendent of Schools**  
**WILLIAMS SETTLEMENT LEGISLATION**  
**FIRST QUARTERLY REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT**  
**2020-2021 FISCAL YEAR**

This report summarizes the results of the 2020-2021 *Williams* document reviews at decile 1, 2, and 3 schools (2012 Base Academic Performance Index) conducted in August-September 2020.

**INSTRUCTIONAL MATERIALS:**

Schools reported on whether students had access to instructional materials during distance learning and whether there were sufficient textbooks and instructional materials. “Sufficient textbooks and instructional materials” means each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas (including science laboratory equipment in grades 9-12) as well as, for middle and high school, in foreign language and health.

School Name	Submission Date	Access to Materials	Textbook/Instructional Materials Needed
Clarksburg Middle School	9/22/2020	Yes	Sufficient
Walnut Grove Elementary School	9/1/2020	Yes	Sufficient

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Tom Anderson, Director of Special Education

Item Number 9.3.2.1

Type of item: (Action, Consent Action or Information Only): Information Only

**SUBJECT:**

Presentation of the Special Education Plan for the 2019-2020 school year.

**BACKGROUND:**

The LEA Special Education Plan is CDE's newest version of a comprehensive district plan focused on improving outcomes for students with a special needs.

**STATUS:**

Identified areas for improvement are based in the CA School Dashboard and CDE Indicators of special education compliance and performance. This year, RDUSD has five areas on which to focus, as detailed in the plan.

**PRESENTER:** Tom Anderson, Director of Special Education

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES:** No cost to the district.

**RECOMMENDATION:**

That the Board acknowledges the Special Education Plan for the 2019-2020 school year.

Time allocated:    minutes

# 2019–2020 Special Education Plan

## Local Educational Agency Identification Form

Every Special Education Plan (SEP) must include this form.

1.

### I. LEA and SELPA Information

Complete the following chart:

<b>Local Education Agency (LEA) Information</b>	
LEA Name:	River Delta Joint Unified
CDS Code:	34-67413
LEA Representative Name:	Tom Anderson
LEA Representative Title:	Director of Special Education
LEA Representative Phone Number:	707-374-1724
LEA Representative Email:	tanderson@rdusd.org
<b>Special Education Local Plan Area (SELPA)</b>	
<b>*2020–21 SELPA Name:</b>	Sacramento County Office of Ed
SELPA Representative Name:	Debbie Morris
SELPA Representative Title:	SELPA Administrator
SELPA Representative Phone Number:	916-228-2447
SELPA Representative Email:	dmorris@scoe.net

### II. 2019–20 SEP Elements

In order to determine the Elements to be addressed in the SEP, the LEA should refer to the LEA's *Notification of 2018–19 Annual Determination Pursuant to the Individuals with Disabilities Education Act and Selection for 2019–20 Special Education Monitoring Activities including Identification of Significant Disproportionality (Annual Determination Notification)*, emailed on January 31, 2020.

To confirm identification of the Elements that the LEA must include in its SEP, the California Department of Education (CDE) distributed a checklist document in June 2020 entitled *Elements Requiring Review 2019–20 Monitoring Year (Elements Requiring Review)*. The LEA must complete an Element Form for every Element in which the *Elements Requiring Review* list for the LEA shows "Yes" in the Review Required column.

The LEA must also complete the *Significant Disproportionality Comprehensive Coordinated Early Intervening Services (CCEIS)* plan and related forms if the LEA has been identified for Significant Disproportionality.

In the chart below, mark “Yes” or “NA” in the column “SEP 2019–20” to indicate whether the LEA must address the Element as part of the 2019–20 SEP or the Element is not applicable.

<b>Element</b>	<b>SEP 2019–20</b>
<b>1: Graduation Rate</b>	NA
<b>2: Dropout Year Rate</b>	NA
<b>3b: English Language Arts Assessment Participation</b>	Yes
<b>3b: Mathematics Assessment Participation</b>	Yes
<b>3c: English Language Arts Assessment Achievement</b>	Yes
<b>3c: Mathematics Assessment Achievement</b>	Yes
<b>4a: Suspension Rate</b>	Yes
<b>5a: Least Restrictive Environment—Regular class 80% or more</b>	NA
<b>5b: Least Restrictive Environment—Regular class less than 40%</b>	NA
<b>5c: Least Restrictive Environment—Separate School</b>	NA
<b>6a: Preschool Least Restrictive Environment—Receiving Special Education Services in Regular Program</b>	NA
<b>6b: Preschool Least Restrictive Environment—Separate class, School, or Residential Facility</b>	NA
<b>7a1: Preschool Skills—Positive Social-Emotional Skills, Substantially Increased*</b>	NA
<b>7a2: Preschool Skills—Positive Social-Emotional Skills, Functioning within Age Expectations*</b>	NA
<b>7b1: Preschool Skills—Acquisition and Use of Knowledge and Skills, Substantially Increased*</b>	NA
<b>7b2: Preschool Skills—Acquisition and Use of Knowledge and Skills, Functioning within Age Expectations*</b>	NA
<b>7c1: Preschool Skills—Use of Appropriate Behaviors to Meet Their Needs: Substantially Increased*</b>	NA
<b>7c2: Preschool Skills—Use of Appropriate Behaviors to Meet Their Needs: Functioning within Age Expectations*</b>	NA
<b>8: Parent Involvement</b>	NA
<b>9: Disproportionate Representation</b>	NA



<b>10: Disproportionate Representation by Disability</b>	NA
<b>Disproportionality in Discipline</b>	NA
<b>Disproportionality in Placement</b>	NA
<b>11: Timely Eligibility Evaluation**</b>	NA
<b>12: Early Childhood Transition**</b>	NA
<b>13: Secondary Transition**</b>	NA
<b>14a: Post-School Outcomes–Higher Education</b>	NA
<b>14b: Post-School Outcomes–Higher Education or Competitively Employed</b>	NA
<b>14c: Post-School Outcomes–Any Education or Employment</b>	NA
<b>Child Find</b>	NA
<b>Chronic Absenteeism</b>	NA
<b>Significant Disproportionality</b>	NA

\* Element: 7 has six subparts, as listed in the above chart. If an LEA was selected for Preschool Review, it must address all subparts of Element: 7 in the SEP. The Element: 7 form is designed for that purpose.

\*\* Elements: 11, 12, and 13 are not required to be addressed in the 2019–20 SEP due on December 15, 2020.

### III. 2019–20 SEP Improvement Team

The LEA will form a SEP Improvement Team (SEP Team or Improvement Team). The SEP Team will be responsible for managing the entire process. This will include analyzing data, identifying appropriate root causes for which strategies/activities are identified, implementing the SEP, and monitoring success. The members of the SEP Team will meet into the fall of school year **2020–21** to develop the SEP. Throughout the 2020-21 school year, the SEP Team will continue to meet in order to implement each strategy/activity, observe and collect data during implementation, and review progress. The LEA will choose the members of this team, with suggested representation from:

- SELPA Representative
- Special Education Administrator
- General Education Administrator
- Special Education Teacher
- General Education Teacher

#### IV. List of 2019–2020 SEP Team Members

Complete the table below. For each SEP Team role, list the corresponding SEP Team member’s name, LEA title or position, and email address. If the same person is fulfilling more than one role, explain the reason in the box below the table. Add rows to the chart for additional members, as necessary.

SEP Team Role	Name	Title or Position	Email Address
<b>SELPA Representative</b>	Debbie Morris	SELPA Administrator	dmorris@scoe.net
<b>Special Education Administrator</b>	Tom Anderson	Director of Special Education	tanderson@rdusd.org
<b>General Education Administrator</b>	Nicole Latimer	Chief of Educational Services	nlatimer@rdusd.org
<b>Special Education Teacher</b>	Kristy Eastus	Special Education Teacher	keastus@rdusd.org
<b>General Education Teacher</b>	Steve Wright	Teacher on Special Assignment (Curriculum/Technology)	swright@rdusd.org
<b>Other:</b>	Kate Clark	School Psychologist	kclark@rdusd.org
<b>Other:</b>	Jennifer Ratola	Supervisor of Staff and Student Information Systems	jratola@rdusd.org

#### Explanation of Improvement Team Member Roles:

## V. SEP Team Meetings

The SEP Team will meet into the fall of school year **2020–21** to develop the SEP and throughout the 2020–21 school year to implement and monitor the entire SEP. Each meeting may address multiple items, but each area the meeting addresses should be listed in the chart below. In the case of future meetings, list the areas the SEP Team plans to address. Documentation of these meetings, such as meeting agendas and notes, should be maintained for future reference. During the 2019–20 school year (if the planning started during the Spring of 2020) and the 2020–21 school year, the SEP Team shall meet to address the following:

- **Data Analysis**—Collecting and analyzing data to answer questions leading to identification of the factors that may impact outcomes for students with disabilities.
- **Root Cause Analysis**—Identifying the significant factors to be addressed in order to improve outcomes for students with disabilities.
- **Improvement Planning**—Selecting strategies/activities, with supporting resources, in order to impact outcomes for students with disabilities.
- **Planning the Implementation and Monitoring of the SEP**—Creating a plan to implement the strategies/activities and monitor implementation as it occurs.
- **Implementation**—Preparing for and implementing the SEP.
- **Monitoring**—Observing implementation, reviewing documentation, and collecting data to determine whether the strategies/activities were implemented with fidelity, whether the standards of success were met, and the reasons why or why not.
- **Review**—Reviewing the results of the plan to determine next steps, including any actions necessary to maintain any improvement observed for students with disabilities.

### List of SEP Team Meetings and Strategies/Activities

List the planning and monitoring dates in the chart below. Include meetings that have already occurred and meetings that are planned for the future. At least one monitoring meeting must be conducted in the winter and spring quarters of the 2020–21 school year. The dates should be listed in chronological order. Every effort should be made to schedule future meetings realistically, taking into consideration the academic calendar; however, it is understood that rescheduling may be required due to unforeseen circumstances in the new school year. Insert new rows for meetings dates, as necessary.

Dates (include month, day, and year)	Element(s) to Be Addressed During the Meeting	What areas will the meeting address?	Documentation Collected/ To Be Collected
<b>Planning Meetings 2019–20 and Fall 2020</b>			
11/4/20	<b>Training</b>	<b>Process and Document Review</b>	Documents and Directions
11/9/20	<b>Analysis</b>	<b>Process and Document Review</b>	Documents and Directions
11/30/20	<b>Process Review</b>	<b>Review Data and Process</b>	Available Data and Progress on Plan
12/4/20	Data Review	Root Cause Analysis and Plan Design	Element Data and Plan Development
<b>Implementation/Monitoring Fall 2020–21 (if applicable)</b>			
<b>Implementation/Monitoring Winter 2020–21</b>			
2/2/21	Implementation/Monitoring		
2/4/21	Implementation/Monitoring		
<b>Implementation/Monitoring Spring 2021</b>			

4/6/21	Implementation/ Monitoring		
4/8/21	Implementation/ Monitoring		

The full SEP will consist of this document and, for each unmet Element, an *Element Form*. It will also include a *SEP Root Cause Analysis and Improvement Form* for each identified root cause, *but only if* the LEA is not using the revised Element Forms in which the *Root Cause Analysis and Improvement* portions are now embedded. Combine all the forms into one PDF document. The sequence of the forms will be as follows:

- *LEA Identification Form*
- *SEP Element Form* for the first unmet Element
- *SEP Root Cause Analysis and Improvement Form* for each root cause applicable to the first unmet Element (if not using the revised Element Form with root cause embedded)
- *SEP Element Form* for the second unmet Element
- *SEP Root Cause Analysis and Improvement Form* for each root cause applicable to the second unmet Element (if not using the revised *Element Form* with root cause embedded).
- Repeat the above sequence for any remaining unmet SEP Elements.

Save the SEP PDF document with the following name: “<Name of LEA> <SELPA> 2019–2020 SEP–<Targeted or Intensive>.”

The LEA will send the full SEP to the SELPA for their review. It is important to be aware of any deadlines set by the SELPA. After reviewing the LEA’s 2019–20 SEP, the SELPA will complete the *2019–20 SELPA Review Checklist*. The SELPA will attach the *SELPA Review Checklist* at the front of the LEA’s 2019–20 SEP as one PDF document and submit it to the CDE, Special Education Division, no later than December 15, 2020, as follows:

If the LEA was selected for Targeted Monitoring, the SELPA shall email the final PDF document to [TargetedMonitoring@cde.ca.gov](mailto:TargetedMonitoring@cde.ca.gov).

If the LEA was selected for Intensive Monitoring, the SELPA shall email the final PDF document to [IntensiveMonitoring@cde.ca.gov](mailto:IntensiveMonitoring@cde.ca.gov).

**Prepared by the California Department of Education, July 22, 2020.**

## Local Educational Agency Name:

River Delta Unified School District

# 2019–20 Special Education Plan Element 3b: English Language Arts Participation

Element 3b: English Language Arts (ELA) Participation, corresponds to State Performance Plan Indicator (SPPI) 3b: ELA Participation. The Local Educational Agency (LEA) must address this Element in its 2019–20 Special Education Plan (SEP) if the LEA did not meet the statewide target for SPPI 3b: ELA Participation, as shown on the LEA’s Annual Performance Report (APR) and on the *2019–20 Targeted Review Selection Data* chart linked to the January 31, 2020, *Annual Determination Notification*.

**Note:** The selection process for this Element may vary somewhat from the above, such as for LEAs designated as “smalls.” The California Department of Education (CDE) distributed a checklist document in June 2020 entitled *Elements Requiring Review 2019–20 Monitoring Year (Elements Requiring Review)*. The LEA must address in its 2019–20 SEP every Element for which the *Elements Requiring Review* list shows “Yes” in the Review Required column.

## I. Review of APR Data

SPPI 3b: ELA Participation has a target of 95 percent of students with disabilities participating in the ELA portion of the California Assessment of Student Performance and Progress (CAASPP) or the California Alternate Assessment (CAA), as shown on the APR.

Using the LEA’s APR data, complete the chart below for Element 3b: ELA Participation.

What is the ELA Participation rate (Rate) of students with disabilities?

LEA’s ELA Participation Rate	State Target
94.12%	95%

## II. Current Improvement Strategies

Describe and discuss current or recent improvement strategies, relevant to this Element, that the LEA implemented prior to the development of this SEP. For example: Did the strategies result in improved outcomes for students with disabilities? How is improvement measured? Did the LEA address this area in a 2018–19 Performance Indicator Review (PIR) Plan?

This area was not indicated for improvement in the district's 2018-2019 PIR Plan and thus no improvement strategies were put in place in the Plan. RDUSD IEP teams continue to discuss at every annual IEP student testing accommodations and make a team decision about the student's status for statewide assessment.

## III. Data and Analysis

In order to identify appropriate root causes for the LEA's performance in relation to Element 3b: ELA Participation, the LEA should examine formal and informal data to understand the factors contributing to the challenges the LEA is experiencing. The Data Source Checklist, below, should guide the SEP Team in next steps, but the range of data review is within the discretion of the SEP Team.

### *Data Source Checklist*

Identify data sources the SEP Team will use in developing the LEA's 2019–20 SEP for Element 3b: ELA Participation. Analyze the selected data sources to find connections/relationships between the data and the LEA's performance.

<b>Data Sources</b>	<b>Check if Using</b>
California School Dashboard	<b>NA</b>
California School Dashboard – Comparison to All Students or Other Student Groups	<b>NA</b>
Annual Performance Report – ELA Participation Rate	<b>Yes</b>
Special Education Information Systems (e.g., SEIS, SIRAS, Welligent)	<b>Yes</b>
Attendance Records, Discipline Data	<b>Yes</b>
CAASPP Makeup Records	<b>Yes</b>
California Longitudinal Pupil Achievement Data System (CALPADS)	<b>Yes</b>



Test Operations Management System (TOMS) Records, Student Score Reports, Accommodations	<b>NA</b>
IEP Meeting Notes, Parent Opt-Out letters, Testing Accommodations	<b>Yes</b>
Policies and Procedures	<b>Yes</b>
Compliance Review Data (Student Record Reviews, SELPA Governance Review, Policies and Procedures Review)	<b>Yes</b>
Parent Input Data	<b>NA</b>
Other School Plans (e.g., Local Control Accountability Plan (LCAP), Western Association of Schools and Colleges (WASC), Technology Plan)	<b>NA</b>
Other (please state):	<b>NA</b>

#### **IV. Additional Factors Affecting Performance**

Are there any other factors, internal and/or external, that the SEP Team should consider when evaluating performance for this Element? List in the box below. For example, do the systems, policies, procedures, and/or practices address this Element for students with disabilities, and are they working as intended?

**None at this time.**

#### **V. Root Cause Analysis and Improvement**

Complete the boxes and charts below. In the Root Cause box, identify a root cause for the LEA's performance level specific to Element 3b: ELA Participation. In the Data Support box, include an explanation of the data and any background information needed for the root cause to be understandable to someone outside the LEA. In the Phase 1 chart, identify the strategies/activities that will address the root cause and provide the required details regarding implementation. In the Phase 2 chart, provide the required details regarding monitoring. In the last chart, list documentation that the LEA intends to keep regarding implementation and monitoring.

If the LEA completed a 2018–19 PIR Plan, the LEA may consider including root causes from the PIR Plan in the LEA's 2019–20 SEP if the root cause is still an issue based on analysis of the LEA's current data.

**Note:** The boxes and charts below apply to one, and only one, root cause. Copy and complete a new set of boxes and charts for each additional root cause, if any.

**Root Cause #1:**

Lack of centralized monitoring by Special Education Department of number/percentage of students opting out of CAASPP testing.

Data Support and Background for Root Cause:

No record of training for Case Managers specific to encouraging parents to have their students participate in Statewide assessments

## Phase 1: Improvement Strategy Development

### Strategies/Activities for Improvement

List *at least one* Strategy/Activity for this root cause. Insert additional lines if necessary.)

1. 1 Quarterly Meetings of Special Ed Department and Assessment/SIS manager to review data related to statewide assessment.
- 2.
- 3.
- 4.
- 5.

### Resources Required

(Align numbers with Strategies/Activities for Improvement.)

1. IEP and TOMS data. Dedicated staff time during planning meetings.
- 2.
- 3.
- 4.
- 5.

### Title of Person(s) Responsible for Implementation

(Align numbers with Strategies/Activities for Improvement.)

1. Special Education Director and SIS/Assessment Coordinator
- 2.
- 3.
- 4.
- 5.

### Start Date

(Align numbers with Strategies/Activities for Improvement.)

1. 2/15/21
- 2.
- 3.
- 4.
- 5.

### Date of Completion

(Align numbers with Strategies/Activities for Improvement.)

1. 5/28/21
- 2.

3.	
4.	
5.	
<b>Phase 2: Monitoring of Improvement</b>	
<b>Expected Outcome(s)</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	100% of special education staff will be trained on the importance of student participation in ELA Assessments
2.	
3.	
4.	
5.	
<b>Methods of Measurement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	Meeting Notes/Gathered Assessment Data/Sign-In Sheets
2.	
3.	
4.	
5.	
<b>Quantifiable Standards of Improvement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	1% or more increase in student participation
2.	
3.	
4.	
5.	

## Documentation of Implementation

Each LEA is required to keep documentation on the implementation and monitoring of the SEP. The documentation should be a record of the strategies/activities and the results of the implementation of the strategies/activities.

The documentation should include the following:

1. Evidence the SEP meetings and strategies/activities have occurred (e.g., agendas, sign in sheets, meeting notes, slide presentations).
2. Indication of changes that have occurred as a result of the strategies/activities (e.g., copy of revised policies and procedures, new tracking mechanisms).
3. Evidence that the SEP Team has monitored the implementation of its plan.

4. Demonstration of the preliminary results of strategies/activities (e.g., surveys, observation notes).
5. Evidence of quantifiable measurement of success, if any (e.g., increasing classroom assessment scores, before-and-after data charts).

List the documentation the SEP Team intends to keep on the above-stated implementation and monitoring activities related to this root cause.

1. Meeting agendas/notes
2. Gathered assessment data

Copy and complete the above charts for each additional root cause.

### **Root Cause #2**

Special Education Department has not prioritized training for Case Managers on encouraging/discussing student participation at Annual IEP meetings.

Data Support and Background for Root Cause:

No record of training for Case Managers specific to encouraging parents to have their students participate in Statewide assessments.

## Phase 1: Improvement Strategy Development

### Strategies/Activities for Improvement

List *at least one* Strategy/Activity for this root cause. Insert additional lines if necessary.)

6. Professional Development for Case Managers outlining the expectation that all special education teachers communicate the importance of statewide assessments, to students and their parents.

7.

8.

9.

10.

### Resources Required

(Align numbers with Strategies/Activities for Improvement.)

6. Talking points and scenario discussions

7.

8.

9.

10.

### Title of Person(s) Responsible for Implementation

(Align numbers with Strategies/Activities for Improvement.)

6. Special Education Director

7.

8.

9.

10.

### Start Date

(Align numbers with Strategies/Activities for Improvement.)

6. 3/15/21

7.

8.

9.

10.

### Date of Completion

(Align numbers with Strategies/Activities for Improvement.)

6.	5/28/21
7.	
8.	
9.	
10.	
<b>Phase 2: Monitoring of Improvement</b>	
<b>Expected Outcome(s)</b> (Align numbers with Strategies/Activities for Improvement.)	
6.	100% of special education teachers will be trained in the importance of statewide assessments and the value in encouraging students and parents to participate
7.	
8.	
9.	
10.	
<b>Methods of Measurement</b> (Align numbers with Strategies/Activities for Improvement.)	
6.	Internally-tracked assessment participation rate(s)
7.	
8.	
9.	
10.	
<b>Quantifiable Standards of Improvement</b> (Align numbers with Strategies/Activities for Improvement.)	
6.	1% or more increase in student participation
7.	
8.	
9.	
10.	

## Documentation of Implementation

Each LEA is required to keep documentation on the implementation and monitoring of the SEP. The documentation should be a record of the strategies/activities and the results of the implementation of the strategies/activities.

The documentation should include the following:

- Evidence the SEP meetings and strategies/activities have occurred (e.g., agendas, sign in sheets, meeting notes, slide presentations).

7. Indication of changes that have occurred as a result of the strategies/activities (e.g., copy of revised policies and procedures, new tracking mechanisms).
8. Evidence that the SEP Team has monitored the implementation of its plan.
9. Demonstration of the preliminary results of strategies/activities (e.g., surveys, observation notes).
10. Evidence of quantifiable measurement of success, if any (e.g., increasing classroom assessment scores, before-and-after data charts).

List the documentation the SEP Team intends to keep on the above-stated implementation and monitoring activities related to this root cause.

Training documents, presentation, sign in sheets

Copy and complete the above charts for each additional root cause.

## VI. Placement of Forms in the SEP PDF

Place each required *Element Form* in numerical order (or alphabetical order thereafter for unnumbered Elements) after the *LEA Identification Form*. Save as one PDF document. If the LEA uses separate *Root Cause Analysis and Improvement Forms*, the placement of those forms should be directly after the corresponding *Element Form*.

Title the single PDF SEP document with the following naming convention: <Name of LEA><SELPA> 2019–20 SEP-<Targeted or Intensive>.

Prepared by the California Department of Education, July 22, 2020.



## Local Educational Agency Name:

River Delta Unified School District

# 2019–20 Special Education Plan Element 3b: Math Participation

Element 3b: Math Participation corresponds to State Performance Plan Indicator (SPPI) 3b: Math Participation. The Local Educational Agency (LEA) must address this Element in its 2019–20 Special Education Plan (SEP) if the LEA did not meet the statewide target for SPPI 3b: Math Participation as shown on the LEA’s Annual Performance Report (APR) and on the *2019–20 Targeted Review Selection Data* chart linked to the January 31, 2020, *Annual Determination Notification*.

**Note:** The selection process for this Element may vary somewhat from the above, such as for LEAs designated as “smalls.” The California Department of Education (CDE) distributed a checklist document in June 2020 entitled *Elements Requiring Review 2019–20 Monitoring Year (Elements Requiring Review)*. The LEA must address in its 2019–20 SEP every Element for which the *Elements Requiring Review* list shows “Yes” in the Review Required column.

## I. Review of APR Data

SPPI 3b: Math Participation has a target of 95 percent of students with disabilities participating in the Math portion of the California Assessment of Student Performance and Progress (CAASPP) or the California Alternate Assessment (CAA), as shown on the APR.

Using the LEA’s APR data, fill out the chart below for Element 3b: Math Participation.

What is the Math Participation rate (Rate) of students with disabilities?

LEA’s Math Participation Rate	State Target
94.12%	95%

## II. Current Improvement Strategies

Describe and discuss current or recent improvement strategies, relevant to this Element, that the LEA implemented prior to the development of this SEP. For example: Did the strategies result in improved outcomes for students with disabilities? How is improvement measured? Did the LEA address this area in a 2018–19 Performance Indicator Review (PIR) Plan?

## III. Data and Analysis

In order to identify appropriate root causes for the LEA’s performance in relation to Element 3b: Math Participation, the LEA should examine formal and informal data to understand the factors contributing to the challenges the LEA is experiencing. The Data Source Checklist, below, should guide the SEP Team in next steps, but the range of data review is within the discretion of the SEP Team.

### *Data Source Checklist*

Identify data sources the SEP Team will use in developing the LEA’s 2019–20 SEP for Element 3b: Math Participation. Analyze the selected data sources to find connections/relationships between the data and the LEA’s performance.

<b>Data Sources</b>	<b>Check if Using</b>
California School Dashboard – Math Participation	<b>NA</b>
California School Dashboard – Comparison to All Students or Other Student Groups	<b>NA</b>
APR – Math Participation Rate	<b>Yes</b>
Special Education Information Systems (e.g., SEIS, SIRAS, Welligent)	<b>Yes</b>
Attendance Records, Discipline Data	<b>NA</b>
CAASPP Makeup Records	<b>Yes</b>
California Longitudinal Pupil Achievement Data System (CALPADS)	<b>Yes</b>

Test Operations Management System (TOMS) Records, Student Score Reports, Accommodations	<b>NA</b>
IEP Meeting Notes, Parent Opt-Out letters, Testing Accommodations	<b>Yes</b>
Policies and Procedures	<b>Yes</b>
Compliance Review Data (Student Record Reviews, SELPA Governance Review, Policies and Procedures Review)	<b>Yes</b>
Parent Input Data	<b>NA</b>
Other School Plans, such as the Local Control Accountability Plan (LCAP), Western Association of Schools and Colleges (WASC), Technology Plan	<b>NA</b>
Other (please state):	<b>NA</b>

#### **IV. Additional Factors Affecting Performance**

Are there any other factors, internal and/or external, that the SEP Team should consider when evaluating performance for this Element? List in the box below. For example, do the systems, policies, procedures, and/or practices address this Element for students with disabilities, and are they working as intended?

**None at this time.**

#### **V. Root Cause Analysis and Improvement**

Complete the boxes and charts below. In the Root Cause box, identify a root cause for the LEA’s performance level specific to Element 3b: Math Participation. In the Data Support box, include an explanation of the data and any background information needed for the root cause to be understandable to someone outside the LEA. In the Phase 1 chart, identify the strategies/activities that will address the root cause and provide the required details regarding implementation. In the Phase 2 chart, provide the required details regarding monitoring. In the last chart, list documentation that the LEA intends to keep regarding implementation and monitoring.

If the LEA completed a 2018–19 PIR Plan, the LEA may consider including root causes from the PIR Plan in the LEA’s 2019–20 SEP if the root cause is still an issue based on analysis of the LEA’s current data.

**Note:** The boxes and charts below apply to one and only one root cause. Copy and complete a new set of boxes and charts for each additional root cause, if any.

**Root Cause:**

1. Lack of centralized monitoring by Special Education Department of number/percentage of students opting out of CAASPP testing.

**Data Support and Background for Root Cause:**

1. No record of training for Case Managers specific to encouraging parents to have their students participate in Statewide assessments.

## Phase 1: Improvement Strategy Development

### Strategies/Activities for Improvement

List *at least one* Strategy/Activity for this root cause. Insert additional lines if necessary.)

1. Quarterly Meetings of Special Ed Department and Assessment/SIS manager to review data related to statewide assessment.
- 2.
- 3.
- 4.
- 5.

### Resources Required

(Align numbers with Strategies/Activities for Improvement.)

1. IEP and TOMS data. Dedicated staff time during planning meetings.
- 2.
- 3.
- 4.
- 5.

### Title of Person(s) Responsible for Implementation

(Align numbers with Strategies/Activities for Improvement.)

1. Special Education Director and SIS/Assessment Coordinator
- 2.
- 3.
- 4.
- 5.

### Start Date

(Align numbers with Strategies/Activities for Improvement.)

1. 2/15/21
- 2.

3.	
4.	
5.	
<b>Date of Completion</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	5/28/21
2.	
3.	
4.	
5.	
<b>Phase 2: Monitoring of Improvement</b>	
<b>Expected Outcome(s)</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	100% of special education staff will be trained on the importance of student participation in ELA Assessments
2.	
3.	
4.	
5.	
<b>Methods of Measurement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	Meeting Notes/Gathered Assessment Data/Sign-In Sheets
2.	
3.	
4.	
5.	
<b>Quantifiable Standards of Improvement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	1% or more increase in student participation
2.	
3.	
4.	

**Insert Root Cause #2****Documentation of Implementation**

Each LEA is required to keep documentation on the implementation and monitoring of the SEP. The documentation should be a record of the strategies/activities and the results of the implementation of the strategies/activities.

The documentation should include the following:

1. Evidence the SEP meetings and strategies/activities have occurred (e.g., agendas, sign in sheets, meeting notes, slide presentations).
2. Indication of changes that have occurred as a result of the strategies/activities (e.g., copy of revised policies and procedures, new tracking mechanisms).
3. Evidence that the SEP Team has monitored the implementation of its plan.
4. Demonstration of the preliminary results of strategies/activities (e.g., surveys, observation notes).
5. Evidence of quantifiable measurement of success, if any (e.g., increasing classroom assessment scores, before-and-after data charts).

List the documentation the SEP Team intends to keep on the above-stated implementation and monitoring activities related to this root cause.

1. Meeting agendas/notes
2. Gathered assessment data

Copy and complete the above charts for each additional root cause.

**Root Cause #2**

Special Education Department has not prioritized training for Case Managers on encouraging/discussing student participation at Annual IEP meetings.

Data Support and Background for Root Cause:

No record of training for Case Managers specific to encouraging parents to have their students participate in Statewide assessments.





## Phase 1: Improvement Strategy Development

### Strategies/Activities for Improvement

List *at least one* Strategy/Activity for this root cause. Insert additional lines if necessary.)

1. Professional Development for Case Managers outlining the expectation that all special education teachers communicate the importance of statewide assessments, to students and their parents.
- 2.
- 3.
- 4.
- 5.

### Resources Required

(Align numbers with Strategies/Activities for Improvement.)

1. Talking points and scenario discussions
- 2.
- 3.
- 4.
- 5.

### Title of Person(s) Responsible for Implementation

(Align numbers with Strategies/Activities for Improvement.)

1. Special Education Director
- 2.
- 3.
- 4.
- 5.

### Start Date

(Align numbers with Strategies/Activities for Improvement.)

1. 3/15/21
- 2.
- 3.
- 4.
- 5.

### Date of Completion

(Align numbers with Strategies/Activities for Improvement.)

1. 5/28/21
- 2.
- 3.
- 4.

5.	<b>Phase 2: Monitoring of Improvement</b>
<b>Expected Outcome(s)</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	100% of special education teachers will be trained in the importance of statewide assessments and the value in encouraging students and parents to participate
2.	
3.	
4.	
5.	
<b>Methods of Measurement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	Internally-tracked assessment participation rate(s)
2.	
3.	
4.	
5.	
<b>Quantifiable Standards of Improvement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	1% or more increase in student participation
2.	
3.	
4.	
5.	

## Documentation of Implementation

Each LEA is required to keep documentation on the implementation and monitoring of the SEP. The documentation should be a record of the strategies/activities and the results of the implementation of the strategies/activities.

The documentation should include the following:

1. Evidence the SEP meetings and strategies/activities have occurred (e.g., agendas, sign in sheets, meeting notes, slide presentations).
2. Indication of changes that have occurred as a result of the strategies/activities (e.g., copy of revised policies and procedures, new tracking mechanisms).
3. Evidence that the SEP Team has monitored the implementation of its plan.
4. Demonstration of the preliminary results of strategies/activities (e.g., surveys, observation notes).

- Evidence of quantifiable measurement of success, if any (e.g., increasing classroom assessment scores, before-and-after data charts).

List the documentation the SEP Team intends to keep on the above-stated implementation and monitoring activities related to this root cause.

Training documents, presentation, sign in sheets

Copy and complete the above charts for each additional root cause.

## I. Placement of Forms in the SEP PDF

Place each required *Element Form* in numerical order (or alphabetical order thereafter for unnumbered Elements) after the *LEA Identification Form*. Save as one PDF document. If the LEA uses separate *Root Cause Analysis and Improvement Forms*, the placement of those forms should be directly after the corresponding *Element Form*.

Title the single PDF SEP document with the following naming convention: <Name of LEA><SELPA> 2019–20 SEP-<Targeted or Intensive>.

Prepared by the California Department of Education, July 22, 2020.

## Local Educational Agency Name:

River Delta Unified School District

# 2019–20 Special Education Plan Element 3c: English Language Arts Achievement

Element 3c: English Language Arts (ELA) Achievement, corresponds to academic performance in ELA as shown on the California School Dashboard (Dashboard) for students with disabilities, and to State Performance Plan Indicator (SPPI) 3c: ELA Achievement as shown on the Annual Performance Report (APR). The California Department of Education (CDE) distributed a checklist document in June 2020 entitled *Elements Requiring Review 2019–20 Monitoring Year (Elements Requiring Review)*. The Local Educational Agency (LEA) must address this Element in its 2019–20 SEP if the *Elements Requiring Review* list shows “Yes” for this Element in the Review Required column.

## I. Review of Dashboard and APR Information/Data

The 2019 Dashboard method for calculating ELA Achievement differs from the method used for the SPPI 3c: ELA Achievement calculation on the APR. The Dashboard calculations reflect the Distance from Standard, which is the measurement of how many points, on average, students are from the lowest possible score for Standard Met. Each of those calculations differs from the SPPI 3c calculation method on the APR report. The APR calculation reflects the number of students with disabilities scoring at or above the standard divided by the total number of students with disabilities who received a valid score and for whom a proficiency level was assigned. Each method of calculation is used in determining whether the LEA is in the Targeted or the Intensive Review, and both are valid for understanding the LEA’s performance on the ELA portion of the California Assessment of Student Performance and Progress (CAASPP) and the California Alternate Assessment (CAA).

### A. Review of Dashboard Information/Data

The LEA’s performance level for ELA achievement on the Dashboard is a combination of Status Level and Change Level. The SEP Team’s understanding of the Dashboard data and performance levels will be essential in the team’s determination of root causes and corresponding strategies/activities. The SEP Team may determine root causes applicable to the Status Level, Change Level, or both depending on the LEA’s Dashboard data.

Using the data on the 5x5 English Language Arts Placement Report (Grades 3-8 and 11)–Detailed Data from the LEA’s 2019 California School Dashboard, complete the charts below with information for the student group: Students with Disabilities.

Color	Status Level	Change Level	CURRENT STATUS: Average distance from Standard	CHANGE: Difference between current status and prior status
Red	Very Low	Declined	-91.3	-21.1

Based on the above information, indicate the area(s) the LEA intends to address.

Area to Address	Yes or No
Status Level	Yes
Change Level	Yes

### *B. Review of APR Data*

Using the SSPI data from the LEA’s APR, complete the chart below for 3c: ELA Achievement.

LEA’s Rate	State Target
14.58%	15.9%

Once the LEA has determined the LEA’s performance level on the Dashboard and the APR in ELA Achievement, complete the chart below.

Accountability System	Performance Level to Meet Requirements	Did the LEA Meet the Performance Level?
Dashboard	Blue, Green or Yellow	No
APR	>15.9%	No

## II. Current Improvement Strategies

Describe and discuss current or recent improvement strategies relevant to this Element that the LEA implemented prior to the development of this SEP. For example: Did the strategies result in improved outcomes for students with disabilities? How is improvement measured? Did the LEA address this area in a 2018–19 Performance Indicator Review (PIR) Plan?

As part of the most recent year's PIR Plan the following improvement strategies have been employed:

1. Increased accountability for sites to actively participate in the SARB process by turning in packets and scheduling/conducting SARB meetings for chronically absent students
2. Attendance goals have been appropriately placed in student IEPs
3. Parent Education efforts around attendance have been instituted with calls, emails, and other contacts
4. Improved MTSS implementation is a continuing effort for site and district staff
5. Increased use of IABs from SBAC
6. More communication about accommodation use between school staff
7. Collaborative conversations and growth mindset work with staff

## III. Data and Analysis

In order to identify appropriate root causes for the LEA's performance in relation to Element 3c: ELA Achievement, the LEA should examine formal and informal data to understand the factors contributing to the challenges the LEA is experiencing. The *Data Source Checklist* below should guide the SEP Team in next steps, but the range of data review is within the discretion of the SEP Team.

### *Data Source Checklist*

Identify data sources the SEP Team will use in developing the LEA's 2019–20 SEP for Element 3c: ELA Achievement. Analyze the selected data sources to find connections/relationships between the data and the LEA's performance.

<b>Data Sources</b>	<b>Check if Using</b>
California School Dashboard— ELA for Student with Disabilities	<b>Yes</b>
California School Dashboard— Comparison to All Students or Other Student Groups	<b>Yes</b>
Test Operations Management System (TOMS) Student Score Reports	<b>Yes</b>
Test Operations Management System (TOMS) Accommodations	<b>Yes</b>
Interim or Other Assessments	<b>Yes</b>
Classroom-level Data— Student Grades, Assignment Grades	<b>Yes</b>
Annual Performance Report (APR) – ELA Achievement, Participation Rate, Least Restrictive Environment (LRE)	<b>Yes</b>
Special Education Information System (e.g., SEIS, Welligent, SIRAS)	<b>Yes</b>
Service Logs and/or Pull-Out Schedules	<b>Yes</b>
Student Course Enrollment Data, Attendance Records, Schedules, and/or Transcripts	<b>NA</b>
California Longitudinal Pupil Achievement Data System (CALPADS)	<b>NA</b>
Empathy Interview/ Focus Group Data	<b>NA</b>
Observation of English class(es)	<b>Yes</b>
Observation of Testing (CAASPP or Other Testing Environment)	<b>Yes</b>
Professional Development Records	<b>Yes</b>
Curriculum Guides, Lesson Plans, Syllabi	<b>NA</b>
Other School Plans (e.g., Local Control Accountability Plan (LCAP), Western Association of Schools and Colleges (WASC), Technology Plan)	<b>Yes</b>
Policies and Procedures	<b>Yes</b>
Compliance Review Data (Student Record Reviews, SELPA Governance Review, Policies and Procedures Review)	<b>Yes</b>

Parent Input Data	NA
Other (please state):	NA

#### IV. Additional Factors Affecting Performance

Are there any other factors, internal and/or external, that the SEP Team should consider when evaluating performance for this Element? List in the box below. For example, do the systems, policies, procedures, and/or practices address this Element for students with disabilities, and are they working as intended?

None at this time.

#### V. Root Cause Analysis and Improvement

Complete the boxes and charts below. In the Root Cause box, identify a root cause for the LEA’s performance level specific to Element 3c: ELA Achievement. In the Data Support box, include an explanation of the data and any background information needed for the root cause to be understandable to someone outside the LEA. In the Phase 1 chart, identify the strategies/activities that will address the root cause and provide the required details regarding implementation. In the Phase 2 chart, provide the required details regarding monitoring. In the last chart, list documentation that the LEA intends to keep regarding implementation and monitoring.

If the LEA completed a 2018–19 PIR Plan, the LEA may consider including root causes from the PIR Plan in the LEA’s 2019–20 SEP if the root cause is still an issue based on analysis of the LEA’s current data.

**Note:** The boxes and charts below apply to one, and only one, root cause. Copy and complete a new set of boxes and charts for each additional root cause, if any.

##### Root Cause #1:

1. Students with special needs continued to be pulled from core general education instruction at too high a rate, losing high quality first instruction opportunities.



**Data Support and Background for Root Cause:**

1. IEP reviews and staff interviews revealed continued 'pull-out' at too high a rate based on district efforts towards inclusive education.

## Phase 1: Improvement Strategy Development

### Strategies/Activities for Improvement

List at least one Strategy/Activity for this root cause. Insert additional lines if necessary.)

1. Students with IEPs, unless receiving core instruction in the SDC class, will be assigned to general education classes for ELA.
- 2.
- 3.
- 4.
- 5.

### Resources Required

(Align numbers with Strategies/Activities for Improvement.)

1. District-level accounting system to track student placement in general education classrooms.
2. Professional development for special education and general education staff, particularly case managers and LEA administrators.
- 3.
- 4.
- 5.

### Title of Person(s) Responsible for Implementation

(Align numbers with Strategies/Activities for Improvement.)

1. Special Education Director
2. Site Administrator
3. Case Manager
4. General Education Teacher
- 5.

### Start Date

(Align numbers with Strategies/Activities for Improvement.)

1. 1.19.2021
- 2.

- 3.
- 4.
- 5.

**Date of Completion**

(Align numbers with Strategies/Activities for Improvement.)

- |    |         |
|----|---------|
| 1. | 5.28.21 |
| 2. |         |
| 3. |         |
| 4. |         |
| 5. |         |

**Phase 2: Monitoring of Improvement**

**Expected Outcome(s)**

(Align numbers with Strategies/Activities for Improvement.)

- |    |   |
|----|---|
| 1. | Students with IEPs, unless the IEP has decided they need core instruction in the SDC room, will receive ELA instruction in the general education classroom. |
| 2. |   |
| 3. |   |
| 4. |   |
| 5. |   |

**Methods of Measurement**

(Align numbers with Strategies/Activities for Improvement.)

- |    |   |
|----|---|
| 1. | Class rosters of students with IEPs receiving core ELA instruction in general education classes |
| 2. |   |
| 3. |   |
| 4. |   |
| 5. |   |

**Quantifiable Standards of Improvement**

(Align numbers with Strategies/Activities for Improvement.)

1.	100% of non-SDC students with IEPs receiving core ELA instruction in the general education classroom
2.	
3.	
4.	
5.	

## Documentation of Implementation

Each LEA is required to keep documentation on the implementation and monitoring of the SEP. The documentation should be a record of the strategies/activities and the results of the implementation of the strategies/activities.

The documentation should include the following:

1. Evidence the SEP meetings and strategies/activities have occurred (e.g., agendas, sign in sheets, meeting notes, slide presentations).
2. Indication of changes that have occurred as a result of the strategies/activities (e.g., copy of revised policies and procedures, new tracking mechanisms).
3. Evidence that the SEP Team has monitored the implementation of its plan.
4. Demonstration of the preliminary results of strategies/activities (e.g., surveys, observation notes).
5. Evidence of quantifiable measurement of success, if any (e.g., increasing classroom assessment scores, before-and-after data charts).

List the documentation the SEP Team intends to keep on the above-stated implementation and monitoring activities related to this root cause.

The SEP Team will maintain sign-in sheets for meetings, agendas and observational tools from site/district administrators will be maintained at the site and/or district level. IEPs will also be available as they are already maintained by the district.

Copy and complete the above charts for each additional root cause.

## VI. Placement of Forms in the SEP PDF

Place each required *Element Form* in numerical order (or alphabetical order thereafter for unnumbered Elements) after the *LEA Identification Form*. Save as one PDF

Element 3c: ELA Achievement

2019–20 SEP

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document. If the LEA uses separate *Root Cause Analysis and Improvement Forms*, the placement of those forms should be directly after the corresponding *Element Form*.

Title the single PDF SEP document with the following naming convention: <Name of LEA><SELPA> 2019–20 SEP-<Targeted or Intensive>.

**Prepared by the California Department of Education, July 22, 2020.**

## Local Educational Agency Name:

River Delta Unified School District

# 2019–20 Special Education Plan Element 3c: Math Achievement

Element 3c: Math Achievement corresponds to academic performance in Math as shown on the California School Dashboard (Dashboard) for students with disabilities, and to State Performance Plan Indicator (SPPI) 3c: Math Achievement as shown on the Annual Performance Report (APR). The California Department of Education (CDE) distributed a checklist document in June 2020 entitled *Elements Requiring Review 2019–20 Monitoring Year (Elements Requiring Review)*. The Local Educational Agency (LEA) must address this Element in its 2019–20 SEP if the *Elements Requiring Review* list shows “Yes” for this Element in the Review Required column.

## I. Review of Dashboard and APR Information/Data

The 2019 Dashboard method for calculating Math Achievement differs from the method used for the SPPI 3c: Math Achievement calculation on the APR. The Dashboard calculations reflect the Distance from Standard, which is the measurement of how many points, on average, students are from the lowest possible score for Standard Met. Each of those calculations differ from the SPPI 3c calculation method on the APR report. The APR calculation reflects the number of students with disabilities scoring at or above the standard, divided by the total number of students with disabilities who received a valid score and for whom a proficiency level was assigned. Each method of calculation is used in determining whether the LEA is in the Targeted or the Intensive Review, and both are valid for understanding the LEA’s performance on the Math portion of the California Assessment of Student Performance and Progress (CAASPP) and the California Alternate Assessment (CAA).

### A. Review of Dashboard Information/Data

The LEA’s performance level for Math Achievement on the Dashboard is a combination of Status Level and Change Level. The SEP Team’s understanding of the Dashboard data and performance levels will be essential in the team’s determination of root causes and corresponding strategies/activities. The SEP Team may determine root causes applicable to their Status Level, Change Level, or both depending on the LEA’s Dashboard data.

Using the data on the 5x5 Mathematics Placement (Grades 3–8 and 11) Detailed Report from the LEA’s 2019 California School Dashboard, complete the charts below with information for the student group: Students with Disabilities.

Color	Status Level	Change Level	CURRENT STATUS: Average distance from Standard	CHANGE: Difference between current status and prior status
Red	Very Low	Declined	-119.5	-20.3

Based on the above information, indicate the area(s) the LEA intends to address.

Area to Address	Yes or No
Status Level	yes
Change Level	yes

### B. Review of APR Data

Using the SPPI data from the LEA’s APR, complete the chart below for 3c: Math Achievement.

LEA’s Rate	State Target
15.28	13.6

Once the LEA has determined the LEA’s performance level on the Dashboard and the APR in Math Achievement, complete the chart below.

Accountability System	Performance Level to Meet Requirements	Did the LEA Meet or Exceed the Performance Level?
Dashboard	Blue, Green or Yellow	No
APR	>13.6%	Yes

## II. Current Improvement Strategies

Describe and discuss current or recent improvement strategies, relevant to this Element, that the LEA implemented prior to the development of this SEP. For example: Did the strategies result in improved outcomes for students with disabilities? How is improvement measured? Did the LEA address this area in a 2018–19 Performance Indicator Review (PIR) Plan?

As part of the most recent year’s PIR Plan the following improvement strategies have been employed:

1. Increased accountability for sites to actively participate in the SARB process by turning in packets and scheduling/conducting SARB meetings for chronically absent students
2. Attendance goals have been appropriately placed in student IEPs
3. Parent Education efforts around attendance have been instituted with calls, emails, and other contacts
4. Improved MTSS implementation is a continuing effort for site and district staff
5. Increased use of IABs from SBAC
6. More communication about accommodation use between school staff
7. Collaborative conversations and growth mindset work with staff

## III. Data and Analysis

In order to identify appropriate root causes for the LEA’s performance in relation to Element 3c: Math Achievement, the LEA should examine formal and informal data to understand the factors contributing to the challenges the LEA is experiencing. The *Data Source Checklist*, below, should guide the SEP Team in next steps, but the range of data review is within the discretion of the SEP Team.

### *Data Source Checklist*

Identify data sources the SEP Team will use in developing the LEA’s 2019–20 SEP for Element 3c: Math Achievement. Analyze the selected data sources to find connections/relationships between the data and the LEA’s performance.

Data Sources	Check if Using
California School Dashboard—Math Achievement for students with disabilities	Yes
California School Dashboard – Comparison to All Students or other student groups	Yes



Test Operations Management System (TOMS) Student Score Reports	<b>Yes</b>
Test Operations Management System (TOMS) Accommodations	<b>Yes</b>
Interim or Other Assessments	<b>Yes</b>
Classroom-level Data — Student Grades, Assignment Grades	<b>Yes</b>
APR – Math Achievement, Participation Rate, Least Restrictive Environment (LRE)	<b>Yes</b>
Special Education Information System (e.g., SEIS, Welligent, SIRAS)	<b>Yes</b>
Service and/or Pull-Out Schedules	<b>Yes</b>
Student Course Enrollment Data Attendance Records, Schedules, and/or Transcripts	<b>NA</b>
California Longitudinal Pupil Achievement Data System (CALPADS)	<b>NA</b>
Empathy Interview/ Focus Group Data	<b>NA</b>
Observation of Math Class(es)	<b>Yes</b>
Observation of Testing (CAASPP or Other Testing Environment)	<b>Yes</b>
Professional Development Records	<b>Yes</b>
Curriculum Guides, Lesson Plans, Syllabi	<b>NA</b>
Other School Plans (e.g., Local Accountability Plan (LCAP), Western Association of Schools and Colleges (WASC), Technology Plan)	<b>Yes</b>
Policies and Procedures	<b>Yes</b>
Compliance Review Data (Student Record Reviews, SELPA Governance Review, Student Record Review)	<b>Yes</b>
Parent Input Data	<b>NA</b>
Other (please state):	<b>NA</b>

## IV. Additional Factors Affecting Performance

Are there any other factors, internal and/or external, that the SEP Team should consider when evaluating performance for this Element? List in the box below. For example, do the systems, policies, procedures, and/or practices address this Element for students with disabilities, and are they working as intended?

None at this time.

## V. Root Cause Analysis and Improvement Form

Complete the boxes and charts below. In the Root Cause box, identify a root cause for the LEA's performance level specific to Element 3c: Math Achievement. In the Data Support box, include an explanation of the data and any background information needed for the root cause to be understandable to someone outside the LEA. In the Phase 1 chart, identify the strategies/activities that will address the root cause and provide the required details regarding implementation. In the Phase 2 chart, provide the required details regarding monitoring. In the last chart, list documentation that the LEA intends to keep regarding implementation and monitoring.

If the LEA completed a 2018–19 PIR Plan, the LEA may consider including root causes from the PIR Plan in the LEA's 2019–20 SEP if the root cause is still an issue based on analysis of the LEA's current data.

**Note:** The boxes and charts below apply to one and only one root cause. Copy and complete a new set of boxes and charts for each additional root cause, if any.

### Root Cause:

1. Students with special needs continued to be pulled from core general education instruction at too high a rate, losing high quality first instruction opportunities.

### Data Support and Background for Root Cause:

1. IEP reviews and staff interviews revealed continued 'pull-out' at too high a rate based on district efforts towards inclusive education.



## Phase 1: Improvement Strategy Development

### Strategies/Activities for Improvement

List *at least one* Strategy/Activity for this root cause. Insert additional lines if necessary.)

1. Students with IEPs, unless receiving core instruction in the SDC class, will be assigned to general education classes for Math.

2.

3.

4.

5.

### Resources Required

(Align numbers with Strategies/Activities for Improvement.)

1. District-level accounting system to track student placement in general education classrooms.

2. Professional development for special education and general education staff, particularly case managers and LEA administrators.

3.

4.

5.

### Title of Person(s) Responsible for Implementation

(Align numbers with Strategies/Activities for Improvement.)

1. Special Education Director

2. Site Administrator

3. Case Manager

4. General Education Teacher

5.

### Start Date

(Align numbers with Strategies/Activities for Improvement.)

1. 1.19.2021

2.

3.

4.

5.

### Date of Completion

(Align numbers with Strategies/Activities for Improvement.)

1. 5.28.21

2.

3.	
4.	
5.	
<b>Phase 2: Monitoring of Improvement</b>	
<b>Expected Outcome(s)</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	Students with IEPs, unless the IEP has decided they need core instruction in the SDC room, will receive Math instruction in the general education classroom.
2.	
3.	
4.	
5.	
<b>Methods of Measurement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	Class rosters of students with IEPs receiving core Math instruction in general education classes
2.	
3.	
4.	
5.	
<b>Quantifiable Standards of Improvement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	100% of non-SDC students with IEPs receiving core Math instruction in the general education classroom
2.	
3.	
4.	
5.	

**Documentation of Implementation**

Each LEA is required to keep documentation on the implementation and monitoring of the SEP. The documentation should be a record of the strategies/activities and the results of the implementation of the strategies/activities.

The documentation should include the following:

1. Evidence the SEP meetings and strategies/activities have occurred (e.g., agendas, sign in sheets, meeting notes, slide presentations).

2. Indication of changes that have occurred as a result of the strategies/activities (e.g., copy of revised policies and procedures, new tracking mechanisms).
3. Evidence that the SEP Team has monitored the implementation of its plan.
4. Demonstration of the preliminary results of strategies/activities (e.g., surveys, observation notes).
5. Evidence of quantifiable measurement of success, if any (e.g., increasing classroom assessment scores, before-and-after data charts).

List the documentation the SEP Team intends to keep on the above-stated implementation and monitoring activities related to this root cause.

The SEP Team will maintain sign-in sheets for meetings, agendas and observational tools from site/district administrators will be maintained at the site and/or district level. IEPs will also be available as they are already maintained by the district.

Copy and complete the above charts for each additional root cause.

## **VI. Placement of Forms in the SEP PDF**

Place each required *Element Form* in numerical order (or alphabetical order thereafter for unnumbered Elements) after the *LEA Identification Form*. Save as one PDF document. If the LEA uses separate *Root Cause Analysis and Improvement Forms*, the placement of those forms should be directly after the corresponding *Element Form*.

Title the single PDF SEP document with the following naming convention: <Name of LEA><SELPA> 2019–20 SEP-<Targeted or Intensive>.

**Prepared by the California Department of Education, July 22, 2020.**

## Local Educational Agency Name:

River Delta Unified School District

# 2019–20 Special Education Plan Element 4a: Suspension Rate

Element 4a: Suspension Rate corresponds to Suspension Rate as shown on the California School Dashboard (Dashboard) for students with disabilities. If the Local Educational Agency's (LEA's) 2019 Dashboard performance level for Suspension Rate for students with disabilities is red or orange, the LEA must address this Element in its Special Education Plan (SEP), for implementation in the 2020–21 school year.

**Note:** The selection process for this Element may vary somewhat from the above, such as for LEAs designated as "smalls." The California Department of Education (CDE) distributed a checklist document in June 2020 entitled *Elements Requiring Review 2019–20 Monitoring Year (Elements Requiring Review)*. The LEA must address in its 2019–20 SEP every Element for which the *Elements Requiring Review* list shows "Yes" in the Review Required column.

## I. Review of Dashboard Information/Data

The LEA's performance level for Suspension Rate on the Dashboard is a combination of Status Level and Change Level. The SEP Team's understanding of the Dashboard data and performance levels are essential in the team's determination of root causes and corresponding strategies/activities to improve performance. The SEP Team may determine root causes applicable to the Status Level, Change Level, or both, depending on the LEA's Dashboard data.

Using data for the Student Group: Students with Disabilities on the 5x5 Suspension Rate Placement Report–Detailed Data from the LEA's 2019 Dashboard, complete the charts below.

Color	Status Level	Change Level	CURRENT STATUS: 2018–19 Suspension Rate	CHANGE: Difference between 2018–19 Suspension Rate and 2017– 18 Suspension Rate
Red	Very Low	Increased	8.1%	+0.8%

--	--	--	--	--

Based on the above information, indicate the area(s) the LEA intends to address.

Area to Address	Yes or No
Status Level	Yes
Change Level	Yes

## II. Current Improvement Strategies

Describe and discuss current or recent improvement strategies, relevant to this Element, that the LEA implemented prior to the development of this SEP. For example: Did the strategies result in improved outcomes for students with disabilities? How is improvement measured? Did the LEA address this area in a 2018–19 Performance Indicator Review (PIR) Plan?

This area was not indicated for improvement in the district’s 2018-2019 PIR Plan and thus no improvement strategies were put in place in the Plan. The district does follow restorative justice best practices as well as positive behavior intervention and supports and has done work in this area in the past with staff.

## III. Data and Analysis

In order to identify appropriate root causes for the LEA’s performance in relation to Element 4a: Suspension Rate, the LEA should examine formal and informal data to understand the factors contributing to the challenges the LEA is experiencing. The *Data Source Checklist*, below, should guide the SEP Team in next steps, but the range of data review is within the discretion of the SEP Team.

### *Data Source Checklist*

Identify data sources the SEP Team will use in developing the LEA’s 2019–20 SEP for Element 4a: Suspension Rate. Analyze the selected data sources to find connections/relationships between the data and the LEA’s performance.

Data Sources	Check if using
--------------	----------------



California School Dashboard—Suspension Rate for Students with Disabilities	<b>Yes</b>
California School Dashboard—Comparison to All Students or Other Student Groups	<b>Yes</b>
Student Grade Reports, Transcripts, Schedules	<b>NA</b>
Restraint and Seclusion Data	<b>Yes</b>
Suspension paperwork, Referrals	<b>Yes</b>
Special Education Information Systems (e.g., SEIS, SIRAS, Welligent)	<b>Yes</b>
Behavior Intervention Plans, Behavior Goals	<b>Yes</b>
Information from other behavior-oriented Systems, such as Positive Behavior Interventions and Supports, Restorative Practices	<b>Yes</b>
Attendance Records	<b>Yes</b>
Manifestation Determination Information	<b>Yes</b>
Counseling Logs	<b>Yes</b>
Empathy Interview/ Focus Group Data	<b>NA</b>
California Longitudinal Pupil Achievement Data System (CALPADS)	<b>Yes</b>
Ed-Data.org—Comparison of Suspension Rates	<b>NA</b>
Educational and/or Psychological Assessments	<b>Yes</b>
Teacher Reports	<b>Yes</b>
Other School Plans (Local Control Accountability Plan (LCAP), Western Association of Schools and Colleges (WASC), Technology Plan).	<b>NA</b>
Policies and Procedures	<b>Yes</b>
Compliance Review Data (Student Record Reviews, SELPA Governance Review, Policies and Procedures Review)	<b>Yes</b>
Parent Input Data	<b>NA</b>
Other (please state):	<b>NA</b>

## IV. Additional Factors Affecting Performance

Are there any other factors, internal and/or external, that the SEP Team should consider when evaluating performance for this Element? List in the box below. For example, do the systems, policies, procedures, and/or practices address this Element for students with disabilities, and are they working as intended?

None at this time.

## V. Root Cause Analysis and Improvement

Complete the boxes and charts below. In the Root Cause box, identify a root cause for the LEA's performance level specific to Element 4a: Suspension Rate. In the Data Support box, include an explanation of the data and any background information needed for the root cause to be understandable to someone outside the LEA. In the Phase 1 chart, identify the strategies/activities that will address the root cause and provide the required details regarding implementation. In the Phase 2 chart, provide the required details regarding monitoring. In the last chart, list documentation that the LEA intends to keep regarding implementation and monitoring.

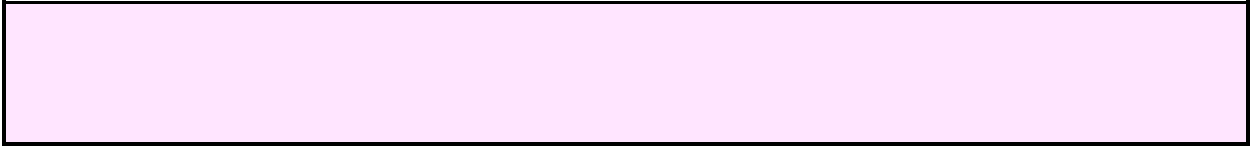
If the LEA completed a 2018–19 PIR Plan, the LEA may consider including root causes from the PIR Plan in the LEA's 2019–20 SEP if the root cause is still an issue based on analysis of the LEA's current data.

**Note:** The boxes and charts below apply to one, and only one, root cause. Copy and complete a new set of boxes and charts for each additional root cause, if any.

1. Lack of academic, behavioral and social-emotional supports across the district.
2. Lack of appropriate alternatives to suspension.

### Data Support and Background for Root Cause:

1. District has 11 schools on 9 sites and splits 3 counselors and 3 school psychologists between them with very little collaboration or alignment.
2. No district-wide PBIS professional development or implementation.



## Phase 1: Improvement Strategy Development

### Strategies/Activities for Improvement

List at least one Strategy/Activity for this root cause. Insert additional lines if necessary.)

- |    |   |
|----|---|
| 1. | Greater collaboration and alignment between school counselors and school psychologists. |
| 2. | PBIS professional development for administrators and staff.                             |
| 3. |   |
| 4. |   |
| 5. |   |

### Resources Required

(Align numbers with Strategies/Activities for Improvement.)

- |    |  |
|----|--|
| 1. | Quarterly collaborative meetings.                      |
| 2. | PBIS professional development materials and offerings. |
| 3. |  |
| 4. |  |
| 5. |  |

### Title of Person(s) Responsible for Implementation

(Align numbers with Strategies/Activities for Improvement.)

- |    |                               |
|----|-------------------------------|
| 1. | Chief of Educational Services |
| 2. | Director of Special Education |
| 3. |                               |
| 4. |                               |
| 5. |                               |

### Start Date

(Align numbers with Strategies/Activities for Improvement.)

- |    |   |
|----|---|
| 1. | 1.25.21 and available for each site staff meeting through March |
| 2. |   |
| 3. |   |
| 4. |   |
| 5. |   |

### Date of Completion

(Align numbers with Strategies/Activities for Improvement.)

1.	By 5.28.21 all appropriate site staff members will have participated in initial PBIS training
2.	
3.	
4.	
5.	
<b>Phase 2: Monitoring of Improvement</b>	
<b>Expected Outcome(s)</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	District-wide list used by each site of social-emotional supports and /or contacts available to students and staff.
2.	More options and alternatives to suspension to be used by staff and administration.
3.	
4.	
5.	
<b>Methods of Measurement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	Meetings sign-in sheets, agendas and documents of Action Plans
2.	Meetings sign-in sheets, agendas and documented alternatives to suspension
3.	
4.	
5.	
<b>Quantifiable Standards of Improvement</b> (Align numbers with Strategies/Activities for Improvement.)	
1.	Increased student access to school-based social-emotional supports, as per counseling notes
2.	2% reduction in school suspensions for this school year for students with special needs
3.	
4.	
5.	

**Documentation of Implementation**

Each LEA is required to keep documentation on the implementation and monitoring of the SEP. The documentation should be a record of the strategies/activities and the results of the implementation of the strategies/activities.

The documentation should include the following:

1. Evidence the SEP meetings and strategies/activities have occurred (e.g., agendas, sign in sheets, meeting notes, slide presentations).
2. Indication of changes that have occurred as a result of the strategies/activities (e.g., copy of revised policies and procedures, new tracking mechanisms).
3. Evidence that the SEP Team has monitored the implementation of its plan.
4. Demonstration of the preliminary results of strategies/activities (e.g., surveys, observation notes).
5. Evidence of quantifiable measurement of success, if any (e.g., increasing classroom assessment scores, before-and-after data charts).

List the documentation the SEP Team intends to keep on the above-stated implementation and monitoring activities related to this root cause.

SEP team will be able to access counseling notes (raw numbers) in AERIES to determine increase in access. Also, AERIES will be used to determine reduction in school suspensions and use alternatives to suspension through discipline and counseling tabs in the system.

Copy and complete the above charts for each additional root cause.

## VI. Placement of Forms in the SEP PDF

Place each required *Element Form* in numerical order (or alphabetical order thereafter for unnumbered Elements) after the *LEA Identification Form*. Save as one PDF document. If the LEA uses separate *Root Cause Analysis and Improvement Forms*, the placement of those forms should be directly after the corresponding *Element Form*.

Title the single PDF SEP document with the following naming convention: <Name of LEA><SELPA> 2019–20 SEP-<Targeted or Intensive>.

**Prepared by the California Department of Education, July 22, 2020.**

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 10.1

Type of item: (Action, Consent Action or Information Only): Consent Action

**SUBJECT:**

Request to approve the Minutes from the Regular and Special meetings of the Board of Trustees held on November 10, 2020.

**BACKGROUND:**

Attached are the Minutes from the Regular and Special meetings of the Board of Trustees held on November 10, 2020.

**STATUS:**

The Board is to review and approve.

**PRESENTER:**

Katherine Wright, Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Jennifer Gaston, Recorder

**COST AND FUNDING SOURCES:**

None

**RECOMMENDATION:**

That the Board approves the Minutes as submitted.

Time allocated: 2 minutes



# **t RIVER DELTA UNIFIED SCHOOL DISTRICT**

## **MINUTES**

### **REGULAR MEETING**

November 10, 2020

- 1. Call Open Session to Order** – Board President Olson called the Open Session of the meeting of the Board of Trustees to order at 5:33 p.m. on November 10, 2020. As the result of the Coronavirus Pandemic (COVID-19), on March 12, 2020, Governor Gavin Newsom issued Executive Order N-25-20. This order includes directives canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment. The health and well-being of our students, staff and community members are the top priority for the Board of Trustee of River Delta Unified School District. To facilitate this process the meeting was held remotely via Zoom Webinar. Access was available to the public to attend with audio and video.

We have modified the meeting procedures while the Shelter-in-Place for Coronavirus Pandemic (COVID-19) is active. President Olson gave instructions on how the public is to address the Board during public comment or on any agendized item.

- 2. Roll Call of Members:**

Don Olson, President

Marilyn Riley, Clerk

Jennifer Stone, Member

Rafaela Casillas, Member (arrived during Closed Session 5:45pm)

Dan Mahoney, Member

Alicia Fernandez, (Resigned August 26, 2020) Vacant Trustee Seat

Chris Elliott, Member (Resigned August 12, 2020) Area dissolved due to redistricting in 2019

Also, present: Katherine Wright, Superintendent; Sharon Silva, Chief Business Officer and Jennifer Gaston, Recorder.

- 3. Review, Approve the Closed Session Agenda and Adjourn to Closed Session**

3.1 Board President Olson announced items on the Closed Session Agenda

3.2 Public Comment on Closed Session Agenda Items. – *None to report*

- 4. Board President Olson asked for a motion to approve the Closed Session agenda and adjourn the meeting to Closed Session @ 5:35 pm**

*Member Stone moved to approve, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

- 5. Open Session was reconvened at 6:35 pm**

5.1 Roll was retaken. All active members were present.

Also, present: Katherine Wright, Superintendent; Sharon Silva, Chief Business Officer and Jennifer Gaston, Recorder.

5.2 Pledge of Allegiance was led by Don Olson, Board President

- 6. Report of Action taken, if any, during the Closed Session (Government Code Section 54957.1)**

Board President Olson reported that during Closed Session, the Board did not take any action.

- 7. Review and Approve the Open Session Agenda**

Board President Olson asked for a motion to approve the Open Session Agenda.

*Member Riley moved to approve, Member Casillas seconded. Motion carried by roll call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

- 8. Public Comment:** Ms. Latimer greeted the Board and attendees. She read each public comment to the Board of Trustees. The majority of the comments stated that they were excited that the students would be returning to school. A few comments expressed their concerns regarding recess time and the lack of

freedom to run around and burn off energy. A teacher for the Special Population program stated that her students that have returned to school are happy and content to be back at school. She also stated that the students love recess, which is structured to be safe and healthy. We received a comment from an interested community member requesting information on the process in filling one of the vacant Board seats.

## 9. Reports, Presentations, Information

### 9.1 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –

9.1.1 Board Members' report(s) Member Stone reported that she and Member Mahoney made site visits to the District's Child Care Programs for Essential Workers. She mentioned that all students were wearing their face masks and following social distancing protocols. Member Stone noted that all safety precautions set forth in our Health and Safety Plan were being followed. She thanked Lucia Becerra and her staff for all the hard work they have been doing to provide this service.

9.1.2 Superintendent Wright's report(s) Superintendent Wright greeted all those in attendance and stated that this past month has been quite a roller coaster. Superintendent Wright reported that all those who have been working on site have been working tirelessly in preparation for the reopening of our schools as well as designing and scheduling for the Simulcast Remote Learning program.

Superintendent Wright facilitated 25 plus Zoom meetings with employees to discuss their unique situations and listened to their needs for them to feel comfortable returning to in-person learning.

Superintendent Wright reported that the members of CSEA Chapter #319 ratified their Return to School MOU with the District and has received a verbal agreement from RDUTA that their MOU would be signed as well. Not long before the Board meeting was to begin RDUTA President, Marsha Montgomery hand-delivered a copy of the signed MOU.

Superintendent Wright expressed that today was extremely difficult for those who were looking forward to the reopening of schools on November 16<sup>th</sup>. Unfortunately, Sacramento County was reclassified into the Purple Tier, which means that the District will be unable to reopen secondary schools as planned. As for the elementary schools, the District will be moving forward by submitting an Elementary School Waiver to the Sacramento County Office of Public Health.

Superintendent Wright is thankful for everything everyone has done for the reopening of schools and wishes that the situation regarding Covid-19 numbers had been different in Sacramento County.

### 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 – Sharon Silva, Chief Business Officer, Chief Business Officer; Ken Gaston, Director of MOT

9.2.1 Monthly Financial Report – Sharon Silva, Chief Business Officer, reported that her office has been posting budget revisions for First Interim. It will be brought to the Board next month.

9.2.2 Maintenance, Operations & Transportation Update - Ken Gaston, Director of MOT, reported that he had met with the City of Rio Vista regarding the ongoing water issues. They walked the campus of Rio Vista High School. Member Mahoney mentioned that yet again the water/sewer bill was out of control and thanked Mr. Gaston for working on resolving the issue. Board President Olson thanked Mr. Gaston for all his hard work.

### 9.3 Education Services' and Special Education Reports and/or Presentation(s) - Nicole Latimer, Chief Educational Services Officer and Tom Anderson, Director of Special Education

9.3.1 Educational Services Update – Nicole Latimer, Chief Educational Services Officer thanked all those who have been working extremely hard for all the District's programs. She thanked Mr. Gaston and the maintenance and operations team for completing the

walk-through checklist of to-dos in preparing the school sites for reopening. She thanked those who have been working on transportation routes, the food services workers for preparing meals and the transportation drivers for delivering the meals. The After-School Program staff for providing daycare. The secretaries for implementing a requirement to take attendance. Mr. Wright for creating documentation and providing Swivl trainings for the Simulcast Remote Learning Program. She also thanked the Ed Services Team, Trisha Salomon and Jenny Kitchens for all of their help. She thanked the parents and teachers who have reached out with words of encouragement and the Board members who reached out with words of encouragement.

9.3.2 Special Education Update – Tom Anderson, Director of Special Education reported that his department has been working on a Special Population Cohort Return to School Plan for on-campus instruction in small groups. He mentioned that a few students are on campus at this time for support services. They will be continuing to expand the Special Population Cohorts for on-campus instruction on a case by case basis through an IEP, as long as, the requirements for health and safety guideline can be followed.

9.4 River Delta Unified Teacher’s Association (RDUTA) Update – RDUTA President, Marsha Montgomery greeted the Board and reported that RDUTA has met with the Superintendent Wright and the MOU Regarding In-Person Hybrid Instruction 2020-21 School Year as been approved. She thanked the RDUTA negotiation team for all their hard work in getting this MOU approved.

9.5 California State Employee’s Association (CSEA) Chapter #319 Update – No update given.

10. **Consent Calendar**

10.1 Approve Board Minutes

Regular Meeting of the Board – October 13, 2020

10.2 Receive and Approve Monthly Personnel Reports - As of November 10, 2020

10.3 District’s Monthly Expenditure Report  
October 2020

10.4 Donations to Receive and Acknowledge:

**Rio Vista High School – donations towards the Gymnasium Scoreboard**

Abel Chevrolet  
Class of 2020

*Member Riley moved to approve, Member Stone seconded. Motion carried by roll call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

Member Olson recognized the donations and thanked them for their support.

Action Items -- Individual speakers shall be allowed two minutes to address the Board on any agenda item. The Board may limit the total time for public input on each agenda item to 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 set and approve the scheduling of the Annual Organizational Meeting of the Board of Trustees of the River Delta Unified School District for Tuesday, December 15, 2020 with the Open Session beginning at 6:30 pm at the Rio Vista High School Theater or via Zoom if applicable – Katherine Wright, Superintendent

*Member Riley moved to approve, Member Casillas seconded. Motion carried by roll call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

12. Request direction from the Board on next steps to fill vacancies for Trustee Areas VI and VII – Katherine Wright, Superintendent

*Member Olson suggested to extend the deadline to December 8, 2020 at noon for interested applicants to submit their application to be interviewed at the December 15, 2020 Board Meeting. Member Stone moved to approve, Member Casillas seconded. Motion carried by roll*

*call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

13. Request to approve Resolution #802 beginning November 11, 2020 authorizing designees to sign District payroll orders and request for payments to vendors to Katherine Wright, Superintendent, Sharon Silva, Chief Business Officer and Vicki Preciado, Director of Accounting – Sharon Silva, Chief Business Officer

*Member Riley moved to approve, Member Olson and Stone seconded simultaneously. Motion carried by roll call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

14. Request to approve the proposed rate increase for paid lunches in FY 2020-2021 due to United States Department of Agriculture (USDA) mandates. Paid lunches will be increased by \$.20 for students and \$.75 for adults. The increase for paid breakfasts will be by \$.20 for both students and adults – Sharon Silva, Chief Business Officer

*Member Mahoney moved to approve, Member Riley seconded. Motion carried by roll call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

15. Request to approve the renewal agreement with School Project for Utility Rate Reduction (SPURR) from July 1, 2021 through June 30, 2026, Sharon Silva, Chief Business Officer

*Member Mahoney moved to approve, Member Olson seconded. Motion carried by roll call vote 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

16. Re-Adjourn to continue Closed Session, if needed – Board President reported that re-adjourning to Closed Session was not necessary.

17. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) - Board President Olson reported Closed Session was not necessary – no actions to report.

18. Adjournment: With no further business before the Board, Board President Olson asked for a motion to adjourn.

Superintendent Wright thanked all the community members who supported and advocated during the election process for both Bond Measures J and K.

*Member Casillas moved to adjourn, Member Riley seconded. 5 (Ayes: Olson, Riley, Stone, Casillas, Mahoney): 0 (Nays): 2 (Absent/Abstain: Fernandez - resigned, Elliott – resigned)*

The meeting was adjourned at 7:24 pm

Submitted:

Approved:

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Katherine Wright, Superintendent and Secretary to the Board of Trustees

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Marilyn Riley, Clerk, Board of Trustees

By: Jennifer Gaston, Recorder  
End

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Bonnie Kauzlarich, Director of Personnel

Item Number: 10.2

Type of item: (Action, Consent Action or Information Only): Consent Action

**SUBJECT:**

Monthly Personnel Transaction Report

**BACKGROUND:**

**STATUS:**

**PRESENTER:**

Katherine Wright, Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Staff

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board approves the Monthly Personnel Transaction Report as submitted

Time allocated: 2 minutes

RIVER DELTA UNIFIED SCHOOL DISTRICT  
PERSONNEL TRANSACTION AND REPORT  
DATE: December 15, 2020

NAME	SCHOOL OR DEPARTMENT	NEW OR CURRENT POSITION	TRANSACTION, EFFECTIVE AT
			<b>*CLOSE OF THE DAY</b>
			<b>**BEGINNING OF THE DAY</b>
<b>**ADMINISTRATIVE**</b>			
Nanci Rose	Clarksburg Middle/Delta High	Vice Principal 1.0 FTE	Hired effective **1/4/2021 (Vice Jenfer Walker)
<b>**CERTIFICATED**</b>			
<b>**CLASSIFIED MANAGEMENT**</b>			
John Preston	Maintenance	Supervisor of M & O 1.0 FTE	Hired effective **12/1/2020 (NEW)
Michael Mimiaga	Transportation	Supervisor of Transportation 1.0 FTE	Hired effective **12/1/2020 (NEW)
<b>**CLASSIFIED**</b>			
Nikka Maynard	Rio Vista Cafeteria	Food Srvc Wrkr II 6.5 hrs/day	Hired effective **11/10/2020 (Vice Donna Hibma)
Melissa Lauritzen	Rio Vista Cafeteria	Food Srvc Wrkr II 5.0 hrs/day	Hired effective **12/1/2020 (Vice Nikka Maynard)
Rochelle Etherton	1st 5 in Walnut Grove	Asst. Preschool Teacher .50 FTE	Resigned effective *12/17/2020
Susan DelaRosa	Wind River	Secretary .50 FTE	Hired effective **1/11/2021 (Vice Vicki Preciado)
Susan DelaRosa	River Delta High/Elementary	Secretary .38 FTE	Hired effective **1/11/2021 (Vice Vicki Preciado)
Amber Vilea	D.H. White School	Inst. Asst IV .81 FTE	Resigned effective *12/10/2020

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Sharon Silva, Chief Business Officer

Item Number: 10.3

Type of item: (Action, Consent Action or Information Only): Consent

**SUBJECT:**

Approve Monthly Expenditure Summary

**BACKGROUND:**

The Staff prepares a report of expenditures for the preceding month.

**STATUS:**

**PRESENTER:**

Sharon Silva, Chief Business Officer

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES:**

Not Applicable

**RECOMMENDATION:**

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

Time allocated: 2 minutes

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: Tue, Dec 01, 2020, 2:25 PM



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015023 49ER WATER SERVICES 245 NEW YORK RANCH ROAD #A JACKSON, CA 95642	500.00	2475 MAINT WATER TESTING	11/12/2020	21378842 PV-210269	500.00	N
( 0) - 0						N
000009 ABEL CHEVROLET-PONTIAC-BUICK 280 NO FRONT STREET P.O. BOX 696 RIO VISTA, CA 94571-0696	20,000.00	#0012912 DHS 2017 VAN	11/03/2020	21377465 PO-210537	20,000.00	N
(707) 374-6317						N
013287 ACSA FOUNDATION FOR ED ADMIN 1575 BAYSHORE HIGHWAY BURLINGAME, CA 94010	239.71	NOV 2020 ACSA DUES	11/10/2020	21378574 PV-210255	239.71	N
(800) 608-2272						N
014367 BANK OF AMERICA PO BOX 15796 WILMINGTON, DE 19886-5710	11,392.74	CTE BOOKS	11/17/2020	21379404 PO-210426	206.78	N
( 0) - 0		ED SV SUPPLIES	11/17/2020	21379404 PO-210457	802.06	N
		SUPT SERVICE PENS	11/17/2020	21379404 PO-210487	337.35	N
		RVHS SUPPLIES	11/17/2020	21379404 PO-210492	40.51	N
		MAINT SUPPLIES	11/17/2020	21379404 PO-210494	25.39	N
		MAINT SUPPLIES	11/17/2020	21379404 PO-210500	23.19	N
		RVHS SUPPLIES	11/17/2020	21379404 PO-210501	191.90	N
		CBO SUPPLIES	11/17/2020	21379404 PO-210502	47.34	N
		RDHS SUPPLIES	11/17/2020	21379404 PO-210505	243.18	N
		BUS OFF CALCULATOR	11/17/2020	21379404 PO-210507	166.48	N
		TRANS SUPPLIES	11/17/2020	21379404 PO-210508	409.79	N
		MAINT SUPPLIES	11/17/2020	21379404 PO-210512	108.10	N
		MAINT SUPPLIES	11/17/2020	21379404 PO-210516	334.11	N
		MAINT SUPPLIES	11/17/2020	21379404 PO-210517	341.61	N
		RVHS SUPPLIES	11/17/2020	21379404 PO-210518	140.84	N
		RVHS SUPPLIES	11/17/2020	21379404 PO-210519	1,168.50	N
		DHS THERMOMETERS	11/17/2020	21379404 PO-210524	134.00	N
		MAINT ROOM DIVIDERS	11/17/2020	21379404 PO-210527	334.31	N
		RVHS SUPPLIES	11/17/2020	21379404 PO-210528	297.06	N
		MAINT SUPPLIES	11/17/2020	21379404 PO-210529	71.75	N
		MAINT SUPPLY	11/17/2020	21379404 PO-210533	12.77	N
		MAINT SUPPLIES	11/17/2020	21379404 PO-210535	444.04	N

DHS SUPPLIES	11/17/2020	21379404	PO-210536	81.82	N
DHW SUPPLIES	11/17/2020	21379404	PO-210538	564.08	N
MAINT AIR PURIFIERS/DW	11/17/2020	21379404	PO-210541	241.39-	N
MAINT AIR PURIFIERS/DW	11/17/2020	21379404	PO-210541	241.39	N
MAINT AIR PURIFIERS/DW	11/17/2020	21379404	PO-210541	2,970.94	N
ISLE PRESCL NAEYC CONF CLINE	11/17/2020	21379405	PO-210542	370.00	N
RVHS RETURN	11/17/2020	21379404	PV-210275	20.70-	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
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014367 BANK OF AMERICA (Continued...)		ZOOM CREDIT	11/17/2020	21379404 PV-210275	1,131.25-	N
		ZOOM CREDIT	11/17/2020	21379404 PV-210275	242.42-	N
		COSTCO AIR PURIFIERS	11/17/2020	21379404 PV-210275	2,919.21	N
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012586 BAY ALARM 60 BERRY DRIVE PACHECO, CA 94553	4,811.09	DW ALARMS	11/10/2020	21378575 PV-210256	4,811.09	N
(209) 465-1986		N BALCO HOLDINGS				
<hr/>						
012147 BECERRA, LUCIA P.O. BOX 64 RYDE, CA 95680	277.49	ASP MILEAGE	11/17/2020	21379398 TC-210018	92.49	N
		ASP MILEAGE	11/17/2020	21379398 TC-210018	92.50	N
		ASP MILEAGE	11/17/2020	21379398 TC-210018	92.50	N
( 0) - 0		N				
<hr/>						
011231 BECERRA, MARIA ELENA PO BOX 98 COURTLAND, CA 95615	697.71	BATES SUPPLIES	11/10/2020	21378556 PO-210117	400.00	N
		BATES SUPPLIES	11/10/2020	21378556 PO-210117	226.76	N
		CDS SUPPLIES	11/10/2020	21378556 PO-210126	70.95	N
( 0) - 0		N				
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014662 BEDFORD, FREEMAN & WORTH 16365 JAMES MADISON HIGHWAY GORDONSVILLE, VA 22942	782.69	36053538 ED SV BOOKS	11/17/2020	21379366 PO-210176	578.16	Y
		39216578 ED SV BOOKS	11/17/2020	21379366 PO-210337	204.53	Y
(540) 672-7744		Y				
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015095 BRIOSO, TRINIDAD 9674 JAN MARIE WAY ELK GROVE, CA 95624	88.55	SP ED MILEAGE	11/17/2020	21379399 TC-210019	88.55	N
(209) 625-7663		N				
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013691 BRYANT, ROBERT PO BOX 92 COURTLAND, CA 95615	63.82	MAINT SCHOOL BUSINESS MILEAGE	11/10/2020	21378588 TC-210013	63.82	N



Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014614 BUCKMASTER 1801 TRIBUTE ROAD SACRAMENTO, CA 95815  (916) 923-0500 N	56.61	399987 CMS SERV CONTRACT	11/03/2020	21377467 PO-210250	56.61	N
003681 CALIFORNIA AMERICAN WATER P.O. BOX 7150 PASADENA, CA 91109-7150  (888) 237-1333 N	859.54	ISLE WATER ISLE WATER ISLE WATER	11/10/2020 11/10/2020 11/10/2020	21378576 PV-210258 21378576 PV-210258 21378576 PV-210258	246.29 246.00 367.25	N N N
012079 CALIFORNIA CLEAR BOTTLED P.O. BOX 981 14410 W.G. THORNTON RD WALNUT GROVE, CA 95690  (916) 776-1544 Y	91.50	ZRI003 DO DRINKING WATER ZBA006 BATES WATER ZMO002 MOKE WATER	11/12/2020 11/17/2020 11/17/2020	21378843 PV-210270 21379372 PO-210118 21379372 PO-210127	55.00 19.00 17.50	7 7 7
013205 CALIFORNIA FFA PO BOX 460 GALT, CA 95632  (209) 744-1600 N	1,090.00	CA0054 DHS AG LDRSHP PCKGS CA0054 DHS AG LDRSHP PCKGS	11/05/2020 11/05/2020	21377850 PO-210539 21377850 PO-210539	545.00 545.00	N N
012268 CALIFORNIA WASTE RECOVERY SYSTEMS 175 ENTERPRISE CT STE #A GALT, CA 95632-9047  (209) 369-6887 N	1,213.01	ISLE WASTE SERVICE	11/10/2020	21378577 PV-210257	1,213.01	N
014242 CAMACHO MECHANICAL 618 A AIRPORT RD RIO VISTA, CA 94571  (209) 607-9807 Y DAVID CAMACHO	2,183.06	8008/8009 MAINT REPAIRS	11/19/2020	21379873 PO-210483	2,183.06	Y

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010576 CAMACHO, REFUJIO 200 PRIMASING AVE P.O. BOX 553 COURTLAND, CA 95615  ( 0) - 0 N	101.20	WG MILEAGE	11/10/2020	21378589 TC-210014	101.20	N
014798 CCHAT CENTER SACRAMENTO 11100 COLOMA RD RANCHO CORDOVA, CA 95670  (916) 361-7290 N	180.00	RIVERMS9-20 SP ED HEARING SERV	11/17/2020	21379373 PO-210532	180.00	N
003380 CENTRAL VALLEY WASTE SERVICE INC P.O. BOX 78251 PHOENIX, AZ 85062-8251  ( 0) - 0 N	1,745.85	WG WASTE SERVICE  MOKE WASTE SERVICE BATES WASTE SERVICE	11/10/2020 11/10/2020 11/10/2020 11/10/2020	21378578 PV-210259 21378578 PV-210259 21378578 PV-210259 21378578 PV-210259	899.46 136.69 81.99 627.71	N N N N
015002 CERVANTES, DANNY PO BOX 626 WALNUT GROVE, CA 95690  ( 0) - 0 N	52.32	MAINT MILEAGE	11/10/2020	21378590 TC-210015	52.32	N
015090 CHRISTY, DANIELLE 3230 ARENA BLVD SUITE 245-203 SACRAMENTO, CA 95834  (530) 574-0968 Y DANIELLE CHRIS	3,450.00	238 SP ED PROF SERVICES	11/03/2020	21377468 PO-210315	3,450.00	Y
000201 CITY OF ISLETON P.O. BOX 716 101 SECOND STREET ISLETON, CA 95641  (916) 777-7770 N	411.05	82119 ISLETON SEWER	11/03/2020	21377469 PO-210004	411.05	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
000077 CITY OF RIO VISTA 1 MAIN STREET RIO VISTA, CA 94571	14,166.25	RVHS SEWER	11/10/2020	21378579 PV-210260	5,056.04	N
		RMS SEWER	11/10/2020	21378579 PV-210260	932.67	N
		DO SEWER	11/10/2020	21378579 PV-210260	160.73	N
		RVHS WATER	11/10/2020	21378579 PV-210260	3,432.23	N
( 0) - 0 N RIO VISTA FIRE		DHW WATER	11/10/2020	21378579 PV-210260	1,496.76	N
		RMS WATER	11/10/2020	21378579 PV-210260	1,412.50	N
		DO WATER	11/10/2020	21378579 PV-210260	178.86	N
		DHW SEWER	11/10/2020	21378579 PV-210260	1,496.46	N
014088 CLINE, SUZANNE 501 CALIFORNIA ST RIO VISTA, CA 94571	165.22	ISLE PRESCL SUPPLIES	11/10/2020	21378573 PO-210543	74.32	N
		ISLE PRESCL SUPPLIES	11/19/2020	21379879 PO-210543	90.90	N
( 0) - 0 N						
014575 COMPANION CORPORATION 1831 FORT UNION BLVD SALT LAKE CITY, UT 84121	798.00	117970 RMS SOFTWARE SBSCRPTN	11/19/2020	21379866 PO-210590	499.00	N
		117971 RMS SOFTWARE SBSCRPTN	11/19/2020	21379866 PO-210592	299.00	N
(800) 943-6439 N						
014215 CONTERRA ULTRA BROADBAND PO BOX 281357 ATLANTA, GA 30384-1357	1,800.22	46310 DW NETWORK	11/17/2020	21379384 PV-210276	15,104.85	N
		46310 DW NETWORK	11/17/2020	21379384 PV-210276	16,905.07	N
(704) 936-1722 N						
015069 CSM SALES LLC 1270 AVENIDA ACASO UNIT F CAMARILLO, CA 93012	22,010.27	2207-RD RVHS SCOREBOARD	11/05/2020	21377851 PO-210093	22,010.27	N
( 0) - 0 N						
013876 DATAPATH PO BOX 396009 SAN FRANCISCO, CA 94139	13,478.97	148355 DHW FIBER	11/03/2020	21377466 PO-210497	1,651.48	N
		148484 DW IT SERVICES	11/05/2020	21377853 PO-210008	118.25	N
		148484 DW IT SERVICES	11/05/2020	21377853 PO-210008	118.25	N
		148484 DW IT SERVICES	11/05/2020	21377853 PO-210008	118.25	N
(888) 693-2827 N		148484 DW IT SERVICES	11/05/2020	21377853 PO-210008	11,236.16	N
		148484 DW IT SERVICES	11/05/2020	21377860 PO-210008	236.58	N



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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013722 DE LAGE LANDEN PUBLIC FINANCE 1111 OLD EAGLE SCHOOL ROAD WAYNE, PA 19087  (800) 736-0220 N	1,316.76	69991871 WG LEASE 69991890 F5 LEASE 70126552 BUS OFF SAVIN LEASE 70116596 DO SAVIN LEASE 70116596 DO SAVIN LEASE 70122504 MOKE LEASE	11/03/2020 11/03/2020 11/17/2020 11/17/2020 11/17/2020 11/17/2020	21377470 PO-210203 21377470 PO-210269 21379374 PO-210006 21379374 PO-210007 21379374 PO-210007 21379374 PO-210119	16.72 80.81 176.51 200.81 468.55 373.36	N N N N N N
002819 DELTA CARE DEPT #0170 LOS ANGELES, CA 90084-0170  ( 0) - 0 N	93.96	NOVEMBER 2020 RETIREE PREMIUMS	11/03/2020	21377475 PV-210240	93.96	N
012807 DELTA ELEMENTARY CHARTER SCHOOL 36230 N SCHOOL ST CLARKSBURG, CA 95612  (916) 995-1335 N	165,227.00	NOVEMBER TAX IN LIEU	11/03/2020	21377476 PV-210241	165,227.00	N
014067 DISCOVERY OFFICE SYSTEMS 1269 CORPORATE CENTER PARKWAY SANTA ROSA, CA 95407  (707) 570-1000 N	158.37	55E1594102 BATES MAINT AGRMNT 55E1595488 ISLE COPIER CONTRCT	11/10/2020 11/19/2020	21378557 PO-210120 21379874 PO-210362	36.30 122.07	N N
012452 DOLK, HEATHER 311 CHARDONNAY WAY RIO VISTA, CA 94571  (707) 374-4836 N	928.57	DW AIR FILTERS	11/10/2020	21378591 TC-210016	928.57	N
010469 E.F. KLUDT & SONS INC P.O. BOX 166 LODI, CA 95241-0166  ( 0) - 0 N	4,035.76	271008 TRANS FUEL 271315 TRANS FUEL	11/05/2020 11/10/2020	21377854 PO-210059 21378558 PO-210059	2,208.01 1,827.75	N N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015015 ETHERTON, ROCHELLE 4221 LELIA DRIVE RIO VISTA, CA 94571	12.33	F5 SUPPLIES	11/17/2020	21379375 PO-210360	12.33	N
(916) 806-7283						N
011339 FRONTIER COMMUNICATIONS CORPORATION THREE HIGH RIDGE PARK STAMFORD, CT 06905	4,593.98	DHS	11/05/2020	21377862 PV-210248	148.30	N
		DHW EMERG	11/05/2020	21377862 PV-210248	94.60	N
		RMS	11/05/2020	21377862 PV-210248	121.44	N
		RMS	11/05/2020	21377862 PV-210248	96.61	N
		RMS	11/05/2020	21377862 PV-210248	96.84	N
( 0) - 0		RMS EMERG	11/05/2020	21377862 PV-210248	84.83	N
		RMS	11/05/2020	21377862 PV-210248	265.24	N
		WG	11/05/2020	21377862 PV-210248	84.83	N
		WG EMERG	11/05/2020	21377862 PV-210248	68.49	N
		BATES EMERG	11/05/2020	21377862 PV-210248	57.62	N
		CMS	11/05/2020	21377862 PV-210248	68.49	N
		CMS EMERG	11/05/2020	21377862 PV-210248	112.11	N
		DHS ALARM	11/05/2020	21377862 PV-210248	68.49	N
		ISLE ALARM	11/05/2020	21377862 PV-210248	84.83	N
		WG ALARM	11/05/2020	21377862 PV-210248	95.10	N
		BATES ALARM	11/05/2020	21377862 PV-210248	84.83	N
		TRANS ALARM	11/05/2020	21377862 PV-210248	46.08	N
		MOKE/CDS	11/05/2020	21377862 PV-210248	51.79	N
		CMS ALARM	11/05/2020	21377862 PV-210248	84.83	N
		DO	11/05/2020	21377862 PV-210248	84.83	N
		DHW ALARM	11/05/2020	21377862 PV-210248	127.26	N
		RVHS ALARM	11/05/2020	21377862 PV-210248	127.26	N
		DO	11/05/2020	21377862 PV-210248	1,074.25	N
		TRANS	11/05/2020	21377862 PV-210248	127.26	N
		RANS	11/05/2020	21377862 PV-210248	96.61	N
		MAINT	11/05/2020	21377862 PV-210248	109.50	N
		MAINT	11/05/2020	21377862 PV-210248	67.47	N
		MAINT	11/05/2020	21377862 PV-210248	227.34	N
		MOKE	11/05/2020	21377862 PV-210248	68.49	N
		RVHS	11/05/2020	21377862 PV-210248	52.64	N
		RVHS EMERG	11/05/2020	21377862 PV-210248	84.83	N
		RVHS	11/05/2020	21377862 PV-210248	177.80	N
		DHS EMERG	11/05/2020	21377862 PV-210248	84.83	N
		ISLE EMERG	11/05/2020	21377862 PV-210248	68.49	N
		ISLE	11/05/2020	21377862 PV-210248	159.39	N
		ISLE	11/05/2020	21377862 PV-210248	40.38	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014234 GIRARD EDWARDS STEVENS & TUCKER LLP., ATTORNEYS AT LAW 8801 FOLSOM BLVD STE 285 SACRAMENTO, CA 95826  (916) 706-1255 Y	7,917.50	2999 ATTY FEES 2999 ATTY FEES 2999 ATTY FEES 2999 ATTY FEES 2939 ATTY FEES 2939 ATTY FEES	11/05/2020 11/05/2020 11/05/2020 11/05/2020 11/05/2020 11/05/2020	21377863 PV-210249 21377863 PV-210249 21377863 PV-210249 21377863 PV-210249 21377863 PV-210250 21377863 PV-210250	390.00 3,602.50 1,402.50 300.00 600.00 1,540.00 82.50	Y Y Y Y Y Y Y
014500 HAND IN HAND THERAPEUTICS 214 ELMWOOD AVE MODESTO, CA 95354  (209) 604-8533 Y WAYNE STEVENSO	916.67	SP ED OCC THERAPY W/E 10/29	11/10/2020	21378559 PO-210311	916.67	Y
014525 HEALTH CONNECTED 480 JAMES AVENUE REDWOOD CITY, CA 94062  (650) 367-1937 N	125.00	1278 DHS AG WORKSHOP 1278 DHS AG WORKSHOP	11/19/2020 11/19/2020	21379867 PO-210476 21379867 PO-210476	62.50 62.50	N N
003538 HOME DEPOT CREDIT SERVICES DEPT 32-2500439736 P.O. BOX 78047 PHOENIX, AZ 85062-8047  ( 0) - 0 N	1,689.84	MAINT SUPPLIES RMS STORAGE SHED RMS STORAGE SHED	11/10/2020 11/10/2020 11/10/2020	21378560 PO-210073 21378551 PO-210456 21378551 PO-210456	1,420.61 135.00 134.23	N N N
013947 HOME DEPOT PRO PO BOX 742056 LOS ANGELES, CA 90074-2056  (877) 577-1114 N	6,546.05	580952466 DO SUPPLIES 580484392 ISLE SUPPLIES 580210292 ISLE SUPPLIES 581794401 WG SUPPLIES 581794393 BATES SUPPLIES 583494356 DW SUPPLIES 58349349 DW SUPPLIES 584284608 DHS SUPPLIES 584279756 RMS SUPPLIES 584279749 ISLE SUPPLIES	11/05/2020 11/05/2020 11/05/2020 11/10/2020 11/10/2020 11/17/2020 11/17/2020 11/19/2020 11/19/2020 11/19/2020	21377855 PO-210185 21377855 PO-210185 21377855 PO-210185 21378561 PO-210185 21378561 PO-210185 21379385 PV-210277 21379385 PV-210277 21379875 PO-210185 21379880 PV-210289 21379880 PV-210289	7.67 54.85 13.43 120.90 120.90 505.43 4,174.71 1,416.89 63.52 67.75	N N N N N N N N N N
002180 HORIZON	5,860.81	250659 MAINT SUPPLIES	11/19/2020	21379881 PV-210290	860.81	N

PO BOX 80248  
CITY OF INDUSTRY, CA 91716-8248

250659 MAINT SUPPLIES

11/19/2020 21379881 PV-210290

5,000.00 N

(209) 931-8555

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013807 HUBERT COMPANY LLC 9555 DRY FORK ROAD HARRISON, OH 45030	82.92	194370 CAFE SUPPLIES 194370 CAFE SUPPLIES 194370 CAFE SUPPLIES	11/19/2020 11/19/2020 11/19/2020	21379884 PV-210293 21379884 PV-210293 21379884 PV-210293	82.92 6.74 6.74	N N N
(800) 543-7374		N K + K AMERICA				
014548 HUNTER, RENEE 10005 RIVER MIST WAY RANCHO CORDOVA, CA 95670	11.00	SP ED POSTAGE	11/17/2020	21379400 TC-210020	11.00	N
( 0) - 0		N				
011917 INDOFF 11816 LACKLAND AVENUE ST. LOUIS, MO 63146-4206	5,672.61	3420246 ISLE PRESCL SUPPLIES 3420655 ISLE PRESCL SUPPLIES 3420656 ISLE SUPPLIES 3420654 RVHS SUPPLIES 3420654 RVHS SUPPLIES	11/17/2020 11/17/2020 11/17/2020 11/19/2020 11/19/2020	21379371 PO-210415 21379371 PO-210550 21379365 PO-210551 21379868 PO-210520 21379868 PO-210520	157.90 44.59 184.26 2,285.86 3,000.00	N N N N N
(707) 374-4037		N				
000107 INLAND BUSINESS SYSTEMS 1500 NO. MARKET SACRAMENTO, CA 95834-1912	1,646.91	1654900 DHW PRINTER CONTRACT 1560773 DHW PRINTER CONTRACT 1612111 DHW PRINTER CONTRACT	11/12/2020 11/12/2020 11/12/2020	21378839 PO-210272 21378839 PO-210272 21378839 PO-210272	541.07 456.72 649.12	N N N
(916) 928-0770		N				
014629 IPEVO INC 4000 PIMLICO DR. SUITE 114-119 PLEASANTON, CA 94594588	115.18	2202010V0523 SP ED DOC CAMERA 2202010V0523 SP ED DOC CAMERA 2202010V0523 SP ED DOC CAMERA	11/10/2020 11/10/2020 11/10/2020	21378552 PO-210448 21378552 PO-210448 21378552 PO-210448	115.18 .73 .73	N N N
(408) 490-3085		N				
015106 JIMENEZ, EVELYN 52810 NETHERLANDS AVE CLARKSBURG, CA 95612	77.00	DHS FINGERPRINT FEE	11/19/2020	21379869 PO-210472	77.00	N
( 0) - 0		N				
011311 LA RUE COMMUNICATIONS 521 E. MINER AVE	330.00	7930 TRANS UHF SERVICE	11/05/2020	21377856 PO-210057	330.00	7

STOCKTON, CA 95202

(209) 463-1900

Y LA RUE, KNOX J

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015094 LEARNING CITY 6300 NE 1ST AVE #203 FT LAUDERDALE, FL 33334  ( 0) - 0 N	135.00	LC-16376 DHW SPELLING CITY LIC	11/12/2020	21378838 PO-210383	135.00	N
013206 LOWE'S 8369 POWER INN ROAD ELK GROVE, CA 95624-3464  (866) 232-7443 N	472.33	MAINT SUPPLIES	11/10/2020	21378562 PO-210074	472.33	N
014665 LOY MATTISON ENTERPRISES 7038 ALMOND HILL COURT ORANGEVALE, CA 95662  ( 0) - 0 Y	1,787.50	90120103120 ERATE PROF CONSULT	11/17/2020	21379376 PO-210095	1,787.50	Y
015103 MAKE MUSIC 7007 WINCHESTER CIRCLE BOULDER, CO 80301  (866) 240-4041 N	290.00	MM6859593 WG MUSIC SUBSCPTN MM6859593 BATES MUSIC SUBSCPTN	11/19/2020 11/19/2020	21379870 PO-210453 21379870 PO-210453	102.00 188.00	N N
014144 MARTINEZ, SANDRA PO BOX 298 ISLETON, CA 95641  ( 0) - 0 N	101.20	F5 MILEAGE	11/17/2020	21379401 TC-210021	101.20	N
014819 MAVERICK NETWORKS INC. 7060 KOLL CENTER PKWY#318 PLEASANTON, CA 94566  (925) 931-1900 N	800.00	2002358/2002247 DW PHONE REPRS	11/05/2020	21377852 PO-210195	800.00	N
015110 MAYNARD, NIKKA 4545 BEACON COURT	110.40	FD SV MILEAGE CAFE MILEAGE	11/10/2020 11/19/2020	21378592 TC-210017 21379885 TC-210024	55.20 55.20	N N

RIO VISTA, CA 94571

( 0) - 0 N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014990 MINDSPEAKER PRINTING 1163 GRANDVIEW DR PROVIDENCE, UT 84332  (707) 321-9425	1,437.63	RV018 RVHS FACE MASKS	11/19/2020	21379871 PO-210588	1,437.63	N
012837 MOBILE MODULAR 5700 LAS POSITAS ROAD LIVERMORE, CA 94551  (925) 606-9000	595.00	2096895 MODULAR LEASE	11/12/2020	21378847 PV-210273	595.00	N
000151 NASCO MODESTO P.O. BOX 3837 4825 STODDARD ROAD MODESTO, CA 95352-3837  (209) 545-1600	1,383.74	945776 DHS SUPPLIES 945776 DHS SUPPLIES	11/03/2020 11/03/2020	21377471 PO-210384 21377471 PO-210384	691.87 691.87	N N
013794 NORTH DELTA WATER AGENCY 910 K STREET SUITE 310 SACRAMENTO, CA 95814  (916) 446-0197	282.24	2647 BENEFIT ASSESSMENT FEES	11/17/2020	21379387 PV-210279	282.24	N
014016 O'REILLY AUTO PARTS 233 S PATTERSON SPRINGFIELD, MO 65802  ( 0) - 0	50.20	1468127 TRANS SUPPLIES	11/05/2020	21377857 PO-210054	50.20	N
010203 OCCUPATIONAL HEALTH PO BOX 39000 DEPT 33404 SAN FRANCISCO, CA 94139-3404  (707) 399-6068	350.00	OH68602 HR FITNESS FOR DUTY	11/17/2020	21379388 PV-210278	350.00	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014465 PARKER & COVERT LAW OFFICE	530.00	73378 ATTY FEES	11/17/2020	21379389 PV-210280	405.00	Y
17862 EAST SEVENTEENTH ST#204		73379 ATTY FEES	11/17/2020	21379389 PV-210280	125.00	Y
EAST BUILDING TUSTIN, CA 92780						
(714) 573-0900		Y PARKER & COVE				
013895 PEARSON CLINICAL ASSESSMENT	462.11	10049666 SP ED SUPPLIES	11/17/2020	21379367 PO-210031	10.56	N
ORDERING		10049666 SP ED SUPPLIES	11/17/2020	21379367 PO-210031	10.56	N
PO BOX 599700		10049666 SP ED SUPPLIES	11/17/2020	21379367 PO-210031	130.00	N
SAN ANTONIO, TX 78259		10009787 SP ED FORMS	11/17/2020	21379367 PO-210166	8.94	N
		10009787 SP ED FORMS	11/17/2020	21379367 PO-210166	8.94	N
(800) 627-7271		10009787 SP ED FORMS	11/17/2020	21379367 PO-210166	110.00	N
		10336266 SP ED SUBSCRIP	11/17/2020	21379367 PO-210287	8.94	N
		10336266 SP ED SUBSCRIP	11/17/2020	21379367 PO-210287	8.94	N
		10336266 SP ED SUBSCRIP	11/17/2020	21379367 PO-210287	110.00	N
		9060397 SP ED FORMS	11/17/2020	21379386 PV-210281	9.11	N
		9060397 SP ED FORMS	11/17/2020	21379386 PV-210281	9.11	N
		9060397 SP ED FORMS	11/17/2020	21379386 PV-210281	112.11	N
003270 PG&E	38,140.17	CMS	11/03/2020	21377478 PV-210242	2,530.40	N
685 EMBARCADERO DRIVE		N.NETH	11/03/2020	21377478 PV-210242	45.87	N
SACRAMENTO, CA 95605		DHS LTS	11/03/2020	21377478 PV-210242	12.80	N
		DHS LTS	11/03/2020	21377478 PV-210242	35.74	N
( 0) - 0		ISLE	11/03/2020	21377478 PV-210242	3,922.62	N
		GARAGE	11/03/2020	21377478 PV-210242	138.40	N
		LIFT PUMP	11/03/2020	21377478 PV-210242	47.90	N
		DO	11/03/2020	21377478 PV-210242	45.25	N
		SHOP	11/03/2020	21377478 PV-210242	67.64	N
		RVHS	11/03/2020	21377478 PV-210242	10,311.85	N
		RVHS	11/03/2020	21377478 PV-210242	381.93	N
		DHS LTS	11/03/2020	21377478 PV-210242	22.94	N
		DHW	11/03/2020	21377478 PV-210242	6,585.41	N
		RMS	11/03/2020	21377478 PV-210242	3,604.90	N
		DHS	11/03/2020	21377478 PV-210242	3,021.39	N
		SCH PUMP	11/03/2020	21377478 PV-210242	144.16	N
		DHS	11/03/2020	21377478 PV-210242	5,590.29	N
		GARAGE	11/03/2020	21377478 PV-210242	116.50	N
		DHW	11/03/2020	21377478 PV-210242	213.12	N
		DO	11/03/2020	21377478 PV-210242	1,273.75	N
		RADIO RIO	11/05/2020	21377864 PV-210251	27.31	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013554 POINT QUEST 6600 44TH STREET SACRAMENTO, CA 95823  (916) 422-0571	25,679.41	734817/734805/734789 NPS 1176/1167 SP ED INST ASSTS	11/10/2020 11/10/2020	21378563 PO-210388 21378563 PO-210389	7,721.00 17,958.41	N N
012857 PRISTINE REHAB CARE 706 N. DIAMOND BAR BLVD STE #B DIAMOND BAR, CA 91765  (317) 371-3866	28,896.00	7087/7086 SP ED SPCH THERAPY	11/10/2020	21378564 PO-210303	28,896.00	7
010134 READ NATURALLY INC 1284 CORPORATE CENTER DR. #600 SAINT PAUL, MN 55121  (800) 788-4085	920.00	243887 WG MIG ED LICENSES	11/17/2020	21379368 PO-210581	920.00	N
000193 RIO VISTA ACE HARDWARE 506 STATE HIGHWAY 12 RIO VISTA, CA 94571  ( 0) - 0	643.10	270676 MAINT SUPPLIES 270822 RVHS SUPPLIES	11/10/2020 11/10/2020	21378565 PO-210045 21378581 PV-210262	425.55 217.55	N N
014071 RIO VISTA BEACON PO BOX 726 BRENTWOOD, CA 94513  (925) 550-7811	200.00	77899 NOTICE OF VACANCY 257862 BOARD LEGAL AD	11/03/2020 11/10/2020	21377479 PV-210243 21378582 PV-210263	50.00 150.00	N N
000313 RIO VISTA CARE 125 SACRAMENTO STREET P.O. BOX 576 RIO VISTA, CA 94571  ( 0) - 0	5,000.00	DW COUNSELING SERVICES	11/17/2020	21379377 PO-210212	5,000.00	N
002751 RIO VISTA FORD	25.69	4094 TRANS SUPPLIES	11/10/2020	21378566 PO-210061	25.69	N

1010 STATE HWY 12  
RIO VISTA, CA 94571

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010239 RIO VISTA SANITATION P.O. BOX 607 RIO VISTA, CA 94571-0607	1,330.76	DO WASTE SERVICE	11/03/2020	21377477 PV-210247	123.64	N
		RVHS WASTE SERVICE	11/10/2020	21378580 PV-210261	744.92	N
		DHW WASTE SERVICE	11/10/2020	21378580 PV-210261	462.20	N
( 0) - 0 N						
014982 RIVERA-GARCIA, MARIA PO BOX 753 WALNUT GROVE, CA 95690	41.68	F5 SUPPLIES	11/17/2020	21379378 PO-210355	41.68	N
(916) 270-5670 N						
010670 RIVERVIEW-INTERNATIONAL TRUCKS 2445 EVERGREEN AVE P.O. BOX 716 WEST SACRAMENTO, CA 95691	284.29	61671 TRANS SUPPLIES	11/10/2020	21378567 PO-210055	284.29	7
( ) - Y						
014672 RODARTE DE MENA, LIZETH PO BOX 436 CLARKSBURG, CA 95612	75.90	CAFE MILEAGE	11/17/2020	21379403 TC-210023	75.90	N
( 0) - 0 N						
014784 ROMAN, ANA 120 TAHOE RIO VISTA, CA 94571	36.33	SP ED MILEAGE	11/17/2020	21379402 TC-210022	36.33	N
( 0) - 0 N						
012796 ROSSI, MARCY 128 N SECOND STREET RIO VISTA, CA 94571	637.96	RMS SUPPLIES	11/19/2020	21379876 PO-210136	212.82	N
		RMS SUPPLIES	11/19/2020	21379876 PO-210136	229.15	N
		RMS SUPPLIES	11/19/2020	21379876 PO-210136	195.99	N
( 0) - 0 N						
000095 S M U D	5,872.53	TRANS	11/10/2020	21378583 PV-210264	92.05	N

P.O. BOX 15555  
SACRAMENTO, CA 95852

( 0) - 0 N

TRANS	11/10/2020	21378583	PV-210264	13.76	N
BATES	11/10/2020	21378583	PV-210264	410.13	N
BATES	11/10/2020	21378583	PV-210264	2,638.33	N
WG	11/10/2020	21378583	PV-210264	363.39	N
WG	11/10/2020	21378583	PV-210264	27.52	N
WG	11/10/2020	21378583	PV-210264	2,327.35	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014060 SACRAMENTO BEE 2100 Q STREET SACRAMENTO, CA 95852  ( ) - N	323.55	339472 BOARD LEGAL AD	11/10/2020	21378584 PV-210267	323.55	N
012225 SACRAMENTO COUNTY COUNTY OF SACRAMENTO 700 H STREET ROOM 1710 SACRAMENTO, CA 95814  (916) 874-8250 N	881.36	20/21 1ST QTR FISCAL AGENT FEE 20/21 1ST QTR FISCAL AGENT FEE 20/21 1ST QTR FISCAL AGENT FEE 20/21 1ST QTR FISCAL AGENT FEE 20/21 1ST QTR FISCAL AGENT FEE	11/03/2020 11/03/2020 11/03/2020 11/03/2020 11/03/2020	21377480 PV-210239 21377480 PV-210239 21377480 PV-210239 21377480 PV-210239 21377480 PV-210239	154.73 154.73 189.74 154.73 227.43	N N N N N
003318 SCHOOL SPECIALTY INC W6316 DESIGN DRIVE GREENVILLE, WI 54942  ( 0) - 0 N	928.33	308103675453 DHS SUPPLIES 208126492419 BATES SUPPLIES	11/12/2020 11/17/2020	21378840 PO-210246 21379379 PO-210121	573.20 355.13	N N
000316 SCHOOLS INSURANCE AUTHORITY P.O. BOX 276710 SACRAMENTO, CA 95827-6710  ( 0) - 0 N	6,418.46	EAP-112021.14 EMP ASST PROGRAM EAP-112021.14 EMP ASST PROGRAM EAP-102021.14 EMP ASST PROGRAM EAP-102021.14 EMP ASST PROGRAM 21SWAMP-19 STRM WTR MNTRG PRGM	11/10/2020 11/10/2020 11/17/2020 11/17/2020 11/19/2020	21378585 PV-210266 21378585 PV-210266 21379390 PV-210283 21379390 PV-210283 21379882 PV-210291	351.57 365.93 351.57 365.93 4,983.46	N N N N N
013193 SCOE P.O. BOX 269003 10474 MATHER BLVD SACRAMENTO, CA 95826  ( 0) - 0 N	39,750.00	210755 DW INFO, DATA PROC SERV 210755 DW INFO, DATA PROC SERV 210716 RMS AVID REGIST 210675 DISTANCE LRNING WEBINAR 210776 BTSA INDUCTIN FEE	11/10/2020 11/10/2020 11/10/2020 11/17/2020 11/17/2020	21378568 PO-210010 21378568 PO-210010 21378553 PO-210409 21379369 PO-210412 21379391 PV-210282	4,000.00 2,250.00 500.00 600.00 32,400.00	N N N N N
013480 SHELDON GAS COMPANY 1 HARBOR CENTER # 310 SUISUN CITY, CA 94585  (707) 425-2951 N	282.40	93246 WG PROPANE 93246 WG PROPANE 93246 WG PROPANE	11/17/2020 11/17/2020 11/17/2020	21379392 PV-210285 21379392 PV-210285 21379392 PV-210285	.98 .98 282.40	N N N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014524 SHRED IT PO BOX 101007 PASADENA, CA 91189-1007	237.81	8180721479 DO SHREDDING	11/03/2020	21377481 PV-210244	237.81	N
( 0) - 0						N
000055 SIA DELTA DENTAL P.O. BOX 276710 SACRAMENTO, CA 95827-6710	3,188.21	NOV 2020 PREMIUMS NOV 2020 PREMIUMS NOV 2020 PREMIUMS	11/17/2020 11/17/2020 11/17/2020	21379393 PV-210284 21379393 PV-210284 21379393 PV-210284	235.74 1,240.82 1,711.65	N N N
( 0) - 0						N
000056 SIA VISION SERVICE P.O. BOX 276710 SACRAMENTO, CA 95827-6710	778.68	NOV 2020 PREMIUMS NOV 2020 PREMIUMS NOV 2020 PREMIUMS	11/10/2020 11/10/2020 11/10/2020	21378586 PV-210265 21378586 PV-210265 21378586 PV-210265	28.84 461.44 288.40	N N N
( 0) - 0						N
012084 SODEXO INC & AFFILIATES PO BOX 360170 PITTSBURGH, PA 15251-6170	96,102.84	SEPTEMBER 2020 MEALS SEPTEMBER 2020 MEALS CAFE OCTOBER MEALS CAFE OCTOBER MEALS	11/03/2020 11/03/2020 11/17/2020 11/17/2020	21377483 PV-210246 21377483 PV-210246 21379396 PV-210288 21379396 PV-210288	4,473.38 35,602.00 11,060.00 44,967.46	N N N N
( 0) - 0						N
013858 SPURR 1850 GATEWAY BOULEVARD CONCORD, CA 94520  (888) 400-2155	967.81	RVHS DHS ISLE ISLE DHW RMS TRANS STORAGE-PREPAID GAS DO CMS CAFE	11/17/2020 11/17/2020 11/17/2020 11/17/2020 11/17/2020 11/17/2020 11/17/2020 11/17/2020 11/17/2020 11/17/2020	21379394 PV-210287 21379394 PV-210287 21379394 PV-210287 21379394 PV-210287 21379394 PV-210287 21379394 PV-210287 21379394 PV-210287 21379394 PV-210287 21379394 PV-210287 21379397 PV-210287	282.66 206.50 15.27 83.99 29.84 61.93 15.63 149.52 15.63 106.84	N N N N N N N N N N
(888) 400-2155						N
014069 STAPLES ADVANTAGE 500 STAPLES DRIVE FRAMINGHAM, MA 01702	7,632.66	3460320579 BUS OFF SUPPLIES 3460387552 CAFE SUPPLIES 3460387552 CAFE SUPPLIES 3460387552 CAFE SUPPLIES	11/03/2020 11/03/2020 11/03/2020 11/03/2020	21377472 PO-210012 21377474 PO-210400 21377474 PO-210400 21377474 PO-210400	59.19 91.11 .32 .32	N N N N

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N STAPLES CONTRA	3460023978	ASP SUPPLIES	11/03/2020	21377472	PO-210503	259.11	N
	3460023978	ASP SUPPLIES	11/03/2020	21377472	PO-210503	.90-	N
	3460023978	ASP SUPPLIES	11/03/2020	21377472	PO-210503	.90	N
	3461251962	BUS OFF SUPPLIES	11/05/2020	21377858	PO-210012	64.53	N
	3460320577	MAINT SUPPLIES	11/05/2020	21377858	PO-210499	61.82	N
	3460320578	MAINT SUPPLIES	11/05/2020	21377858	PO-210499	7.61	N
	3461314398	SUPT SUPPLIES	11/10/2020	21378569	PO-210015	465.15	N

Vendor Name/Address	Total	Description	Date	Warrant	Reference	Amount	1099
014069 STAPLES ADVANTA (Continued...)		3461014579 ASP SUPPLIES	11/10/2020	21378569	PO-210503	35.51	N
		3461251967 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.08-	N
		3461251967 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.08	N
		3461251967 ASP SUPPLIES	11/10/2020	21378569	PO-210503	20.39	N
		3460250936 ASP SUPPLIES	11/10/2020	21378569	PO-210503	122.31	N
		3461251968 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.06	N
		3461014579 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.13	N
		3461251968 ASP SUPPLIES	11/10/2020	21378569	PO-210503	15.29	N
		3461014580 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.87-	N
		3461014580 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.87	N
		3461014580 ASP SUPPLIES	11/10/2020	21378569	PO-210503	230.12	N
		3460250936 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.46	N
		3461014579 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.13-	N
		3460250936 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.46-	N
		3461251968 ASP SUPPLIES	11/10/2020	21378569	PO-210503	.06-	N
		3461384181 DO COPY PAPER	11/10/2020	21378554	PO-210548	70.05	N
		3461384181 DO COPY PAPER	11/10/2020	21378554	PO-210548	315.20	N
		3461384181 DO COPY PAPER	11/10/2020	21378554	PO-210548	642.08	N
		3461384181 DO COPY PAPER	11/10/2020	21378554	PO-210548	70.05	N
		3461384181 DO COPY PAPER	11/10/2020	21378554	PO-210548	70.05	N
		3459189581 DHW SUPPLIES	11/12/2020	21378841	PO-210258	5.08	N
		3459189582 DHW SUPPLIES	11/12/2020	21378841	PO-210258	7.02	N
		3459189579 DHW SUPPLIES	11/12/2020	21378841	PO-210258	14.26	N
		3459189580 DHW SUPPLIES	11/12/2020	21378841	PO-210258	47.02	N
		3459189583 DHW SUPPLIES	11/12/2020	21378841	PO-210258	5.82	N
		3459189585 DHW SUPPLIES	11/12/2020	21378841	PO-210258	12.75	N
		3459773127 DHW SUPPLIES	11/12/2020	21378841	PO-210258	116.73	N
		3459189586 DHW SUPPLIES	11/12/2020	21378841	PO-210258	8.42	N
		3457372937 DHW SUPPLIES	11/12/2020	21378841	PO-210258	244.67	N
		3459189584 DHW SUPPLIES	11/12/2020	21378841	PO-210258	3.77	N
		3460250934 DHW SUPPLIES	11/12/2020	21378841	PO-210277	30.26	N
		3456834546 DHW SUPPLIES	11/12/2020	21378841	PO-210277	97.29	N
		3459773128 DHW SUPPLIES	11/12/2020	21378841	PO-210277	140.55	N
		3456834545 DHW SUPPLIES	11/12/2020	21378841	PO-210277	112.28	N
		3460250935 F5 SUPPLIES	11/12/2020	21378841	PO-210354	.40	N
		3460250935 F5 SUPPLIES	11/12/2020	21378841	PO-210354	114.25	N
		3453840459 F5 SUPPLIES	11/12/2020	21378841	PO-210354	.06-	N
		3453840459 F5 SUPPLIES	11/12/2020	21378841	PO-210354	.06	N
		3453840459 F5 SUPPLIES	11/12/2020	21378841	PO-210354	16.13	N
		3460250935 F5 SUPPLIES	11/12/2020	21378841	PO-210354	.40-	N
		3457954446 DHS SUPPLIES	11/17/2020	21379380	PO-210247	.33	N
		3457954446 DHS SUPPLIES	11/17/2020	21379380	PO-210247	95.44	N
		3457954446 DHS SUPPLIES	11/17/2020	21379380	PO-210247	.33-	N
		3457558542 DHS SUPPLIES	11/17/2020	21379380	PO-210247	.39-	N

3457558542	DHS SUPPLIES	11/17/2020	21379380	PO-210247	.39	N
3457558542	DHS SUPPLIES	11/17/2020	21379380	PO-210247	111.72	N
3461724149	DHW SUPPLIES	11/17/2020	21379380	PO-210258	253.62	N
3461795817	DHW SUPPLIES	11/17/2020	21379380	PO-210258	7.07	N
3461384180	DHW SUPPLIES	11/17/2020	21379380	PO-210258	1.72	N
3461664314	DHW SUPPLIES	11/17/2020	21379380	PO-210258	47.96	N
3461664311	DHW SUPPLIES	11/17/2020	21379380	PO-210258	16.77	N



Vendor Name/Address	Total	Description	Date	Warrant	Reference	Amount	1099
014069 STAPLES ADVANTA (Continued...)		3461664312 DHW SUPPLIES	11/17/2020	21379380	PO-210258	210.72	N
		3461664313 DHW SUPPLIES	11/17/2020	21379380	PO-210258	121.28	N
		3461664309 DHW SUPPLIES	11/17/2020	21379380	PO-210258	7.55	N
		3461664310 DHW SUPPLIES	11/17/2020	21379380	PO-210258	16.21	N
		3461583857 DHW SUPPLIES	11/17/2020	21379380	PO-210258	30.30	N
		3461664315 WIND RIVER SUPPLIES	11/17/2020	21379382	PO-210266	108.11	N
		3461664316 WIND RIVER SUPPLIES	11/17/2020	21379382	PO-210266	63.97	N
		3546354136 CAFE SUPPLIES	11/17/2020	21379383	PO-210400	55.05	N
		3456354137 ED SV COVID SUPPLS	11/17/2020	21379380	PO-210402	456.24	N
		3461795818 WG SUPPLIES	11/17/2020	21379380	PO-210522	.53	N
		3461795818 WG SUPPLIES	11/17/2020	21379380	PO-210522	150.96	N
		3461724151 WG SUPPLIES	11/17/2020	21379380	PO-210522	1.45	N
		3461724151 WG SUPPLIES	11/17/2020	21379380	PO-210522	1.45	N
		3461724151 WG SUPPLIES	11/17/2020	21379380	PO-210522	417.34	N
		3461724152 WG SUPPLIES	11/17/2020	21379380	PO-210522	2.93	N
		3461724152 WG SUPPLIES	11/17/2020	21379380	PO-210522	840.47	N
		3461795818 WG SUPPLIES	11/17/2020	21379380	PO-210522	.53	N
		3461724152 WG SUPPLIES	11/17/2020	21379380	PO-210522	2.93	N
		3461314397 DHW SUPPLIES	11/19/2020	21379877	PO-210258	3.77	N
		3457192338 DHW SUPPLIES	11/19/2020	21379877	PO-210258	78.51	N
		3459550323 DHW SUPPLIES	11/19/2020	21379877	PO-210258	88.06	N
		3462062826 DHW SUPPLIES	11/19/2020	21379877	PO-210258	8.34	N
		3461314396 DHW SUPPLIES	11/19/2020	21379877	PO-210258	66.96	N
		3461861869 DHW SUPPLIES	11/19/2020	21379877	PO-210258	16.21	N
		3462128664 DHW SUPPLIES	11/19/2020	21379877	PO-210258	172.60	N
		3461251964 DHW SUPPLIES	11/19/2020	21379877	PO-210258	16.96	N
		3461251963 DHW SUPPLIES	11/19/2020	21379877	PO-210258	35.03	N
		3455940432 DHW SUPPLIES	11/19/2020	21379877	PO-210258	60.96	N
		3457254951 WIND RIVER SUPPLIES	11/19/2020	21379878	PO-210266	44.85	N
		3461251965 WIND RIVER SUPPLIES	11/19/2020	21379878	PO-210266	67.03	N
		34595503321 WIND RIVER SUPPLIE	11/19/2020	21379878	PO-210266	74.60	N
		3459550322 WIND RIVER SUPPLIES	11/19/2020	21379878	PO-210266	35.78	N
		3461251966 F5 SUPPLIES	11/19/2020	21379872	PO-210354	.08	N
		3457192340 F5 SUPPLIES	11/19/2020	21379872	PO-210354	21.97	N
		3457192340 F5 SUPPLIES	11/19/2020	21379872	PO-210354	.08	N
		3461251966 F5 SUPPLIES	11/19/2020	21379872	PO-210354	22.72	N
		3461664308 F5 SUPPLIES	11/19/2020	21379872	PO-210354	.03	N
		3461664308 F5 SUPPLIES	11/19/2020	21379872	PO-210354	.03	N
		3456630837 F5 CREDIT	11/19/2020	21379872	PO-210354	.08	N
		3456630837 F5 CREDIT	11/19/2020	21379872	PO-210354	22.72	N
		3457192340 F5 SUPPLIES	11/19/2020	21379872	PO-210354	.08	N
		3456630837 F5 CREDIT	11/19/2020	21379872	PO-210354	.08	N
		3461664308 F5 SUPPLIES	11/19/2020	21379872	PO-210354	8.40	N
		3461251966 F5 SUPPLIES	11/19/2020	21379872	PO-210354	.08	N

3457954455	MAINT SUPPLIES	11/19/2020	21379877	PO-210499	21.40	N
3460156155	ASP SUPPLIES	11/19/2020	21379877	PO-210503	.39-	N
3460156155	ASP SUPPLIES	11/19/2020	21379877	PO-210503	.39	N
3461724150	ASP SUPPLIES	11/19/2020	21379877	PO-210503	.02	N
3461724150	ASP SUPPLIES	11/19/2020	21379877	PO-210503	5.86	N
3461861871	ASP SUPPLIES	11/19/2020	21379877	PO-210503	.02-	N
3461861871	ASP SUPPLIES	11/19/2020	21379877	PO-210503	5.36	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014069 STAPLES ADVANTA (Continued...)		3461861871 ASP SUPPLIES	11/19/2020	21379877 PO-210503	.02	N
		3461861870 ASP SUPPLIES	11/19/2020	21379877 PO-210503	.02-	N
		3460093426 ASP SUPPLIES	11/19/2020	21379877 PO-210503	.33	N
		3460156155 ASP SUPPLIES	11/19/2020	21379877 PO-210503	111.45	N
		3461724150 ASP SUPPLIES	11/19/2020	21379877 PO-210503	.02-	N
		3461861870 ASP SUPPLIES	11/19/2020	21379877 PO-210503	.02	N
		3461861870 ASP SUPPLIES	11/19/2020	21379877 PO-210503	5.31	N
		3460093426 ASP SUPPLIES	11/19/2020	21379877 PO-210503	.33-	N
		3460093426 ASP SUPPLIES	11/19/2020	21379877 PO-210503	94.88	N
014342 STAR SPORTS 5474 GATEWAY PLAZA DRIVE BENICIA, CA 94510  (707) 745-6724	1,457.05	49484 RVHS SUPPLIES	11/17/2020	21379370 PO-210558	1,457.05	N
000096 STEWART INDUSTRIAL SUPPLY INC 608 HWY 12 RIO VISTA, CA 94571  (707) 374-5567	1,929.18	23100 TRANS SUPPLIES	11/10/2020	21378555 PO-210498	1,929.18	N
015115 SWANK MOVIE LICENSING USA 2844 PAYSHERE CIRCLE CHICAGO, IL 60674  ( 0) - 0	429.00	2926692 BATES MOVIE LIC FEE	11/03/2020	21377482 PV-210245	429.00	N
014873 TFX COMMUNICATIONS PO BOX 509013 SAN DIEGO, CA 92150-9013  (877) 487-2877	2,903.13	RVHS LD DO LD DHS LD	11/12/2020 11/12/2020 11/12/2020	21378844 PV-210271 21378844 PV-210271 21378844 PV-210271	1,291.20 352.15 1,259.78	N N N
015118 TSAI, JERRY 3175 BOWEN ISLAND STREET WEST SACRAMENTO, CA 95691  ( 0) - 0	87.45	CAFE REIMB TATE/BECKETT	11/19/2020	21379886 PV-210294	87.45	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012694 U.S. BANK 221 SOUTH FIGUEROA ST, STE 210 LM-CA-F2TC LOS ANGELES, CA 90012  ( 0) - 0 N	11,023.80	OCTOBER 2020 GASB 75	11/12/2020	21378845 PV-210272	11,023.80	N
001896 UNITED PARCEL SERVICE INC 55 GLENLAKE PARKWAY NE ATLANTA, GA 30328  ( 0) - 0 N	116.05	DO SHIPPING DO SHIPPING DO SHIPPING	11/05/2020 11/17/2020 11/19/2020	21377865 PV-210252 21379395 PV-210286 21379883 PV-210292	44.60 31.00 40.45	N N N
013419 US BANK NATIONAL ASSOCIATION 1310 MADRID ST SUITE 101 MARSHALL, MN 56258  (800) 328-5371 N	570.83	428623664 DHW LEASE 428623664 DHW LEASE	11/17/2020 11/17/2020	21379381 PO-210278 21379381 PO-210278	520.83 50.00	N N
010906 WASTE MANAGEMENT OF WOODLAND P.O. BOX 78251 PHOENIX, AZ 85062-8251  ( 0) - 0 N	1,794.40	DHS WASTE SERVICE DHS WASTE SERVICE	11/10/2020 11/10/2020	21378587 PV-210268 21378587 PV-210268	998.82 795.58	N N
012247 WELLS FARGO BANK WF 8113 P.O. BOX 1450 MINNEAPOLIS, MN 55485-8113  ( 0) - 0 N	750.00	83457300 PAYING AGENT FEE	11/12/2020	21378846 PV-210274	750.00	N
014818 WILLDAN FINANCIAL SERVICES 27368 VIA INDUSTRIA, SUITE 200 TEMECULA, CA 92590  (951) 587-3500 N	2,744.73	010-46023 20/21 ANNUAL CNTRCT	11/05/2020	21377861 PO-210260	2,744.73	N

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015018 WILLIAMS & ASSOCIATES PO BOX 2125 PLACERVILLE, CA 95667  (530) 906-6690	13,770.00	4625/4640 ST SCL FAC CONSULT	11/10/2020	21378571 PO-210556	13,770.00	Y
012528 WILLIAMS SCOTSMAN INC 4911 ALLISON PARKWAY VACAVILLE, CA 95688  (707) 451-3000	3,747.84	RVHS LEASE RMS LEASE RMS LEASE DHW LEASE	11/05/2020 11/05/2020 11/05/2020 11/05/2020	21377867 PV-210254 21377867 PV-210254 21377867 PV-210254 21377867 PV-210254	936.96 936.96 936.96 936.96	N N N N
014450 WIZIX 4777 BENNETT DRIVE SUITE D LIVERMORE, CA 94551  (916) 913-6191	324.60	182715 CDS PRINT COSTS 183286 PRINTER COSTS 183549 WG PRINT COSTS	11/03/2020 11/05/2020 11/10/2020	21377473 PO-210125 21377859 PO-210270 21378572 PO-210204	31.30 159.94 133.36	N N N
001439 YOLO SOLANO AIR QUALITY MANAGEMENT DISTRICT 1947 GALILCO CT. STE 103 DAVIS, CA 95616  (530) 757-3650	481.00	6750 TRANS RENEWAL FEE	11/05/2020	21377866 PV-210253	481.00	N
District total:	626,257.43					
Report total:	626,257.43					

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Nick Casey, Principal

Item Number: 10.4

Type of item: (Action, Consent Action or Information Only): Consent

**SUBJECT:**

Surplus non-operable technology equipment from inventory and deem its value to be \$0

**BACKGROUND:**

The attached list of technology can no longer be used or updated to run any of our programs, nor can they access needed internet.

**STATUS:**

D.H. White Elementary School requests the permission of the RDUSD Board of Trustees to surplus the attached list of old technology.

**PRESENTER:**

Nicholas Casey, Principal

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Staff

**COST AND FUNDING SOURCES:**

There is \$0 cost to the school or District. All equipment will be sent to E-waste if approved.

**RECOMMENDATION:**

That the Board approves to surplus non-operational technology equipment and deem its value at \$0

Time allocated: 2 minutes



**River Delta Unified School District  
Surplus Declaration**

**School Site:**                     DHW                    

**Board Meeting Date:**                     12/8/2020                    

Asset Tag#	Make	Description	Serial #	Approx. Value
010157	Infocus	Projector		\$0
9658	Smartboard	Projector		\$0
1360	HP	Chromebook		\$0
1646	HP	Chromebook		\$0
1373	HP	Chromebook		\$0
1649	HP	Chromebook		\$0
1787	HP	Chromebook		\$0
1789	HP	Chromebook		\$0
3098	HP	Chromebook		\$0
1378	HP	Chromebook		\$0
1212	HP	Chromebook		\$0
1633	HP	Chromebook		\$0
1362	HP	Chromebook		\$0
1320	HP	Chromebook		\$0
1364	HP	Chromebook		\$0
1647	HP	Chromebook		\$0
1635	HP	Chromebook		\$0
1639	HP	Chromebook		\$0
1641	HP	Chromebook		\$0

**River Delta Unified School District  
Surplus Declaration**

**School Site:**                     DHW                    

**Board Meeting Date:**                     12/8/2020                    

Asset Tag#	Make	Description	Serial #	Approx. Value
2385	Lenovo			\$0
2414	Lenovo			\$0
2123	Lenovo	Chromebook		\$0
2395	Lenovo	Chromebook		\$0
1656	HP	Chromebook		\$0
3174	HP	Chromebook		\$0
2559	HP	Chromebook		\$0
2425	HP	Chromebook		\$0
2407	HP	Chromebook		\$0
1372	HP	Chromebook		\$0
1822	HP	Chromebook		\$0
1833	HP	Chromebook		\$0
2888	HP	Chromebook		\$0
1769	HP	Chromebook		\$0
1657	HP	Chromebook		\$0
1634	HP	Chromebook		\$0
1361	HP	Chromebook		\$0
9245	Rokus	Router		\$0
9243	Rokus	Router		\$0



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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: \_\_\_\_\_

From: Katherine Wright, Superintendent

Item Number: 10.5

Type of item: (Action, Consent Action or Information Only): Consent Action

**SUBJECT:**

Donations

**BACKGROUND:**

Donations to Receive and Acknowledge:

**Delta High School**

Courtland Alumni Association - \$5,000

Anonymous donor – Athletics Department - \$5,000

**Walnut Grove Elementary School – For Toys**

Grow West - \$3,000

**Bates Elementary School**

Courtland Fire Department – Four Thanksgiving Baskets

Sherri V. Welch – School Supplies

Miguel A. Barragan - \$100 – Student prizes

**Rio Vista High School – Joseph Turk Memorial Scholarship Fund**

Kyle Turk and Kearsten Shepherd - \$2,500

**Riverview Middle School**

Beth Brockhouse - \$153.84

**STATUS:**

**PRESENTER:**

Katherine Wright, Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Staff

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board acknowledge and approve the receipt of these donations

Time allocated: 3 minutes

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X\_\_\_\_\_

From: Katherine Wright, Superintendent

Item Number: 11\_\_\_\_\_

Type of item: (Action, Consent Action or Information Only): Action\_\_\_\_\_

**SUBJECT:**

Under the provisions of Ed Code Sections 35143 and 50171, the Board is to conduct reorganizational duties including the setting and approving of their meeting schedule for the upcoming calendar year, 2021.

**BACKGROUND:**

Every year in December, the Board must complete their reorganizational duties (under the provisions of Ed Code 35143 and 50171) by setting and approving the schedule of Regular Board Meetings for calendar year.

**STATUS:**

Attached is a draft of the Regular Board Meeting schedule for 2021.

The regularly scheduled meeting in January will be held on the third Tuesday of the month for the potential seating of new members of the Board. The regularly scheduled meeting in February will be held on the third Tuesday of the month due to layoff deadlines. In June there are two regularly scheduled meetings: one on the 2nd Tuesday at 6:30pm and the other on the 4th Tuesday at 6:30 p.m. due to Local Control and Accountability Plan and Budget Timelines. The regularly scheduled meeting in December will be held on the third Tuesday due to AB2449 requirement, which became effective on January 1, 2019.

**PRESENTER:**

Katherine Wright, Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Staff

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board completes their reorganizational duties by setting and approving their meeting schedule for the upcoming year, 2021.

Time allocated: 3 minutes



# RIVER DELTA UNIFIED SCHOOL DISTRICT

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

## RIVER DELTA UNIFIED SCHOOL DISTRICT SCHEDULE OF REGULAR BOARD MEETINGS

# 2021

AGENDA BRIEFINGS AND BACK-UP DOCUMENTS DUE DATES (Thursdays – 4p.m.)	BOARD MEETING DATES 2 <sup>nd</sup> Tuesday, except for January, February, June and December	LOCATION OF MEETINGS or via Zoom Webinar, if applicable	OPEN SESSIONS TIMES (unless noted or changed)
January 7	*January 19	Rio Vista Theater	6:30 p.m.
February 4	*February 16	Isleton	6:30 p.m.
February 25	March 9	Walnut Grove	6:30 p.m.
April 1	April 13	Bates	6:30 p.m.
April 29	May 11	Clarksburg	6:30 p.m.
May 27	June 8	Walnut Grove	6:30 p.m.
June 10	*June 22	Rio Vista Theater	6:30 p.m.
<b>NO</b>	<b>MEETING</b>	<b>JULY</b>	<b>2020</b>
July 29	August 10	Isleton	6:30 p.m.
September 2	September 14	Walnut Grove	6:30 p.m.
September 30	October 12	Bates	6:30 p.m.
October 28	November 9	Clarksburg MS	6:30 p.m.
December 2	*December 14	Rio Vista Theater	6:30 p.m.

**NOTE:** \* The regularly scheduled meeting in January will be held on the third Tuesday of the month for the potential seating of new members of the Board. The regularly scheduled meeting in February will be held on the third Tuesday of the month due to layoff deadlines. In June there are two regularly scheduled meetings: one on the 2nd Tuesday at 6:30pm and the other on the 4th Tuesday at 6:30 p.m. due to Local Control and Accountability Plan and Budget Timelines. The regularly scheduled meeting in December will be held on the third Tuesday due to AB2449 requirement, which became effective on January 1, 2019.

Board agenda briefings and backup documents are due to Mrs. Gaston in their electronic form by 4:00 p.m. on due date listed above if they are to be included on the agenda for the upcoming regular scheduled Board Meeting. Acceptable formats submitted by email include: Board briefings - Word and Back Up Materials - Microsoft Office program or pdf format. Faxed or hand-delivered hard copies will not be accepted.

Note: ► **Agenda items must be approved first by a site or district administrator.** You may be required to attend a Cabinet meeting prior to the Document Due Date for final approval for its inclusion. Please check with Mrs. Gaston.

Jennifer Gaston  
 Executive Assistant to Superintendent, Katherine Wright  
 445 Montezuma Street, Rio Vista, CA 94571  
 707-374-1711  
[jgaston@rdsd.org](mailto:jgaston@rdsd.org)

DRAFT: To be finalized at the December 15, 2020 meeting

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 12

Type of item: (Action, Consent Action or Information Only): Action

**SUBJECT:**

Request the Board to conduct interviews and, if appropriate, take action to appoint a qualified candidate for vacancies in Trustee Areas VI and VII.

**BACKGROUND:**

There were no candidates who filed papers with the Voters Registration & Elections Offices interested in running on the November 3, 2020 ballot for Trustee Areas VI & VII (Rio Vista Areas) leaving two Board vacancies.

**STATUS:**

The District has received one application from a qualified candidate for Trustee Area VI and one application from a qualified candidate in Trustee Area VII.

**PRESENTER:**

Katherine Wright, Superintendent

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board conducts interviews and, if appropriate, take action to appoint a qualified candidate for the vacancies in Trustee Areas VI and VII.

Time allocated: 10-30 minutes

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments:   X  

From: Sharon Silva, Chief Business Officer

Item Number:   13  

Type of item: (Action, Consent Action or Information Only):   Action Item  

**SUBJECT:**

Request Approval of First Interim Financial Report for FY 2020-21

**BACKGROUND:**

Since the budget adoption in June of last year, revisions have been made to keep the budget current with changing circumstances. The purpose of the interim financial report is to project the total revenues and expenditures for the current fiscal year, to compare the projected totals to the revised budget, to perform a summary review of the report according to the State criteria and standards, and to certify the financial conditions of the River Delta Unified School District to the Sacramento County Superintendent of Schools and the California Department of Education (pursuant to Education Codes 42130-31 and 33127). The attached report is prepared in the format required by CDE.

**STATUS:**

The First Interim Report reflects the financial activity from July 1, 2020 through November 30, 2020.

Upon board review and adoption the report is reviewed by the Sacramento County Office of Education.

**PRESENTER:**

Sharon Silva, Chief Business Officer

**OTHER PEOPLE WHO MIGHT BE PRESENT: N/A**

**COST AND FUNDING SOURCES: NOT APPLICABLE**

**RECOMMENDATION:**

That the Board approves the First Interim Financial Report for FY 2020-21

Time allocated: 5 minutes



NOTICE OF CRITERIA AND STANDARDS REVIEW. This interim report was based upon and reviewed using the state-adopted Criteria and Standards. (Pursuant to Education Code (EC) sections 33129 and 42130)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
District Superintendent or Designee

NOTICE OF INTERIM REVIEW. All action shall be taken on this report during a regular or authorized special meeting of the governing board.

To the County Superintendent of Schools:

This interim report and certification of financial condition are hereby filed by the governing board of the school district. (Pursuant to EC Section 42131)

Meeting Date: December 15, 2020 Signed: \_\_\_\_\_  
President of the Governing Board

**CERTIFICATION OF FINANCIAL CONDITION**

- POSITIVE CERTIFICATION**  
As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.
- QUALIFIED CERTIFICATION**  
As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.
- NEGATIVE CERTIFICATION**  
As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Sharon Silva Telephone: (707) -374-1700  
Title: Chief Business Officer E-mail: ssilva@rdusd.org

**Criteria and Standards Review Summary**

The following summary is automatically completed based on data provided in the Criteria and Standards Review form (Form 01CSI). Criteria and standards that are "Not Met," and supplemental information and additional fiscal indicators that are "Yes," may indicate areas of potential concern, which could affect the interim report certification, and should be carefully reviewed.

CRITERIA AND STANDARDS			Met	Not Met
1	Average Daily Attendance	Funded ADA for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.		X
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.		X
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	X	
8	Deficit Spending	Unrestricted deficit spending, if any, has not exceeded the standard in any of the current or two subsequent fiscal years.		X
9a	Fund Balance	Projected general fund balance will be positive at the end of the current and two subsequent fiscal years.	X	
9b	Cash Balance	Projected general fund cash balance will be positive at the end of the current fiscal year.	X	
10	Reserves	Available reserves (e.g., reserve for economic uncertainties, unassigned/unappropriated amounts) meet minimum requirements for the current and two subsequent fiscal years.	X	

SUPPLEMENTAL INFORMATION			No	Yes
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since budget adoption that may impact the budget?	X	
S2	Using One-time Revenues to Fund Ongoing Expenditures	Are there ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?	X	
S3	Temporary Interfund Borrowings	Are there projected temporary borrowings between funds?		X
S4	Contingent Revenues	Are any projected revenues for any of the current or two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?	X	
S5	Contributions	Have contributions from unrestricted to restricted resources, or transfers to or from the general fund to cover operating deficits, changed since budget adoption by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?		X

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2019-20) annual payment?		X
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?		X
		• If yes, have there been changes since budget adoption in OPEB liabilities?	X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
S8	Labor Agreement Budget Revisions	For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
		• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

ADDITIONAL FISCAL INDICATORS			No	Yes
A1	Negative Cash Flow	Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund?	X	
A2	Independent Position Control	Is personnel position control independent from the payroll system?	X	
A3	Declining Enrollment	Is enrollment decreasing in both the prior and current fiscal years?	X	
A4	New Charter Schools Impacting District Enrollment	Are any new charter schools operating in district boundaries that are impacting the district's enrollment, either in the prior or current fiscal year?	X	
A5	Salary Increases Exceed COLA	Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?	X	
A6	Uncapped Health Benefits	Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?	X	
A7	Independent Financial System	Is the district's financial system independent from the county office system?	X	
A8	Fiscal Distress Reports	Does the district have any reports that indicate fiscal distress? If yes, provide copies to the COE, pursuant to EC 42127.6(a).	X	
A9	Change of CBO or Superintendent	Have there been personnel changes in the superintendent or chief business official (CBO) positions within the last 12 months?		X

**River Delta Unified School District  
2020-21 Budget Assumptions  
First Interim Budget  
General Fund**

**Revenue**

- **LCFF:** The district is projecting declining enrollment (1875) with 2020-21 ADA totaling estimated at approximately 94% (1764). Because the district's is currently experiencing declining enrollment, we are being funded on prior year ADA of 1,856.11.
- The district is estimated to receive net state aid of \$19,533,741, property taxes and EPA funding, including any prior year adjustment. Included in the estimate is \$2,473,954 in Supplemental and Concentration grant funding based on the district's unduplicated percentage of 61.13%, which is a 3 year rolling percentage. Further detail of the district's projected funding can be found in the FCMAT "LCFF" calculator included with the budget.
- The District receives approximately \$75,381 in Necessary Small School funding.
  - **Delta Charter In-Lieu of Property Tax Transfer:** The estimated ADA count for Delta Charter is projected at 390.88, with the transfer amount of \$2,118,745.
- **Lottery:** Lottery is calculated at \$150 per ADA for unrestricted or approximately \$276,365 and \$49 per ADA for restricted or \$90,279.
- **Mandate Block Grant:** Mandate Block Grant ongoing funds have been budgeted at \$32.18 for K-8 and \$61.94 for 9-12 or approximately \$76,056.
- **Federal Revenues:** Funding has been updated to latest award amounts. All carry over allowed has been budgeted at First Interim.
- **State Revenues:** Funding has been updated to latest award amounts. All carry over allowed has been budgeted at First Interim.



- NCLB Title II& III 59,522
- BTSA 80,273
- First 5 (Workers Comp.mandate) 2,349

**Components of Unrestricted Ending Fund Balance:**

- Non-spendable:
  - Revolving Cash \$ 15,000
- Assigned:
  - Remaining Unrest. funds 485,798
  - Minimum Wage Adjustment 190,000
  - Deficit Spending 2021-22 633,333
  - Deficit Spending 2022-23 2,077,842
- Unassigned/Unappropriated:
  - 5% Reserve for Economic Uncertainties \$ 1,407,400
  - Unassigned/Unappropriated \$ 261,349

**Other Funds**

**Adult Education Fund**

River Delta USD is part of the Delta Sierra Regional Alliance consortium associated with San Joaquin Delta Community College District. Revenue and expenses to support the Adult Education program have been included in the budget. All carry over has been budgeted at First Interim.

**Child Development Fund**

The district operates a California State Preschool Program on the Isleton campus. Revenue and expenses to support the program have been included in the budget. All carry over has been budgeted at First Interim.

**Cafeteria Fund**

The Cafeteria Fund includes the same statutory benefits already identified in the General Fund. Expenditures are expected to outpace revenue resulting in a decrease to the fund balance by \$8,875. A contribution of \$76,856 has been included in the budget, which will be adjusted at year end.

**Special Reserve Fund for Other than Capital Outlay Projects**

This fund carries a balance of \$40,992. Only estimated interest has been budgeted.

**Building Fund 21**

The funds assigned in Funds 21 are being used solely for facility projects. The remaining dollars are available for small facility projects through the Maintenance, Operations and Transportation department.

**Capital Facilities**

- **Encore Liberty Development:** Revenue budgeted for this project is \$30,000. This revenue is allocated for growth in the Rio Vista area to accommodate those pupils moving into the Encore Liberty development. The ending fund balance currently is \$886,518 which can be used for temporary borrowing if needed for cash flow purposes.
- 
- **All other revenue:** Revenue is budgeted at \$39,151 with a contribution of \$223,720. Expenses in this fund include the Shea Home payment of \$201,076, which will be paid in full in 2024-25. Portable classroom lease payments have been budgeted at \$61,796.

**County School Facilities Fund**

There are no expenditures budgeted at this time.

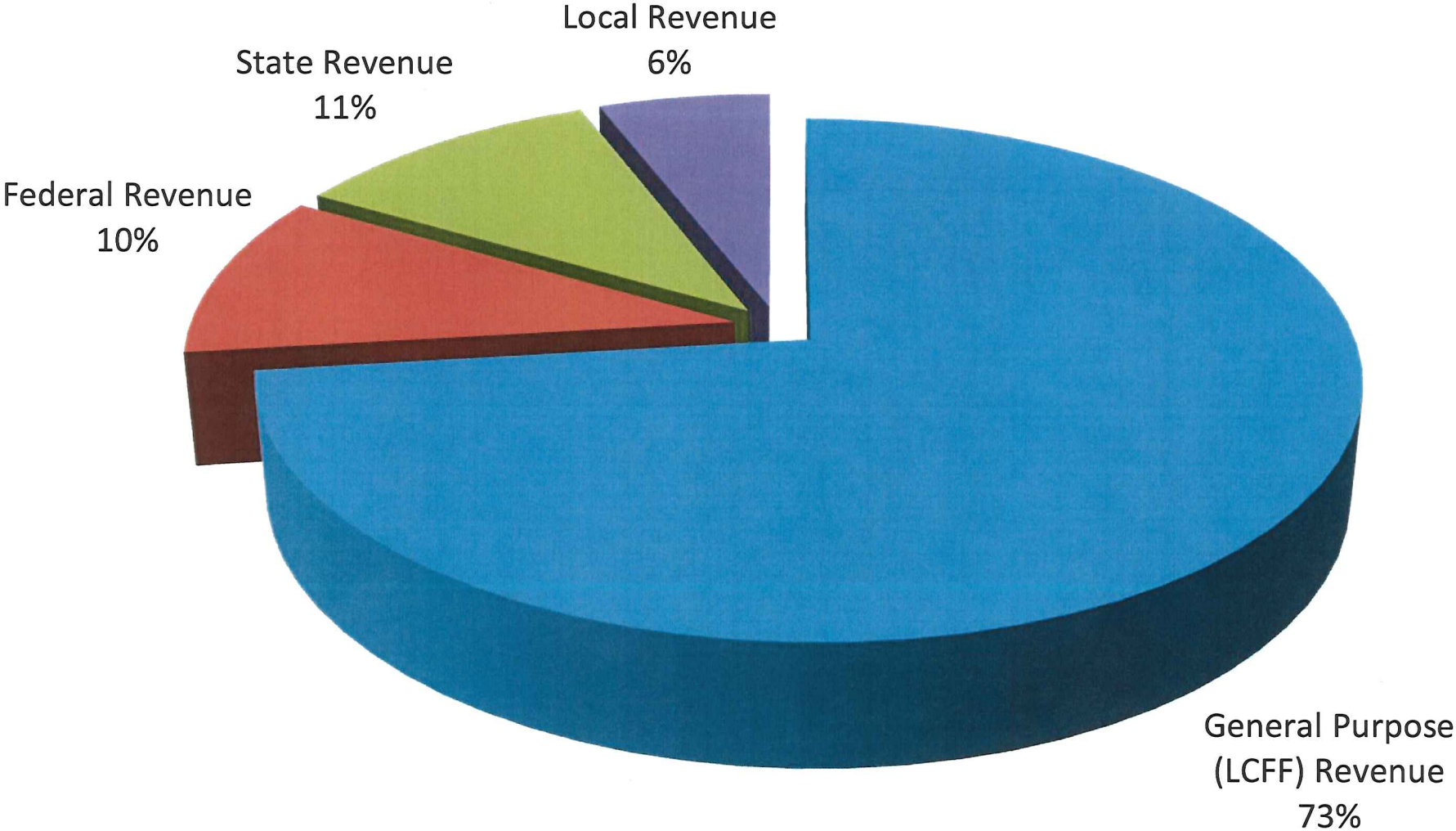
**Capital Project fund for Blended Components**

- Fees collected and expenses associated with the Community Facility Development #1 (CFD) which is part of the Encore/Liberty development are accounted for in this fund per the district independent auditors.

<b>LCFF Calculator Universal Assumptions</b>					
River Delta Joint Unifed (67413) -20-21 1st Interim					
<b>Components of LCFF By Object Code</b>					
	2019-20	2020-21	2021-22	2022-23	2023-24
8011 - State Aid	\$ 8,901,965	\$ 8,255,575	\$ 8,083,426	\$ 7,274,683	\$ 7,122,421
8011 - Fair Share	-	-	-	-	-
8311 & 8590 - Categoricals	-	-	-	-	-
EPA (for LCFF Calculation purposes)	376,354	372,724	372,724	355,386	355,386
<i>Local Revenue Sources:</i>					
8021 to 8089 - Property Taxes	12,624,133	13,024,187	13,024,187	13,024,187	13,024,187
8096 - In-Lieu of Property Taxes	(2,054,254)	(2,118,745)	(2,118,745)	(2,203,473)	(2,203,473)
<i>Property Taxes net of in-lieu</i>	<i>10,569,879</i>	<i>10,905,442</i>	<i>10,905,442</i>	<i>10,820,714</i>	<i>10,820,714</i>
<b>TOTAL FUNDING</b>	<b>\$ 19,848,198</b>	<b>\$ 19,533,741</b>	<b>\$ 19,361,592</b>	<b>\$ 18,450,783</b>	<b>\$ 18,298,521</b>
<i>Basic Aid Status</i>	<i>Non-Basic Aid</i>	<i>Non-Basic Aid</i>	<i>Non-Basic Aid</i>	<i>Non-Basic Aid</i>	<i>Non-Basic Aid</i>
<i>Less: Excess Taxes</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Less: EPA in Excess to LCFF Funding</i>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Phase-In Entitlement</b>	<b>\$ 19,848,198</b>	<b>\$ 19,533,741</b>	<b>\$ 19,361,592</b>	<b>\$ 18,450,783</b>	<b>\$ 18,298,521</b>
8012 - EPA Receipts (for budget & cashflow)	\$ 376,354	\$ 372,724	\$ 372,724	\$ 355,386	\$ 355,386



# Total General Fund Revenues 20-21 Adopted Budget



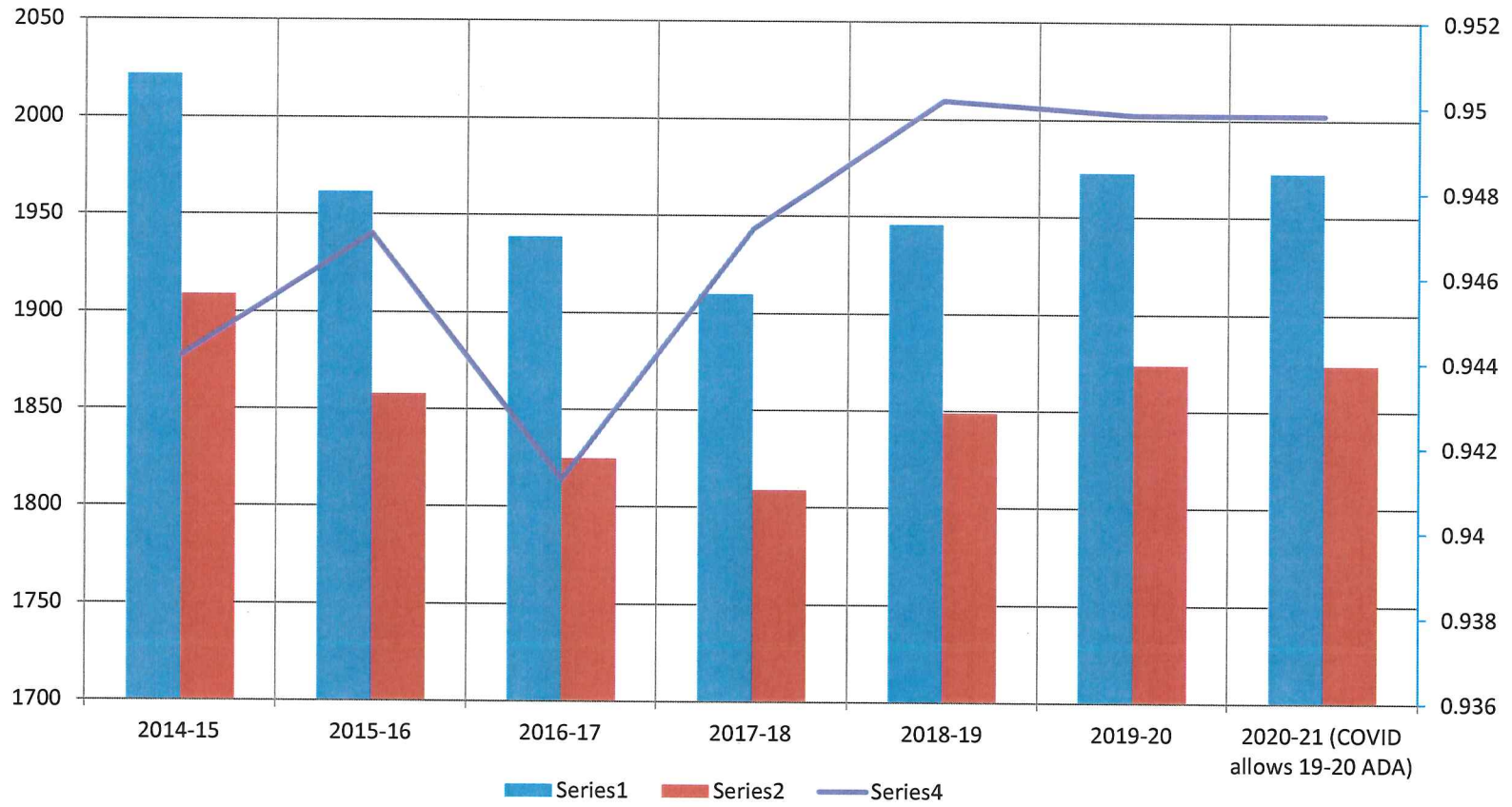
**River Delta USD**  
**2019-20 SECOND INTERIM**  
**Enrollment, ADA and Yield History**

	CBEDs Oct. 1 Enrollment	P-2 Average Daily Attendance	* Yield % ADA/Enr.	Change in ADA for year
<b>2013-14</b>	1960	1875	95.7%	
<b>2014-15</b>	2022	1909	94.4%	34.00
<b>2015-16</b>	1962	1858	94.7%	(51.00)
<b>2016-17</b>	1939	1825	94.1%	(33.00)
<b>2017-18</b>	1910	1809	94.7%	(16.00)
<b>2018-19</b>	1946	1849	95.0%	40.00
<b>2019-20</b>	1973	1874	95.0%	25.00
<b>2020-21 (COVID allows 19-20 ADA)</b>	1973	1874	95.0%	0.00

94.8%

\*\* P-2 Attendance excludes SCOE pupil count

Enrollment and ADA  
Estimate to remain flat in 20-21



# River Delta Unified School District

## Changes to budget since previous report

	Adopted Budget 2020-21			First Interim 2020-21			Changes 2020-21			
	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	
<b>Revenue</b>										
General Purpose	18,040,622	0	18,040,622	19,533,741	0	19,533,741	1,493,119	0	1,493,119	1
Federal Revenue	0	881,656	881,656	11,187	2,748,254	2,759,441	11,187	1,866,598	1,877,785	2
State Revenue	371,641	1,993,506	2,365,147	354,921	2,515,752	2,870,673	(16,720)	522,246	505,526	3
Local Revenue	482,010	1,136,072	1,618,082	487,010	1,097,496	1,584,506	5,000	(38,576)	(33,576)	4
<b>Total Revenue</b>	<b>18,894,273</b>	<b>4,011,234</b>	<b>22,905,507</b>	<b>20,386,859</b>	<b>6,361,502</b>	<b>26,748,361</b>	<b>1,492,586</b>	<b>2,350,268</b>	<b>3,842,854</b>	
<b>Expenditures</b>										
Certificated Salaries	7,841,367	1,888,151	9,729,518	7,760,137	2,135,162	9,895,299	(81,230)	247,011	165,781	5
Classified Salaries	2,675,355	1,355,463	4,030,818	2,563,016	1,490,776	4,053,792	(112,339)	135,313	22,974	
Benefits	3,457,399	2,503,965	5,961,364	3,636,837	2,598,193	6,235,030	179,438	94,228	273,666	5
Books and Supplies	618,912	403,711	1,022,623	634,860	2,544,351	3,179,210	15,948	2,140,640	2,156,587	5
Other Services & Oper. Expenses	2,256,158	1,078,945	3,335,103	2,315,828	1,999,799	4,315,627	59,670	920,854	980,524	5
Capital Outlay	10,000	0	10,000	70,492	42,407	112,899	60,492	42,407	102,899	6
Other Outgo 7xxx	70,000	0	70,000	70,000	0	70,000	0	0	0	
Transfer of Indirect 73xx	(62,830)	49,321	(13,509)	(64,708)	51,768	(12,940)	(1,878)	2,447	569	
<b>Total Expenditures</b>	<b>16,866,361</b>	<b>7,279,556</b>	<b>24,145,917</b>	<b>16,986,462</b>	<b>10,862,455</b>	<b>27,848,917</b>	<b>120,101</b>	<b>3,582,899</b>	<b>3,703,000</b>	
Deficit/Surplus	2,027,912	(3,268,322)	(1,240,410)	3,400,397	(4,500,953)	(1,100,556)	1,372,485	(1,232,631)	139,854	
Other Sources/(uses)	0	0	0	0	0	0	0	0	0	
Transfers in/(out)	(300,576)	0	(300,576)	(300,576)	0	(300,576)	0	0	0	
Contributions to Restricted	<b>(3,387,008)</b>	<b>3,387,008</b>	0	<b>(3,715,949)</b>	<b>3,715,949</b>	0	<b>(328,941)</b>	<b>328,941</b>	0	
<b>Net increase (decrease) in Fund Balance</b>	<b>(1,659,672)</b>	<b>118,686</b>	<b>(1,540,986)</b>	<b>(616,128)</b>	<b>(785,004)</b>	<b>(1,401,132)</b>	<b>1,043,544</b>	<b>(903,690)</b>	<b>139,854</b>	
Beginning Balance	5,503,099	706,616	6,209,715	5,686,849	917,998	6,604,847	183,750	211,382	395,132	
<b>Ending Balance</b>	<b>3,843,427</b>	<b>825,302</b>	<b>4,668,729</b>	<b>5,070,721</b>	<b>132,994</b>	<b>5,203,716</b>	<b>1,227,294</b>	<b>(692,308)</b>	<b>534,987</b>	
Revolving/Stores/Prepays	15,000		15,000	15,000		15,000	0	0	0	
Reserve for Econ Uncertainty (5%)	1,222,400		1,222,400	1,407,400		1,407,400	185,000	0	185,000	7
<b>Ending Balance Unrest. Prog</b>	<b>447,171</b>		<b>447,171</b>	<b>485,798</b>		<b>485,798</b>	<b>38,627</b>	<b>0</b>	<b>38,627</b>	
<b>Assigned</b>	<b>2,104,982</b>		<b>2,104,982</b>	<b>2,901,175</b>		<b>2,901,175</b>	<b>796,193</b>	<b>0</b>	<b>796,193</b>	8
Ending Balance Restricted Programs		825,302	825,302		132,994	132,994	0	(692,308)	(692,308)	
<b>Unappropriated Fund Balance</b>	<b>53,874</b>	<b>0</b>	<b>53,874</b>	<b>261,348</b>	<b>0</b>	<b>261,348</b>	<b>207,474</b>	<b>0</b>	<b>207,474</b>	
<i>Unappropriated Percent</i>			<b>0.2%</b>			<b>0.9%</b>				

**Notes:**

- 1 Change in LCFF, restores the 7.92 reduction to the LCFF base grant amount.
- 2 CARES funding.
- 3 CARES funding, restoring categorical funding, along with a reduction in Lottery funding (Restricted and Unrestricted).
- 4 Reduction in Migrant Education Funding and updating donations.
- 5 CARES Expenditure
- 6 DHS Van, M & O Boom Lift, Aruba Switches
- 7 Change in Reserve reflective of 5% change
- 8 Reserved for deficit spending in the out

**Substantiation of Need for Assigned and Unassigned Ending Fund Balances in Excess of Minimum Recommended Reserves**

Education Code Section 42127(a)(2)(B) requires a statement of the reasons that substantiate the need for assigned and unassigned ending fund balances in excess of the minimum reserve standard for economic uncertainties..

Combined and Unassigned/Unappropriated Fund Balances (Resources 0000-1999, Objects 9780, 9789 and 9790)			
Form	Fund		
01	General Fund/County School Service Fund	Form 01	\$5,070,721.29
01	Non-Spendables	Form 01	(\$15,000.00)
17	Special Reserve Fund for Other Than Capital Outlay Projects	Form 17	\$40,991.64
Total Assigned and Unassigned Ending Fund Balances			\$5,096,712.93
District Standard Reserve Level including Board Authorized Reserve		Form 01CS Line 10B-4	5%
Less District Minimum Recommended Reserve for Economic Uncertainties		Form 01CS Line 10B-7	\$1,407,400.00
Remaining Balance to Substantiate Need			\$3,689,312.93
Substantiation of Need for Fund Balances in Excess of Minimum Recommended Reserve for Economic Uncertainties			Amount
Fund	Descriptions		
01	Projected Unrestricted One-time funds		\$485,798.00
01	Minimum Wage Adjustment		\$190,000.00
01	Deficit Spending 21-22		\$633,333.00
01	Deficit Spending 22-23		\$2,077,842.00
17	Unappropriated funds in fund 17- for non capitalized expenses		\$40,991.64
Total of Substantiated Needs			\$3,427,964.64
<b>Remaining Unsubstantiated Balance</b>			<b>\$261,348.29</b>

Export Log  
Period: First Interim  
Type of Export: Official

=====  
EA: 34-67413-0000000 River Delta Joint Unified

Official Check for LEA: 34-67413-0000000 is good

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Export of USER General Ledger started at 12/9/2020 7:10:29 PM

OFFICIAL Header for LEA: 34-67413-0000000 River Delta Joint Unified  
VERSION 2020.2.0

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 1: 928

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 2: 1147

Fiscal Year: 2020-21  
Type of Data: Original Budget  
Number of records exported in group 3: 1147

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 4: 1286

Export USER General Ledger completed at 12/9/2020 7:10:29 PM

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Export of Supplementals (USER ELEMENTs) started at 12/9/2020 7:10:29 PM

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 5: 96

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 6: 174

Fiscal Year: 2020-21  
Type of Data: Original Budget  
Number of records exported in group 7: 175

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 8: 3819

Export of Supplemental (USER ELEMENTs) completed at 12/9/2020 7:10:31 PM

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Export of Explanations started at 12/9/2020 7:10:31 PM

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 9: 2

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 10: 13

Fiscal Year: 2020-21  
Type of Data: Original Budget  
Number of records exported in group 11: 13

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 12: 2

Export of Explanations completed at 12/9/2020 7:10:31 PM

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Export of TRC Log started at 12/9/2020 7:10:31 PM

Fiscal Year: 2020-21  
Type of Data: Actuals to Date  
Number of records exported in group 13: 33

Fiscal Year: 2020-21  
Type of Data: Board Approved Operating Budget  
Number of records exported in group 14: 52

Fiscal Year: 2020-21  
Type of Data: Original Budget  
Number of records exported in group 15: 52

Fiscal Year: 2020-21  
Type of Data: Projected Totals  
Number of records exported in group 16: 55

Export of TRC Log completed at 12/9/2020 7:10:31 PM

OFFICIAL END for LEA: 34-67413-0000000 River Delta Joint Unified

Exported to file: C:\SACS2020ALL\Official\346741300000001.DAT

End of Official Export Process

SACS2020ALL Financial Reporting Software - 2020.2.0  
12/9/2020 7:08:57 PM

34-67413-0000000

First Interim  
2020-21 Projected Totals  
Technical Review Checks

River Delta Joint Unified

Sacramento County

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

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

**IMPORT CHECKS**

CHK-RESOURCExOBJECTB - (O) - The following combinations for RESOURCE and OBJECT (objects 9791, 9793, and 9795) are invalid: EXCEPTION

ACCOUNT				RESOURCE	OBJECT	VALUE
FD	RS	PY	GO - FN - OB			
01	3220	0	0000-0000-9791	3220	9791	-112,093.73
Explanation:CARES Funds that were expended in FY 2019-20.						
01	7010	0	0000-0000-9791	7010	9791	2,226.31
Explanation:Funds available for the program to use during FY 2020-21.						

**GENERAL LEDGER CHECKS****SUPPLEMENTAL CHECKS****EXPORT CHECKS**

Checks Completed.



SACS2020ALL Financial Reporting Software - 2020.2.0  
12/9/2020 7:09:15 PM

34-67413-0000000

First Interim  
2020-21 Actuals to Date  
Technical Review Checks

River Delta Joint Unified

Sacramento County

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

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

### IMPORT CHECKS

CHK-RESOURCExOBJECTB - (O) - The following combinations for RESOURCE and OBJECT (objects 9791, 9793, and 9795) are invalid: EXCEPTION

ACCOUNT					RESOURCE	OBJECT	VALUE
FD	RS	PY	GO	FN	OB		
01	3220	0	0000	0000	9791		-112,093.73
Explanation: CARES Funds that were expended in FY 2019-20.							
01	7010	0	0000	0000	9791		2,226.31
Explanation: Funds available for the program to use during FY 2020-21.							

### GENERAL LEDGER CHECKS

### SUPPLEMENTAL CHECKS

### EXPORT CHECKS

Checks Completed.

SACS2020ALL Financial Reporting Software - 2020.2.0  
12/9/2020 7:09:26 PM

34-67413-0000000

First Interim  
2020-21 Original Budget  
Technical Review Checks

River Delta Joint Unified

Sacramento County

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

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

**IMPORT CHECKS**

**CHK-RESOURCExOBJECTA - (W) - The following combinations for RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.** EXCEPTION

ACCOUNT				RESOURCE	OBJECT	VALUE
FD	RS	PY	GO - FN - OB			
01	3010	0	0000-0000-9740	3010	9740	2,408.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	3315	0	0000-0000-9740	3315	9740	4,349.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	3327	0	0000-0000-9740	3327	9740	15,198.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	6387	0	0000-0000-9740	6387	9740	50,812.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	7010	0	0000-0000-9740	7010	9740	2,226.31
Explanation:Funds available for the program to use during FY 2020-21.						

**CHK-RESOURCExOBJECTB - (O) - The following combinations for RESOURCE and OBJECT (objects 9791, 9793, and 9795) are invalid:** EXCEPTION

ACCOUNT				RESOURCE	OBJECT	VALUE
FD	RS	PY	GO - FN - OB			
01	3220	0	0000-0000-9791	3220	9791	-112,093.73
Explanation:CARES Funds that were expended in FY 2019-20.						

01-7010-0-0000-0000-9791                      7010                      9791                      2,226.31  
 Explanation:Funds available for the program to use during FY 2020-21.

**GENERAL LEDGER CHECKS**

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

<u>FUND</u>	<u>RESOURCE</u>	<u>NEG. EFB</u>
01	3220	-112,093.73
Explanation:CARES Funds that were expended in FY 2019-20.		

01	7388	-15,000.00
Explanation:COVID-19 Funds that were expended in FY 2019-20.		

01	7420	-6,305.19
Explanation:CARES Funds that were expended in FY 2019-20.		

Total of negative resource balances for Fund 01	-133,398.92
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**OBJ-POSITIVE - (W) - The following objects have a negative balance by resource, by fund:** **EXCEPTION**

<u>FUND</u>	<u>RESOURCE</u>	<u>OBJECT</u>	<u>VALUE</u>
01	3220	9790	-112,093.73
Explanation:CARES Funds that were expended in FY 2019-20.			

01	7388	9790	-15,000.00
Explanation:COVID-19 Funds that were expended in FY 2019-20.			

01	7420	9790	-6,305.19
Explanation:CARES Funds that were expended in FY 2019-20.			

**SUPPLEMENTAL CHECKS**

**EXPORT CHECKS**

Checks Completed.

SACS2020ALL Financial Reporting Software - 2020.2.0  
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First Interim  
2020-21 Board Approved Operating Budget  
Technical Review Checks

River Delta Joint Unified

Sacramento County

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

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

**IMPORT CHECKS**

**CHK-RESOURCExOBJECTA - (W) - The following combinations for RESOURCE and OBJECT (objects 8000 through 9999, except for 9791, 9793, and 9795) are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. EXCEPTION**

ACCOUNT				RESOURCE	OBJECT	VALUE
FD	RS	PY	GO - FN - OB			
01	3010	0	0000-0000-9740	3010	9740	2,408.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	3315	0	0000-0000-9740	3315	9740	4,349.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	3327	0	0000-0000-9740	3327	9740	15,198.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	6387	0	0000-0000-9740	6387	9740	50,812.00
Explanation:Funds available for the program to use during FY 2020-21.						
01	7010	0	0000-0000-9740	7010	9740	2,226.31
Explanation:Funds available for the program to use during FY 2020-21.						

**CHK-RESOURCExOBJECTB - (O) - The following combinations for RESOURCE and OBJECT (objects 9791, 9793, and 9795) are invalid: EXCEPTION**

ACCOUNT				RESOURCE	OBJECT	VALUE
FD	RS	PY	GO - FN - OB			
01	3220	0	0000-0000-9791	3220	9791	-112,093.73
Explanation:CARES Funds that were expended in FY 2019-20.						

01-7010-0-0000-0000-9791                      7010                      9791                      2,226.31  
 Explanation:Funds available for the program to use during FY 2020-21.

**GENERAL LEDGER CHECKS**

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

<u>FUND</u>	<u>RESOURCE</u>	<u>NEG. EFB</u>
01	3220	-112,093.73
Explanation:CARES Funds that were expended in FY 2019-20.		
01	7388	-15,000.00
Explanation:COVID-19 Funds that were expended in FY 2019-20.		
01	7420	-6,305.19
Explanation:CARES Funds that were expended in FY 2019-20.		
Total of negative resource balances for Fund 01		-133,398.92

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

<u>FUND</u>	<u>RESOURCE</u>	<u>OBJECT</u>	<u>VALUE</u>
01	3220	9790	-112,093.73
Explanation:CARES Funds that were expended in FY 2019-20.			
01	7388	9790	-15,000.00
Explanation:COVID-19 Funds that were expended in FY 2019-20.			
01	7420	9790	-6,305.19
Explanation:CARES Funds that were expended in FY 2019-20.			

**SUPPLEMENTAL CHECKS**

**EXPORT CHECKS**

Checks Completed.

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:			
		2020-21 Original Budget	2020-21 Board Approved Operating Budget	2020-21 Actuals to Date	2020-21 Projected Totals
01I	General Fund/County School Service Fund	GS	GS	GS	GS
08I	Student Activity Special Revenue Fund				
09I	Charter Schools Special Revenue Fund				
10I	Special Education Pass-Through Fund				
11I	Adult Education Fund	G	G	G	G
12I	Child Development Fund	G	G	G	G
13I	Cafeteria Special Revenue Fund	G	G	G	G
14I	Deferred Maintenance Fund				
15I	Pupil Transportation Equipment Fund				
17I	Special Reserve Fund for Other Than Capital Outlay Projects	G	G	G	G
18I	School Bus Emissions Reduction Fund				
19I	Foundation Special Revenue Fund				
20I	Special Reserve Fund for Postemployment Benefits				
21I	Building Fund	G	G	G	G
25I	Capital Facilities Fund	G	G	G	G
30I	State School Building Lease-Purchase Fund				
35I	County School Facilities Fund	G	G	G	G
40I	Special Reserve Fund for Capital Outlay Projects				
49I	Capital Project Fund for Blended Component Units	G	G	G	G
51I	Bond Interest and Redemption Fund				
52I	Debt Service Fund for Blended Component Units				
53I	Tax Override Fund				
56I	Debt Service Fund				
57I	Foundation Permanent Fund				
61I	Cafeteria Enterprise Fund				
62I	Charter Schools Enterprise Fund				
63I	Other Enterprise Fund				
66I	Warehouse Revolving Fund				
67I	Self-Insurance Fund				
71I	Retiree Benefit Fund				
73I	Foundation Private-Purpose Trust Fund				
76I	Warrant/Pass-Through Fund				
95I	Student Body Fund				
AI	Average Daily Attendance	S	S		S
CASH	Cashflow Worksheet				S
CHG	Change Order Form				
CI	Interim Certification				S
ESMOE	Every Student Succeeds Act Maintenance of Effort				GS
ICR	Indirect Cost Rate Worksheet				S
MYPI	Multiyear Projections - General Fund				GS
SIAI	Summary of Interfund Activities - Projected Year Totals				G
01CSI	Criteria and Standards Review				S

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	18,040,622.00	18,040,622.00	2,761,875.98	19,533,741.00	1,493,119.00	8.3%
2) Federal Revenue		8100-8299	0.00	0.00	11,186.80	11,187.00	11,187.00	New
3) Other State Revenue		8300-8599	371,641.00	371,641.00	80,219.01	354,921.00	(16,720.00)	-4.5%
4) Other Local Revenue		8600-8799	482,010.00	482,010.00	128,878.89	487,010.00	5,000.00	1.0%
5) TOTAL, REVENUES			18,894,273.00	18,894,273.00	2,982,160.68	20,386,859.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	7,841,367.00	7,841,367.00	2,787,380.23	7,760,137.00	81,230.00	1.0%
2) Classified Salaries		2000-2999	2,675,355.00	2,675,355.00	923,276.56	2,563,016.05	112,338.95	4.2%
3) Employee Benefits		3000-3999	3,457,399.00	3,457,399.00	1,303,162.14	3,636,837.15	(179,438.15)	-5.2%
4) Books and Supplies		4000-4999	618,912.00	618,912.00	96,250.94	634,859.51	(15,947.51)	-2.6%
5) Services and Other Operating Expenditures		5000-5999	2,256,158.00	2,256,158.00	949,771.25	2,315,828.00	(59,670.00)	-2.6%
6) Capital Outlay		6000-6999	10,000.00	10,000.00	30,268.97	70,492.00	(60,492.00)	-604.9%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	70,000.00	70,000.00	43,252.00	70,000.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(62,830.00)	(62,830.00)	(2,375.65)	(64,708.00)	1,878.00	-3.0%
9) TOTAL, EXPENDITURES			16,866,361.00	16,866,361.00	6,130,986.44	16,986,461.71		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			2,027,912.00	2,027,912.00	(3,148,825.76)	3,400,397.29		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	300,576.00	300,576.00	0.00	300,576.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	(3,387,008.00)	(3,387,008.00)	0.00	(3,715,949.00)	(328,941.00)	9.7%
4) TOTAL, OTHER FINANCING SOURCES/USES			(3,687,584.00)	(3,687,584.00)	0.00	(4,016,525.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(1,659,672.00)	(1,659,672.00)	(3,148,825.76)	(616,127.71)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	5,686,849.00	5,686,849.00		5,686,849.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,686,849.00	5,686,849.00		5,686,849.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,686,849.00	5,686,849.00		5,686,849.00		
2) Ending Balance, June 30 (E + F1e)			4,027,177.00	4,027,177.00		5,070,721.29		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	15,000.00	15,000.00		15,000.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted								
		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	2,552,153.00	2,552,153.00		3,386,973.00		
Projected Unrestricted One-time Funds	0000	9780	447,171.00					
Minimum Wage Adjustment	0000	9780	190,000.00					
Deficit Spending 2021-22	0000	9780	1,914,982.00					
Projected Unrestricted One-Time Fund	0000	9780		447,171.00				
Deficit Spending FY 2021-22	0000	9780		1,914,982.00				
Minimum Wage Adjustment	0000	9780		190,000.00				
Projected Unrestricted One-Time Fund	0000	9780				485,798.00		
Deficit Spending FY 2021-22	0000	9780				633,333.00		
Deficit Spending FY 2022-23	0000	9780				2,077,842.00		
Minimum Wage Adjustment	0000	9780				190,000.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	1,222,400.00	1,222,400.00		1,407,400.00		
Unassigned/Unappropriated Amount			237,624.00	237,624.00		261,348.29		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment State Aid - Current Year		8011	7,108,560.00	7,108,560.00	3,293,605.00	8,255,575.00	1,147,015.00	16.1%
Education Protection Account State Aid - Current Year		8012	374,930.00	374,930.00	94,076.00	372,724.00	(2,206.00)	-0.6%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions Homeowners' Exemptions		8021	75,978.00	75,978.00	750.62	72,612.00	(3,366.00)	-4.4%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes Secured Roll Taxes		8041	10,646,558.00	10,646,558.00	60,643.53	10,734,849.00	88,291.00	0.8%
Unsecured Roll Taxes		8042	770,124.00	770,124.00	12,713.71	839,963.00	69,839.00	9.1%
Prior Years' Taxes		8043	(9,993.00)	(9,993.00)	175.24	(6,741.00)	3,252.00	-32.5%
Supplemental Taxes		8044	174,283.00	174,283.00	0.00	175,687.00	1,404.00	0.8%
Education Revenue Augmentation Fund (ERAF)		8045	286,867.00	286,867.00	0.00	404,016.00	117,149.00	40.8%
Community Redevelopment Funds (SB 617/699/1992)		8047	676,205.00	676,205.00	0.00	803,781.00	127,576.00	18.9%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	211.56	20.00	20.00	New
Other In-Lieu Taxes		8082	0.00	0.00	1,916.32	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal, LCFF Sources</b>			<b>20,103,512.00</b>	<b>20,103,512.00</b>	<b>3,464,091.98</b>	<b>21,652,486.00</b>	<b>1,548,974.00</b>	<b>7.7%</b>
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	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	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(2,062,890.00)	(2,062,890.00)	(702,216.00)	(2,118,745.00)	(55,855.00)	2.7%
Property Taxes Transfers		8097	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	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>18,040,622.00</b>	<b>18,040,622.00</b>	<b>2,761,875.98</b>	<b>19,533,741.00</b>	<b>1,493,119.00</b>	<b>8.3%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Donated Food Commodities		8221	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	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	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	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		
Title I, Part A, Basic	3010	8290						
Title I, Part D, Local Delinquent Programs	3025	8290						
Title II, Part A, Supporting Effective Instruction	4035	8290						

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Student Program	4201	8290						
Title III, Part A, English Learner Program	4203	8290						
Public Charter Schools Grant Program (PCSGP)	4610	8290						
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	0.00	0.00	11,186.80	11,187.00	11,187.00	New
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>11,186.80</b>	<b>11,187.00</b>	<b>11,187.00</b>	<b>New</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319						
Special Education Master Plan Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	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	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	80,218.00	80,218.00	80,219.00	76,056.00	(4,162.00)	-5.2%
Lottery - Unrestricted and Instructional Materials		8560	288,923.00	288,923.00	0.00	276,365.00	(12,558.00)	-4.3%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Career Technical Education Incentive Grant Program	6387	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590						
California Clean Energy Jobs Act	6230	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
All Other State Revenue	All Other	8590	2,500.00	2,500.00	0.01	2,500.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>371,641.00</b>	<b>371,641.00</b>	<b>80,219.01</b>	<b>354,921.00</b>	<b>(16,720.00)</b>	<b>-4.5%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	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	0.0%
Food Service Sales		8634	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	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	113,330.00	113,330.00	3,830.64	113,330.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	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	0.0%
Non-Resident Students		8672	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	0.0%
Interagency Services		8677	53,000.00	53,000.00	0.00	53,000.00	0.00	0.0%
Mitigation/Developer Fees		8681	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	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00		
All Other Local Revenue		8699	295,680.00	295,680.00	125,048.25	300,680.00	5,000.00	1.7%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	20,000.00	20,000.00	0.00	20,000.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	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	0.0%
From JPAs	All Other	8793	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	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>482,010.00</b>	<b>482,010.00</b>	<b>128,878.89</b>	<b>487,010.00</b>	<b>5,000.00</b>	<b>1.0%</b>
<b>TOTAL, REVENUES</b>			<b>18,894,273.00</b>	<b>18,894,273.00</b>	<b>2,982,160.68</b>	<b>20,386,859.00</b>	<b>1,492,586.00</b>	<b>7.9%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	6,212,308.00	6,212,308.00	2,140,950.73	6,102,739.00	109,569.00	1.8%
Certificated Pupil Support Salaries		1200	746,368.00	746,368.00	277,539.99	748,579.00	(2,211.00)	-0.3%
Certificated Supervisors' and Administrators' Salaries		1300	881,851.00	881,851.00	368,889.51	907,979.00	(26,128.00)	-3.0%
Other Certificated Salaries		1900	840.00	840.00	0.00	840.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>7,841,367.00</b>	<b>7,841,367.00</b>	<b>2,787,380.23</b>	<b>7,760,137.00</b>	<b>81,230.00</b>	<b>1.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	61,859.00	61,859.00	15,797.13	53,978.00	7,881.00	12.7%
Classified Support Salaries		2200	1,222,622.00	1,222,622.00	429,794.63	1,172,485.00	50,137.00	4.1%
Classified Supervisors' and Administrators' Salaries		2300	186,774.00	186,774.00	81,517.67	189,346.00	(2,572.00)	-1.4%
Clerical, Technical and Office Salaries		2400	1,052,143.00	1,052,143.00	372,431.15	1,000,321.00	51,822.00	4.9%
Other Classified Salaries		2900	151,957.00	151,957.00	23,735.98	146,886.05	5,070.95	3.3%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>2,675,355.00</b>	<b>2,675,355.00</b>	<b>923,276.56</b>	<b>2,563,016.05</b>	<b>112,338.95</b>	<b>4.2%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	1,242,902.00	1,242,902.00	427,716.77	1,238,791.14	4,110.86	0.3%
PERS		3201-3202	528,859.00	528,859.00	191,169.13	515,980.06	12,878.94	2.4%
OASDI/Medicare/Alternative		3301-3302	334,363.00	334,363.00	112,059.51	346,873.36	(12,510.36)	-3.7%
Health and Welfare Benefits		3401-3402	1,047,877.00	1,047,877.00	439,296.54	1,216,450.00	(168,573.00)	-16.1%
Unemployment Insurance		3501-3502	7,655.00	7,655.00	2,039.28	8,253.25	(598.25)	-7.8%
Workers' Compensation		3601-3602	155,708.00	155,708.00	56,138.05	156,667.34	(959.34)	-0.6%
OPEB, Allocated		3701-3702	37,700.00	37,700.00	37,710.38	49,106.00	(11,406.00)	-30.3%
OPEB, Active Employees		3751-3752	97,589.00	97,589.00	35,171.62	98,752.00	(1,163.00)	-1.2%
Other Employee Benefits		3901-3902	4,746.00	4,746.00	1,860.86	5,964.00	(1,218.00)	-25.7%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>3,457,399.00</b>	<b>3,457,399.00</b>	<b>1,303,162.14</b>	<b>3,636,837.15</b>	<b>(179,438.15)</b>	<b>-5.2%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	7,829.92	7,830.00	(7,830.00)	New
Books and Other Reference Materials		4200	500.00	500.00	450.20	635.00	(135.00)	-27.0%
Materials and Supplies		4300	493,459.00	493,459.00	74,413.19	508,976.51	(15,517.51)	-3.1%
Noncapitalized Equipment		4400	124,953.00	124,953.00	13,557.63	117,418.00	7,535.00	6.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>618,912.00</b>	<b>618,912.00</b>	<b>96,250.94</b>	<b>634,859.51</b>	<b>(15,947.51)</b>	<b>-2.6%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	137,672.00	137,672.00	57,363.33	137,672.00	0.00	0.0%
Travel and Conferences		5200	43,839.00	43,839.00	3,297.94	39,090.00	4,749.00	10.8%
Dues and Memberships		5300	35,035.00	35,035.00	39,830.31	40,932.00	(5,897.00)	-16.8%
Insurance		5400-5450	174,338.00	174,338.00	72,411.00	174,338.00	0.00	0.0%
Operations and Housekeeping Services		5500	831,419.00	831,419.00	325,666.02	831,665.00	(246.00)	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	112,395.00	112,395.00	26,267.90	107,342.00	5,053.00	4.5%
Transfers of Direct Costs		5710	(55,160.00)	(55,160.00)	(8,094.73)	(40,510.00)	(14,650.00)	26.6%
Transfers of Direct Costs - Interfund		5750	1,405.00	1,405.00	(99.86)	725.00	680.00	48.4%
Professional/Consulting Services and Operating Expenditures		5800	561,563.00	561,563.00	269,557.34	611,864.00	(50,301.00)	-9.0%
Communications		5900	413,652.00	413,652.00	163,572.00	412,710.00	942.00	0.2%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>2,256,158.00</b>	<b>2,256,158.00</b>	<b>949,771.25</b>	<b>2,315,828.00</b>	<b>(59,670.00)</b>	<b>-2.6%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	30,268.97	60,492.00	(60,492.00)	New
Equipment Replacement		6500	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>10,000.00</b>	<b>10,000.00</b>	<b>30,268.97</b>	<b>70,492.00</b>	<b>(60,492.00)</b>	<b>-604.9%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	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	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	70,000.00	70,000.00	43,252.00	70,000.00	0.00	0.0%
Payments to JPAs		7143	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	0.0%
To County Offices		7212	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	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	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	0.0%
All Other Transfers Out to All Others		7299	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	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>70,000.00</b>	<b>70,000.00</b>	<b>43,252.00</b>	<b>70,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	(49,321.00)	(49,321.00)	(2,375.65)	(51,768.00)	2,447.00	-5.0%
Transfers of Indirect Costs - Interfund		7350	(13,509.00)	(13,509.00)	0.00	(12,940.00)	(569.00)	4.2%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>(62,830.00)</b>	<b>(62,830.00)</b>	<b>(2,375.65)</b>	<b>(64,708.00)</b>	<b>1,878.00</b>	<b>-3.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>16,866,361.00</b>	<b>16,866,361.00</b>	<b>6,130,986.44</b>	<b>16,986,461.71</b>	<b>(120,100.71)</b>	<b>-0.7%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	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	0.0%
Other Authorized Interfund Transfers In		8919	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	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	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	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	76,856.00	76,856.00	0.00	76,856.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	223,720.00	223,720.00	0.00	223,720.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			300,576.00	300,576.00	0.00	300,576.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	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	0.0%
Proceeds from Capital Leases		8972	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	0.0%
All Other Financing Sources		8979	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	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	(3,387,008.00)	(3,387,008.00)	0.00	(3,715,949.00)	(328,941.00)	9.7%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(3,387,008.00)	(3,387,008.00)	0.00	(3,715,949.00)	(328,941.00)	9.7%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			(3,687,584.00)	(3,687,584.00)	0.00	(4,016,525.00)	(328,941.00)	8.9%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	881,656.00	881,656.00	1,458,654.40	2,748,254.22	1,866,598.22	211.7%
3) Other State Revenue		8300-8599	1,993,506.00	1,993,506.00	524,992.34	2,515,751.80	522,245.80	26.2%
4) Other Local Revenue		8600-8799	1,136,072.34	1,136,072.34	296,102.54	1,097,496.00	(38,576.34)	-3.4%
5) TOTAL, REVENUES			4,011,234.34	4,011,234.34	2,279,749.28	6,361,502.02		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,888,151.00	1,888,151.00	579,317.27	2,135,161.69	(247,010.69)	-13.1%
2) Classified Salaries		2000-2999	1,355,463.00	1,355,463.00	442,619.09	1,490,775.77	(135,312.77)	-10.0%
3) Employee Benefits		3000-3999	2,503,965.00	2,503,965.00	359,664.06	2,598,192.66	(94,227.66)	-3.8%
4) Books and Supplies		4000-4999	403,711.38	403,711.38	431,384.79	2,544,350.76	(2,140,639.38)	-530.2%
5) Services and Other Operating Expenditures		5000-5999	1,078,945.00	1,078,945.00	396,959.55	1,999,799.28	(920,854.28)	-85.3%
6) Capital Outlay		6000-6999	0.00	0.00	22,890.07	42,407.00	(42,407.00)	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	49,321.00	49,321.00	2,375.65	51,768.00	(2,447.00)	-5.0%
9) TOTAL, EXPENDITURES			7,279,556.38	7,279,556.38	2,235,210.48	10,862,455.16		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(3,268,322.04)	(3,268,322.04)	44,538.80	(4,500,953.14)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	3,387,008.00	3,387,008.00	0.00	3,715,949.00	328,941.00	9.7%
4) TOTAL, OTHER FINANCING SOURCES/USES			3,387,008.00	3,387,008.00	0.00	3,715,949.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			118,685.96	118,685.96	44,538.80	(785,004.14)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	917,998.45	917,998.45		917,998.45	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			917,998.45	917,998.45		917,998.45		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			917,998.45	917,998.45		917,998.45		
2) Ending Balance, June 30 (E + F1e)			1,036,684.41	1,036,684.41		132,994.31		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted			1,170,083.33	1,170,083.33		132,994.31		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			(133,398.92)	(133,398.92)		0.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091						
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	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	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	356,219.00	356,219.00	0.73	356,219.00	0.00	0.0%
Special Education Discretionary Grants		8182	25,897.00	25,897.00	0.00	44,253.55	18,356.55	70.9%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	6,234.38	6,234.38	6,234.38	New
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	399,348.00	399,348.00	85,030.29	540,564.29	141,216.29	35.4%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	58,723.00	58,723.00	13,957.00	58,723.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	41,469.00	41,469.00	11,297.00	41,469.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	1,342,135.00	1,700,791.00	1,700,791.00	New
<b>TOTAL, FEDERAL REVENUE</b>			<b>881,656.00</b>	<b>881,656.00</b>	<b>1,458,654.40</b>	<b>2,748,254.22</b>	<b>1,866,598.22</b>	<b>211.7%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319	0.00	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	0.00	0.0%
Prior Years	6500	8319	0.00	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	0.0%
All Other State Apportionments - Prior Years	All Other	8319	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	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00		
Lottery - Unrestricted and Instructional Materi		8560	105,176.00	105,176.00	0.00	90,279.00	(14,897.00)	-14.2%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	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	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	337,500.00	337,500.00	25,778.23	465,250.00	127,750.00	37.9%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	93,750.00	93,750.00	155,780.04	166,655.00	72,905.00	77.8%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	0.00	0.00	36,396.47	36,396.47	New
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	93,339.31	118,339.31	118,339.31	New
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,457,080.00	1,457,080.00	250,094.76	1,638,832.02	181,752.02	12.5%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>1,993,506.00</b>	<b>1,993,506.00</b>	<b>524,992.34</b>	<b>2,515,751.80</b>	<b>522,245.80</b>	<b>26.2%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	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	0.0%
Prior Years' Taxes		8617	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	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	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	0.0%
Sales								
Sale of Equipment/Supplies		8631	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	0.0%
Food Service Sales		8634	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	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	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		
Non-Resident Students		8672	0.00	0.00	0.00	0.00		
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	8,885.00	8,885.00	0.00	8,885.00	0.00	0.0%
Mitigation/Developer Fees		8681	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	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustme		8691	0.00	0.00	0.00	0.00		
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	622,055.34	622,055.34	117,100.54	583,479.00	(38,576.34)	-6.2%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	505,132.00	505,132.00	179,002.00	505,132.00	0.00	0.0%
From JPAs	6500	8793	0.00	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	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	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	0.0%
From County Offices	All Other	8792	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	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>1,136,072.34</b>	<b>1,136,072.34</b>	<b>296,102.54</b>	<b>1,097,496.00</b>	<b>(38,576.34)</b>	<b>-3.4%</b>
<b>TOTAL, REVENUES</b>			<b>4,011,234.34</b>	<b>4,011,234.34</b>	<b>2,279,749.28</b>	<b>6,361,502.02</b>	<b>2,350,267.68</b>	<b>58.6%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	1,313,611.00	1,313,611.00	422,493.80	1,571,665.03	(258,054.03)	-19.6%
Certificated Pupil Support Salaries		1200	401,604.00	401,604.00	103,383.97	395,003.00	6,601.00	1.6%
Certificated Supervisors' and Administrators' Salaries		1300	167,686.00	167,686.00	53,439.50	163,628.00	4,058.00	2.4%
Other Certificated Salaries		1900	5,250.00	5,250.00	0.00	4,865.66	384.34	7.3%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>1,888,151.00</b>	<b>1,888,151.00</b>	<b>579,317.27</b>	<b>2,135,161.69</b>	<b>(247,010.69)</b>	<b>-13.1%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	815,832.00	815,832.00	272,889.62	949,139.00	(133,307.00)	-16.3%
Classified Support Salaries		2200	280,471.00	280,471.00	90,452.22	282,371.00	(1,900.00)	-0.7%
Classified Supervisors' and Administrators' Salaries		2300	43,500.00	43,500.00	15,424.88	43,500.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	129,081.00	129,081.00	50,148.03	128,802.43	278.57	0.2%
Other Classified Salaries		2900	86,579.00	86,579.00	13,704.34	86,963.34	(384.34)	-0.4%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>1,355,463.00</b>	<b>1,355,463.00</b>	<b>442,619.09</b>	<b>1,490,775.77</b>	<b>(135,312.77)</b>	<b>-10.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	1,561,548.00	1,561,548.00	75,894.84	1,634,695.78	(73,147.78)	-4.7%
PERS		3201-3202	336,909.00	336,909.00	103,067.49	340,245.80	(3,336.80)	-1.0%
OASDI/Medicare/Alternative		3301-3302	156,941.00	156,941.00	46,374.92	168,019.07	(11,078.07)	-7.1%
Health and Welfare Benefits		3401-3402	365,555.00	365,555.00	108,754.77	362,065.00	3,490.00	1.0%
Unemployment Insurance		3501-3502	1,764.00	1,764.00	565.46	2,120.39	(356.39)	-20.2%
Workers' Compensation		3601-3602	50,205.00	50,205.00	15,431.40	58,629.62	(8,424.62)	-16.8%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	28,289.00	28,289.00	9,435.18	29,681.00	(1,392.00)	-4.9%
Other Employee Benefits		3901-3902	2,754.00	2,754.00	140.00	2,736.00	18.00	0.7%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>2,503,965.00</b>	<b>2,503,965.00</b>	<b>359,664.06</b>	<b>2,598,192.66</b>	<b>(94,227.66)</b>	<b>-3.8%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	54,660.00	54,660.00	63,787.00	177,156.81	(122,496.81)	-224.1%
Books and Other Reference Materials		4200	6,080.00	6,080.00	1,399.84	7,480.00	(1,400.00)	-23.0%
Materials and Supplies		4300	326,676.38	326,676.38	177,310.21	1,992,014.53	(1,665,338.15)	-509.8%
Noncapitalized Equipment		4400	16,295.00	16,295.00	188,887.74	367,699.42	(351,404.42)	-2156.5%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>403,711.38</b>	<b>403,711.38</b>	<b>431,384.79</b>	<b>2,544,350.76</b>	<b>(2,140,639.38)</b>	<b>-530.2%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	599,000.00	599,000.00	165,856.10	747,550.00	(148,550.00)	-24.8%
Travel and Conferences		5200	31,717.00	31,717.00	1,511.58	59,884.30	(28,167.30)	-88.8%
Dues and Memberships		5300	300.00	300.00	470.00	3,595.00	(3,295.00)	-1098.3%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	77,500.00	77,500.00	23,738.86	79,646.63	(2,146.63)	-2.8%
Transfers of Direct Costs		5710	55,160.00	55,160.00	8,094.73	40,510.00	14,650.00	26.6%
Transfers of Direct Costs - Interfund		5750	9,000.00	9,000.00	0.00	9,000.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	294,506.00	294,506.00	152,688.98	808,340.35	(513,834.35)	-174.5%
Communications		5900	11,762.00	11,762.00	44,599.30	251,273.00	(239,511.00)	-2036.3%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>1,078,945.00</b>	<b>1,078,945.00</b>	<b>396,959.55</b>	<b>1,999,799.28</b>	<b>(920,854.28)</b>	<b>-85.3%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	22,890.07	42,407.00	(42,407.00)	New
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>22,890.07</b>	<b>42,407.00</b>	<b>(42,407.00)</b>	<b>New</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	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	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	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	0.0%
To County Offices		7212	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	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	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	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
All Other Transfers	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
		7299	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	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	49,321.00	49,321.00	2,375.65	51,768.00	(2,447.00)	-5.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>49,321.00</b>	<b>49,321.00</b>	<b>2,375.65</b>	<b>51,768.00</b>	<b>(2,447.00)</b>	<b>-5.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>7,279,556.38</b>	<b>7,279,556.38</b>	<b>2,235,210.48</b>	<b>10,862,455.16</b>	<b>(3,582,898.78)</b>	<b>-49.2%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	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		
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	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	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00		
<b>Proceeds</b>								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	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	0.0%
Proceeds from Capital Leases		8972	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	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	3,387,008.00	3,387,008.00	0.00	3,715,949.00	328,941.00	9.7%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>3,387,008.00</b>	<b>3,387,008.00</b>	<b>0.00</b>	<b>3,715,949.00</b>	<b>328,941.00</b>	<b>9.7%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>3,387,008.00</b>	<b>3,387,008.00</b>	<b>0.00</b>	<b>3,715,949.00</b>	<b>(328,941.00)</b>	<b>9.7%</b>

2020-21 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	18,040,622.00	18,040,622.00	2,761,875.98	19,533,741.00	1,493,119.00	8.3%
2) Federal Revenue		8100-8299	881,656.00	881,656.00	1,469,841.20	2,759,441.22	1,877,785.22	213.0%
3) Other State Revenue		8300-8599	2,365,147.00	2,365,147.00	605,211.35	2,870,672.80	505,525.80	21.4%
4) Other Local Revenue		8600-8799	1,618,082.34	1,618,082.34	424,981.43	1,584,506.00	(33,576.34)	-2.1%
5) TOTAL, REVENUES			22,905,507.34	22,905,507.34	5,261,909.96	26,748,361.02		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	9,729,518.00	9,729,518.00	3,366,697.50	9,895,298.69	(165,780.69)	-1.7%
2) Classified Salaries		2000-2999	4,030,818.00	4,030,818.00	1,365,895.65	4,053,791.82	(22,973.82)	-0.6%
3) Employee Benefits		3000-3999	5,961,364.00	5,961,364.00	1,662,826.20	6,235,029.81	(273,665.81)	-4.6%
4) Books and Supplies		4000-4999	1,022,623.38	1,022,623.38	527,635.73	3,179,210.27	(2,156,586.89)	-210.9%
5) Services and Other Operating Expenditures		5000-5999	3,335,103.00	3,335,103.00	1,346,730.80	4,315,627.28	(980,524.28)	-29.4%
6) Capital Outlay		6000-6999	10,000.00	10,000.00	53,159.04	112,899.00	(102,899.00)	-1029.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	70,000.00	70,000.00	43,252.00	70,000.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(13,509.00)	(13,509.00)	0.00	(12,940.00)	(569.00)	4.2%
9) TOTAL, EXPENDITURES			24,145,917.38	24,145,917.38	8,366,196.92	27,848,916.87		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(1,240,410.04)	(1,240,410.04)	(3,104,286.96)	(1,100,555.85)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	300,576.00	300,576.00	0.00	300,576.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(300,576.00)	(300,576.00)	0.00	(300,576.00)		

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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(1,540,986.04)	(1,540,986.04)	(3,104,286.96)	(1,401,131.85)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	6,604,847.45	6,604,847.45		6,604,847.45	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			6,604,847.45	6,604,847.45		6,604,847.45		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			6,604,847.45	6,604,847.45		6,604,847.45		
2) Ending Balance, June 30 (E + F1e)			5,063,861.41	5,063,861.41		5,203,715.60		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	15,000.00	15,000.00		15,000.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	1,170,083.33	1,170,083.33		132,994.31		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	2,552,153.00	2,552,153.00		3,386,973.00		
Projected Unrestricted One-time Funds	0000	9780	447,171.00					
Minimum Wage Adjustment	0000	9780	190,000.00					
Deficit Spending 2021-22	0000	9780	1,914,982.00					
Projected Unrestricted One-Time Fund	0000	9780		447,171.00				
Deficit Spending FY 2021-22	0000	9780		1,914,982.00				
Minimum Wage Adjustment	0000	9780		190,000.00				
Projected Unrestricted One-Time Fund	0000	9780				485,798.00		
Deficit Spending FY 2021-22	0000	9780				633,333.00		
Deficit Spending FY 2022-23	0000	9780				2,077,842.00		
Minimum Wage Adjustment	0000	9780				190,000.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	1,222,400.00	1,222,400.00		1,407,400.00		
Unassigned/Unappropriated Amount			104,225.08	104,225.08		261,348.29		



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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment State Aid - Current Year		8011	7,108,560.00	7,108,560.00	3,293,605.00	8,255,575.00	1,147,015.00	16.1%
Education Protection Account State Aid - Current Year		8012	374,930.00	374,930.00	94,076.00	372,724.00	(2,206.00)	-0.6%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions Homeowners' Exemptions		8021	75,978.00	75,978.00	750.62	72,612.00	(3,366.00)	-4.4%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes Secured Roll Taxes		8041	10,646,558.00	10,646,558.00	60,643.53	10,734,849.00	88,291.00	0.8%
Unsecured Roll Taxes		8042	770,124.00	770,124.00	12,713.71	839,963.00	69,839.00	9.1%
Prior Years' Taxes		8043	(9,993.00)	(9,993.00)	175.24	(6,741.00)	3,252.00	-32.5%
Supplemental Taxes		8044	174,283.00	174,283.00	0.00	175,687.00	1,404.00	0.8%
Education Revenue Augmentation Fund (ERAF)		8045	286,867.00	286,867.00	0.00	404,016.00	117,149.00	40.8%
Community Redevelopment Funds (SB 617/699/1992)		8047	676,205.00	676,205.00	0.00	803,781.00	127,576.00	18.9%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604) Royalties and Bonuses		8081	0.00	0.00	211.56	20.00	20.00	New
Other In-Lieu Taxes		8082	0.00	0.00	1,916.32	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal, LCFF Sources</b>			<b>20,103,512.00</b>	<b>20,103,512.00</b>	<b>3,464,091.98</b>	<b>21,652,486.00</b>	<b>1,548,974.00</b>	<b>7.7%</b>
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	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	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(2,062,890.00)	(2,062,890.00)	(702,216.00)	(2,118,745.00)	(55,855.00)	2.7%
Property Taxes Transfers		8097	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	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>18,040,622.00</b>	<b>18,040,622.00</b>	<b>2,761,875.98</b>	<b>19,533,741.00</b>	<b>1,493,119.00</b>	<b>8.3%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	356,219.00	356,219.00	0.73	356,219.00	0.00	0.0%
Special Education Discretionary Grants		8182	25,897.00	25,897.00	0.00	44,253.55	18,356.55	70.9%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	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	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	6,234.38	6,234.38	6,234.38	New
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	399,348.00	399,348.00	85,030.29	540,564.29	141,216.29	35.4%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Supporting Effective Instruction	4035	8290	58,723.00	58,723.00	13,957.00	58,723.00	0.00	0.0%

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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Student Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title III, Part A, English Learner Program	4203	8290	41,469.00	41,469.00	11,297.00	41,469.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3020, 3040, 3041, 3045, 3060, 3061, 3110, 3150, 3155, 3177, 3180, 3181, 3182, 3185, 4037, 4050, 4123, 4124, 4126, 4127, 4128,							
Other NCLB / Every Student Succeeds Act	5510, 5630	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	1,353,321.80	1,711,978.00	1,711,978.00	New
<b>TOTAL, FEDERAL REVENUE</b>			<b>881,656.00</b>	<b>881,656.00</b>	<b>1,469,841.20</b>	<b>2,759,441.22</b>	<b>1,877,785.22</b>	<b>213.0%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319	0.00	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	0.00	0.0%
Prior Years	6500	8319	0.00	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	0.0%
All Other State Apportionments - Prior Years	All Other	8319	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	0.0%
Mandated Costs Reimbursements		8550	80,218.00	80,218.00	80,219.00	76,056.00	(4,162.00)	-5.2%
Lottery - Unrestricted and Instructional Materi:		8560	394,099.00	394,099.00	0.00	366,644.00	(27,455.00)	-7.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	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	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	337,500.00	337,500.00	25,778.23	465,250.00	127,750.00	37.9%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	93,750.00	93,750.00	155,780.04	166,655.00	72,905.00	77.8%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	0.00	0.00	36,396.47	36,396.47	New
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	93,339.31	118,339.31	118,339.31	New
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,459,580.00	1,459,580.00	250,094.77	1,641,332.02	181,752.02	12.5%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>2,365,147.00</b>	<b>2,365,147.00</b>	<b>605,211.35</b>	<b>2,870,672.80</b>	<b>505,525.80</b>	<b>21.4%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	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	0.0%
Prior Years' Taxes		8617	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	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	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	0.0%
Sales								
Sale of Equipment/Supplies		8631	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	0.0%
Food Service Sales		8634	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	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	113,330.00	113,330.00	3,830.64	113,330.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	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	0.0%
Non-Resident Students		8672	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	0.0%
Interagency Services		8677	61,885.00	61,885.00	0.00	61,885.00	0.00	0.0%
Mitigation/Developer Fees		8681	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	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	917,735.34	917,735.34	242,148.79	884,159.00	(33,576.34)	-3.7%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	20,000.00	20,000.00	0.00	20,000.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	505,132.00	505,132.00	179,002.00	505,132.00	0.00	0.0%
From JPAs	6500	8793	0.00	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	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	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	0.0%
From County Offices	All Other	8792	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	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>1,618,082.34</b>	<b>1,618,082.34</b>	<b>424,981.43</b>	<b>1,584,506.00</b>	<b>(33,576.34)</b>	<b>-2.1%</b>
<b>TOTAL, REVENUES</b>			<b>22,905,507.34</b>	<b>22,905,507.34</b>	<b>5,261,909.96</b>	<b>26,748,361.02</b>	<b>3,842,853.68</b>	<b>16.8%</b>

2020-21 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	7,525,919.00	7,525,919.00	2,563,444.53	7,674,404.03	(148,485.03)	-2.0%
Certificated Pupil Support Salaries		1200	1,147,972.00	1,147,972.00	380,923.96	1,143,582.00	4,390.00	0.4%
Certificated Supervisors' and Administrators' Salaries		1300	1,049,537.00	1,049,537.00	422,329.01	1,071,607.00	(22,070.00)	-2.1%
Other Certificated Salaries		1900	6,090.00	6,090.00	0.00	5,705.66	384.34	6.3%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>9,729,518.00</b>	<b>9,729,518.00</b>	<b>3,366,697.50</b>	<b>9,895,298.69</b>	<b>(165,780.69)</b>	<b>-1.7%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	877,691.00	877,691.00	288,686.75	1,003,117.00	(125,426.00)	-14.3%
Classified Support Salaries		2200	1,503,093.00	1,503,093.00	520,246.85	1,454,856.00	48,237.00	3.2%
Classified Supervisors' and Administrators' Salaries		2300	230,274.00	230,274.00	96,942.55	232,846.00	(2,572.00)	-1.1%
Clerical, Technical and Office Salaries		2400	1,181,224.00	1,181,224.00	422,579.18	1,129,123.43	52,100.57	4.4%
Other Classified Salaries		2900	238,536.00	238,536.00	37,440.32	233,849.39	4,686.61	2.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>4,030,818.00</b>	<b>4,030,818.00</b>	<b>1,365,895.65</b>	<b>4,053,791.82</b>	<b>(22,973.82)</b>	<b>-0.6%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	2,804,450.00	2,804,450.00	503,611.61	2,873,486.92	(69,036.92)	-2.5%
PERS		3201-3202	865,768.00	865,768.00	294,236.62	856,225.86	9,542.14	1.1%
OASDI/Medicare/Alternative		3301-3302	491,304.00	491,304.00	158,434.43	514,892.43	(23,588.43)	-4.8%
Health and Welfare Benefits		3401-3402	1,413,432.00	1,413,432.00	548,051.31	1,578,515.00	(165,083.00)	-11.7%
Unemployment Insurance		3501-3502	9,419.00	9,419.00	2,604.74	10,373.64	(954.64)	-10.1%
Workers' Compensation		3601-3602	205,913.00	205,913.00	71,569.45	215,296.96	(9,383.96)	-4.6%
OPEB, Allocated		3701-3702	37,700.00	37,700.00	37,710.38	49,106.00	(11,406.00)	-30.3%
OPEB, Active Employees		3751-3752	125,878.00	125,878.00	44,606.80	128,433.00	(2,555.00)	-2.0%
Other Employee Benefits		3901-3902	7,500.00	7,500.00	2,000.86	8,700.00	(1,200.00)	-16.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>5,961,364.00</b>	<b>5,961,364.00</b>	<b>1,662,826.20</b>	<b>6,235,029.81</b>	<b>(273,665.81)</b>	<b>-4.6%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	54,660.00	54,660.00	71,616.92	184,986.81	(130,326.81)	-238.4%
Books and Other Reference Materials		4200	6,580.00	6,580.00	1,850.04	8,115.00	(1,535.00)	-23.3%
Materials and Supplies		4300	820,135.38	820,135.38	251,723.40	2,500,991.04	(1,680,855.66)	-204.9%
Noncapitalized Equipment		4400	141,248.00	141,248.00	202,445.37	485,117.42	(343,869.42)	-243.5%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>1,022,623.38</b>	<b>1,022,623.38</b>	<b>527,635.73</b>	<b>3,179,210.27</b>	<b>(2,156,586.89)</b>	<b>-210.9%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	736,672.00	736,672.00	223,219.43	885,222.00	(148,550.00)	-20.2%
Travel and Conferences		5200	75,556.00	75,556.00	4,809.52	98,974.30	(23,418.30)	-31.0%
Dues and Memberships		5300	35,335.00	35,335.00	40,300.31	44,527.00	(9,192.00)	-26.0%
Insurance		5400-5450	174,338.00	174,338.00	72,411.00	174,338.00	0.00	0.0%
Operations and Housekeeping Services		5500	831,419.00	831,419.00	325,666.02	831,665.00	(246.00)	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	189,895.00	189,895.00	50,006.76	186,988.63	2,906.37	1.5%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	10,405.00	10,405.00	(99.86)	9,725.00	680.00	6.5%
Professional/Consulting Services and Operating Expenditures		5800	856,069.00	856,069.00	422,246.32	1,420,204.35	(564,135.35)	-65.9%
Communications		5900	425,414.00	425,414.00	208,171.30	663,983.00	(238,569.00)	-56.1%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>3,335,103.00</b>	<b>3,335,103.00</b>	<b>1,346,730.80</b>	<b>4,315,627.28</b>	<b>(980,524.28)</b>	<b>-29.4%</b>

2020-21 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	53,159.04	102,899.00	(102,899.00)	New
Equipment Replacement		6500	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>10,000.00</b>	<b>10,000.00</b>	<b>53,159.04</b>	<b>112,899.00</b>	<b>(102,899.00)</b>	<b>-1029.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	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	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	70,000.00	70,000.00	43,252.00	70,000.00	0.00	0.0%
Payments to JPAs		7143	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	0.0%
To County Offices		7212	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	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	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	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
All Other Transfers	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7281-7283	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	0.0%
Debt Service								
Debt Service - Interest		7438	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	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>70,000.00</b>	<b>70,000.00</b>	<b>43,252.00</b>	<b>70,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	(13,509.00)	(13,509.00)	0.00	(12,940.00)	(569.00)	4.2%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>(13,509.00)</b>	<b>(13,509.00)</b>	<b>0.00</b>	<b>(12,940.00)</b>	<b>(569.00)</b>	<b>4.2%</b>
<b>TOTAL, EXPENDITURES</b>			<b>24,145,917.38</b>	<b>24,145,917.38</b>	<b>8,366,196.92</b>	<b>27,848,916.87</b>	<b>(3,702,999.49)</b>	<b>-15.3%</b>

2020-21 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	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	0.0%
Other Authorized Interfund Transfers In		8919	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	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	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	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	76,856.00	76,856.00	0.00	76,856.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	223,720.00	223,720.00	0.00	223,720.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			300,576.00	300,576.00	0.00	300,576.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	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	0.0%
Proceeds from Capital Leases		8972	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	0.0%
All Other Financing Sources		8979	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	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			(300,576.00)	(300,576.00)	0.00	(300,576.00)	0.00	0.0%

<b>Resource</b>	<b>Description</b>	<b>2020-21 Projected Year Totals</b>
6300	Lottery: Instructional Materials	40,279.00
7010	Agricultural Career Technical Education Ince	2,226.31
8150	Ongoing & Major Maintenance Account (RM,	90,489.00
Total, Restricted Balance		<u>132,994.31</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	77,696.00	77,696.00	53,409.12	105,765.00	28,069.00	36.1%
4) Other Local Revenue		8600-8799	500.00	500.00	14.00	825.00	325.00	65.0%
5) TOTAL, REVENUES			78,196.00	78,196.00	53,423.12	106,590.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	19,500.00	19,500.00	3,592.45	20,675.00	(1,175.00)	-6.0%
2) Classified Salaries		2000-2999	24,015.00	24,015.00	3,510.77	24,015.00	0.00	0.0%
3) Employee Benefits		3000-3999	14,589.00	14,589.00	2,043.48	12,239.00	2,350.00	16.1%
4) Books and Supplies		4000-4999	3,938.00	3,938.00	1,991.80	56,028.21	(52,090.21)	-1322.8%
5) Services and Other Operating Expenditures		5000-5999	13,539.00	13,539.00	14,958.90	17,780.00	(4,241.00)	-31.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	2,615.00	2,615.00	0.00	2,976.00	(361.00)	-13.8%
9) TOTAL, EXPENDITURES			78,196.00	78,196.00	26,097.40	133,713.21		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	27,325.72	(27,123.21)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	27,325.72	(27,123.21)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	44,746.21	44,746.21		44,746.21	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			44,746.21	44,746.21		44,746.21		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			44,746.21	44,746.21		44,746.21		
2) Ending Balance, June 30 (E + F1e)			44,746.21	44,746.21		17,623.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	44,746.21	44,746.21		17,623.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>LCFF SOURCES</b>								
LCFF Transfers								
LCFF Transfers - Current Year		8091	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	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>FEDERAL REVENUE</b>								
Interagency Contracts Between LEAs		8285	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	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
All Other State Apportionments - Current Year		8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	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	0.0%
Adult Education Program	6391	8590	75,882.00	75,882.00	53,409.12	103,951.00	28,069.00	37.0%
All Other State Revenue	All Other	8590	1,814.00	1,814.00	0.00	1,814.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>77,696.00</b>	<b>77,696.00</b>	<b>53,409.12</b>	<b>105,765.00</b>	<b>28,069.00</b>	<b>36.1%</b>
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	500.00	500.00	14.00	825.00	325.00	65.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	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	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>500.00</b>	<b>500.00</b>	<b>14.00</b>	<b>825.00</b>	<b>325.00</b>	<b>65.0%</b>
<b>TOTAL, REVENUES</b>			<b>78,196.00</b>	<b>78,196.00</b>	<b>53,423.12</b>	<b>106,590.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	0.00	0.00	0.00	1,175.00	(1,175.00)	New
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	6,000.00	6,000.00	2,392.45	6,000.00	0.00	0.0%
Other Certificated Salaries		1900	13,500.00	13,500.00	1,200.00	13,500.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>19,500.00</b>	<b>19,500.00</b>	<b>3,592.45</b>	<b>20,675.00</b>	<b>(1,175.00)</b>	<b>-6.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	24,015.00	24,015.00	3,510.77	24,015.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>24,015.00</b>	<b>24,015.00</b>	<b>3,510.77</b>	<b>24,015.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	4,963.00	4,963.00	495.36	3,952.00	1,011.00	20.4%
PERS		3201-3202	4,968.00	4,968.00	724.21	4,040.00	928.00	18.7%
OASDI/Medicare/Alternative		3301-3302	2,119.00	2,119.00	342.28	1,800.00	319.00	15.1%
Health and Welfare Benefits		3401-3402	1,600.00	1,600.00	311.88	1,600.00	0.00	0.0%
Unemployment Insurance		3501-3502	22.00	22.00	3.74	22.00	0.00	0.0%
Workers' Compensation		3601-3602	657.00	657.00	107.33	646.00	11.00	1.7%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	260.00	260.00	58.68	179.00	81.00	31.2%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>14,589.00</b>	<b>14,589.00</b>	<b>2,043.48</b>	<b>12,239.00</b>	<b>2,350.00</b>	<b>16.1%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	3,938.00	3,938.00	1,009.35	54,045.21	(50,107.21)	-1272.4%
Noncapitalized Equipment		4400	0.00	0.00	982.45	1,983.00	(1,983.00)	New
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>3,938.00</b>	<b>3,938.00</b>	<b>1,991.80</b>	<b>56,028.21</b>	<b>(52,090.21)</b>	<b>-1322.8%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	2,839.00	2,839.00	1,182.90	2,839.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	1,241.00	(1,241.00)	New
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	5,000.00	(5,000.00)	New
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	200.00	(200.00)	New
Professional/Consulting Services and Operating Expenditures		5800	10,700.00	10,700.00	13,776.00	8,500.00	2,200.00	20.6%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>13,539.00</b>	<b>13,539.00</b>	<b>14,958.90</b>	<b>17,780.00</b>	<b>(4,241.00)</b>	<b>-31.3%</b>
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers Out								
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	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	0.0%
To JPAs		7213	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	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	2,615.00	2,615.00	0.00	2,976.00	(361.00)	-13.8%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>2,615.00</b>	<b>2,615.00</b>	<b>0.00</b>	<b>2,976.00</b>	<b>(361.00)</b>	<b>-13.8%</b>
<b>TOTAL, EXPENDITURES</b>			<b>78,196.00</b>	<b>78,196.00</b>	<b>26,097.40</b>	<b>133,713.21</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	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	0.0%
Proceeds from Capital Leases		8972	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	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
6391	Adult Education Program	17,623.00
Total, Restricted Balance		<u>17,623.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	278,852.00	278,852.00	4,027.00	278,852.00	0.00	0.0%
4) Other Local Revenue		8600-8799	13,282.00	13,282.00	0.00	13,282.00	0.00	0.0%
5) TOTAL, REVENUES			292,134.00	292,134.00	4,027.00	292,134.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	152,000.00	152,000.00	54,837.84	152,000.00	0.00	0.0%
2) Classified Salaries		2000-2999	28,000.00	28,000.00	7,640.43	28,000.00	0.00	0.0%
3) Employee Benefits		3000-3999	88,311.00	88,311.00	23,354.81	91,938.61	(3,627.61)	-4.1%
4) Books and Supplies		4000-4999	8,500.00	8,500.00	1,352.84	7,872.39	627.61	7.4%
5) Services and Other Operating Expenditures		5000-5999	4,429.00	4,429.00	612.00	1,429.00	3,000.00	67.7%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	10,894.00	10,894.00	0.00	9,964.00	930.00	8.5%
9) TOTAL, EXPENDITURES			292,134.00	292,134.00	87,797.92	291,204.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	(83,770.92)	930.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	(83,770.92)	930.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	0.00	0.00		0.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	0.00		0.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	0.00		0.00		
2) Ending Balance, June 30 (E + F1e)			0.00	0.00		930.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted						930.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	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	0.0%
Title I, Part A, Basic	3010	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Child Development Apportionments		8530	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	0.0%
State Preschool	6105	8590	276,721.00	276,721.00	4,027.00	276,721.00	0.00	0.0%
All Other State Revenue	All Other	8590	2,131.00	2,131.00	0.00	2,131.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>278,852.00</b>	<b>278,852.00</b>	<b>4,027.00</b>	<b>278,852.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	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	0.0%
Interest		8660	282.00	282.00	0.00	282.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Child Development Parent Fees		8673	13,000.00	13,000.00	0.00	13,000.00	0.00	0.0%
Interagency Services		8677	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	0.0%
Other Local Revenue								
All Other Local Revenue		8699	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	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>13,282.00</b>	<b>13,282.00</b>	<b>0.00</b>	<b>13,282.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>292,134.00</b>	<b>292,134.00</b>	<b>4,027.00</b>	<b>292,134.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	136,000.00	136,000.00	49,392.32	136,000.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	10,000.00	10,000.00	3,319.72	10,000.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	6,000.00	6,000.00	2,125.80	6,000.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>152,000.00</b>	<b>152,000.00</b>	<b>54,837.84</b>	<b>152,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Support Salaries		2200	4,000.00	4,000.00	1,543.55	4,000.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	24,000.00	24,000.00	6,096.88	24,000.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>28,000.00</b>	<b>28,000.00</b>	<b>7,640.43</b>	<b>28,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	4,720.00	4,720.00	1,559.54	7,781.00	(3,061.00)	-64.9%
PERS		3201-3202	33,948.00	33,948.00	10,189.79	33,948.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	12,784.00	12,784.00	4,037.74	13,210.03	(426.03)	-3.3%
Health and Welfare Benefits		3401-3402	32,380.00	32,380.00	6,003.13	32,380.00	0.00	0.0%
Unemployment Insurance		3501-3502	96.00	96.00	34.15	100.15	(4.15)	-4.3%
Workers' Compensation		3601-3602	2,583.00	2,583.00	943.44	2,719.43	(136.43)	-5.3%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	1,800.00	1,800.00	587.02	1,800.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>88,311.00</b>	<b>88,311.00</b>	<b>23,354.81</b>	<b>91,938.61</b>	<b>(3,627.61)</b>	<b>-4.1%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	8,500.00	8,500.00	1,352.84	7,872.39	627.61	7.4%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>8,500.00</b>	<b>8,500.00</b>	<b>1,352.84</b>	<b>7,872.39</b>	<b>627.61</b>	<b>7.4%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	3,000.00	3,000.00	0.00	0.00	3,000.00	100.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,400.00	1,400.00	612.00	1,400.00	0.00	0.0%
Communications		5900	29.00	29.00	0.00	29.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>4,429.00</b>	<b>4,429.00</b>	<b>612.00</b>	<b>1,429.00</b>	<b>3,000.00</b>	<b>67.7%</b>
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
All Other Transfers Out to All Others		7299	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	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	10,894.00	10,894.00	0.00	9,964.00	930.00	8.5%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>10,894.00</b>	<b>10,894.00</b>	<b>0.00</b>	<b>9,964.00</b>	<b>930.00</b>	<b>8.5%</b>
<b>TOTAL, EXPENDITURES</b>			<b>292,134.00</b>	<b>292,134.00</b>	<b>87,797.92</b>	<b>291,204.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8911	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	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Certificates of Participation		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8979	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	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
6105	Child Development: California State Preschool Program	930.00
Total, Restricted Balance		<u>930.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	825,464.00	825,464.00	33,512.51	825,464.00	0.00	0.0%
3) Other State Revenue		8300-8599	13,919.00	13,919.00	1,545.73	13,919.00	0.00	0.0%
4) Other Local Revenue		8600-8799	89,511.00	89,511.00	(159.60)	89,511.00	0.00	0.0%
5) TOTAL, REVENUES			928,894.00	928,894.00	34,898.64	928,894.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	304,716.00	304,716.00	89,041.01	300,545.00	4,171.00	1.4%
3) Employee Benefits		3000-3999	141,363.00	141,363.00	41,950.06	143,214.00	(1,851.00)	-1.3%
4) Books and Supplies		4000-4999	4,500.00	4,500.00	2,933.59	6,720.00	(2,220.00)	-49.3%
5) Services and Other Operating Expenditures		5000-5999	563,566.00	563,566.00	123,745.75	564,146.00	(580.00)	-0.1%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,014,145.00	1,014,145.00	257,670.41	1,014,625.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(85,251.00)	(85,251.00)	(222,771.77)	(85,731.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	76,856.00	76,856.00	0.00	76,856.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			76,856.00	76,856.00	0.00	76,856.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(8,395.00)	(8,395.00)	(222,771.77)	(8,875.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	37,789.66	37,789.66		37,789.66	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			37,789.66	37,789.66		37,789.66		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			37,789.66	37,789.66		37,789.66		
2) Ending Balance, June 30 (E + F1e)			29,394.66	29,394.66		28,914.66		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	12,234.00	12,234.00		12,234.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	17,160.66	17,160.66		16,680.66		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	785,464.00	785,464.00	22,987.60	785,464.00	0.00	0.0%
Donated Food Commodities		8221	40,000.00	40,000.00	10,524.91	40,000.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>825,464.00</b>	<b>825,464.00</b>	<b>33,512.51</b>	<b>825,464.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	13,919.00	13,919.00	1,545.73	13,919.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>13,919.00</b>	<b>13,919.00</b>	<b>1,545.73</b>	<b>13,919.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	89,511.00	89,511.00	(138.60)	89,511.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	(21.00)	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>89,511.00</b>	<b>89,511.00</b>	<b>(159.60)</b>	<b>89,511.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>928,894.00</b>	<b>928,894.00</b>	<b>34,898.64</b>	<b>928,894.00</b>		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	297,693.00	297,693.00	88,231.93	293,522.00	4,171.00	1.4%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	7,023.00	7,023.00	809.08	7,023.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>304,716.00</b>	<b>304,716.00</b>	<b>89,041.01</b>	<b>300,545.00</b>	<b>4,171.00</b>	<b>1.4%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	58,790.00	58,790.00	17,161.67	59,609.00	(819.00)	-1.4%
OASDI/Medicare/Alternative		3301-3302	22,265.00	22,265.00	6,357.97	22,811.00	(548.00)	-2.5%
Health and Welfare Benefits		3401-3402	53,034.00	53,034.00	16,122.52	53,509.00	(475.00)	-0.9%
Unemployment Insurance		3501-3502	136.00	136.00	52.53	147.00	(11.00)	-8.1%
Workers' Compensation		3601-3602	4,453.00	4,453.00	1,345.36	4,453.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	2,685.00	2,685.00	910.01	2,685.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>141,363.00</b>	<b>141,363.00</b>	<b>41,950.06</b>	<b>143,214.00</b>	<b>(1,851.00)</b>	<b>-1.3%</b>
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	4,500.00	4,500.00	713.98	4,500.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	2,219.61	2,220.00	(2,220.00)	New
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>4,500.00</b>	<b>4,500.00</b>	<b>2,933.59</b>	<b>6,720.00</b>	<b>(2,220.00)</b>	<b>-49.3%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	125.00	125.00	131.10	225.00	(100.00)	-80.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	2,400.00	2,400.00	392.34	2,400.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	5,000.00	5,000.00	0.00	5,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(10,405.00)	(10,405.00)	99.86	(9,925.00)	(480.00)	4.6%
Professional/Consulting Services and Operating Expenditures		5800	566,446.00	566,446.00	123,122.45	566,446.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>563,566.00</b>	<b>563,566.00</b>	<b>123,745.75</b>	<b>564,146.00</b>	<b>(580.00)</b>	<b>-0.1%</b>
<b>CAPITAL OUTLAY</b>								
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
<b>Debt Service</b>								
Debt Service - Interest		7438	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	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>1,014,145.00</b>	<b>1,014,145.00</b>	<b>257,670.41</b>	<b>1,014,625.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8916	76,856.00	76,856.00	0.00	76,856.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>76,856.00</b>	<b>76,856.00</b>	<b>0.00</b>	<b>76,856.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	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	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>76,856.00</b>	<b>76,856.00</b>	<b>0.00</b>	<b>76,856.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
5310	Child Nutrition: School Programs (e.g., School Lunch, School	12,903.01
5320	Child Nutrition: Child Care Food Program (CCFP) Claims-Ce	3,777.65
Total, Restricted Balance		<u>16,680.66</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	700.00	700.00	11.00	700.00	0.00	0.0%
5) TOTAL, REVENUES			700.00	700.00	11.00	700.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			700.00	700.00	11.00	700.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			700.00	700.00	11.00	700.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	40,291.64	40,291.64		40,291.64	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			40,291.64	40,291.64		40,291.64		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			40,291.64	40,291.64		40,291.64		
2) Ending Balance, June 30 (E + F1e)			40,991.64	40,991.64		40,991.64		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted								
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	40,991.64	40,991.64		40,991.64		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	700.00	700.00	11.00	700.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>700.00</b>	<b>700.00</b>	<b>11.00</b>	<b>700.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>700.00</b>	<b>700.00</b>	<b>11.00</b>	<b>700.00</b>		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund/CSSF		8912	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	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: General Fund/CSSF		7612	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	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

<u>Resource</u>	<u>Description</u>	<u>2020/21 Projected Year Totals</u>
	Total, Restricted Balance	<u>0.00</u>



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	36,356.00	36,356.00	11,329.20	36,365.00	9.00	0.0%
5) TOTAL, REVENUES			36,356.00	36,356.00	11,329.20	36,365.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			36,356.00	36,356.00	11,329.20	36,365.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			36,356.00	36,356.00	11,329.20	36,365.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	52,581.09	52,581.09		52,581.09	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			52,581.09	52,581.09		52,581.09		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			52,581.09	52,581.09		52,581.09		
2) Ending Balance, June 30 (E + F1e)			88,937.09	88,937.09		88,946.09		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance			20,663.89	20,663.89		20,672.89		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	68,273.20	68,273.20		68,273.20		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	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	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes								
Other Restricted Levies Secured Roll		8615	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	0.0%
Prior Years' Taxes		8617	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	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	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	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	34,356.00	34,356.00	11,315.20	34,356.00	0.00	0.0%
Interest		8660	2,000.00	2,000.00	14.00	2,009.00	9.00	0.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	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	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>36,356.00</b>	<b>36,356.00</b>	<b>11,329.20</b>	<b>36,365.00</b>	<b>9.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>36,356.00</b>	<b>36,356.00</b>	<b>11,329.20</b>	<b>36,365.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	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	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from Sale of Bonds		8951	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
County School Building Aid		8961	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	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	0.0%
Proceeds from Capital Leases		8972	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	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
9010	Other Restricted Local	20,672.89
Total, Restricted Balance		<u>20,672.89</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	74,651.00	74,651.00	10,679.24	74,651.00	0.00	0.0%
5) TOTAL, REVENUES			74,651.00	74,651.00	10,679.24	74,651.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	114.00	114.00	(114.00)	New
5) Services and Other Operating Expenditures		5000-5999	61,796.00	61,796.00	51,236.36	95,066.00	(33,270.00)	-53.8%
6) Capital Outlay		6000-6999	0.00	0.00	41,445.03	43,000.00	(43,000.00)	New
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	201,075.00	201,075.00	201,075.00	201,075.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			262,871.00	262,871.00	293,870.39	339,255.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(188,220.00)	(188,220.00)	(283,191.15)	(264,604.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	223,720.00	223,720.00	0.00	223,720.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			223,720.00	223,720.00	0.00	223,720.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND</b>								
<b>BALANCE (C + D4)</b>			35,500.00	35,500.00	(283,191.15)	(40,884.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	927,401.92	927,401.92		927,401.92	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			927,401.92	927,401.92		927,401.92		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			927,401.92	927,401.92		927,401.92		
2) Ending Balance, June 30 (E + F1e)			962,901.92	962,901.92		886,517.92		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance			962,901.92	962,901.92		886,517.92		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>OTHER STATE REVENUE</b>								
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	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	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	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	0.0%
Prior Years' Taxes		8617	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	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	10,000.00	10,000.00	0.00	10,000.00	0.00	0.0%
Penalties and Interest from Delinquent								
Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	11,651.00	11,651.00	194.00	11,651.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Mitigation/Developer Fees		8681	53,000.00	53,000.00	10,485.24	53,000.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	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	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>74,651.00</b>	<b>74,651.00</b>	<b>10,679.24</b>	<b>74,651.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>74,651.00</b>	<b>74,651.00</b>	<b>10,679.24</b>	<b>74,651.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	114.00	114.00	(114.00)	New
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>0.00</b>	<b>0.00</b>	<b>114.00</b>	<b>114.00</b>	<b>(114.00)</b>	<b>New</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	61,796.00	61,796.00	17,966.36	61,796.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	33,270.00	33,270.00	(33,270.00)	New
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>61,796.00</b>	<b>61,796.00</b>	<b>51,236.36</b>	<b>95,066.00</b>	<b>(33,270.00)</b>	<b>-53.8%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	38,514.83	40,000.00	(40,000.00)	New
Buildings and Improvements of Buildings		6200	0.00	0.00	2,930.20	3,000.00	(3,000.00)	New
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>41,445.03</b>	<b>43,000.00</b>	<b>(43,000.00)</b>	<b>New</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
<b>Other Transfers Out</b>								
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Debt Service</b>								
Debt Service - Interest		7438	47,420.00	47,420.00	47,419.90	47,420.00	0.00	0.0%
Other Debt Service - Principal		7439	153,655.00	153,655.00	153,655.10	153,655.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>201,075.00</b>	<b>201,075.00</b>	<b>201,075.00</b>	<b>201,075.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>262,871.00</b>	<b>262,871.00</b>	<b>293,870.39</b>	<b>339,255.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	223,720.00	223,720.00	0.00	223,720.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>223,720.00</b>	<b>223,720.00</b>	<b>0.00</b>	<b>223,720.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
<b>Proceeds</b>								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Certificates of Participation		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8973	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8979	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	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>223,720.00</b>	<b>223,720.00</b>	<b>0.00</b>	<b>223,720.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
9010	Other Restricted Local	886,517.92
<b>Total, Restricted Balance</b>		<b>886,517.92</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	30.00	30.00	1.00	30.00	0.00	0.0%
5) TOTAL, REVENUES			30.00	30.00	1.00	30.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			30.00	30.00	1.00	30.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			30.00	30.00	1.00	30.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	3,366.00	3,366.00		3,366.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			3,366.00	3,366.00		3,366.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,366.00	3,366.00		3,366.00		
2) Ending Balance, June 30 (E + F1e)			3,396.00	3,396.00		3,396.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance			3,396.00	3,396.00		3,396.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			0.00	0.00		0.00		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
School Facilities Apportionments		8545	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	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	30.00	30.00	1.00	30.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Local Revenue</b>								
All Other Local Revenue		8699	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	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>30.00</b>	<b>30.00</b>	<b>1.00</b>	<b>30.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>30.00</b>	<b>30.00</b>	<b>1.00</b>	<b>30.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
<b>Other Transfers Out</b>								
<b>Transfers of Pass-Through Revenues</b>								
To Districts or Charter Schools		7211	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	0.0%
To JPAs		7213	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	0.0%
<b>Debt Service</b>								
Debt Service - Interest		7438	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	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
To: State School Building Fund/ County School Facilities Fund From: All Other Funds		8913	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	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from Disposal of Capital Assets		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds		8971	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	0.0%
Proceeds from Lease Revenue Bonds		8973	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	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
7710	State School Facilities Projects	3,396.00
Total, Restricted Balance		<u>3,396.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	120,002.00	120,002.00	14.00	120,014.00	12.00	0.0%
5) TOTAL, REVENUES			120,002.00	120,002.00	14.00	120,014.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	6,100.00	6,100.00	5,461.36	6,100.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			6,100.00	6,100.00	5,461.36	6,100.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			113,902.00	113,902.00	(5,447.36)	113,914.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	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	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			113,902.00	113,902.00	(5,447.36)	113,914.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	115,612.03	115,612.03		115,612.03	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			115,612.03	115,612.03		115,612.03		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			115,612.03	115,612.03		115,612.03		
2) Ending Balance, June 30 (E + F1e)			229,514.03	229,514.03		229,526.03		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance			226,570.09	226,570.09		226,570.09		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	2,943.94	2,943.94		2,955.94		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount			0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	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	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes								
Other Restricted Levies Secured Roll								
Unsecured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
		8616	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	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes								
Other		8621	0.00	0.00	0.00	0.00	0.00	0.0%
		8622	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	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes								
		8629	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	0.0%
Leases and Rentals								
		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest								
		8660	120,002.00	120,002.00	14.00	120,014.00	12.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments								
		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	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	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>120,002.00</b>	<b>120,002.00</b>	<b>14.00</b>	<b>120,014.00</b>	<b>12.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>120,002.00</b>	<b>120,002.00</b>	<b>14.00</b>	<b>120,014.00</b>		



Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	6,100.00	6,100.00	5,461.36	6,100.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>6,100.00</b>	<b>6,100.00</b>	<b>5,461.36</b>	<b>6,100.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	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	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
<b>Other Transfers Out</b>								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	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	0.0%
To JPAs		7213	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	0.0%
<b>Debt Service</b>								
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	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	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, EXPENDITURES</b>			<b>6,100.00</b>	<b>6,100.00</b>	<b>5,461.36</b>	<b>6,100.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds Proceeds from Sale of Bonds		8951	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources County School Building Aid		8961	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	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	0.0%
Proceeds from Capital Leases		8972	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	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	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	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

<b>Resource</b>	<b>Description</b>	<b>2020/21 Projected Year Totals</b>
9010	Other Restricted Local	226,570.09
Total, Restricted Balance		<u>226,570.09</u>

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
<b>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> 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)	1,864.81	1,856.11	1,856.11	1,856.11	0.00	0%
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> 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)	0.00	0.00	0.00	0.00	0.00	0%
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> 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)	0.00	0.00	0.00	0.00	0.00	0%
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	1,864.81	1,856.11	1,856.11	1,856.11	0.00	0%
<b>5. District Funded County Program ADA</b>						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	6.65	6.65	6.65	6.65	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.50	0.86	0.86	0.86	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	7.15	7.51	7.51	7.51	0.00	0%
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	1,871.96	1,863.62	1,863.62	1,863.62	0.00	0%
<b>7. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
			ACTUALS THROUGH THE MONTH OF (Enter Month Name):							
<b>A. BEGINNING CASH</b>			5,939,183.00	6,419,244.00	4,823,133.00	5,528,313.00	4,516,738.04	3,258,889.13	7,640,643.24	5,623,724.02
<b>B. RECEIPTS</b>										
<b>LCFF/Revenue Limit Sources</b>										
Principal Apportionment	8010-8019		586,311.00	303,854.00	895,223.00	801,147.00	801,147.00	895,223.00	801,147.00	376,539.09
Property Taxes	8020-8079		0.00	74,283.00	0.00	0.00	0.00	3,701,982.28	1,556,661.93	1,233,275.24
Miscellaneous Funds	8080-8099		0.00	(121,898.00)	(247,841.00)	(165,227.00)	(165,122.00)	(173,737.34)	(173,972.95)	(173,879.34)
Federal Revenue	8100-8299		0.00	82,905.00	1,615,449.00	127,705.00	0.00	946.83	136,223.80	49,728.78
Other State Revenue	8300-8599		0.00	95,790.00	168,463.00	260,627.00	80,331.00	160,455.12	16,794.86	269,170.99
Other Local Revenue	8600-8799		48,999.00	43,460.00	67,074.00	93,509.00	145,607.00	139,888.80	52,425.79	122,374.54
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
<b>TOTAL RECEIPTS</b>			635,310.00	478,394.00	2,498,368.00	1,117,761.00	861,963.00	4,724,758.69	2,389,280.43	1,877,209.30
<b>C. DISBURSEMENTS</b>										
Certificated Salaries	1000-1999		80,138.00	831,200.00	815,979.00	822,763.00	816,617.00	112,382.87	1,809,422.47	966,909.90
Classified Salaries	2000-2999		143,814.00	334,214.00	288,868.00	295,837.00	303,162.00	62,879.10	653,594.83	333,676.86
Employee Benefits	3000-3999		85,789.00	499,663.00	363,608.00	375,903.00	337,862.00	39,856.62	842,550.71	408,368.73
Books and Supplies	4000-4999		11,249.00	114,798.00	138,377.00	184,470.00	78,743.00	196,588.25	435,801.64	451,005.59
Services	5000-5999		155,764.00	255,713.00	375,399.00	311,350.00	245,418.00	321,290.82	629,024.73	743,766.56
Capital Outlay	6000-6599		0.00	0.00	10,269.00	22,890.00	20,000.00	6,039.01	32,898.27	2,458.52
Other Outgo	7000-7499		18,249.00	3,907.00	7,032.00	7,032.00	7,032.00	3,907.00	3,907.00	3,907.00
Interfund Transfers Out	7600-7629		0.00	0.00	0.00	0.00	0.00	35,060.91	0.00	0.00
All Other Financing Uses	7630-7699									
<b>TOTAL DISBURSEMENTS</b>			495,003.00	2,039,495.00	1,999,532.00	2,020,245.00	1,808,834.00	778,004.58	4,407,199.65	2,910,093.16
<b>D. BALANCE SHEET ITEMS</b>										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299	2,165,609.35	890,861.00	124,611.00	206,344.00	24,881.00	10,767.00	435,000.00	1,000.00	10,000.00
Due From Other Funds	9310	8,842.00	0.00	(150,000.00)	0.00	0.00	8,842.40	0.00	0.00	0.00
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
<b>SUBTOTAL</b>			2,174,451.35	890,861.00	(25,389.00)	206,344.00	24,881.00	19,609.40	435,000.00	1,000.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599	(580,663.79)	551,107.00	9,612.00	0.00	0.00	0.00	0.00	0.00	0.00
Due To Other Funds	9610	(330,596.31)	0.00	9.00	0.00	0.00	330,587.31	0.00	0.00	0.00
Current Loans	9640	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unearned Revenues	9650	(133,971.96)	0.00	0.00	0.00	133,971.96	0.00	0.00	0.00	0.00
Deferred Inflows of Resources	9690									
<b>SUBTOTAL</b>			(1,045,232.06)	551,107.00	9,621.00	0.00	133,971.96	330,587.31	0.00	0.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
<b>TOTAL BALANCE SHEET ITEMS</b>			3,219,683.41	339,754.00	(35,010.00)	206,344.00	(109,090.96)	435,000.00	1,000.00	10,000.00
<b>E. NET INCREASE/DECREASE (B - C + D)</b>			480,061.00	(1,596,111.00)	705,180.00	(1,011,574.96)	(1,257,848.91)	4,381,754.11	(2,016,919.22)	(1,022,883.86)
<b>F. ENDING CASH (A + E)</b>			6,419,244.00	4,823,133.00	5,528,313.00	4,516,738.04	3,258,889.13	7,640,643.24	5,623,724.02	4,600,840.16
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>										

First Interim  
2020-21 INTERIM REPORT  
Cashflow Worksheet - Budget Year (1)

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):									
<b>A. BEGINNING CASH</b>									
		4,600,840.16	2,824,157.80	6,012,332.62	4,715,167.39				
<b>B. RECEIPTS</b>									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	238,282.00	144,206.46	144,206.46	94,076.00	2,546,936.99		8,628,299.00	8,628,299.00
Property Taxes	8020-8079	(157.60)	4,493,380.65	623,945.08	501,059.44	839,756.98		13,024,187.00	13,024,167.00
Miscellaneous Funds	8080-8099	(287,623.32)	(140,622.97)	(138,065.92)	(137,176.53)	(193,578.63)		(2,118,745.00)	(2,118,725.00)
Federal Revenue	8100-8299	157,709.28	3,289.30	0.00	257,091.18	328,393.05		2,759,441.22	2,759,441.22
Other State Revenue	8300-8599	99,609.02	211,095.35	14,477.66	1,434,085.69	59,773.11		2,870,672.80	2,870,672.80
Other Local Revenue	8600-8799	79,177.67	173,390.76	85,538.14	103,562.86	429,498.44		1,584,506.00	1,584,506.00
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979							0.00	0.00
<b>TOTAL RECEIPTS</b>		<b>286,997.05</b>	<b>4,884,739.55</b>	<b>730,101.42</b>	<b>2,252,698.64</b>	<b>4,010,779.94</b>	<b>0.00</b>	<b>26,748,361.02</b>	<b>26,748,361.02</b>
<b>C. DISBURSEMENTS</b>									
Certificated Salaries	1000-1999	876,029.24	843,538.92	877,145.58	899,400.71	143,772.00		9,895,298.69	9,895,298.69
Classified Salaries	2000-2999	338,996.96	327,575.09	348,691.99	499,605.84	122,876.15		4,053,791.82	4,053,791.82
Employee Benefits	3000-3999	407,050.99	398,054.39	410,648.18	1,733,263.43	332,411.76		6,235,029.81	6,235,029.81
Books and Supplies	4000-4999	198,503.93	188,282.03	185,632.18	576,210.03	419,549.62		3,179,210.27	3,179,210.27
Services	5000-5999	249,191.29	235,207.30	251,241.72	541,186.62	1,074.24		4,315,627.28	4,315,627.28
Capital Outlay	6000-6599	0.00	0.00	0.00	18,344.20	0.00		112,899.00	112,899.00
Other Outgo	7000-7499	3,907.00	3,907.00	3,907.00	3,306.00	(12,940.00)		57,060.00	57,060.00
Interfund Transfers Out	7600-7629	0.00	0.00	0.00	0.00	265,515.09		300,576.00	300,576.00
All Other Financing Uses	7630-7699							0.00	0.00
<b>TOTAL DISBURSEMENTS</b>		<b>2,073,679.41</b>	<b>1,996,564.73</b>	<b>2,077,266.65</b>	<b>4,271,316.83</b>	<b>1,272,258.86</b>	<b>0.00</b>	<b>28,149,492.87</b>	<b>28,149,492.87</b>
<b>D. BALANCE SHEET ITEMS</b>									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299	10,000.00	300,000.00	50,000.00	27,602.34	0.00		2,091,066.34	
Due From Other Funds	9310	0.00	0.00	0.00	0.00	0.00		(141,157.60)	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Deferred Outflows of Resources	9490							0.00	
<b>SUBTOTAL</b>		<b>10,000.00</b>	<b>300,000.00</b>	<b>50,000.00</b>	<b>27,602.34</b>	<b>0.00</b>	<b>0.00</b>	<b>1,949,908.74</b>	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599	0.00	0.00	0.00	0.00	0.00		560,719.00	
Due To Other Funds	9610	0.00	0.00	0.00	0.00	0.00		330,596.31	
Current Loans	9640	0.00	0.00	0.00	0.00	0.00		0.00	
Unearned Revenues	9650	0.00	0.00					133,971.96	
Deferred Inflows of Resources	9690							0.00	
<b>SUBTOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,025,287.27</b>	
<u>Nonoperating</u>									
Suspense Clearing	9910							0.00	
<b>TOTAL BALANCE SHEET ITEMS</b>		<b>10,000.00</b>	<b>300,000.00</b>	<b>50,000.00</b>	<b>27,602.34</b>	<b>0.00</b>	<b>0.00</b>	<b>924,621.47</b>	
<b>E. NET INCREASE/DECREASE (B - C + D)</b>									
		<b>(1,776,682.36)</b>	<b>3,188,174.82</b>	<b>(1,297,165.23)</b>	<b>(1,991,015.85)</b>	<b>2,738,521.08</b>	<b>0.00</b>	<b>(476,510.38)</b>	<b>(1,401,131.85)</b>
<b>F. ENDING CASH (A + E)</b>									
		<b>2,824,157.80</b>	<b>6,012,332.62</b>	<b>4,715,167.39</b>	<b>2,724,151.54</b>				
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>									
								<b>5,462,672.62</b>	

Section I - Expenditures	Funds 01, 09, and 62			2020-21 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	28,149,492.87
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	3,024,985.15
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	112,899.00
3. Debt Service	All	9100	5400-5450, 5800, 7430- 7439	14,000.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	300,576.00
6. All Other Financing Uses	All	9100	7699	0.00
		9200	7651	
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	127,206.00
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)				554,681.00
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	85,731.00
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)				24,655,557.72



<b>Section II - Expenditures Per ADA</b>		<b>2020-21 Annual ADA/ Exps. Per ADA</b>
A. Average Daily Attendance (Form AI, Column C, sum of lines A6 and C9)*		1,863.62
B. Expenditures per ADA (Line I.E divided by Line II.A)		13,229.93
<b>Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)</b>		
	<b>Total</b>	<b>Per ADA</b>
A. Base expenditures (Preloaded expenditures extracted from prior year Unaudited Actuals MOE calculation). (Note: If the prior year MOE was not met, in its final determination, CDE will adjust the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	22,722,322.52	12,192.57
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)	22,722,322.52	12,192.57
B. Required effort (Line A.2 times 90%)	20,450,090.27	10,973.31
C. Current year expenditures (Line I.E and Line II.B)	24,655,557.72	13,229.93
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2022-23 may be reduced by the lower of the two percentages)	0.00%	0.00%

\*Interim Periods - Annual ADA not available from Form AI. For your convenience, Projected Year Totals Estimated P-2 ADA is extracted. Manual adjustment may be required to reflect estimated Annual ADA.

<b>SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)</b>		
<b>Description of Adjustments</b>	<b>Total Expenditures</b>	<b>Expenditures Per ADA</b>
<b>Total adjustments to base expenditures</b>	<b>0.00</b>	<b>0.00</b>

**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) 805,840.00
- 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) 19,329,174.32

**C. Percentage of Plant Services Costs Attributable to General Administration**

- (Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 4.17%

**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)	1,230,795.00
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	91,670.00
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	44,500.00
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)	140,149.33
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)	1,507,114.33
9. Carry-Forward Adjustment (Part IV, Line F)	426,254.73
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	1,933,369.06

**B. Base Costs**

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	15,589,302.04
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	2,577,552.17
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	3,218,698.37
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	182,529.50
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 4700 and 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	456,555.00
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)	27,238.66
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)	3,220,745.80
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. Student Activity (Fund 08, functions 4000-5999, objects 1000-5999 except 5100)	0.00
15. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	127,898.21
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	281,240.00
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	1,014,625.00
18. Foundation (Funds 19 & 57, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	0.00
19. Total Base Costs (Lines B1 through B12 and Lines B13b through B18, minus Line B13a)	26,696,384.75

**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 B19) 5.65%

**D. Preliminary Proposed Indirect Cost Rate**

**(For final approved fixed-with-carry-forward rate for use in 2022-23 see [www.cde.ca.gov/fg/ac/ic](http://www.cde.ca.gov/fg/ac/ic))**  
(Line A10 divided by Line B19) 7.24%

**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.

<b>A. Indirect costs incurred in the current year (Part III, Line A8)</b>	<u>1,507,114.33</u>
<b>B. Carry-forward adjustment from prior year(s)</b>	
1. Carry-forward adjustment from the second prior year	<u>(127,798.66)</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
<b>C. Carry-forward adjustment for under- or over-recovery in the current year</b>	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (3.57%) times Part III, Line B19); zero if negative	<u>426,254.73</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (3.57%) times Part III, Line B19) or (the highest rate used to recover costs from any program (3.57%) times Part III, Line B19); zero if positive	<u>0.00</u>
<b>D. Preliminary carry-forward adjustment (Line C1 or C2)</b>	<u>426,254.73</u>
<b>E. Optional allocation of negative carry-forward adjustment over more than one year</b>	
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>not applicable</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment is applied to the current year calculation and the remainder is deferred to one or more future years:	<u>not applicable</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
<b>F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)</b>	<u>426,254.73</u>

Approved indirect cost rate: 3.57%  
Highest rate used in any program: 3.57%

<b>Fund</b>	<b>Resource</b>	<b>Eligible Expenditures (Objects 1000-5999 except Object 5100)</b>	<b>Indirect Costs Charged (Objects 7310 and 7350)</b>	<b>Rate Used</b>
01	3010	528,167.29	12,397.00	2.35%
01	6010	451,480.00	13,770.00	3.05%
01	6387	160,911.00	5,744.00	3.57%
01	9010	802,605.72	19,857.00	2.47%
11	6391	126,084.21	2,976.00	2.36%
12	6105	279,109.00	9,964.00	3.57%

**River Delta Unified School District  
2021-22 and 2022-23 Budget Assumptions  
First Interim Budget  
General Fund**

**Revenue**

- **LCFF:** The District is declining in enrollment and for FY 2021-22 is using an estimate of 1,776.93 which consists of 1,764 regular ADA, 5.42 NPS pupils and 7.51 of SCOE operating ADA. At this point, we are estimating the same for FY 2022-23.
- It is anticipated that with these declines the district will continue to be funded on prior year attendance figures.
- The Districts LCFF funding net of Charter In-Lieu property tax transfer is budgeted at \$19,533,741 for FY 2021-22 and \$19,361,592 for FY 2022-23. Further detail of the district's projected funding can be found in the LCFF Calculator included with the budget.
- **Other Revenues:** Are scheduled to remain at the same level as FY 2021-22 except for the following:
  - In fiscal year 2021-22 CARES Funds will be eliminated, leaving only carry over as remaining funds.

**Expenditures**

- **Salary:** All salaries have been updated for step and column in both years.
- **Benefits:** Budgeted using the rates below:
  - SSI            6.20%
  - Medi         1.45%
  - UI             .05%
  - WC            1.511%
  - OPEB         1.0%
  
- **STRS:**
  - FY 2021-22 16.00%
  - FY 2022-23 18.10%

**PERS:**

- FY 2021-22 23.00%
- FY 2022-23 26.30%

Please see the following charts:

CalSTRS Rates per EC§ 22901.7 and 22950.5					
	2019-20 Actual	2020-21 Actual	2021-22 Projected	2022-23 Projected	2023-24 Projected
Employer	17.10%	16.15%	16.00%	18.10%	18.10%
			-0.15%	2.10%	0.00%

CalPERS Actual and Projected Rates					
	2019-20 Actual	2020-21 Actual	2021-22 Projected	2022-23 Projected	2023-24 Projected
Employer	19.721%	20.700%	23.00%	26.30%	27.30%
		0.98%	2.30%	3.30%	1.00%

The impact to STRS and PERS benefit costs to the district, in comparison to FY 20-21, will be an increase of \$78,400 in FY 21-22 and \$339,000 in FY 22-23.

- **Books and Supplies:** Annual book replacement will continue to cost between \$30,000 - \$60,000 per year.
- **Services, Other Operating Expenses:** Expenses remain relatively unchanged.
- **Capital Expenses:** Expenses remain relatively unchanged.
- **Restricted MYP:** Increase in Step and Column salary are included along with the continuing increase in STRS and PERS.
  - Categorical funding through multiple object codes have been reduced for grants ending in the total amount of \$652,010.
- **Services, Other Operating Expenses:** Expenses are expected to remain relatively the same as 2020-21 level with the reduction of the ending categorical programs.
- **Transfers Out:** Transfer to Developer Fund 25 will continue at the current rate.



- **Contribution to Restricted Programs:** Contributions to restricted programs continue with less than a 5% change.

The district certifies as ***positive*** with the ability to meet or exceed the board approved 5% reserve in the current and two subsequent fiscal years.

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	19,533,741.00	-1.18%	19,302,977.00	-4.72%	18,392,168.00
2. Federal Revenues	8100-8299	11,187.00	0.00%	11,187.00	0.00%	11,187.00
3. Other State Revenues	8300-8599	354,921.00	0.00%	354,921.00	0.00%	354,921.00
4. Other Local Revenues	8600-8799	487,010.00	0.00%	487,010.00	0.00%	487,010.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(3,715,949.00)	-3.24%	(3,595,652.00)	3.68%	(3,728,052.00)
6. Total (Sum lines A1 thru A5c)		16,670,910.00	-0.66%	16,560,443.00	-6.30%	15,517,234.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				7,760,137.00		7,837,737.00
b. Step & Column Adjustment				77,600.00		78,400.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	7,760,137.00	1.00%	7,837,737.00	1.00%	7,916,137.00
2. Classified Salaries						
a. Base Salaries				2,563,016.05		2,588,616.05
b. Step & Column Adjustment				25,600.00		25,900.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	2,563,016.05	1.00%	2,588,616.05	1.00%	2,614,516.05
3. Employee Benefits	3000-3999	3,636,837.15	1.96%	3,708,137.00	7.47%	3,985,137.00
4. Books and Supplies	4000-4999	634,859.51	-11.54%	561,590.00	0.00%	561,590.00
5. Services and Other Operating Expenditures	5000-5999	2,315,828.00	-8.40%	2,121,337.00	0.94%	2,141,337.00
6. Capital Outlay	6000-6999	70,492.00	0.00%	70,492.00	0.00%	70,492.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	70,000.00	0.00%	70,000.00	0.00%	70,000.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(64,708.00)	0.00%	(64,708.00)	0.00%	(64,708.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	300,576.00	0.00%	300,576.00	0.00%	300,576.00
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		17,287,037.71	-0.54%	17,193,777.05	2.33%	17,595,077.05
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(616,127.71)		(633,334.05)		(2,077,843.05)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		5,686,849.00		5,070,721.29		4,437,387.24
2. Ending Fund Balance (Sum lines C and D1)		5,070,721.29		4,437,387.24		2,359,544.19
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	15,000.00		15,000.00		15,000.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	3,386,973.00		2,753,640.00		675,798.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,407,400.00		1,248,100.00		1,268,200.00
2. Unassigned/Unappropriated	9790	261,348.29		420,647.24		400,546.19
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		5,070,721.29		4,437,387.24		2,359,544.19

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,407,400.00		1,248,100.00		1,268,200.00
c. Unassigned/Unappropriated	9790	261,348.29		420,647.24		400,546.19
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750	0.00				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
<b>3. Total Available Reserves (Sum lines E1a thru E2c)</b>		<b>1,668,748.29</b>		<b>1,668,747.24</b>		<b>1,668,746.19</b>
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%	0.00	0.00%	0.00
2. Federal Revenues	8100-8299	2,748,254.22	-67.92%	881,656.00	0.00%	881,656.00
3. Other State Revenues	8300-8599	2,515,751.80	-18.12%	2,059,857.00	0.00%	2,059,857.00
4. Other Local Revenues	8600-8799	1,097,496.00	0.00%	1,097,496.00	0.00%	1,097,496.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	3,715,949.00	-3.24%	3,595,652.00	3.68%	3,728,052.00
6. Total (Sum lines A1 thru A5c)		10,077,451.02	-24.24%	7,634,661.00	1.73%	7,767,061.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				2,135,161.69		1,876,561.69
b. Step & Column Adjustment				21,400.00		18,800.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(280,000.00)		
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	2,135,161.69	-12.11%	1,876,561.69	1.00%	1,895,361.69
2. Classified Salaries						
a. Base Salaries				1,490,775.77		1,503,695.77
b. Step & Column Adjustment				14,900.00		15,000.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(1,980.00)		
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,490,775.77	0.87%	1,503,695.77	1.00%	1,518,695.77
3. Employee Benefits	3000-3999	2,598,192.66	-0.58%	2,583,167.00	3.82%	2,681,767.00
4. Books and Supplies	4000-4999	2,544,350.76	-81.49%	470,904.85	-7.01%	437,910.54
5. Services and Other Operating Expenditures	5000-5999	1,999,799.28	-38.04%	1,239,151.00	-8.07%	1,139,151.00
6. Capital Outlay	6000-6999	42,407.00	0.00%	42,407.00	0.00%	42,407.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%	0.00	0.00%	
8. Other Outgo - Transfers of Indirect Costs	7300-7399	51,768.00	0.00%	51,768.00	0.00%	51,768.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%		0.00%	
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		10,862,455.16	-28.49%	7,767,655.31	-0.01%	7,767,061.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)						
		(785,004.14)		(132,994.31)		0.00
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		917,998.45		132,994.31		0.00
2. Ending Fund Balance (Sum lines C and D1)		132,994.31		0.00		0.00
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	132,994.31				
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		132,994.31		0.00		0.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
B1d and B2d are adjustments for salaries that were paid from Learning Loss Mitigation Funding to certificated and classified employees to help mitigate the learning loss and provide and distribute meals during the COVID pandemic.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	19,533,741.00	-1.18%	19,302,977.00	-4.72%	18,392,168.00
2. Federal Revenues	8100-8299	2,759,441.22	-67.64%	892,843.00	0.00%	892,843.00
3. Other State Revenues	8300-8599	2,870,672.80	-15.88%	2,414,778.00	0.00%	2,414,778.00
4. Other Local Revenues	8600-8799	1,584,506.00	0.00%	1,584,506.00	0.00%	1,584,506.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		26,748,361.02	-9.55%	24,195,104.00	-3.76%	23,284,295.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				9,895,298.69		9,714,298.69
b. Step & Column Adjustment				99,000.00		97,200.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(280,000.00)		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	9,895,298.69	-1.83%	9,714,298.69	1.00%	9,811,498.69
2. Classified Salaries						
a. Base Salaries				4,053,791.82		4,092,311.82
b. Step & Column Adjustment				40,500.00		40,900.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(1,980.00)		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	4,053,791.82	0.95%	4,092,311.82	1.00%	4,133,211.82
3. Employee Benefits	3000-3999	6,235,029.81	0.90%	6,291,304.00	5.97%	6,666,904.00
4. Books and Supplies	4000-4999	3,179,210.27	-67.52%	1,032,494.85	-3.20%	999,500.54
5. Services and Other Operating Expenditures	5000-5999	4,315,627.28	-22.13%	3,360,488.00	-2.38%	3,280,488.00
6. Capital Outlay	6000-6999	112,899.00	0.00%	112,899.00	0.00%	112,899.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	70,000.00	0.00%	70,000.00	0.00%	70,000.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(12,940.00)	0.00%	(12,940.00)	0.00%	(12,940.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	300,576.00	0.00%	300,576.00	0.00%	300,576.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		28,149,492.87	-11.33%	24,961,432.36	1.61%	25,362,138.05
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)</b>		(1,401,131.85)		(766,328.36)		(2,077,843.05)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		6,604,847.45		5,203,715.60		4,437,387.24
2. Ending Fund Balance (Sum lines C and D1)		5,203,715.60		4,437,387.24		2,359,544.19
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	15,000.00		15,000.00		15,000.00
b. Restricted	9740	132,994.31		0.00		0.00
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	3,386,973.00		2,753,640.00		675,798.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,407,400.00		1,248,100.00		1,268,200.00
2. Unassigned/Unappropriated	9790	261,348.29		420,647.24		400,546.19
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		5,203,715.60		4,437,387.24		2,359,544.19

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2021-22 Projection (C)	% Change (Cols. E-C/C) (D)	2022-23 Projection (E)
<b>E. AVAILABLE RESERVES (Unrestricted except as noted)</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,407,400.00		1,248,100.00		1,268,200.00
c. Unassigned/Unappropriated	9790	261,348.29		420,647.24		400,546.19
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		1,668,748.29		1,668,747.24		1,668,746.19
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		5.93%		6.69%		6.58%
<b>F. RECOMMENDED RESERVES</b>						
<b>1. Special Education Pass-through Exclusions</b>						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds: 1. Enter the name(s) of the SELPA(s):						
<b>2. Special education pass-through funds</b> (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		0.00		0.00		0.00
<b>2. District ADA</b> Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)						
		1,856.11		1,856.11		1,764.00
<b>3. Calculating the Reserves</b>						
a. Expenditures and Other Financing Uses (Line B11)		28,149,492.87		24,961,432.36		25,362,138.05
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		28,149,492.87		24,961,432.36		25,362,138.05
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		3%		3%		3%
e. Reserve Standard - By Percent (Line F3c times F3d)		844,484.79		748,842.97		760,864.14
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		0.00		0.00		0.00
g. Reserve Standard (Greater of Line F3e or F3f)		844,484.79		748,842.97		760,864.14
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

First Interim  
2020-21 Projected Year Totals  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
011 GENERAL FUND								
Expenditure Detail	9,725.00	0.00	0.00	(12,940.00)				
Other Sources/Uses Detail					0.00	300,576.00		
Fund Reconciliation								
081 STUDENT ACTIVITY SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
091 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								
101 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
111 ADULT EDUCATION FUND								
Expenditure Detail	200.00	0.00	2,976.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
121 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	9,964.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
131 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	(9,925.00)	0.00	0.00				
Other Sources/Uses Detail					76,856.00	0.00		
Fund Reconciliation								
141 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
151 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
171 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
181 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
191 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
201 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
211 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
251 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					223,720.00	0.00		
Fund Reconciliation								
301 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
351 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
401 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
491 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
511 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
521 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
531 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
561 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
571 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								



First Interim  
 2020-21 Projected Year Totals  
 SUMMARY OF INTERFUND ACTIVITIES  
 FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
611 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
621 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
631 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
661 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
671 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
711 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
731 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
761 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
951 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
<b>TOTALS</b>	<b>9,925.00</b>	<b>(9,925.00)</b>	<b>12,940.00</b>	<b>(12,940.00)</b>	<b>300,576.00</b>	<b>300,576.00</b>		

Provide methodology and assumptions used to estimate ADA, enrollment, revenues, expenditures, reserves and fund balance, and multiyear commitments (including cost-of-living adjustments).

Deviations from the standards must be explained and may affect the interim certification.

**CRITERIA AND STANDARDS**

**1. CRITERION: Average Daily Attendance**

STANDARD: Funded average daily attendance (ADA) for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's ADA Standard Percentage Range: -2.0% to +2.0%

**1A. Calculating the District's ADA Variances**

DATA ENTRY: Budget Adoption data that exist for the current year will be extracted; otherwise, enter data into the first column for all fiscal years. First Interim Projected Year Totals data that exist for the current year will be extracted; otherwise, enter data for all fiscal years. Enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for all fiscal years.

Estimated Funded ADA

Fiscal Year	Budget Adoption Budget (Form 01CS, Item 1A)	First Interim Projected Year Totals (Form AI, Lines A4 and C4)	Percent Change	Status
Current Year (2020-21)	District Regular	1,865.00	1,856.11	
	Charter School	0.00	0.00	
	<b>Total ADA</b>	<b>1,865.00</b>	<b>1,856.11</b>	<b>-0.5%</b>
1st Subsequent Year (2021-22)	District Regular	1,865.00	1,856.11	
	Charter School			
	<b>Total ADA</b>	<b>1,865.00</b>	<b>1,856.11</b>	<b>-0.5%</b>
2nd Subsequent Year (2022-23)	District Regular	1,865.00	1,856.11	
	Charter School			
	<b>Total ADA</b>	<b>1,865.00</b>	<b>1,856.11</b>	<b>-0.5%</b>

**1B. Comparison of District ADA to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Funded ADA has not changed since budget adoption by more than two percent in any of the current year or two subsequent fiscal years.

Explanation:  
(required if NOT met)

**2. CRITERION: Enrollment**

STANDARD: Projected enrollment for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's Enrollment Standard Percentage Range: -2.0% to +2.0%

**2A. Calculating the District's Enrollment Variances**

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years. Enter district regular enrollment and charter school enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	Enrollment		Percent Change	Status
	Budget Adoption (Form 01CS, Item 3B)	First Interim CBEDS/Projected		
Current Year (2020-21)				
District Regular	1,973	1,875		
Charter School				
<b>Total Enrollment</b>	<b>1,973</b>	<b>1,875</b>	<b>-5.0%</b>	<b>Not Met</b>
1st Subsequent Year (2021-22)				
District Regular	1,973	1,875		
Charter School				
<b>Total Enrollment</b>	<b>1,973</b>	<b>1,875</b>	<b>-5.0%</b>	<b>Not Met</b>
2nd Subsequent Year (2022-23)				
District Regular	1,973	1,875		
Charter School				
<b>Total Enrollment</b>	<b>1,973</b>	<b>1,875</b>	<b>-5.0%</b>	<b>Not Met</b>

**2B. Comparison of District Enrollment to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Enrollment projections have changed since budget adoption by more than two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard, a description of the methods and assumptions used in projecting enrollment, and what changes will be made to improve the accuracy of projections in this area.

**Explanation:**  
(required if NOT met)

Enrollment has dropped due to the pandemic.

**3. CRITERION: ADA to Enrollment**

STANDARD: Projected second period (P-2) average daily attendance (ADA) to enrollment ratio for any of the current fiscal year or two subsequent fiscal years has not increased from the historical average ratio from the three prior fiscal years by more than one half of one percent (0.5%).

**3A. Calculating the District's ADA to Enrollment Standard**

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. Budget Adoption data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years.

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Form 01CS, Item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2017-18)			
District Regular	1,809	1,910	
Charter School			
<b>Total ADA/Enrollment</b>	<b>1,809</b>	<b>1,910</b>	<b>94.7%</b>
Second Prior Year (2018-19)			
District Regular	1,850	1,946	
Charter School			
<b>Total ADA/Enrollment</b>	<b>1,850</b>	<b>1,946</b>	<b>95.1%</b>
First Prior Year (2019-20)			
District Regular	1,856	1,973	
Charter School	0		
<b>Total ADA/Enrollment</b>	<b>1,856</b>	<b>1,973</b>	<b>94.1%</b>
		Historical Average Ratio:	94.6%
		District's ADA to Enrollment Standard (historical average ratio plus 0.5%):	95.1%

**3B. Calculating the District's Projected Ratio of ADA to Enrollment**

DATA ENTRY: Estimated P-2 ADA will be extracted into the first column for the Current Year; enter data in the first column for the subsequent fiscal years. Data should reflect district regular and charter school ADA/enrollment corresponding to financial data reported in the General Fund, only, for all fiscal years. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form A), Lines A4 and C4)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2020-21)				
District Regular	1,856	1,875		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>1,856</b>	<b>1,875</b>	<b>99.0%</b>	<b>Not Met</b>
1st Subsequent Year (2021-22)				
District Regular	1,856	1,875		
Charter School				
<b>Total ADA/Enrollment</b>	<b>1,856</b>	<b>1,875</b>	<b>99.0%</b>	<b>Not Met</b>
2nd Subsequent Year (2022-23)				
District Regular	1,856	1,875		
Charter School				
<b>Total ADA/Enrollment</b>	<b>1,856</b>	<b>1,875</b>	<b>99.0%</b>	<b>Not Met</b>

**3C. Comparison of District ADA to Enrollment Ratio to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected P-2 ADA to enrollment ratio exceeds the standard in any of the current year or two subsequent fiscal years. Provide reasons why the projected ratio exceeds the district's historical average ratio by more than 0.5%.

Explanation:  
(required if NOT met)

FY 2020-21 has guaranteed funding based on FY 2019-20 P-2 ADA which for River Delta was 1856. Due to the COVID pandemic, enrollment for FY 20-21 has dropped significantly, therefore causing our ratio to fall outside historical ratios.

**4. CRITERION: LCFF Revenue**

STANDARD: Projected LCFF revenue for any of the current fiscal year or two subsequent fiscal years has not changed by more than two percent since budget adoption.

District's LCFF Revenue Standard Percentage Range:

**4A. Calculating the District's Projected Change in LCFF Revenue**

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. In the First Interim column, Current Year data are extracted; enter data for the two subsequent years.

Fiscal Year	LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)		Percent Change	Status
	Budget Adoption (Form 01CS, Item 4B)	First Interim Projected Year Totals		
	Current Year (2020-21)	20,103,512.00		
1st Subsequent Year (2021-22)	20,074,454.00	21,327,447.00	6.2%	Not Met
2nd Subsequent Year (2022-23)	20,074,454.00	21,174,553.00	5.5%	Not Met

**4B. Comparison of District LCFF Revenue to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected LCFF revenue has changed since budget adoption by more than two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting LCFF revenue.

Explanation:  
(required if NOT met)

The 7.92% deficit factor from May Revise was removed from the base grant amount.

**5. CRITERION: Salaries and Benefits**

STANDARD: Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures for any of the current fiscal year or two subsequent fiscal years has not changed from the historical average ratio from the three prior fiscal years by more than the greater of three percent or the district's required reserves percentage.

**5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures**

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2017-18)	12,563,573.28	15,415,784.62	81.5%
Second Prior Year (2018-19)	13,229,046.59	16,699,834.35	79.2%
First Prior Year (2019-20)	13,864,915.93	16,956,052.14	81.8%
Historical Average Ratio:			80.8%

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	3.0%	3.0%	3.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	77.8% to 83.8%	77.8% to 83.8%	77.8% to 83.8%

**5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures**

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2020-21)	13,959,990.20	16,986,461.71	82.2%	Met
1st Subsequent Year (2021-22)	14,134,490.05	16,893,201.05	83.7%	Met
2nd Subsequent Year (2022-23)	14,515,790.05	17,294,501.05	83.9%	Not Met

**5C. Comparison of District Salaries and Benefits Ratio to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD NOT MET - Projected ratio of unrestricted salary and benefit costs to total unrestricted expenditures has changed by more than the standard in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting salaries and benefits.

**Explanation:**  
(required if NOT met)

The higher than Standard Percentage is due to the PERS and STRS increase.

**6. CRITERION: Other Revenues and Expenditures**

STANDARD: Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since budget adoption.

Changes that exceed five percent in any major object category must be explained.

District's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
District's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

**6A. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range**

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. First Interim data for the Current Year are extracted. If First Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	Budget Adoption Budget (Form 01CS, Item 6B)	First Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2020-21)	881,656.00	2,759,441.22	213.0%	Yes
1st Subsequent Year (2021-22)	881,656.00	892,843.00	1.3%	No
2nd Subsequent Year (2022-23)	881,656.00	892,843.00	1.3%	No

Explanation:  
(required if Yes)

FY 20-21 includes carry-over and CARES funding.

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2020-21)	2,365,147.00	2,870,672.80	21.4%	Yes
1st Subsequent Year (2021-22)	2,365,147.00	2,414,778.00	2.1%	No
2nd Subsequent Year (2022-23)	2,365,147.00	2,414,778.00	2.1%	No

Explanation:  
(required if Yes)

FY 20-21 includes carry-over and CARES funding.

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2020-21)	1,618,082.34	1,584,506.00	-2.1%	No
1st Subsequent Year (2021-22)	1,618,082.00	1,584,506.00	-2.1%	No
2nd Subsequent Year (2022-23)	1,618,082.00	1,584,506.00	-2.1%	No

Explanation:  
(required if Yes)

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2020-21)	1,022,623.38	3,179,210.27	210.9%	Yes
1st Subsequent Year (2021-22)	1,022,623.00	1,032,494.85	1.0%	No
2nd Subsequent Year (2022-23)	1,022,623.00	999,500.54	-2.3%	No

Explanation:  
(required if Yes)

The increase is due to carry-over and CARES expenditures.

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2020-21)	3,335,103.00	4,315,627.28	29.4%	Yes
1st Subsequent Year (2021-22)	3,265,612.00	3,360,488.00	2.9%	No
2nd Subsequent Year (2022-23)	3,285,612.00	3,280,488.00	-0.2%	No

Explanation:  
(required if Yes)

The increase is due to CARES expenditures.

**6B. Calculating the District's Change in Total Operating Revenues and Expenditures**

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2020-21)	4,864,885.34	7,214,620.02	48.3%	Not Met
1st Subsequent Year (2021-22)	4,864,885.00	4,892,127.00	0.6%	Met
2nd Subsequent Year (2022-23)	4,864,885.00	4,892,127.00	0.6%	Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2020-21)	4,357,726.38	7,494,837.55	72.0%	Not Met
1st Subsequent Year (2021-22)	4,288,235.00	4,392,982.85	2.4%	Met
2nd Subsequent Year (2022-23)	4,308,235.00	4,279,988.54	-0.7%	Met

**6C. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range**

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is Not Met; no entry is allowed below.

- 1a. STANDARD NOT MET - One or more projected operating revenue have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

**Explanation:**  
Federal Revenue  
(linked from 6A  
if NOT met)

FY 20-21 includes carry-over and CARES funding.

**Explanation:**  
Other State Revenue  
(linked from 6A  
if NOT met)

FY 20-21 includes carry-over and CARES funding.

**Explanation:**  
Other Local Revenue  
(linked from 6A  
if NOT met)

- 1b. STANDARD NOT MET - One or more total operating expenditures have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

**Explanation:**  
Books and Supplies  
(linked from 6A  
if NOT met)

The increase is due to carry-over and CARES expenditures.

**Explanation:**  
Services and Other Exps  
(linked from 6A  
if NOT met)

The increase is due to CARES expenditures.



**7. CRITERION: Facilities Maintenance**

STANDARD: Identify changes that have occurred since budget adoption in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

**Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)**

**NOTE:** EC Section 17070.75 requires the district to deposit into the account a minimum amount equal to or greater than three percent of the total general fund expenditures and other financing uses for that fiscal year.

**DATA ENTRY:** Enter the Required Minimum Contribution if Budget data does not exist. Budget data that exist will be extracted; otherwise, enter budget data into lines 1, if applicable, and 2. All other data are extracted.

	Required Minimum Contribution	First Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	733,394.80	751,930.00	Met
2. Budget Adoption Contribution (information only) (Form 01CS, Criterion 7)		691,625.00	

If status is not met, enter an X in the box that best describes why the minimum required contribution was not made:

- Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
- Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
- Other (explanation must be provided)

**Explanation:**  
(required if NOT met  
and Other is marked)

**8. CRITERION: Deficit Spending**

**STANDARD:** Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup>A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

**8A. Calculating the District's Deficit Spending Standard Percentage Levels**

DATA ENTRY: All data are extracted or calculated.

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
District's Available Reserve Percentages (Criterion 10C, Line 9)	5.9%	6.7%	6.6%
<b>District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):</b>	<b>2.0%</b>	<b>2.2%</b>	<b>2.2%</b>

**8B. Calculating the District's Deficit Spending Percentages**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Projected Year Totals		Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)		
Current Year (2020-21)	(616,127.71)	17,287,037.71	3.6%	Not Met
1st Subsequent Year (2021-22)	(633,334.05)	17,193,777.05	3.7%	Not Met
2nd Subsequent Year (2022-23)	(2,077,843.05)	17,595,077.05	11.8%	Not Met

**8C. Comparison of District Deficit Spending to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. **STANDARD NOT MET** - Unrestricted deficit spending has exceeded the standard percentage level in any of the current year or two subsequent fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing the unrestricted budget, and what changes will be made to ensure that the budget deficits are eliminated or are balanced within the standard.

**Explanation:**  
(required if NOT met)

Funding loss of approximately \$911,000, due to reduced ADA, along with the PERS and STRS increase and normal step and column increases is the cause for increased deficit spending.

**9. CRITERION: Fund and Cash Balances**

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

**9A-1. Determining if the District's General Fund Ending Balance is Positive**

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 01I, Line F2 ) (Form MYPI, Line D2)	Status
Current Year (2020-21)	5,203,715.60	Met
1st Subsequent Year (2021-22)	4,437,387.24	Met
2nd Subsequent Year (2022-23)	2,359,544.19	Met

**9A-2. Comparison of the District's Ending Fund Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

**9B-1. Determining if the District's Ending Cash Balance is Positive**

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)	Status
Current Year (2020-21)	2,724,151.54	Met

**9B-2. Comparison of the District's Ending Cash Balance to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:  
(required if NOT met)

**10. CRITERION: Reserves**

STANDARD: Available reserves<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA		
5% or \$71,000 (greater of)	0	to	300
4% or \$71,000 (greater of)	301	to	1,000
3%	1,001	to	30,000
2%	30,001	to	400,000
1%	400,001	and	over

<sup>1</sup> Available reserves are the unrestricted amounts in the Stabilization Arrangements, Reserve for Economic Uncertainties, and Unassigned/Unappropriated accounts in the General Fund and Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

<sup>2</sup> Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

<sup>3</sup> A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
District Estimated P-2 ADA (Current Year, Form AI, Lines A4 and C4. Subsequent Years, Form MYPI, Line F2, if available.)	1,856	1,856	1,764
<b>District's Reserve Standard Percentage Level:</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>

**10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)**

DATA ENTRY: For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

1. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?
2. If you are the SELPA AU and are excluding special education pass-through funds:
  - a. Enter the name(s) of the SELPA(s): \_\_\_\_\_

	Current Year Projected Year Totals (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00	0.00	0.00

**10B. Calculating the District's Reserve Standard**

DATA ENTRY: If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	28,149,492.87	24,961,432.36	25,362,138.05
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)	0.00	0.00	0.00
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	28,149,492.87	24,961,432.36	25,362,138.05
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	844,484.79	748,842.97	760,864.14
6. Reserve Standard - by Amount (\$71,000 for districts with less than 1,001 ADA, else 0)	0.00	0.00	0.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	844,484.79	748,842.97	760,864.14

**10C. Calculating the District's Available Reserve Amount**

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	1,407,400.00	1,248,100.00	1,268,200.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	261,348.29	420,647.24	400,546.19
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00		
8. District's Available Reserve Amount (Lines C1 thru C7)	1,668,748.29	1,668,747.24	1,668,746.19
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	5.93%	6.69%	6.58%
<b>District's Reserve Standard (Section 10B, Line 7):</b>	<b>844,484.79</b>	<b>748,842.97</b>	<b>760,864.14</b>
Status:	Met	Met	Met

**10D. Comparison of District Reserve Amount to the Standard**

DATA ENTRY: Enter an explanation if the standard is not met.

- 1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

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**SUPPLEMENTAL INFORMATION**

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DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

**S1. Contingent Liabilities**

1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since budget adoption that may impact the budget?

No

1b. If Yes, identify the liabilities and how they may impact the budget:

**S2. Use of One-time Revenues for Ongoing Expenditures**

1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?

No

1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

**S3. Temporary Interfund Borrowings**

1a. Does your district have projected temporary borrowings between funds?  
(Refer to Education Code Section 42603)

Yes

1b. If Yes, identify the interfund borrowings:

\$150,000 to Fund 13 (Cafeteria) for cash flow purposes.

**S4. Contingent Revenues**

1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

**S5. Contributions**

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since budget adoption.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if transfers have changed by more than \$20,000 and more than five percent since budget adoption.

Identify capital project cost overruns that have occurred since budget adoption that may impact the general fund budget.

District's Contributions and Transfers Standard: -5.0% to +5.0%  
or -\$20,000 to +\$20,000

**S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund**

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the First Interim's Current Year data will be extracted. Enter First Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, the First Interim's Current Year data will be extracted. If Form MYP1 exists, the data will be extracted into the First Interim column for the 1st and 2nd Subsequent Years. If Form MYP1 does not exist, enter data for 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	Budget Adoption (Form 01CS, Item S5A)	First Interim Projected Year Totals	Percent Change	Amount of Change	Status
<b>1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)</b>					
Current Year (2020-21)	(3,387,008.00)	(3,715,949.00)	9.7%	328,941.00	Not Met
1st Subsequent Year (2021-22)	(3,503,208.00)	(3,306,469.00)	-5.6%	(196,739.00)	Not Met
2nd Subsequent Year (2022-23)	(3,621,308.00)	(3,438,869.00)	-5.0%	(182,439.00)	Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2020-21)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2021-22)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2022-23)	0.00	0.00	0.0%	0.00	Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2020-21)	300,576.00	300,576.00	0.0%	0.00	Met
1st Subsequent Year (2021-22)	300,576.00	300,576.00	0.0%	0.00	Met
2nd Subsequent Year (2022-23)	300,576.00	300,576.00	0.0%	0.00	Met

**1d. Capital Project Cost Overruns**

Have capital project cost overruns occurred since budget adoption that may impact the general fund operational budget?

No

\* Include transfers used to cover operating deficits in either the general fund or any other fund.

**S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects**

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for Item 1d.

1a. NOT MET - The projected contributions from the unrestricted general fund to restricted general fund programs have changed since budget adoption by more than the standard for any of the current year or subsequent two fiscal years. Identify restricted programs and contribution amount for each program and whether contributions are ongoing or one-time in nature. Explain the district's plan, with timeframes, for reducing or eliminating the contribution.

**Explanation:**  
(required if NOT met)

In order to comply with the Special Education Maintenance of Effort, \$269,000 was added to the Special Education budget and \$60,000 was added to the Routine Restricted Maintenance Account to meet the 3% required contribution.

1b. MET - Projected transfers in have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

1c. MET - Projected transfers out have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
(required if NOT met)

1d. NO - There have been no capital project cost overruns occurring since budget adoption that may impact the general fund operational budget.

**Project Information:**  
(required if YES)

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**S6. Long-term Commitments**

Identify all existing and new multiyear commitments<sup>1</sup> and their annual required payment for the current fiscal year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

**S6A. Identification of the District's Long-term Commitments**

DATA ENTRY: If Budget Adoption data exist (Form 01CS, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for Item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no Budget Adoption data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

1. a. Does your district have long-term (multiyear) commitments?  
(If No, skip items 1b and 2 and sections S6B and S6C)

Yes

b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since budget adoption?

No

2. If Yes to Item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2020
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases	4	Developer Fee Account	7438/39 - 201,075	858,019
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (do not include OPEB):

Series 2005 - thru Treasury Fund 51	9	Escrow Acct at Sacramento County Treasury		5,980,000
Series 2006 - thru Treasury Fund 51	11	Escrow Acct at Sacramento County Treasury		3,001,207
Series 2008 - thru Treasury Fund 51	27	Escrow Acct at Sacramento County Treasury		19,510,581
Series 2014 - thru Treasury Fund 51	7	Escrow Acct at Sacramento County Treasury		4,295,002
Series 2015 - thru Treasury Fund 51	5	Escrow Acct at Sacramento County Treasury		2,822,498
Business Office Machine	0	Unrestricted		0
<b>TOTAL:</b>				<b>36,467,307</b>

Type of Commitment (continued)	Prior Year (2019-20) Annual Payment (P & I)	Current Year (2020-21) Annual Payment (P & I)	1st Subsequent Year (2021-22) Annual Payment (P & I)	2nd Subsequent Year (2022-23) Annual Payment (P & I)
Capital Leases	201,075	201,075	201,075	201,075
Certificates of Participation				
General Obligation Bonds				
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Series 2005 - thru Treasury Fund 51	0	0	0	0
Series 2006 - thru Treasury Fund 51	735,800	757,200	61,200	0
Series 2008 - thru Treasury Fund 51	0	0	0	0
Series 2014 - thru Treasury Fund 51	589,215	607,311	626,057	645,538
Series 2015 - thru Treasury Fund 51	396,582	417,486	436,763	454,495
Business Office Machine	7,668	0	0	0
<b>Total Annual Payments:</b>	<b>1,930,340</b>	<b>1,983,072</b>	<b>1,325,095</b>	<b>1,301,108</b>
<b>Has total annual payment increased over prior year (2019-20)?</b>		<b>Yes</b>	<b>No</b>	<b>No</b>

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**S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment**

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DATA ENTRY: Enter an explanation if Yes.

- 1a. Yes - Annual payments for long-term commitments have increased in one or more of the current or two subsequent fiscal years. Explain how the increase in annual payments will be funded.

**Explanation:**  
(Required if Yes  
to increase in total  
annual payments)

The payment of the Bonds are causing the increase in long term debt. These payments are paid by the Sacramento County Treasurer collected from property taxes.

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**S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments**

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DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

**Explanation:**  
(Required if Yes)

**S7. Unfunded Liabilities**

Identify any changes in estimates for unfunded liabilities since budget adoption, and indicate whether the changes are the result of a new actuarial valuation.

**S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)**

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7A) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

Yes
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b. If Yes to Item 1a, have there been changes since budget adoption in OPEB liabilities?

No
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c. If Yes to Item 1a, have there been changes since budget adoption in OPEB contributions?

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	Budget Adoption (Form 01CS, Item S7A)	First Interim
a. Total OPEB liability	6,511,370.00	6,511,370.00
b. OPEB plan(s) fiduciary net position (if applicable)	779,368.00	779,368.00
c. Total/Net OPEB liability (Line 2a minus Line 2b)	5,732,002.00	5,732,002.00

d. Is total OPEB liability based on the district's estimate or an actuarial valuation?

Actuarial	Actuarial
Jun 30, 2019	Jun 30, 2019

e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation.

3. OPEB Contributions

	Budget Adoption (Form 01CS, Item S7A)	First Interim
a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method		
Current Year (2020-21)	821,257.00	763,248.00
1st Subsequent Year (2021-22)	898,464.00	791,557.00
2nd Subsequent Year (2022-23)	984,008.00	820,888.00

b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)

Current Year (2020-21)	168,323.00	182,203.00
1st Subsequent Year (2021-22)	170,000.00	184,000.00
2nd Subsequent Year (2022-23)	172,000.00	186,000.00

c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)

Current Year (2020-21)	63,104.00	102,312.00
1st Subsequent Year (2021-22)	77,471.00	117,075.00
2nd Subsequent Year (2022-23)	94,651.00	138,185.00

d. Number of retirees receiving OPEB benefits

Current Year (2020-21)	59	59
1st Subsequent Year (2021-22)	59	59
2nd Subsequent Year (2022-23)	59	59

4. Comments:

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**S7B. Identification of the District's Unfunded Liability for Self-insurance Programs**

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7B) will be extracted; otherwise, enter Budget Adoption and First Interim data in Items 2-4.

- 1. a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)
 

No
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- b. If Yes to item 1a, have there been changes since budget adoption in self-insurance liabilities?
 

n/a
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- c. If Yes to item 1a, have there been changes since budget adoption in self-insurance contributions?
 

n/a
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	Budget Adoption (Form 01CS, Item S7B)	First Interim
2. Self-Insurance Liabilities		
a. Accrued liability for self-insurance programs		
b. Unfunded liability for self-insurance programs		

	Budget Adoption (Form 01CS, Item S7B)	First Interim
3. Self-Insurance Contributions		
a. Required contribution (funding) for self-insurance programs		
Current Year (2020-21)		
1st Subsequent Year (2021-22)		
2nd Subsequent Year (2022-23)		
b. Amount contributed (funded) for self-insurance programs		
Current Year (2020-21)		
1st Subsequent Year (2021-22)		
2nd Subsequent Year (2022-23)		

4. Comments:

**S8. Status of Labor Agreements**

Analyze the status of all employee labor agreements. Identify new labor agreements that have been ratified since budget adoption, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

**If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:**

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

**S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Certificated Labor Agreements as of the Previous Reporting Period**  
Were all certificated labor negotiations settled as of budget adoption?   
If Yes, complete number of FTEs, then skip to section S8B.  
If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations	Prior Year (2nd Interim)	Current Year	1st Subsequent Year	2nd Subsequent Year
	(2019-20)	(2020-21)	(2021-22)	(2022-23)
Number of certificated (non-management) full-time-equivalent (FTE) positions	120.0	123.3	123.3	123.3

1a. Have any salary and benefit negotiations been settled since budget adoption?   
If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.  
If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.  
If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?   
If Yes, complete questions 6 and 7.

**Negotiations Settled Since Budget Adoption**

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?   
If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?   
If Yes, date of budget revision board adoption:

4. Period covered by the agreement: Begin Date:  End Date:

5. Salary settlement:

	Current Year	1st Subsequent Year	2nd Subsequent Year
	(2020-21)	(2021-22)	(2022-23)
Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?	<input type="text"/>	<input type="text"/>	<input type="text"/>

**One Year Agreement**

Total cost of salary settlement	<input type="text"/>	<input type="text"/>	<input type="text"/>
% change in salary schedule from prior year	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Multiyear Agreement**

Total cost of salary settlement	<input type="text"/>	<input type="text"/>	<input type="text"/>
% change in salary schedule from prior year (may enter text, such as "Reopener")	<input type="text"/>	<input type="text"/>	<input type="text"/>

Identify the source of funding that will be used to support multiyear salary commitments:

**Negotiations Not Settled**

6. Cost of a one percent increase in salary and statutory benefits	88,665		
	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
7. Amount included for any tentative salary schedule increases	0	0	0

**Certificated (Non-management) Health and Welfare (H&W) Benefits**

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Are costs of H&W benefit changes included in the interim and MYPs?	No	No	No
2. Total cost of H&W benefits	Capped at \$8448 per FTE	Capped at \$8448 per FTE	Capped at \$8448 per FTE
3. Percent of H&W cost paid by employer	Capped at \$8448 per FTE	Capped at \$8448 per FTE	Capped at \$8448 per FTE
4. Percent projected change in H&W cost over prior year	0.0%	0.0%	0.0%

**Certificated (Non-management) Prior Year Settlements Negotiated Since Budget Adoption**

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?	No		
If Yes, amount of new costs included in the interim and MYPs			
If Yes, explain the nature of the new costs:			

**Certificated (Non-management) Step and Column Adjustments**

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Are step & column adjustments included in the interim and MYPs?	Yes	Yes	Yes
2. Cost of step & column adjustments	88,665	88,665	88,665
3. Percent change in step & column over prior year	1.0%	1.0%	1.0%

**Certificated (Non-management) Attrition (layoffs and retirements)**

	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
1. Are savings from attrition included in the interim and MYPs?	No	No	No
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?	No	No	No

**Certificated (Non-management) - Other**

List other significant contract changes that have occurred since budget adoption and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

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**S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Classified Labor Agreements as of the Previous Reporting Period**

Were all classified labor negotiations settled as of budget adoption?

If Yes, complete number of FTEs, then skip to section S8C.  
If No, continue with section S8B.

No

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2019-20)	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of classified (non-management) FTE positions	104.1	99.2	99.2	99.2

1a. Have any salary and benefit negotiations been settled since budget adoption?

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.  
If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.  
If No, complete questions 6 and 7.

No

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 6 and 7.

Yes

**Negotiations Settled Since Budget Adoption**

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

If Yes, date of budget revision board adoption:

n/a

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year  
(2020-21)

1st Subsequent Year  
(2021-22)

2nd Subsequent Year  
(2022-23)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

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**One Year Agreement**

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year  
or

--	--	--

**Multiyear Agreement**

Total cost of salary settlement

--	--	--

% change in salary schedule from prior year  
(may enter text, such as "Reopener")

--	--	--

Identify the source of funding that will be used to support multiyear salary commitments:

**Negotiations Not Settled**

6. Cost of a one percent increase in salary and statutory benefits

44,685

Current Year  
(2020-21)

1st Subsequent Year  
(2021-22)

2nd Subsequent Year  
(2022-23)

7. Amount included for any tentative salary schedule increases

0	0	0
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**Classified (Non-management) Health and Welfare (H&W) Benefits**

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
No	No	No
Capped at \$8448 per FTE	Capped at \$8448 per FTE	Capped at \$8448 per FTE
Capped at \$8448 per FTE	Capped at \$8448 per FTE	Capped at \$8448 per FTE
0.0%	0.0%	0.0%

**Classified (Non-management) Prior Year Settlements Negotiated Since Budget Adoption**

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

No		
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If Yes, amount of new costs included in the interim and MYPs  
If Yes, explain the nature of the new costs:

**Classified (Non-management) Step and Column Adjustments**

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
44,685	44,685	44,685
1.0%	1.0%	1.0%

**Classified (Non-management) Attrition (layoffs and retirements)**

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
No	No	No
No	No	No

**Classified (Non-management) - Other**

List other significant contract changes that have occurred since budget adoption and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

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**S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees**

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

**Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period**

Were all managerial/confidential labor negotiations settled as of budget adoption?   
If Yes or n/a, complete number of FTEs, then skip to S9.  
If No, continue with section S8C.

**Management/Supervisor/Confidential Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2019-20)	Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Number of management, supervisor, and confidential FTE positions	25.0	26.5	26.5	26.5

1a. Have any salary and benefit negotiations been settled since budget adoption?  
If Yes, complete question 2.

If No, complete questions 3 and 4.

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

**Negotiations Settled Since Budget Adoption**

2. Salary settlement:

Current Year  
(2020-21)

1st Subsequent Year  
(2021-22)

2nd Subsequent Year  
(2022-23)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement			
Change in salary schedule from prior year (may enter text, such as "Reopener")			

**Negotiations Not Settled**

3. Cost of a one percent increase in salary and statutory benefits

4. Amount included for any tentative salary schedule increases

Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
0	0	0

**Management/Supervisor/Confidential Health and Welfare (H&W) Benefits**

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
No	No	No
Capped at \$8448 per FTE	Capped at \$8448 per FTE	Capped at \$8448 per FTE
Capped at \$8448 per FTE	Capped at \$8448 per FTE	Capped at \$8448 per FTE
0.0%	0.0%	0.0%

**Management/Supervisor/Confidential Step and Column Adjustments**

- Are step & column adjustments included in the interim and MYPs?
- Cost of step & column adjustments
- Percent change in step and column over prior year

Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
32,474	32,474	32,474
1.0%	1.0%	1.0%

**Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)**

- Are costs of other benefits included in the interim and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

Current Year (2020-21)	1st Subsequent Year (2021-22)	2nd Subsequent Year (2022-23)
Yes	Yes	Yes
5,700	5,700	5,700
0.0%	0.0%	0.0%

**S9. Status of Other Funds**

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

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**S9A. Identification of Other Funds with Negative Ending Fund Balances**

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DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

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**ADDITIONAL FISCAL INDICATORS**

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The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; item A1 is automatically completed based on data from Criterion 9.

- A1. Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)
- A2. Is the system of personnel position control independent from the payroll system?
- A3. Is enrollment decreasing in both the prior and current fiscal years?
- A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?
- A5. Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?
- A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?
- A7. Is the district's financial system independent of the county office system?
- A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)
- A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:  
(optional)

A9. Chief Business Officer - Elizabeth Keema-Aston retired June 30, 2020 and Sharon Silva was hired effective July 1, 2020.

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**End of School District First Interim Criteria and Standards Review**

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 14

Type of item: (Action, Consent Action or Information Only): Action

**SUBJECT:**

Request to approve the first reading of the updated or new Board Policies, Administrative Regulation and or Exhibits due to new legislation or mandated language and citation revisions as of October 2020

**BACKGROUND:**

Changes in legislation and amendments to laws lead to necessary/mandated changes in District Board Policies, Administrative Regulations and Exhibits.

**STATUS:**

Attached are Board Policies, Administrative Regulations and Exhibits which have been affected by changes in law effective prior to October 2020 which need to be approved for first reading.

These Board Policies, Administrative Regulations and Exhibits will be submitted for a second and final reading and approval at the January 19, 2021 Board meeting.

**PRESENTER:**

Katherine Wright, Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Jennifer Gaston, Recorder

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board approves the first reading of these Board Policies, Administrative Regulations and Exhibits as submitted resulting from legislation effective prior to October 2020

Time allocated: 3 minutes

## CSBA POLICY GUIDE SHEET October 2020

Note: Descriptions below identify revisions made to CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts and county offices of education should review the sample materials and modify their own policies accordingly.

### **NEW - Exhibit 1113 - District and School Web Sites**

New exhibit lists material which state and/or federal law explicitly requires to be posted on district and/or school web sites, including a citation to the legal authority and a reference to the board policy, administrative regulation, or board bylaw that further describes the requirement.

### **Board Policy 3280 - Sale or Lease of District-Owned Real Property**

Policy updated to reflect **NEW LAW (SB 820, 2020)** which adds, until July 1, 2024, an exception to the requirement that boards appoint an advisory committee for the sale or lease of district-owned property if the property has not operated as an early childhood education facility or for elementary or secondary instruction, and **NEW LAW (SB 98, 2020)** which authorizes, until July 1, 2024, the proceeds from the sale or lease of property purchased entirely with local funds to be used for any one-time general fund purpose if certain conditions are met. Policy also adds material regarding the authorization for boards to meet in closed session with real property negotiators, the requirement to notify the Office of Public School Construction within 90 days if the district sells property that utilized funds received from a state school facilities program within the previous 10 years and the proceeds were not used for specified purposes, and conditions under which the State Allocation Board may require a return of the funds.

### **Board Policy 3530 - Risk Management/Insurance**

Policy updated to address the basis upon which insurance decisions should be made and the provision of safety-related training and protective equipment for staff. Policy also updated to delete material regarding the removal of an insurance agent as being implicit in a governing board's authority and explicit in insurance contracts. Timeline for reporting to the board on risk management activities revised from twice a year to periodically to give boards flexibility based on district need.

### **Administrative Regulation 3530 - Risk Management/Insurance**

Regulation updated to provide more detail in the list of risk management procedures, including examples of methods for identifying risks in district operations, the prioritization of risks based on frequency and potential impact, and examples of strategies to prevent loss. Regulation also adds optional language regarding the documentation of safety incidents.

### **Board Policy 4119.11/4219.11/4319.11 - Sexual Harassment**

Policy updated to clarify that, in some instances, it may be necessary to concurrently review a sexual harassment complaint under both the Title IX sexual harassment complaint procedures and the district's procedure reflecting state law, as described in AR 4030 - Nondiscrimination in Employment, in order to meet the applicable timelines. Policy also adds the requirement to provide supportive measures to the respondent as well as the complainant.

### **Administrative Regulation 4119.11/4219.11/4319.11 - Sexual Harassment**

Regulation updated to add section on "Definitions," including the federal definition of sexual harassment for purposes of applying the Title IX complaint procedures. Section identifying the Title IX Coordinator(s) moved and revised to reference CSBA's AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures. Section on "Notifications" adds federal requirement to disseminate the district's sexual harassment policy and procedures, along with the name and contact information of the Title IX Coordinator, by posting them in a prominent location on the district's web site and including them in any handbook provided to employees or employee organizations. New section on "Complaint Procedures" references the applicable procedures and the responsibility of the district to take prompt action to stop the sexual harassment, prevent recurrence, and address any continuing effects.

#### **Administrative Regulation 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures**

Regulation updated to clarify that a sexual harassment complaint that is dismissed or denied under Title IX may still be subject to review under state law pursuant to AR 4030 - Nondiscrimination in Employment and thus the two procedures should be implemented concurrently in order to meet the applicable timelines. Regulation also updated to clarify that the applicability of the Title IX sexual harassment complaint procedures is limited to conduct that allegedly occurs in an education program or activity over which the district exercises control; revise the timeframe for concluding the complaint process from 45 to 60 days; reflect the right to pursue civil law remedies; and add the requirement to maintain a record of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment.

#### **NEW - Exhibit 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures**

New exhibit presents a sample of the required notification to employees, job applicants, and employee organizations regarding the district's Title IX sexual harassment policy, the district's Title IX coordinator, and grievance procedures pursuant to 34 CFR 106.8.

#### **Board Policy 4157/4257/4357 - Employee Safety**

Policy updated to reflect **NEW STATE REGULATION (Register 2020, No. 10)** which requires districts to provide employees with access to the district's injury and illness prevention program, and to add the prohibition against discharging or discriminating against an employee for exercising any right protected by the Occupational Safety and Health Act.

#### **Administrative Regulation 4157/4257/4357 - Employee Safety**

Regulation updated to reflect **NEW STATE REGULATION (Register 2020, No. 10)** which requires that access to the district's injury and illness prevention program be provided to employees by either providing access in a reasonable time, place, and manner or providing unobstructed access through the district's server or web site. Regulation also updated to add material regarding the provision of facilities for quick drenching within the work area for immediate use when there is exposure to injurious corrosive materials. Regulation adds a section on "Protection from Communicable Diseases and Infections" which includes the development of an exposure control plan for bloodborne pathogens and strategies to prevent and mitigate infectious diseases, and a section on "COVID-19 Exposure" reflecting **NEW LAW (AB 685, 2020)** which specifies notifications that must be provided if the district receives notice of potential exposure to COVID-19 or the Division of Occupational Safety and Health (Cal/OSHA) prohibits entry into any district work site that exposes employees to the risk of COVID-19.

#### **Administrative Regulation 4157.1/4257.1/4357.1 - Work-Related Injuries**

Regulation updated to reflect **NEW LAW (AB 1804, 2019)** which requires that a report of death or serious injury or illness be immediately reported to Cal/OSHA by telephone or through an online mechanism established by Cal/OSHA, with clarification that districts may make the report by telephone or email until Cal/OSHA has an online mechanism available, and **NEW LAW (AB 1805, 2019)** which redefines "serious injury or illness." Regulation adds optional language regarding the responsibility of employees to document any incident, and combines options regarding the reporting of incidents to the insurance carrier or Department of Industrial Relations. Regulation also reflects **NEW LAW (SB 1159, 2020)** which provides that an employee will be presumed to be entitled to workers' compensation benefits for illness or injury resulting from COVID-19 if the diagnosis was made within 14 days after the employee performed labor or services at the place of employment and other conditions are met.

#### **Board Policy 5113.1 - Chronic Absence and Truancy**

Policy updated to designate the attendance supervisor as the person responsible for performing various assignments related to absence and truancy; reflect a tiered approach for reducing chronic absence which includes universal strategies and letters to parents/guardians; expand material regarding early intervention; add the provision of training and information to staff for the implementation of a trauma-informed approach to chronic absence; reflect chronic absence as a measure of district and school performance on the California School Dashboard; and add grade level to the list of specific data to be provided to the board regarding attendance, absence, and truancy.

### **Administrative Regulation 5113.1 - Chronic Absence and Truancy**

Regulation updated to reflect law allowing the referral of a chronic absentee (rather than a student who is "irregular in attendance") to a school attendance review board (SARB), a truancy mediation, or a comparable program and requiring documentation of the interventions undertaken at the school when making such a referral. Regulation also revised to give students who are absent the opportunity to make up missed work for full credit and support to limit the impact of absences on grades. Regulation clarifies that parents/guardians of students between 13 and 18 years of age must be notified, upon initial identification of their child for truancy, that the student may be subject to suspension, or delay of driving privilege.

### **Administrative Regulation 5113.11 - Attendance Supervision**

Regulation updated to reflect the requirements to investigate complaints of violations of compulsory education laws, gather and transmit to the county superintendent of schools the number and type of referrals made to the SARB and of requests for petitions made to the juvenile court, and refer a matter to court if a parent/guardian continually and willfully fails to respond to SARB directives or services.

### **Board Policy 5145.7 - Sexual Harassment**

Policy updated to clarify that, in some instances, it may be necessary to concurrently review a sexual harassment complaint under both the Title IX sexual harassment complaint procedures and the district's uniform complaint procedures (UCP) in order to meet the applicable timelines. Policy also adds the requirement to provide supportive measures to the respondent as well as the complainant.

### **Administrative Regulation 5145.7 - Sexual Harassment**

Regulation updated to add section on "Definitions," including the federal definition of sexual harassment for purposes of applying the Title IX complaint procedures. Section identifying the Title IX Coordinator(s) moved and revised to reference CSBA's AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Section on "Notifications" adds requirement to notify students and parents/guardians that the district does not discriminate on the basis of sex and that inquiries about the application of Title IX may be referred to the Title IX Coordinator or the U.S. Department of Education; deletes requirement to provide contact information of the Title IX Coordinator to employees, bargaining units, and job applicants which is addressed in AR 4119.11/4219.11/4319.11 - Sexual Harassment; and reflects **NEW LAW (AB 34, 2019)** which requires districts to post the definition of sex discrimination and harassment in a prominent location on the district's web site.

### **Administrative Regulation 5145.71 - Title IX Sexual Harassment Complaint Procedures**

Regulation updated to clarify that a sexual harassment complaint that is dismissed or denied under Title IX may still be subject to review under the district's UCP and thus the two procedures should be implemented concurrently in order to meet the applicable timelines. Regulation also updated to clarify that the applicability of the Title IX sexual harassment complaint procedures is limited to conduct that allegedly occurs in an education program or activity over which the district exercises control; add optional language providing that an employee must forward a report of sexual harassment to the Title IX Coordinator within one day, consistent with AR 5145.7 - Sexual Harassment; revise the timeframe for concluding the complaint process from 45 to 60 days to align with requirements of the UCP; reflect the right to appeal the district's decision to the California Department of Education consistent with the UCP or to pursue civil law remedies; and add the requirement to maintain a record of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment.

### **NEW - Exhibit 5145.71 - Title IX Sexual Harassment Complaint Procedures**

New exhibit presents a sample of the required notification to students and parents/guardians regarding the district's Title IX sexual harassment policy, the district's Title IX coordinator, and grievance procedures pursuant to 34 CFR 106.8.

### **Board Policy 6161.1 - Selection and Evaluation of Instructional Materials**

Policy updated to reflect **NEW LAW (SB 820, 2020)** which revises the definition of "technology-based materials" to include the electronic equipment required to make use of those materials, making such equipment subject to the determination of sufficiency. Policy also deletes unnecessary legal citations related to the State Board of Education's (SBE) adoption of academic standards, deletes section on "Review Process"

which was moved to the AR, deletes option in regard to public hearings on the sufficiency of textbooks and other instructional materials for schools that operate on a multitrack year-round calendar since such schools can use the same language as those that operate on a traditional calendar, and adds references to sample board policy and regulations for complaints concerning instructional materials.

**Administrative Regulation 6161.1 - Selection and Evaluation of Instructional Materials**

Regulation updated to add section on "Review Process" formerly in the BP and revise the section to encourage input from a diverse group of stakeholders. Section on "Criteria for Selection and Adoption of Instructional Materials" revised to delete unnecessary legal citations related to SBE's adoption of academic standards; move material regarding publisher requirements for grades 9-12 to end of list to make it easier for K-8 districts to delete; replace the list of nondiscrimination categories with a reference to BP 0410 - Nondiscrimination in District Programs and Activities; add a new item on criteria for technology-based materials; emphasize the importance of the accurate portrayal of the cultural and racial diversity of society in instructional materials; and delete an outdated item regarding quality, durability and appearance. "Conflict of Interest" section revised to delete redundant and difficult-to-enforce item.

**Exhibit 6161.1 - Selection and Evaluation of Instructional Materials**

Exhibit updated to delete unnecessary legal citations related to SBE's adoption of academic standards and to change "foreign language" to "world language" consistent with current law.

**Exhibit(1) 9323.2 - Actions by the Board**

Exhibit updated to clarify items under "Actions Requiring a Two-Thirds Vote of the Board" and "Actions Requiring a Four-Fifths Vote of the Board" regarding emergency facilities conditions as only applying to districts that have adopted the Uniform Public Construction Cost Accounting Act procedures. Item regarding the expenditure and transfer of funds or use of district property or personnel to meet a national or local emergency created by war moved from "Actions Requiring a Four-Fifths Vote of the Board" to "Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting" to more accurately reflect law.



# CSBA Sample Exhibit

Community Relations

E 1113(a)

## DISTRICT AND SCHOOL WEB SITES

### MATERIALS REQUIRED TO BE POSTED ON DISTRICT WEB SITE

Note: The following exhibit lists material which the law explicitly requires be posted on district or school web sites. See the referenced Board policy, administrative regulation, or Board bylaw for further information about related requirements. The exhibit does not include other postings that may be recommended throughout CSBA's sample policy manual but are not required by law.

#### Materials to Prominently Display

The following must be posted in a prominent location on the district's web site, such as on the home page when required by law:

1. The district's local control and accountability plan (LCAP), any updates or revisions to the LCAP, and the local control funding formula budget overview (Education Code 52064.1, 52065). See AR 0460 - Local Control and Accountability Plan.
2. A direct link to the current board agenda containing the time and location of the meeting and a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session, or a link to the district's agenda management platform where the current agenda shall be the first available (Government Code 54954.2, 54956). Post at least 72 hours before a regular board meeting or 24 hours before a special meeting. See BB 9320 - Meetings and Notices and BB 9322 - Agenda/Meeting Materials.
3. The district's policy on student suicide prevention including, for grades K-6, the age appropriateness of the policy (Education Code 234.6). See BP 5141.52 - Suicide Prevention.
4. The district's policies and procedures prohibiting discrimination, harassment, student sexual harassment, intimidation, bullying, and cyberbullying, including a section on social media bullying that includes all of the references described in Education Code 234.6 as possible forums for social media (Education Code 234.6). See AR 5131.2 - Bullying and AR 5145.3 - Nondiscrimination/Harassment.
5. The district's policy on preventing and responding to hate violence, if the district has adopted such a policy (Education Code 234.6). See BP 5145.9 - Hate-Motivated Behavior.

**DISTRICT AND SCHOOL WEB SITES (continued)**

6. The definition of discrimination and harassment based on sex as described in Education Code 230, including the rights set forth in Education Code 221.8 (Education Code 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
7. Information regarding Title IX prohibitions against discrimination based on a student's sex, gender, gender identity, pregnancy, and parental status, including the name and contact information of the Title IX Coordinator, the rights of students and the public as specified in Education Code 221.8, the responsibilities of the district under Title IX, web links to information about those rights and responsibilities on the web sites of the Office for Equal Opportunity and the U.S. Department of Education's Office for Civil Rights, a description of how to file a complaint of noncompliance under Title IX with specified components, and a link to Title IX information posted on the California Department of Education's (CDE) web site (Education Code 221.6, 221.61, 234.6; 34 CFR 106.8). See AR 5145.3 - Nondiscrimination/Harassment and AR 5145.7 - Sexual Harassment.
8. A link to statewide CDE-compiled resources, including community-based organizations, that provide support to youth who have been subjected to school-based discrimination, harassment, intimidation, or bullying and to their families (Education Code 234.5, 234.6). See AR 5145.3 - Nondiscrimination/Harassment.
9. If the district has formed a community facilities district (Mello-Roos district) for the acquisition or improvement of school facilities, a copy of the annual report for the fiscal year if requested pursuant to Government Code 53343.1, the report provided to the California Debt and Investment Advisory Commission pursuant to Government Code 53359.5, and the report provided to the State Controller's office pursuant to Government Code 12463.2 (Government Code 53343.2). Post within seven months after the last day of the fiscal year. See BP 7212 - Mello-Roos Districts.

**Other Postings**

The following materials are also required to be posted on the district web site. However, there are no specific requirements related to where they are posted on the web site.

1. The Special Education Local Plan Area's approved comprehensive local plan for special education, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans (Education Code 56205.5). See AR 0430 - Comprehensive Local Plan for Special Education.

**DISTRICT AND SCHOOL WEB SITES (continued)**

- 2. The district's nondiscrimination policy and regulation, including the complaint procedure and the compliance coordinator's contact information (34 CFR 100.6, 106.8). See BP 0410 - Nondiscrimination in District Programs and Activities and AR 4030 - Nondiscrimination in Employment.**
- 3. Training materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person(s) who facilitate an informal resolution process in response to a Title IX sexual harassment complaint (34 CFR 106.45). See AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.**
- 4. For all schools offering competitive athletics, the total enrollment of the school classified by gender, the number of students enrolled at the school 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). The information shall be posted at the end of the school year on the school's web site or, if the school does not have a web site, on the district's web site. See AR 6145.2 - Athletic Competition.**
- 5. If the district has interdistrict attendance agreement(s), the procedures and timelines for requesting an interdistrict transfer permit, including, but not limited to, a link to the board's policy on interdistrict attendance, the date that the district will begin accepting applications, reasons that the district may approve/deny the request, the process for appeal, that failure to meet timelines will be deemed an abandonment of the request, and the condition under which an exiting interdistrict transfer permit may be revoked or rescinded (Education Code 46600.2). See AR 5117 - Interdistrict Transfer.**
- 6. If the district has elected to be a school district of choice, application information including, at a minimum, any applicable form, the timeline for a transfer, and an explanation of the selection process (Education Code 48301). See AR 5117 - Interdistrict Transfer.**
- 7. For districts that offer grade 9, the district's policy and protocols related to student placement in mathematics courses (Education Code 51224.7). See AR 6152.1 - Placement in Mathematics Courses.**
- 8. The section(s) of the district's employee code of conduct addressing interactions with students (Education Code 44050). Post these section(s) or a link to them on each school's web site or, if a school does not have its own web site, on the**

**DISTRICT AND SCHOOL WEB SITES (continued)**

- district's web site in a manner that is accessible to the public without a password. See BP 4119.21/4219.21/4319.21 - Professional Standards and BP 4119.24/4219.24/4319.24 - Maintaining Appropriate Adult-Student Interactions.
9. The district's meal payment collection policy and procedures (CDE Nutrition Services Division Management Bulletin SNP-03-2017). See AR 3551 - Food Services Operations/Cafeteria Fund.
  10. If the district includes information about the free and reduced-priced meal program on its web site, a nondiscrimination statement about the district's status as an equal opportunity provider and the address of the agency with responsibility to handle complaints made against the district (U.S. Department of Agriculture's FNS Instruction 113-1). For the required wording of the statement, see E 3555 - Nutrition Program Compliance.
  11. The school's or district's integrated pest management plan, whenever a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5 (Education Code 17611.5). Post on the school's web site or, if the school does not have a web site, then on the district's web site. See AR 3514.2 Integrated Pest Management.
  12. When a citizens' oversight committee is formed after the approval of a bond under the 55 percent majority threshold, the committee's minutes, documents received, and reports issued (Education Code 15280). See AR 7214 - General Obligation Bonds.
  13. Copy of each school's school accountability report card, on or before February 1 of each year (Education Code 35258). See BP 0510 - School Accountability Report Card.
  14. Results of the Western Association of Schools and Colleges (WASC) or other accrediting agency's inspection of a school, within 60 days of receiving the results. (This notification could be made in writing to parents/guardians instead of or in addition to posting the results on the district's web site.) In addition, if a school loses its WASC or other agency's accreditation, the district and school shall post on their web sites a notice of the loss of accreditation and potential consequences (Education Code 35178.4). See BP 6190 - Evaluation of the Instructional Program.

# CSBA Sample Board Policy

Business and Noninstructional Operations

BP 3280(a)

## SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY

Note: The following optional policy and accompanying administrative regulation detail the procedures that govern the district's sale or lease of surplus real property.

When district properties are not being utilized for school purposes after specific time periods, Education Code 17219-17224 authorize the State Allocation Board (SAB) to charge an "unused site fee." For further information regarding non-use payments, see the Office of Public School Construction's Unused Site Program Handbook.

Education Code 17455 authorizes the sale, or lease **of for** up to 99 years, of any district real property together with any personal property located thereon without **taking a vote of the electors of the district approval of the voters within the district**. To do so, the property must not or will not be needed by the district and the district must follow the procedures **under stated in** Education Code 17387-17391.

**Pursuant to Education Code 17219, when the district has not used a previously used site for school purposes within the preceding five years, or has not used a newly acquired site within five years of acquisition for any of grades K-8 or seven years of acquisition for any of grades 7-12, the State Allocation Board (SAB) is authorized to charge an "unused site fee" pursuant to Education Code 17219-17224. For further information regarding non-use payments, see the Office of Public School Construction's Unused Site Program Handbook.**

The Governing Board believes that district facilities and resources should be utilized in an economical and practical manner. The Superintendent or designee shall periodically study the current and projected use of all district facilities to ensure the efficient utilization of space for the effective delivery of instruction.

*(cf. 1330 - Use of School Facilities)*

*(cf. 7110 - Facilities Master Plan)*

*(cf. 7111 - Evaluating Existing Buildings)*

*(cf. 7160 - Charter School Facilities)*

Note: Pursuant to Education Code 17387-17391, before surplus real property is sold or leased, the Governing Board must appoint an advisory committee to advise the Board on the disposition of such property. Education Code 17388 and 17391 establish exceptions from this requirement. **for rentals not exceeding 30 days, and for the lease or rental of a district facility to a private educational institution for the purpose of offering summer school. In addition, Education Code 17391, as amended by AB 1157 (Ch. 717, Statutes of 2017), provides that an advisory committee need not be appointed prior to the sale, lease, or rental of excess real property if it is to be used for teacher or other employee housing. As amended by SB 820 (Ch. 110, Statutes of 2020), Education Code 17391 adds an exception, until July 1, 2024, for the sale or lease of property that has not previously operated, or was not constructed to be operated, as an early childhood education facility or a school for elementary or secondary instruction.**

Education Code 17389 requires that the advisory committee be representative of specific groups within the community and be composed of not less than seven nor more than 11 members (commonly referred to as a "7-11 committee"). See the accompanying administrative regulation for further information on the composition and duties of this committee.

**SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY** (continued)

Prior to the sale or lease of any surplus real property, ~~t~~The Board shall appoint a district advisory committee ~~prior to the sale or lease of any surplus real property~~ to advise the Board regarding the use or disposition of schools or school building space which is not needed for school purposes. ~~Rentals of surplus property not exceeding 30 days are exempted from this requirement. When the sale, lease, or rental of surplus property is for the purpose of teacher or other employee housing or for the offering of summer school by a private educational institution,~~ ~~t~~The Board may elect not to appoint a district advisory committee. **for any of the following:** (Education Code ~~17387-17388~~, 17391)

1. A rental of property for a period of time not exceeding 30 days
2. A lease or rental of surplus property to a private educational institution for the purpose of offering summer school
3. A sale, lease, or rental of surplus property to be used for teacher or other employee housing
4. **Until July 1, 2024, a sale or lease of surplus property that has not previously operated, or was not constructed to be operated, as an early childhood education facility or a school for elementary or secondary instruction**

*(cf. 1220 - Citizen Advisory Committees)*

Note: Pursuant to Government Code 65402, if the county or city has adopted a general plan which is applicable in the area where the district property is located, the district must notify the county or city planning agency of the location, purpose, and extent of the proposed disposition of district property so that the agency can determine and report on the extent to which the disposition conforms with the local planning agency's general plan. The planning agency has 40 days during which it may raise objections. If objections are not raised within 40 days, the lack of response is deemed to be a finding that the district's proposed disposition of the property is in conformity with the local planning agency's adopted general plan.

**In addition, to ensure that the proposed disposition of the property conforms with any general plan adopted by** ~~If~~ the local planning agency ~~has adopted a general plan~~ that affects or includes the area where the surplus property is located, the Board shall submit a report to the local planning agency describing the location of the surplus property and the purpose and extent of the proposed sale or lease. (Government Code 65402)

Note: When proposing the sale or lease of surplus property, the district must also comply with Public Resources Code 21000-21177 (the California Environmental Quality Act) (CEQA), when applicable. Pursuant to 14 CCR 15061, the sale or lease of property is exempt from detailed CEQA review if there is no possibility that the sale or lease will have a significant environmental effect. In such cases, the district must adopt a notice of exemption in accordance with 14 CCR 14062.

**SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY (continued)**

The Board shall determine whether the sale or lease of the surplus property is subject to review under the California Environmental Quality Act. (Public Resources Code 21000-21177; 14 CCR 15061-15062)

**Note: Pursuant to Government Code 54956.8, the Board may hold a closed session for real property negotiations, including the sale or lease of property by the district. An Attorney General opinion (94 Ops.Cal.Attv.Gen. 82 (2011)) has concluded that only three subjects related to real property negotiations may be considered in closed session: (1) the amount of consideration the local agency is willing to pay or accept in exchange for the real property rights to be acquired or transferred; (2) the form, manner, and timing of how that consideration will be paid; and (3) items that are essential to arriving at the authorized price and payment terms. See BB 9321 - Closed Session.**

**The Board may meet in closed session with its real property negotiator prior to the sale or lease of real property by the district in order to grant its negotiator authority regarding the minimum price or rent and terms of the sale or lease. (Government Code 54956.8)**

*(cf. 9321 - Closed Session)*

Note: When a district is selling any surplus property or leasing it with an option to purchase, Education Code 17464 lists the public entities that must be given priority to lease or purchase the property and the types of notice that the district must provide such entities before disposing of the property. Under certain circumstances, districts may also need to comply with the Naylor Act (Education Code 17485-17500), which requires that priority be given to public agencies when disposing of any district property that includes a playground, playing field, or land with an outdoor recreational purpose. Under certain conditions, the district may grant priority to licensed child care providers pursuant to Education Code 17458 or may sell surplus property for less than fair market value to public entities for recreational purposes pursuant to Education Code 17230. ~~The requirement to first offer surplus property to a charter school with a projected in-district average daily attendance of at least 80 students expired July 1, 2016 pursuant to the terms of Education Code 17457.5.~~

When selling or leasing district real property, the Board shall comply with applicable procedures and give priority to specified public agencies as required by law ~~comply with the priorities and procedures specified in applicable law.~~ (Education Code 17230, 17464, 17485-17499; Government Code 54222)

*(cf. 5148 - Child Care and Development)*

*(cf. 5148.2 - Before/After School Programs)*

*(cf. 5148.3 - Preschool/Early Childhood Education)*

**Note: Pursuant to Education Code 17462.3, the SAB may require a district selling real property purchased, improved, or modernized with funds received from a state school facilities funding program, to return those funds if: (1) the state funds were received and the property purchased or improved within the previous 10 years; (2) the proceeds from the sale are not used for capital outlay; and (3) the property is not sold to a charter school, another school district, a county office of education, or an agency that will use the property exclusively for the delivery of child care and development services.**

**SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY** (continued)

~~When selling real property purchased, constructed, or modernized with funds received within the past 10 years from a state school facilities funding program, the Board shall consider whether any of the proceeds from the sale will need to be returned to the State Allocation Board (SAB) pursuant to Education Code 17462.3.~~

**Resolution of Intention to Sell or Lease**

Before ordering the sale or lease of any real property, the Board shall adopt a resolution by a two-thirds vote of all of its members at a regularly scheduled open meeting. The resolution shall describe the property proposed to be sold or leased in such a manner as to identify it, specify the minimum price or rent, describe the terms upon which it will be sold or leased, and specify the commission or rate, if any, which the Board will pay to a licensed real estate broker out of the minimum price or rent. The resolution shall fix a time, not less than three weeks thereafter, for a public meeting, held at the Board's regular meeting place, at which sealed proposals to purchase or lease will be received and considered. (Education Code 17466)

*(cf. 9320 - Meetings and Notices)*

*(cf. 9323.2 - Actions by the Board)*

The Superintendent or designee shall provide notice of the adoption of the resolution and of the time and place of the meeting that will be held to consider bids by posting copies of the resolution, signed by the Board, in three public places not less than 15 days before the date of the meeting. In addition, the notice shall be published at least once a week for three successive weeks before the meeting, in a newspaper of general circulation published in the county in which the district is located, if such a newspaper exists. (Education Code 17469)

**Note: Education Code 17470 requires districts to take reasonable steps to notify the former owner of the property of the public meeting at which bids will be considered. However, the Board is not required to accord the former owner the right to purchase the property at the tentatively accepted highest bid price nor to offer to sell the property to the former owner at the tentatively accepted highest bid price.**

~~In accordance with Education Code 17470,~~ **At least 60 days prior to the public meeting, the Superintendent or designee shall take reasonable steps to provide written notification of the public meeting, by certified mail, to the former owners of the property of the district's intent to sell it. from whom the district acquired the property. (Education Code 17470)**

**Acceptance/Rejection of Bids**

At the public meeting specified in the resolution of intention to sell or lease property, the Board shall open, examine, and declare all sealed bids. Before accepting a written proposal, the Board shall call for oral bids in accordance with law. (Education Code 17472, 17473)



**SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY** (continued)

The Board may reject any and all bids, either written or oral, and withdraw the properties from sale when the Board determines that rejection is in the best public interest. If no proposals are submitted or the submitted proposals do not conform to all the terms and conditions specified in the resolution of intention to lease, the Board may lease the property in accordance with Education Code 17477. (Education Code 17476, 17477)

Of the proposals submitted by responsible bidders which conform to all terms and conditions specified in the resolution of intention to sell or lease, the Board shall finally accept the highest bid after deducting the commission, if any, to be paid to a licensed real estate broker, unless the Board accepts a higher oral bid or rejects all bids. (Education Code 17472)

The final acceptance of the bid may be made either at the same meeting specified in the resolution or at any adjourned/continued meeting held within 10 days. Upon acceptance of the bid, the Board may adopt a resolution of acceptance that directs the Board president, or any other Board member, to execute the deed or lease and to deliver the document upon performance and compliance by the successful bidder of all of the terms and conditions of the contract. (Education Code 17475-17478)

*(cf. 1431 - Waivers)*

**Use of Proceeds**

Note: Pursuant to Education Code 17462, the proceeds derived from the sale of surplus property or lease with an option to purchase must generally be used for **one-time expenditures for** capital outlay or maintenance, **with specified exceptions**, ~~except as provided below.~~ In addition, Education Code 17462 requires that the ~~proceeds be used for one time expenditures and prohibits the use for ongoing expenditures such as salaries and general operating expenses.~~ However, 2 CCR 1700 authorizes the use of such proceeds, if approved by the SAB, for one time funding to reduce a district's unfunded liability for other postemployment benefits (OPEBs) (i.e., medical, dental, vision, hearing, life insurance, long term care, long term disability, and other nonpension benefits for retired employees). For information about prefunding OPEBs and reporting the district's liability for OPEBs, see BP 3100 Budget and AR 3460 Financial Reports and Accountability. The law does not place limitations on the use of proceeds for a lease of surplus property that does not include an option to purchase.

The Superintendent or designee shall ensure that the proceeds from the sale or lease with an option to purchase of surplus district property are used for one-time expenditures and not for ongoing expenditures such as salaries and general operating expenses. (Education Code 17462; **2 CCR 1700**)

Proceeds from a sale of surplus district property shall **generally** be used for capital outlay or maintenance costs that the Board determines will not recur within a five-year period. **Proceeds from a lease of district property with an option to purchase may be deposited into a restricted fund for the routine repair of district facilities, as defined by the SAB, for up to a five-year period.** (Education Code 17462)

**SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY** (continued)

~~Proceeds from a lease of district property with an option to purchase may be deposited into a restricted fund for the routine repair of district facilities, as defined by the SAB, for up to a five-year period. (Education Code 17462)~~

Note: Pursuant to Education Code 17462, proceeds from the sale or lease with an option to purchase may be deposited in the district's general fund when the Board and SAB determine that the district has no anticipated need for additional sites or building construction for the next 10 years and no major deferred maintenance requirements. Thus, districts may not apply to the state for new construction or modernization funding during that time period unless certain conditions specified in Education Code 17462 are satisfied.

**However, if H** the Board and SAB determine that the district has no anticipated need for additional sites or building construction for the next 10 years and no major deferred maintenance requirements, the proceeds from the sale or lease with an option to purchase may be deposited in a special reserve fund for the future maintenance and renovation of school sites or in the district's general fund. ~~Proceeds from the sale or lease with option to purchase of district property may also be deposited in a special reserve fund for capital outlay or maintenance costs of district property that the Board determines will not recur within a five-year period.~~ (Education Code 17462)

*(cf. 3100 - Budget)*

*(cf. 3460 - Financial Reports and Accountability)*

**Note: Until July 1, 2024, Education Code 17463.7, as added by SB 98 (Ch. 24, Statutes of 2020), authorizes the proceeds from the sale or lease of property purchased entirely with local funds to be used for any general fund purpose.**

**In addition, until July 1, 2024, if district surplus property was purchased entirely with local funds, the proceeds from the sale or lease of the property, together with any personal property located on the property, may be deposited into the general fund of the district and may be used for any one-time general fund purpose. Before exercising this authority, the Board shall: (Education Code 17463.7)**

- 1. Submit to SAB documents certifying that the sale of real property does not violate the provisions of a local bond act and the real property is not suitable to meet projected school construction needs for the next 10 years**
- 2. At a public meeting, adopt a plan for expending one-time resources from the sale or lease of the property which identifies the source and intended use of the surplus property proceeds and describes the reasons that the expenditure will not result in ongoing fiscal obligations for the district**

Note: Pursuant to Education Code 17462.3, ~~the SAB may require a~~ **if the district is selling real property purchased, improved, or modernized with funds received from a state school facilities funding program within the previous 10 years, the district is required to return those funds to SAB if: (1) the state funds were**

**SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY (continued)**

received and the property purchased or improved within the previous 10 years; (2) the proceeds from the sale are not used for capital outlay; and (3) the property is not sold to a charter school, another school district, a county office of education, or an agency that will use the property exclusively for the delivery of child care and development services, under specified conditions. **The district must notify OPSC of the sale by submitting Form SAB 308, available on OPSC's web site.**

**Whenever the district sells real property that was purchased, improved, or modernized with funds that were received from a state school facilities funding program within the previous 10 years, the district shall notify OPSC within 90 calendar days of the sale of the property if the proceeds from the sale are not used for capital outlay and the property is not sold to a charter school, another school district, a county office of education, or an agency that will use the property exclusively for the delivery of child care and development services. If SAB subsequently makes a finding that the sale is subject to Education Code 17462.3, the district shall return the funds to the SAB within 90 calendar days of the finding. (2 CCR 1702)**

*Legal Reference:*

EDUCATION CODE

17219-17224 *Acquisition of property not utilized as school site; nonuse payments; exemptions*

17230-17234 *Surplus property*

17385 *Conveyances to and from school districts*

17387-17391 *Advisory committees for use of excess school facilities*

17400-17429 *Leasing property*

17430-17447 *Leasing facilities*

17453 *Lease of surplus district property*

17455-17484 *Sale or lease of real property, especially:*

17462.3 *State Allocation Board program to reclaim funds*

17485-17500 *Surplus school playground (Naylor Act)*

17515-17526 *Joint occupancy*

17527-17535 *Joint use of district facilities*

33050 *Request for waiver*

38130-38139 *Civic Center Act*

GOVERNMENT CODE

50001-50002 *Definitions*

54220-54232 *Surplus land, especially:*

54222 *Offer to sell or lease property*

54950-54963 *Brown Act, especially:*

54952 *Legislative body, definition*

PUBLIC RESOURCES CODE

21000-21177 *California Environmental Quality Act*

CODE OF REGULATIONS, TITLE 2

1700-1702 *Definitions related to surplus property; use of proceeds*

*Legal Reference continued: (see next page)*

**SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY (continued)**

*Legal Reference: (continued)*

COURT DECISIONS

*San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District, (2006) 139 Cal.App.4th 1356*

**ATTORNEY GENERAL OPINIONS**

**94 Ops.Cal.Atty.Gen. 82 (2011)**

*Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Closing a School Best Practices Guide*

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

*Unused Site Program Handbook, December 2015*

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, School Facilities Planning Division: <http://www.cde.ca.gov/ls/fa>

Coalition for Adequate School Housing: <http://www.cashnet.org>

Office of Public School Construction: <http://www.dgs.ca.gov/opsc>

(4/14 10/17) 10/20

**Policy Reference UPDATE Service**

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# CSBA Sample Board Policy

Business and Noninstructional Operations

BP 3530(a)

## RISK MANAGEMENT/INSURANCE

**Note: The following Board policy may be revised to reflect district practice.**

The Governing Board ~~strongly supports a risk management program that protects district resources and desires to~~ promotes the safety of students, staff, and the public **while protecting district resources.** The Superintendent or designee shall establish a risk management program that uses effective safety and loss control practices.

The district shall strive to keep its liability at a minimum and its insurance premiums as low as possible while maintaining adequate protection **against loss which may occur due to hazards facing the district.**

To determine the most economical means of insuring the district consistent with required services, the Superintendent or designee shall annually review the district's options for obtaining coverage, including qualified insurance agents, a joint powers agency, self-insurance, or a combination of these means. **Decisions regarding the means of insuring the district shall be based on a careful analysis of past claims records indicating the frequency and magnitude of losses and a prediction of future losses.**

**Note: In reviewing various means of insuring the district, decisions related to self-insurance should be based on a careful analysis of past claims records indicating the frequency and magnitude of losses and a prediction of future losses. Any self-insured retention reserves should be carefully monitored and compared with open claims.**

~~The Board reserves the right to remove an insurance agent of record or a participating agent whenever, in the judgment of the Board, such action becomes desirable for the best interests of the district.~~

To ~~attempt to~~ minimize the district's exposure to liability, the Board shall adopt clear policies related to discrimination, harassment, safety procedures, and the timely handling of claims. The Superintendent or designee shall ~~ensure that~~ **enforce** these policies and related procedures ~~are enforced~~ fairly and consistently. **The Superintendent or designee shall provide safety-related training and protective equipment to staff as appropriate for their position.**

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

***(cf. 0450 - Comprehensive Safety Plan)***

*(cf. 3320 - Claims and Actions Against the District)*

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*

***(cf. 4132/4232/4332 - Publication or Creation of Materials)***

***(cf. 4157/4257/4357 - Employee Safety)***

*(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)*

**RISK MANAGEMENT/INSURANCE (continued)**

~~(cf. 4158/4258/4358 – Employee Security)~~

~~(cf. 5142 - Safety)~~

~~(cf. 5141.4 – Child Abuse Prevention and Reporting)~~

~~(cf. 5145.3 - Nondiscrimination/Harassment)~~

~~(cf. 5145.7 - Sexual Harassment)~~

~~(cf. 6162.6 – Use of Copyrighted Materials)~~

~~(cf. 9260 - Legal Protection)~~

**Note:** The following **optional** paragraph may be revised to require more or less frequent reporting.

The Superintendent or designee shall **periodically** report to the Board **twice a year** on the district's risk management activities, **including, but not limited to, the district's property and liability risks and exposures and the effectiveness of the district's risk management and loss control practices.**

*Legal Reference: (see next page)*

## **RISK MANAGEMENT/INSURANCE (continued)**

*Legal Reference:*

EDUCATION CODE

17029.5 *Contract funding: board liability*

17565-17592 *Board duties re property maintenance and control*

32350 *Liability on equipment loaned to district*

35162 *Power to sue, be sued, hold and convey property*

35200-35214 *Liabilities, especially:*

35208 *Liability insurance*

35211 *Driver training civil liability insurance*

35213 *Reimbursement for loss, destruction, or damage of personal property*

35214 *Liability self-insurance*

35331 *Medical or hospital service for students on field trip*

39837 *Transportation of pupils **students** to places of summer employment*

41021 *Requirement for employees' indemnity bonds*

44873 *Qualifications for physician (liability coverage)*

49470-49474 *District medical services and insurance*

GOVERNMENT CODE

820.9 *Board members not vicariously liable for injuries caused by district*

**831.7 Hazardous recreational activities**

989-991.2 *Local public entity insurance*

LABOR CODE

3200-4855 *Workers' compensation*

**Management Resources:**

WEB SITES

**California Association of Joint Powers Authorities: <https://www.cajpa.org>**

**California Association of School Business Officials: <https://www.casbo.org>**

**California Department of Industrial Relations, Division of Occupational Safety and Health:  
<https://www.dir.ca.gov/dosh>**

**Public Agency Risk Management Association: <https://www.parma.com>**

# CSBA Sample Administrative Regulation

Business and Noninstructional Operations

AR 3530(a)

## RISK MANAGEMENT/INSURANCE

**Note: The following administrative regulation may be revised to reflect district practice.**

### Risk Management

The Superintendent or designee, **in consultation with risk management, insurance, safety, or other professionals as appropriate,** shall ~~take action to:~~

1. Identify the risks inherent in ~~the operation of~~ district **operations and** programs, **including physical sites, educational and experiential programs, computer networks and systems, employment and staffing, and transportation services, using methods that may include, but are not limited to, physical inspections, surveys, staff interviews, compliance reviews, contract reviews, review of policies and procedures, and consultation with experts**
2. ~~Assess the above risks and keep records of accidents, losses and damage~~ **Analyze, evaluate, and prioritize identified risks based on the frequency and likelihood of the risk and the potential impact to the district**
3. **Develop strategies to reduce or mitigate identified risks, such as new or modified policies, processes, or procedures; training or loss prevention programs; and/or additional or repairs to equipment, real property, computer networks, or other physical assets**
4. **Implement strategies to promote safety and prevent loss, taking into account the nature of the risks, the associated exposures, and the costs and benefits associated with the proposed response**
- 3-5. Mitigate **potential** ~~risks through loss control and safety-related loss~~ following an incident through **activities such as effective claims management, litigation management, disaster recovery, or a modified duty program for workers' compensation**
4. **Determine the extent to which risks should be assumed by the district or covered by the purchase of insurance or pooling with other districts**

*(cf. 0450 - Comprehensive Safety Plan)*

*(cf. 1330 - Use of School Facilities)*

*(cf. 4157/4257/4357 - Employee Safety)*

*(cf. 5142 - Safety)*



**RISK MANAGEMENT/INSURANCE (continued)**

**The Superintendent or designee shall advise the Governing Board of any needed action requiring Board approval.**

**Following any incident resulting in potential or actual harm or injury to a person or damage to property, staff shall promptly document the date and time of the incident, a description of the incident, and any persons present.**

Employees are expected to take reasonable precautions for the care and safety of the school equipment with which they have been entrusted. Employees may be held responsible for recurring damage or losses that occur due to their negligence or lack of supervision. Responsibilities related to safety and loss control shall be included in employee job descriptions.

~~(cf. 0450—Comprehensive Safety Plan)~~  
~~(cf. 1240—Volunteer Assistance)~~  
~~(cf. 1330—Use of School Facilities)~~  
~~(cf. 3400—Management of District Assets/Accounts)~~  
~~(cf. 3430—Investing)~~  
~~(cf. 3440—Inventories)~~  
~~(cf. 3512—Equipment)~~  
~~(cf. 3514—Environmental Safety)~~  
~~(cf. 3514.1—Hazardous Substances)~~  
~~(cf. 3515.4—Recovery for Property Loss or Damage)~~  
~~(cf. 3516—Emergencies and Disaster Preparedness Plan)~~  
~~(cf. 3541.1—Transportation for School Related Trips)~~  
~~(cf. 3543—Transportation Safety and Emergencies)~~  
~~(cf. 4112.42/4212.42/4312.43—Drug and Alcohol Testing for School Bus Drivers)~~  
~~(cf. 4112.5/4212.5/4312.5—Criminal Record Check)~~  
~~(cf. 4119.42/4219.42/4319.42—Exposure Control Plan for Bloodborne Pathogens)~~  
~~(cf. 4157/4257/4357—Employee Safety)~~  
~~(cf. 4112.5/4212.5/4312.5—Criminal Record Check)~~  
~~(cf. 5131.1—Bus Conduct)~~  
~~(cf. 5131.61—Drug Testing)~~  
~~(cf. 5141—Health Care and Emergencies)~~  
~~(cf. 5141.22—Infectious Diseases)~~  
~~(cf. 5142—Safety)~~  
~~(cf. 6145.2—Athletic Competition)~~  
~~(cf. 6153—School Sponsored Trips)~~  
~~(cf. 9260—Legal Protection)~~

**Insurance**

Note: California law requires districts to maintain liability insurance, property fire insurance, workers' compensation insurance, and fidelity bond insurance. Property insurance for theft and damage is permissive. The following list may be expanded to reflect other types of insurance that the district obtains, such as employee health insurance and athletic team member insurance for students who are not otherwise covered.

Insurance **or risk pooled** coverage shall include, but **may** not be limited to:

**RISK MANAGEMENT/INSURANCE (continued)**

1. Liability insurance (Education Code 35200-35214)
2. ~~Fire insurance for buildings, equipment, and vehicles~~ **Insurance against fire or other property damage** (Education Code 17565)
3. Workers' compensation insurance (Labor Code 3700)
4. Fidelity bond insurance **for employees whose duty includes handling district funds, and other employees as needed** (Education Code 41021)

~~(cf. 4154/4254/4354 - Health and Welfare Benefits)~~  
~~(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)~~  
~~(cf. 5143 - Insurance)~~

~~A suitable bond indemnifying the district against loss shall be purchased for employees responsible for handling district funds and may be purchased for employees responsible for handling district property. The district shall bear the cost of this bonding. (Education Code 41021)~~

~~(cf. 1330 - Use of School Facilities)~~  
~~(cf. 4154/4254/4354 - Health and Welfare Benefits)~~  
~~(cf. 4156.3/4256.3/4356.3 - Employee Property Reimbursement)~~  
~~(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)~~  
~~(cf. 5143 - Insurance)~~  
~~(cf. 9260 - Legal Protection)~~

# CSBA Sample Board Policy

All Personnel

BP 4119.11(a)

4219.11

SEXUAL HARASSMENT

4319.11

Note: Education Code 231.5, 2 CCR 11023, and 34 CFR 106.8 mandate the district to have a written policy on sexual harassment. As part of this mandate, the district also should adopt a sexual harassment policy related to students; see BP/AR 5145.7 - Sexual Harassment **and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.**

Sexual harassment is prohibited pursuant to Title VII of the Civil Rights Act of 1964 (42 USC 2000e-2000e-17) and/or Title IX of the Education Amendments of 1972 (20 USC 1681-1688; 34 CFR 106.1-106.82), as well as the California Fair Employment and Housing Act (Government Code 12900-12996). Whether a complaint of sexual harassment is addressed through federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as added by 85 Fed. Reg. 30026, or procedures adopted pursuant to 2 CCR 11023 is dependent on whether the alleged conduct meets the more stringent federal definition of sexual harassment or the state definition. **In order to meet the applicable timelines, in some instances it may be necessary to review a complaint under both procedures concurrently.** See the accompanying administrative regulation, AR 4030 - Nondiscrimination in Employment, and AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures.

Pursuant to 2 CCR 11034, the district may be liable for sexual harassment committed by a supervisor, coworker, or a third party. Pursuant to Government Code 12940, employers may also be held liable for sexual harassment committed against their workers by clients, customers, or other third parties if they knew or should have known of the harassment and failed to take immediate and appropriate corrective action to stop the harassment.

The following policy shall apply to all district employees, interns, volunteers, contractors, job applicants, and other persons with an employment relationship with the district.

The Governing Board is committed to providing a safe work environment that is free of harassment and intimidation. The Board prohibits sexual harassment against district employees and retaliatory behavior or action against any person who complains, testifies, or otherwise participates in the complaint process established for the purpose of this policy.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 4030 - Nondiscrimination in Employment)*

Note: Government Code 12940 clarifies that sexual harassment includes harassment based on sex, gender, pregnancy, childbirth, or related medical conditions.

Sexual harassment includes, but is not limited to, harassment that is based on the sex, gender, gender identity, gender expression, or sexual orientation of the victim and harassment based on pregnancy, childbirth, or related medical conditions.

## SEXUAL HARASSMENT (continued)

Note: Federal and state courts have provided guidance that may help employers avoid liability or mitigate damages in sexual harassment cases. In Department of Health Services v. Superior Court (McGinnis), the California Supreme Court outlined measures that may constitute mitigating factors in the assessment of damages, including establishing anti-harassment policies, communicating those policies to employees, consistently enforcing the policies, preserving the confidentiality of employees who report harassment, and preventing retaliation against reporting employees. The U.S. Supreme Court in Burlington Industries v. Ellerth held that, for certain claims under federal law, an employer may defend against sexual harassment claims by proving that (1) reasonable care was exercised to prevent and promptly correct any sexually harassing behavior, and (2) the employee (victim) failed to take advantage of the preventive and corrective opportunities provided by the employer.

Pursuant to Government Code 12950.1, as amended by SB 778 (Ch. 215, Statutes of 2019), employers with five or more employees are required to provide sexual harassment training to supervisory and nonsupervisory employees. See the accompanying administrative regulation for timelines and training requirements.

Items #1-4 below reflect the courts' guidance and Government Code 12950.1, and should be modified to reflect district practice.

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and disseminating the district's sexual harassment policy to employees and others to whom the policy may apply
3. Ensuring prompt, thorough, fair, and equitable investigation of complaints
4. Taking timely and appropriate corrective/remedial action(s), which may require interim separation of the complainant and the alleged harasser and subsequent monitoring of developments

Note: The following optional paragraph reflects a recommendation of the U.S. Equal Employment Opportunity Commission's informal guidance Promising Practices for Preventing Harassment and may be revised to reflect district practice.

## SEXUAL HARASSMENT (continued)

### Sexual Harassment Reports and Complaints

Note: 34 CFR 106.8, as amended by 85 Fed. Reg. 30026, requires the district to designate at least one employee to coordinate its responsibilities under Title IX, who must be referred to as the Title IX Coordinator. See the accompanying administrative regulation.

34 CFR 106.44, as added by 85 Fed. Reg. 30026, requires the district, when there is actual knowledge of sexual harassment, to respond promptly in a manner that is not unreasonable in light of the known circumstances and in compliance with Title IX regulations. 34 CFR 106.30, as added, defines "actual knowledge" as notice of sexual harassment or allegations of sexual harassment being submitted to the district's Title IX Coordinator, any official of the district who has authority to institute corrective measures, or any employee of an elementary or secondary school. For this reason, the district should train all employees regarding the reporting process.

In Faragher v. City of Boca Raton, one of the factors relied on by the U.S. Supreme Court in finding liability for harassment by a supervisor was the failure of the policy to provide an assurance to its employees that harassing supervisors may be bypassed in registering complaints.

District employees who feel that they have been sexually harassed in the performance of their district responsibilities or who have knowledge of any incident of sexual harassment by or against another employee shall immediately report the incident to their direct supervisor, a district administrator, or the district's Title IX Coordinator. Employees may bypass their supervisor in filing a complaint if the supervisor is the subject of the complaint. A supervisor or administrator who receives a harassment complaint shall promptly notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint **or allegation** is addressed through ~~either~~ AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures ~~for complaints meeting the Title IX definition of sexual harassment~~ or AR 4030 - Nondiscrimination in Employment ~~for complaints meeting the state definition~~, as applicable, ~~and shall offer supportive measures to the complainant.~~ **Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 4119.12/4219.12/4319.12 concurrently meets the requirements of AR 4030.**

*(cf. 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaints)*

**The Title IX Coordinator ~~and~~ shall offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.**

Note: In addition to district discipline imposed on employees who engage in sexual harassment, Government Code 12940 provides that such employees may be held personally liable in a court of law for any damage to the victim(s).

## SEXUAL HARASSMENT (continued)

Upon investigation of a sexual harassment complaint, any district employee found to have engaged or participated in sexual harassment or to have aided, abetted, incited, compelled, or coerced another to commit sexual harassment in violation of this policy shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

*(cf. 4117.7/4317.7 - Employment Status Reports)*  
*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*  
*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

### *Legal Reference:*

#### EDUCATION CODE

200-262.4 *Prohibition of discrimination on the basis of sex*

#### GOVERNMENT CODE

12900-12996 *Fair Employment and Housing Act, especially:*

12940 *Prohibited discrimination*

12950 *Sexual harassment; distribution of information*

12950.1 *Sexual harassment training*

#### LABOR CODE

1101 *Political activities of employees*

1102.1 *Discrimination: sexual orientation*

#### CODE OF REGULATIONS, TITLE 2

11009 *Employment discrimination*

11021 *Retaliation*

11023 *Harassment and discrimination prevention and correction*

11024 *Sexual harassment training and education*

11034 *Terms, conditions, and privileges of employment*

#### CODE OF REGULATIONS, TITLE 5

4900-4965 *Nondiscrimination in elementary and secondary education programs*

#### UNITED STATES CODE, TITLE 20

1681-1688 *Title IX of the Education Amendments of 1972*

#### UNITED STATES CODE, TITLE 42

2000e-2000e-17 *Title VII, Civil Rights Act of 1964, as amended*

#### CODE OF FEDERAL REGULATIONS, TITLE 34

106.1-106.9 *Nondiscrimination on the basis of sex in education programs or activities*

106.51-106.82 *Nondiscrimination on the basis of sex in employment in education programs or activities*

#### COURT DECISIONS

*Department of Health Services v. Superior Court of California, (2003) 31 Cal.4th 1026*

*Faragher v. City of Boca Raton, (1998) 118 S.Ct. 2275*

*Burlington Industries v. Ellreth, (1998) 118 S.Ct. 2257*

*Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989*

*Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S.Ct. 998*

*Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57*

*Management Resources: (see next page)*

**SEXUAL HARASSMENT** (continued)

*Management Resources:*

*U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS*  
*Promising Practices for Preventing Harassment, November 2017*

*WEB SITES*

*California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>*

*Equal Employment Opportunity Commission: <http://www.eeoc.gov>*

*U.S. Department of Education, Office for Civil Rights:*

*<http://www.ed.gov/about/offices/list/ocr/index.html>*

# CSBA Sample Administrative Regulation

All Personnel

AR 4119.11(a)

4219.11

SEXUAL HARASSMENT

4319.11

Note: The following administrative regulation is **mandated** pursuant to Education Code 231.5 and includes reasonable steps for preventing the occurrence of discrimination and harassment as required pursuant to Government Code 12940 (California Fair Employment and Housing Act). The focus of this administrative regulation is on sexual harassment by and of employees. Pursuant to Government Code 12940 and 2 CCR 11009, interns, volunteers, and job applicants are entitled to the same protection against sexual harassment as applicable to employees.

For information related to sexual harassment involving students, see BP/AR 5145.7 - Sexual Harassment and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

The following administrative regulation shall apply to all allegations of sexual harassment involving employees, interns, volunteers, and job applicants, but shall not be used to resolve any complaint by or against a student.

## Title IX Coordinator/Compliance Officer

Note: Pursuant to 34 CFR 106.8, districts that receive federal financial assistance are mandated to designate an employee to ensure district compliance with Title IX of the Education Amendments of 1972 and its implementing regulations. The following paragraph specifies that the Title IX Coordinator will be the same person(s) designated to serve as the coordinator for nondiscrimination in employment pursuant to AR 4030 - Nondiscrimination in Employment. Districts may modify this policy to designate separate district employees to serve these functions.

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as well as to investigate and resolve sexual harassment complaints under AR 4030 - Nondiscrimination in Employment. The Title IX Coordinator(s) may be contacted at:

(title or position)

(address)

(telephone number)

(email)

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 5145.7 - Sexual Harassment)*

*(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)*



## SEXUAL HARASSMENT (continued)

~~The district shall notify employees, bargaining units, and applicants for employment of the name or title, office address, email address, and telephone number of the district's Title IX Coordinator. (34 CFR 106.8)~~

~~(cf. 4112.9/4212.9/4312.9 - Employee Notifications)~~

### **Prohibited Conduct Definitions**

Note: Alleged conduct that meets the federal definition of sexual harassment in 34 CFR 106.30, as added by 85 Fed. Reg. 30026, requires investigation and resolution through Title IX regulations; see AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures. Pursuant to 34 CFR 106.30, sexual harassment includes (1) a district employee conditioning the provision of a district aid, benefit, or service on an individual's participation in unwelcome sexual conduct; (2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or (3) sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 and 34 USC 12291)

Education Code 212.5 defines sexual harassment as any unwelcome sexual advance, request for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone in the educational setting. Conduct that does not meet the definition of sexual harassment in 34 CFR 106.30 shall be investigated and resolved in accordance with AR 4030 - Nondiscrimination in Employment.

In Oncale v. Sundowner Offshore Services, Inc., the U.S. Supreme Court held that same-sex sexual harassment could be actionable under Title VII of the Civil Rights Act of 1964 (42 USC 2000e-2000e-17).

~~Prohibited s~~Sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature, regardless of whether or not the conduct is motivated by sexual desire. Conduct is considered to be sexual harassment when made against another person of the same or opposite sex in the work or educational setting under any of the following conditions: (Education Code 212.5; Government Code 12940; 2 CCR 11034)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of the conduct is used as the basis for an employment decision affecting the individual.
3. The conduct has the purpose or effect of having a negative impact upon the individual's work performance or of creating an intimidating, hostile, or offensive work environment.

**SEXUAL HARASSMENT** (continued)

4. Submission to or rejection of the conduct is used as the basis for any decision affecting the individual regarding benefits, services, honors, programs, or activities available at or through the district.

*(cf. 4030 - Nondiscrimination in Employment)*

**For purposes of applying the complaint procedures specified in Title IX of the Education Amendments of 1972, *sexual harassment* is defined as any of the following forms of conduct that occurs in an education program or activity in which a district school exercises substantial control over the context and respondent: (34 CFR 106.30, 106.44)**

1. **A district employee conditioning the provision of a district aid, benefit, or service on the student's participation in unwelcome sexual conduct**
2. **Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity**
3. **Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291**

*(cf. 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaints)*

**Examples of Sexual Harassment**

Note: Pursuant to Government Code 12940, the district may be held liable for sexual harassment committed against employees by clients, customers, or other third parties if the district knew, or should have known, of the harassment and failed to take immediate and appropriate corrective action to stop the harassment. The following paragraph clarifies that sexual harassment may include acts by supervisors, co-workers, or other parties and should be modified to reflect district practice.

Examples of actions that might constitute sexual harassment **under state or federal law in accordance with the definitions above**, in the work or educational setting, whether committed by a supervisor, a co-worker, or a non-employee, include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors

**SEXUAL HARASSMENT** (continued)

2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit emails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

**Title IX Coordinator/Compliance Officer**

Note: Pursuant to 34 CFR 106.8, districts that receive federal financial assistance are mandated to designate an employee to ensure district compliance with Title IX of the Education Amendments of 1972 and its implementing regulations. The following paragraph specifies that the Title IX Coordinator will be the same person(s) designated to serve as the coordinator for nondiscrimination in employment pursuant to AR 4030 - Nondiscrimination in Employment. Districts may modify this policy to designate separate district employees to serve these functions.

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 **in accordance with AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures**, as well as to oversee, investigate, and resolve sexual harassment complaints processed under AR 4030 - Nondiscrimination in Employment. The Title IX Coordinator(s) may be contacted at:

Director of Special Education (Title IX Coordinator)  
445 Montezuma Street, Rio Vista, CA 94571  
(707) 374-1700  
Email: [T9compofficer@rdusd.org](mailto:T9compofficer@rdusd.org)

Note: Government Code 12950.1, as amended by SB 778 (Ch. 215, Statutes of 2019), requires districts with five or more employees to provide sexual harassment training and education to supervisory and nonsupervisory employees by January 1, 2021 (or two years after a training provided in 2019) and once every two years thereafter. As amended, Government Code 12950.1 requires that new nonsupervisory employees be provided the training within six months of hire, consistent with the requirement for all newly hired supervisors or employees promoted to a supervisory position. Compliance with this law does not insulate the district from any liability for harassment.

## SEXUAL HARASSMENT (continued)

Governing Board members, as elected officials, are not usually considered "supervisors"; however, since Board members have the authority to hire, reward, or discipline the Superintendent and other employees, Board members may also be required to receive sexual harassment training. Districts should consult with legal counsel to ensure that the appropriate individuals receive training.

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours, and nonsupervisory employees receive at least one hour, of classroom or other effective interactive training and education regarding sexual harassment. All newly hired employees and employees promoted to a supervisory position shall receive training within six months of their assumption of the new position. (Government Code 12950.1)

A *supervisory employee* is any employee having the authority, in the interest of the district, to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or the responsibility to direct them, adjust their grievances, or effectively recommend such action, when the exercise of the authority is not of a merely routine or clerical nature, but requires the use of independent judgment. (Government Code 12926)

*(cf. 4300 - Administrative and Supervisory Personnel)*

Such training may be completed by employees individually or as part of a group presentation, may be completed in shorter segments as long as the applicable hourly requirement is met, and may be provided in conjunction with other training provided to the employees. The training shall be presented by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation. (Government Code 12950.1)

The district's sexual harassment training and education program shall include, but is not limited to, the following: (Government Code 12950.1; 2 CCR 11024)

1. Information and practical guidance regarding federal and state laws concerning the prohibition, prevention, and correction of sexual harassment
2. The types of conduct that constitute sexual harassment
3. Remedies available for victims in civil actions, and potential employer/individual exposure/liability
4. Strategies to prevent harassment in the workplace
5. Supervisors' obligation to report sexual harassment, discrimination, and retaliation of which they become aware

**SEXUAL HARASSMENT** (continued)

6. Practical examples which illustrate sexual harassment, discrimination, and retaliation using training modalities such as role plays, case studies, and group discussions, based on factual scenarios taken from case law, news and media accounts, and hypotheticals based on workplace situations and other sources
7. The limited confidentiality of the complaint process
8. Resources for victims of unlawful harassment, such as to whom they should report any alleged harassment
9. Steps necessary to take appropriate remedial measures to correct harassing behavior, which includes the district's obligation to conduct an effective workplace investigation of a harassment complaint
10. What to do if the supervisor is personally accused of harassment
11. The essential elements of the district's anti-harassment policy, and how to use the policy if a harassment complaint is filed  
  
Employees shall receive a copy of the district's sexual harassment policy and administrative regulations, which they shall read and acknowledge that they have received.
12. Information, including practical examples, of harassment based on gender identity, gender expression, and sexual orientation
13. Prevention of abusive conduct, including a review of the definition and elements of abusive conduct pursuant to Government Code 12950.1, the negative effects that abusive conduct has on the victim and other in the workplace, the detrimental consequences of this conduct on employee productivity and morale, and that a single act does not constitute abusive conduct unless the act is severe or egregious

The Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11024)

**Notifications**

The Superintendent or designee shall notify employees that the district does not discriminate on the basis of sex as required by Title IX, that the Title IX nondiscrimination requirement

**SEXUAL HARASSMENT** (continued)

extends to employment, and that inquiries about the application of Title IX to the district may be referred to the district's Title IX Coordinator and/or to the Assistant Secretary for Civil Rights, U.S. Department of Education. (34 CFR 106.8)

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

The district shall notify employees, bargaining units, and applicants for employment of the name or title, office address, email address, and telephone number of the district's Title IX Coordinator. (34 CFR 106.8)

A copy of the Board policy and this administrative regulation shall: ~~(Education Code 231.5)~~

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted **(Education Code 231.5)**
2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired **(Education Code 231.5)**
3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct **(Education Code 231.5)**
4. **Be posted, along with the name or title and contact information of the Title IX Coordinator, in a prominent location on the district's web site (34 CFR 106.8)**
5. **Be included, along with the name or title and contact information of the Title IX Coordinator, in any handbook provided to employees or employee organizations (34 CFR 106.8)**

Note: Government Code 12950 requires the Department of Fair Employment and Housing (DFEH) to develop an information sheet on employment discrimination and the illegality of sexual harassment and a poster regarding the rights of transgender employees. These documents are available on DFEH's web site.
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All employees shall receive a copy of an information sheet prepared by the California Department of Fair Employment and Housing (DFEH) or the district that contains, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law

**SEXUAL HARASSMENT** (continued)

3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 11021 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, the DFEH poster on discrimination in employment and the illegality of sexual harassment and the DFEH poster regarding transgender rights. (Government Code 12950)

**Complaint Procedures**

**All complaints and allegations of sexual harassment by and against employees shall be investigated and resolved in accordance with law and district procedures. The Title IX Coordinator shall review the allegations to determine the applicable procedure for responding to the complaint. All complaints that meet the definition of sexual harassment under Title IX shall be investigated and resolved in accordance with AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures. Other sexual harassment complaints shall be investigated and resolved pursuant to AR 4030 - Nondiscrimination in Employment.**

**If sexual harassment is found following an investigation, the Title IX Coordinator, or designee in consultation with the Coordinator, shall take prompt action to stop the sexual harassment, prevent recurrence, and address any continuing effects.**

# CSBA Sample Administrative Regulation

All Personnel	AR 4119.12(a) 4219.12
<b>TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES</b>	4319.12

Note: Title IX of the Education Amendments of 1972 (20 USC 1681-1688; 34 CFR 106.1-106.82) prohibits discrimination based on sex, including sexual harassment, and **mandates** that the district adopt and publish complaint procedures.

The following administrative regulation reflects the Title IX complaint procedure detailed in 34 CFR 106.44-106.45, as added by 85 Fed. Reg. 30026, which must be used, effective August 14, 2020, to address any complaint of sexual harassment that meets the definition in 34 CFR 106.30. Pursuant to 34 CFR 106.30, allegations of sexual harassment governed by these regulations include (1) a district employee conditioning the provision of a district aid, benefit, or service on an individual's participation in unwelcome sexual conduct; (2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or (3) sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 and 34 USC 12291. Alleged sexual harassment in employment that does not meet this definition should be addressed through the district's complaint procedures described in AR 4030 - Nondiscrimination in Employment.

34 CFR 106.44 requires the district, when there is actual knowledge of sexual harassment, to respond promptly in a manner that is not deliberately indifferent. 34 CFR 106.30 defines "actual knowledge" as notice of sexual harassment or allegations of sexual harassment being submitted to the district's Title IX Coordinator, any official of the district who has authority to institute corrective measures, or any employee of an elementary or secondary school. A district is deliberately indifferent only if its response to Title IX sexual harassment is clearly unreasonable in light of the known circumstances.

Application of the Title IX complaint procedures to the facts of a specific complaint may implicate complicated questions about the intersection of state law, federal law, and, in cases involving employees, the applicable collective bargaining agreement. Districts with questions about specific complaints are strongly encouraged to consult legal counsel.

Also see BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment for information about prohibited conduct, training, required notifications, and processes for reporting sexual harassment.

The complaint procedures described in this administrative regulation shall be used to address any complaint governed by Title IX of the Education Amendments of 1972 alleging that a district employee, **while in an education program or activity in which a district school exercises substantial control over the context and respondent**, was subjected to one or more of the following forms of sexual harassment: (34 CFR 106.30, **106.44**)

1. A district employee conditioning the provision of a district aid, benefit, or service on a person's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity



**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES** (continued)

3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291

*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*

All other sexual harassment complaints **or allegations** shall be investigated and **responded to pursuant to resolved in accordance with** AR 4030 - Nondiscrimination in Employment. **The determination of whether the allegations meet the definition of sexual harassment under Title IX shall be made by the district's Title IX Coordinator.**

*(cf. 4030 - Nondiscrimination in Employment)*

**Because the complainant has a right to pursue a complaint under AR 4030 for any allegation that is dismissed or denied under the Title IX complaint procedure, the Title IX Coordinator shall ensure that all requirements and timelines for AR 4030 are concurrently met while implementing the Title IX procedure.**

**Reporting Allegations/Filing a Formal Complaint**

**Note: Pursuant to 34 CFR 106.30, the timeline for resolving a sexual harassment complaint begins when the district has actual knowledge of sexual harassment, defined as the receipt of a report by the Title IX Coordinator or other employee of an elementary or secondary school. The following paragraph reflects the requirement for any employee to forward the report to the Title IX Coordinator as stated in AR 4119.11/4219.11/4319.11 - Sexual Harassment and may be revised to reflect district practice.**

~~A report of sexual harassment shall be submitted directly to or forwarded~~ **An employee who is the alleged victim of sexual harassment may submit a report of sexual harassment** to the district's Title IX Coordinator using the contact information listed in AR 4119.11/4219.11/4319.11 - Sexual Harassment **or to the employee's direct supervisor or other district administrator, who shall forward the report to the Title IX Coordinator within one day of receiving the report.**

Upon receiving such a report, the Title IX Coordinator shall inform the complainant of **the right to file a formal complaint and** the process for filing a formal complaint.

A formal complaint, with the complainant's physical or digital signature, may be filed with the Title IX Coordinator in person, by mail, by email, or by any other method authorized by the district. (34 CFR 106.30)

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

Note: Given the district's duty pursuant to 34 CFR 106.44 to respond to reports of sexual harassment in a manner that is not deliberately indifferent, the Title IX Coordinator should file a complaint in certain situations even when the victim chooses not to do so, including, but not limited to, when a safety threat exists.

In such cases, **the Title IX Coordinator and** the alleged victim ~~is not a party~~ **are not named parties** to the case, but **the alleged victim must** ~~will~~ receive notices as required by the Title IX regulations at specific points in the complaint process.

Even if the alleged victim chooses not to file a formal complaint, the Title IX Coordinator shall file a formal complaint in situations ~~in which~~ **when** a safety threat exists. In addition, the Title IX Coordinator may file a formal complaint in other situations as permitted under the Title IX regulations, **including as part of the district's obligation to not be deliberately indifferent to known allegations of sexual harassment.** In such cases, the **Title IX Coordinator shall provide the alleged victim** ~~alleged victim is not a party to the case, but will receive~~ notices as required by the Title IX regulations at specific points in the complaint process.

~~A formal complaint, with the complainant's physical or digital signature, may be filed with the Title IX Coordinator in person, by mail, by email, or by any other method authorized by the district. (34 CFR 106.30)~~

~~The Superintendent or designee shall ensure that the~~ Title IX Coordinator, investigator, decision-maker, or a facilitator of an informal resolution process ~~does~~ **shall** not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent, ~~and that s~~Such persons **shall** receive training in accordance with 34 CFR 106.45. (34 CFR 106.45)

### Supportive Measures

Upon receipt of a report of Title IX sexual harassment, ~~even if a formal complaint is not filed,~~ the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures ~~which are nondisciplinary, nonpunitive, and do not unreasonably burden the other party,~~ and shall consider the complainant's wishes with respect to the supportive measures **implemented. Supportive measures shall be offered as appropriate, as reasonably available, and without charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures shall be nondisciplinary, nonpunitive, and not unreasonably burden the other party, including measures designed to protect the safety of all parties or the district's educational environment or to deter sexual harassment.** ~~Such Supportive~~ measures may include, but are not limited to, counseling, extensions of

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

deadlines, modifications of work schedules, mutual restrictions on contact, changes in work locations, leaves of absence, increased security, and monitoring of certain areas of the campus. ~~The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.~~ (34 CFR 106.30, 106.44)

**The district shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the district's ability to provide the supportive measures. (34 CFR 106.30)**

### Emergency Removal

If a district employee is the respondent, the employee may be placed on administrative leave during the pendency of the formal complaint process. (34 CFR 106.44)

Note: Pursuant to Education Code 48900.2, a student in grades 4-12 may be suspended and/or expelled from school for sexual harassment. Districts should also note that Education Code 48915(c) requires the Superintendent or designee to recommend expulsion for any student, irrespective of grade, who commits sexual assault or battery as defined in the Penal Code. See AR 5144.1 - Suspension and Expulsion/Due Process.

34 CFR 106.44 allows a student to be removed in emergency situations as described below, but requires that a student should not be "disciplined" prior to a finding being made pursuant to the grievance process established by 34 CFR 106.45. Due to this inconsistency in state and federal law, districts are advised to consult legal counsel as to the manner of imposing an emergency removal.

If the respondent is a student, the district may, on an emergency basis, remove the student from the district's education program or activity, provided that the district conducts an individualized safety and risk analysis, determines that removal is justified due to an immediate threat to the physical health or safety of any student or other individual arising from the allegations, and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)

### Dismissal of Complaint

The Title IX Coordinator shall dismiss a formal complaint if the alleged conduct would not constitute sexual harassment as defined in 34 CFR 106.30 even if proved. The Title IX Coordinator shall also dismiss any complaint ~~that~~ **in which the alleged conduct** did not occur in the district's education program or activity or did not occur against a person in the United States, and may dismiss a formal complaint if the complainant notifies the district in writing that the complainant would like to withdraw the complaint or any allegations in the

## **TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES** (continued)

complaint, the respondent is no longer employed by the district, or sufficient circumstances prevent the district from gathering evidence sufficient to reach a determination with regard to the complaint. (34 CFR 106.45)

Upon dismissal, the Title IX Coordinator shall promptly, ~~and simultaneously to the parties,~~ send written notice of the dismissal and the reasons for the dismissal ~~simultaneously to the parties,~~ **and shall inform them of their right to appeal the dismissal of a formal complaint or any allegation in the complaint in accordance with the appeal procedures described in the section "Appeals" below.** (34 CFR 106.45)

If a complaint is dismissed ~~on the grounds that the alleged conduct does not constitute sexual harassment as defined in 34 CFR 106.30,~~ the conduct may still be addressed pursuant to AR 4030 - Nondiscrimination in Employment as applicable.

### **Informal Resolution Process**

When a formal complaint of sexual harassment is filed, the district may offer an informal resolution process, such as mediation, at any time prior to reaching a determination regarding responsibility. The district shall not require a party to participate in the informal resolution process or to waive the right to an investigation and adjudication of a formal complaint. (34 CFR 106.45)

The district may facilitate an informal resolution process provided that the district: (34 CFR 106.45)

1. Provides the parties with written notice disclosing the allegations, the requirements of the informal resolution process, the right to withdraw from the informal process and resume the formal complaint process, and any consequences resulting from participating in the informal resolution process, including that records will be maintained or could be shared.
2. Obtains the parties' voluntary, written consent to the informal resolution process

### **Formal Complaint Process** **Written Notice**

If a formal complaint is filed, the Title IX Coordinator shall provide the known parties with written notice of the following: (34 CFR 106.45)

1. The district's complaint process, including any informal resolution process

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

2. The allegations potentially constituting sexual harassment with sufficient details known at the time, including the identity of parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident if known. Such notice shall be provided with sufficient time for the parties to prepare a response before any initial interview.

If, during the course of the investigation, ~~the district investigates allegations~~ **new Title IX allegations arise** about the complainant or respondent that are not included in the initial notice, the Title IX Coordinator shall provide notice of the additional allegations to the parties.

3. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the complaint process
4. The opportunity for the parties to have an advisor of their choice who may be, but is not required to be, an attorney, and the ability to inspect and review evidence
5. The prohibition against knowingly making false statements or knowingly submitting false information during the complaint process

Note: The following paragraph is **optional**. Although not required by law, a best practice is to provide notice to the parties of the name of the investigator, facilitator, and decision-maker in order to give the parties an opportunity to raise concerns of conflict of interest or bias as prohibited by 34 CFR 106.45.

The above notice shall also include the name of the investigator, facilitator of an informal process, and decision-maker ~~and shall provide either party with no less than three calendar days to raise concerns of conflict of interest or bias regarding any of these persons~~ **and shall inform the parties that, if at any time a party has concerns regarding conflict of interest or bias regarding any of these persons, the party should immediately notify the Title IX Coordinator.**

### **Investigation Procedures**

Note: Pursuant to 34 CFR 106.45, when investigating a formal complaint, the burden of proof rests on the district and not on the parties. However, the district must obtain the party's voluntary, written consent to access, consider, disclose, or otherwise use a party's records that are maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional, which are made and maintained in connection with the provision of treatment to the party.

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES** (continued)

34 CFR 106.45 authorizes, but does not require, the district to conduct a live hearing at which each party's advisor may ask the other party and any witnesses all relevant questions and follow-up questions. If the district chooses to include such a hearing as a component of its complaint procedure, the following list should be modified to include requirements for the hearing in accordance with 34 CFR 106.45.

During the investigation process, the district's **designated investigator** shall: (34 CFR 106.45)

1. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence
2. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence
3. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney
4. Not limit the choice or presence of an advisor for either the complainant or respondent in any meeting or grievance proceeding, although the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to both parties
5. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all investigative interviews or other meetings, with sufficient time for the party to prepare to participate
6. Send in an electronic format or hard copy to both parties and their advisors, if any, the evidence **obtained as part of the investigation** that is directly related to the allegations raised in the complaint, and provide the parties at least 10 days to submit a written response for the investigator to consider prior to the completion of the investigative report
7. Objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence, and determine credibility in a manner that is not based on a person's status as a complainant, respondent, or witness
8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 days prior to the determination of responsibility, send to the parties and their advisors, if any, the investigative report in an electronic format or a hard copy, for their review and written response

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

~~9. After sending the investigative report to the parties and before reaching a determination regarding responsibility, afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party~~

Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence are offered to prove that someone other than the respondent committed the conduct alleged by the complainant or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. **(34 CFR 106.45)**

Privacy rights of all parties to the complaint shall be maintained in accordance with applicable state and federal laws.

Note: Districts with questions about the application of a collective bargaining agreement in the context of a Title IX investigation should consult legal counsel.

If the complaint is against an employee, rights conferred under an applicable collective bargaining agreement shall be applied to the extent they do not conflict with the Title IX requirements.

### Written Decision

Note: Pursuant to 34 CFR 106.45, the person designated as the decision-maker of the determination of responsibility cannot be the same person designated as the Title IX Coordinator, an investigator, or the person who considers appeals. The following paragraph may be revised to reflect the position designated by the district to provide a written determination of responsibility. While designation decisions will depend on the size of the district, a best practice is to designate an upper-level administrator as the decision-maker and designate the Superintendent as the person to consider appeals.

The Superintendent shall designate an employee as the decision-maker to determine responsibility for the alleged conduct, who shall not be the Title IX Coordinator or a person involved in the investigation of the matter. (34 CFR 106.45)

~~After sending the investigative report to the parties and~~ **the investigative report has been sent to the parties but** before reaching a determination regarding responsibility, **the decision-maker shall** afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES** (continued)

The decision-maker shall issue, and simultaneously provide to both parties, a written decision as to whether the respondent is responsible for the alleged conduct. (34 CFR 106.45)

Note: 34 CFR 106.45 requires that the district's complaint process include a "reasonably prompt" timeframe for concluding the complaint process, but does not specify the number of days within which the final decision must be issued. Districts may revise the following paragraph to include a different timeline as long as it would satisfy the requirement to act promptly.

The written decision shall be issued within ~~45~~ **60** calendar days of the receipt of the complaint.

The timeline may be temporarily extended for good cause with written notice to the complainant and respondent of the extension and the reasons for the action. (34 CFR 106.45)

Note: 34 CFR 106.45 **mandates** that the district's complaint procedures state whether the district's determination of responsibility will be based on a "preponderance of evidence" standard or "clear and convincing evidence" standard. The following paragraph reflects the "preponderance of evidence" standard, which is a less stringent standard to prove misconduct, and should be revised if the district chooses to use a "clear and convincing evidence" standard. The standard selected by the district must be applied uniformly for all Title IX sexual harassment complaints. The district should consult with legal counsel in determining which standard to use.

In making this determination, the ~~district~~ **decision-maker** shall use the "preponderance of the evidence" standard for all formal complaints of sexual harassment. (34 CFR 106.45)

The written decision shall include the following: (34 CFR 106.45)

1. Identification of the allegations potentially constituting sexual harassment as defined in 34 CFR 106.30
2. A description of the procedural steps taken from receipt of the formal complaint through the written decision, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held if the district includes hearings as part of the grievance process
3. Findings of fact supporting the determination
4. Conclusions regarding the application of the district's code of conduct **or policies** to the facts



**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES** (continued)

5. A statement of, and rationale for, the result as to each allegation, including a decision regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's educational program or activity will be provided by the district to the complainant
6. The district's procedures and permissible bases for the complainant and respondent to appeal

**Appeals**

Note: 34 CFR 106.45 allows either the complainant or respondent to appeal the district's decision. The district may revise the following section to reflect applicable timelines established by the district.

The following section should also be revised to identify the person who has been designated as the decision-maker(s) for the appeal. Pursuant to 34 CFR 106.45, the decision-maker for the appeal cannot be the same person as the decision-maker that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator.

Either party may appeal the district's decision or dismissal of a formal complaint or any allegation in the complaint, if the party believes that a procedural irregularity affected the outcome, new evidence is available that could affect the outcome, or a conflict of interest or bias by the Title IX Coordinator, investigator(s), or decision-maker(s) affected the outcome. If an appeal is filed, the district shall: (34 CFR 106.45)

1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties
2. Ensure that the decision-maker(s) for the appeal is trained in accordance with 34 CFR 106.45 and is not the same decision-maker(s) who reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator
3. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome
4. Issue a written decision describing the result of the appeal and the rationale for the result
5. Provide the written decision simultaneously to both parties

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

An appeal must be filed in writing within 10 calendar days of receiving the **determination notice of the decision or dismissal**, stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and shall not be considered. **Either party has the right to file a complaint with the U.S. Department of Education's Office for Civil Rights.**

A written decision shall be provided to the parties within 20 calendar days from the receipt of the appeal.

**Either party has the right to file a complaint with the U.S. Department of Education's Office for Civil Rights within 180 days of the date of the most recently alleged misconduct.**

**The complainant shall be advised of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal antidiscrimination laws, if applicable.**

### Remedies

Note: 34 CFR 106.45 **mandates** that the district's Title IX complaint process list, or describe the range of possible remedies that the district may implement following any determination of responsibility. The following section may be revised to reflect district practice.

When a determination of responsibility for sexual harassment has been made against the respondent, the district shall provide remedies to the complainant. Such remedies may include the same individualized services described above in the section "Supportive Measures," but need not be nondisciplinary or nonpunitive and need not avoid burdening the respondent. (34 CFR 106.45)

### Disciplinary Actions

The district shall not impose any disciplinary sanctions or other actions against a respondent, other than supportive measures as described above in the section "Supportive Measures," until the complaint procedure has been completed and a determination of responsibility has been made. (34 CFR 106.44)

When an employee is found to have committed sexual harassment or retaliation, the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

*(cf. 4117.7/4317.7 - Employment Status Report)*  
*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*  
*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*  
*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES** (continued)

**Record-Keeping**

The Superintendent or designee shall maintain, for a period of seven years: **(34 CFR 106.45)**

- 1. a** A record of all reported cases and Title IX investigations of sexual harassment, any determinations of responsibility, any audio or audiovisual recording and transcript if applicable, any disciplinary sanctions imposed, any remedies provided to the complainant, **and** any appeal or informal resolution and the results therefrom, **and responses made pursuant to 34 CFR 106.44. (34 CFR 106.45)**
- 2. A record of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment, including the district's basis for its conclusion that its response was not deliberately indifferent, the measures taken that were designed to restore or preserve equal access to the education program or activity, and, if no supportive measures were provided to the complainant, the reasons that such a response was not unreasonable in light of the known circumstances**
- 3. The Superintendent or designee shall also maintain for a period of seven years all All materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process. The district shall make such training materials publicly available on its web site, or if the district does not maintain a web site, available upon request by members of the public. (34 CFR 106.45)**

**(cf. 1113 - District and School Web Sites)**

**(cf. 3580 - District Records)**

*Legal Reference: (see next page)*

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

*Legal Reference:*

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex  
48900 Grounds for suspension or expulsion  
48900.2 Additional grounds for suspension or expulsion; sexual harassment  
48985 Notices, report, statements and records in primary language

CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships  
1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1092 Definition of sexual assault

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 34

12291 Definition of dating violence, domestic violence, and stalking

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.82 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2000, 9th Cir.) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274

Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

*Management Resources:*

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://www.ed.gov/about/offices/list/ocr>

# CSBA Sample

## Exhibit

All Personnel

E 4119.12(a)

4219.12

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES**

4319.12

Note: 34 CFR 106.8 requires the district to provide notice to employees, bargaining units, and job applicants of its policy prohibiting sexual harassment and its grievance procedures that provide for the prompt and equitable resolution of sexual harassment complaints. The following exhibit presents a sample notification that meets these requirements and may be modified to reflect district practice. For a sample notice for students and parents/guardians, see E 5145.71 - Title IX Sexual Harassment Complaint Procedures.

Pursuant to 34 CFR 106.8, the district must provide the Title IX Coordinator's contact information on its web site and in any employee handbook. In addition, state law (Education Code 231.5) requires that the district's sexual harassment policy be provided to employees at the beginning of the school year and when newly hired, displayed in district and school offices, and included in any publication that sets forth standards of employee conduct.

### **NOTICE OF TITLE IX SEXUAL HARASSMENT POLICY**

The Code of Federal Regulations, Title 34, Section 106.8 requires the district to issue the following notification to employees, job applicants, and employee organizations:

The district does not discriminate on the basis of sex in any education program or activity that it operates. The prohibition against discrimination on the basis of sex is required by federal law (20 USC 1681-1688; 34 CFR Part 106) and extends to employment. The district also prohibits retaliation against any employee for filing a complaint or exercising any right granted under Title IX.

Title IX requires a school district to take immediate and appropriate action to address any potential Title IX violations that are brought to its attention. Any inquiries about the application of Title IX, this notice, and who is protected by Title IX may be referred to the district's Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

Note: The district should enter the name/title and contact information of the district's Title IX Coordinator below. Such information should be consistent with the person/position identified in AR 5145.7 - Sexual Harassment.

The district has designated and authorized the following employee as the district's Title IX Coordinator, to address concerns or inquiries regarding discrimination on the basis of sex, including sexual harassment, sexual assault, dating violence, domestic violence, and stalking:

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

Director of Special Education (Title IX Coordinator)  
445 Montezuma Street, Rio Vista, CA 94571  
(707) 374-1700  
Email: [T9compofficer@rdusd.org](mailto:T9compofficer@rdusd.org)

**Note:** The district may expand the following paragraph to include other means of contact or reporting methods available in the district, such as online submission forms or mobile applications.

Pursuant to 34 CFR 106.8, the district must provide notice to employees, bargaining units, and job applicants of the district's grievance procedures, and process, including how to report or file a formal complaint of sexual discrimination and/or harassment, and how the district will respond.

**Any individual may report sex discrimination, including sexual harassment, to the Title IX Coordinator or any other school employee at any time, including during non-business hours, by mail, phone, or email. During district business hours, reports may also be made in person. Upon receiving an allegation of sexual harassment, the Title IX Coordinator will promptly notify the parties, in writing, of the applicable district complaint procedure.**

**To view an electronic copy of the district's policies and administrative regulations on sexual harassment, including the grievance process that complies with 34 CFR 106.45, please see BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment and AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures on the district's web site at [www.riverdelta.org](http://www.riverdelta.org) ).**

**To inspect or obtain a copy of the district's sexual harassment policies and administrative regulations, please contact: Executive Assistant to the Superintendent (707) 374-1711.**

**Materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process are also publicly available on the district's web site or at the district office upon request.**

# CSBA Sample Board Policy

All Personnel

BP 4157(a)

4257

**EMPLOYEE SAFETY**

4357

Note: The following **optional** policy and accompanying administrative regulation may be subject to collective bargaining agreements and should be modified to reflect district practice. Pursuant to Government Code 3543.2, safety conditions of employment are within the scope of bargaining.

The Governing Board is committed to maximizing employee safety and believes that workplace safety is ~~every employee's~~ **the** responsibility **of every employee**. Working conditions and equipment shall comply with standards prescribed by federal, state, and local laws and regulations.

*(cf. 0450 - Comprehensive Safety Plan)*

No employee shall be required or permitted to be in any place of employment which is unsafe or unhealthful. (Labor Code 6402)

**The Superintendent or designee shall promote safety and correct any unsafe work practices through education and enforcement.**

~~The Board expects a~~ **All employees are expected** to use safe work practices and, to the extent possible, correct any unsafe conditions which may occur. If an employee is unable to correct an unsafe condition, ~~he/she~~ **the employee** shall immediately report the problem to the Superintendent or designee.

~~The Superintendent or designee shall promote safety and correct any unsafe work practices through education and enforcement.~~

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

Note: Labor Code 6401.7 requires **the district every employer** to establish, implement, and maintain an effective injury prevention program. See the accompanying administrative regulation for required program elements.

**8 CCR 3203, as amended by Register 2020, No. 10, requires the district to provide employees with access to the district's injury and illness prevention program. See the accompanying administrative regulation for specific requirements.**

The Superintendent or designee shall establish and implement a written injury and illness prevention program, **and provide employees with access to such program**, in accordance with law. (Labor Code 6401.7; **8 CCR 3203**)

*(cf. 3514 - Environmental Safety)*

*(cf. 3514.1 - Hazardous Substances)*

## EMPLOYEE SAFETY (continued)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)  
(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)  
(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)  
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)  
(cf. 4157.2/4257.2/4357.2 - Ergonomics)  
(cf. 4158/4258/4358 - Employee Security)

Note: 8 CCR 3400, ~~as amended by Register 2009, No. 35,~~ requires ~~districts all employers~~ to make provisions in advance to ensure that employees receive prompt medical treatment for serious injury or illness. See the accompanying administrative regulation for specific requirements.

The Superintendent or designee shall ~~ensure the ready availability of~~ **make** first aid materials **readily available** at district workplaces and shall make effective provisions, ~~in advance, to prepare~~ for prompt medical treatment in the event of an employee's serious injury or illness. (8 CCR 3400)

No employee shall be discharged or discriminated against for **exercising any right regarding employee safety or health specified in Labor Code 6310, including:**

- 1. Making a report or** complaints,
- 2. Instituting proceedings or causing proceedings to be instituted,** ~~or~~
- 3. Testifying with regard to employee safety or health** ~~or for~~
- 4. Participating in any occupational health and safety committee established pursuant to Labor Code 6401.7** (~~Labor Code 6310~~)
- 5. Requesting access to injury or illness reports and records**
- 6. Exercising any other right protected by the Occupational Safety and Health Act**

Legal Reference: (see next page)



## EMPLOYEE SAFETY (continued)

### Legal Reference:

#### EDUCATION CODE

32030-32034 Eye safety

32225-32226 Communications devices in classrooms

32280-32289.5 School safety plans

44984 Required rules for industrial accident and illness leave of absence

#### GOVERNMENT CODE

3543.2 Scope of bargaining

#### LABOR CODE

**132a Workers' compensation; nondiscrimination**

3300 Definitions of employer

6305 Occupational safety and health standards; special order

6310 Retaliation for filing complaint prohibited

6400-6413.5 Responsibilities and duties of employers and employees, especially:

6401.7 Injury and illness prevention program

#### CODE OF REGULATIONS, TITLE 8

3203 Injury and illness prevention program

**3204 Access to employee exposure and medical records**

3400 Medical services and first aid

5095-5100 Control of noise exposure

**5193 Bloodborne pathogens**

**14000-14316 Occupational injury or illness reports and records**

#### CODE OF REGULATIONS, TITLE 17

**2508 Reporting of communicable diseases**

#### CODE OF FEDERAL REGULATIONS, TITLE 29

**651-678 Occupational safety and health**

1910.95 Occupational noise exposure standards

**1910.1030 Bloodborne pathogens**

### Management Resources:

#### DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Guide to Developing Your Workplace Injury and Illness Prevention Program, rev. August 201105

#### WEB SITES

California Department of Industrial Relations, Occupational Safety and Health:

[http://www.dir.ca.gov/occupational\\_safety.html](http://www.dir.ca.gov/occupational_safety.html)

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

National Hearing Conservation Association: <http://www.hearingconservation.org>

National Institute for Occupational Safety and Health: <http://www.cdc.gov/niosh>

U.S. Department of Labor, Occupational Safety and Health Administration: <http://www.osha.gov>

(7/99 3/10) 10/20

### Policy Reference UPDATE Service

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# CSBA Sample Administrative Regulation

All Personnel

AR 4157(a)

4257

**EMPLOYEE SAFETY**

4357

The Superintendent or designee shall provide ~~and implement~~ safety devices, and implement safeguards, methods, and processes that are reasonably **necessary for the safety and health of employees in the workplace** ~~adequate to render the employment and place of employment safe and healthful~~. (Labor Code 6401)

*(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)*

*(cf. 4157.2/4257.2/4357.2 - Ergonomics)*

*(cf. 4161.11/4261.11/4361.11 - Industrial Accident/Illness Leave)*

## **Injury and Illness Prevention Program**

Note: The following section reflects the requirements of Labor Code 6401.7 and 8 CCR 3203 for a written injury and illness prevention program. When developing such a program, districts are encouraged to review the Department of Industrial Relations' [Guide to Developing Your Workplace Injury and Illness Prevention Program](#).

The district's injury and illness prevention program shall cover all district employees and all other workers whom the district controls or directs and directly supervises on the job to the extent that the workers are exposed to hazards specific to their worksite and job assignment. The obligation of contractors or other employers who control or direct and supervise their own employees on the job shall not be affected by the district's injury and illness prevention program. (Labor Code 6401.7)

The district's injury and illness prevention program shall include: (Labor Code 6401.7; 8 CCR 3203)

1. The name/position of the person(s) with authority and responsibility for implementing the program.
2. A system for ensuring that employees comply with safe and healthful work practices, which may include, but not be limited to:
  - a. Recognition of employees who follow safe and healthful work practices

*(cf. 4156.2/4256.2/4356.2 - Awards and Recognition)*

- b. Training and retraining programs
- c. Disciplinary actions

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

## EMPLOYEE SAFETY (continued)

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

Note: Pursuant to 8 CCR 3203, districts with fewer than 10 employees may fulfill the communication requirements of item #3 below by providing oral instruction in general safe work practices and the hazards unique to the employees' assignments.

3. A system for communicating with employees, in a form readily understandable by all employees, on matters related to occupational health and safety, including provisions designed to encourage employees to report hazards at the worksite without fear of reprisal. The communications system may include, but not be limited to:
  - a. Meetings
  - b. Training programs
  - c. Posting
  - d. Written communications
  - e. A system of anonymous notification by employees about hazards

Note: Districts may use a labor/management safety and health committee to communicate the contents of the injury and illness prevention program, as long as the committee satisfies the requirements specified below in the section on "Labor/Management Safety and Health Committee."

- f. A labor/management safety and health committee
4. Procedures for identifying and evaluating workplace hazards, including scheduled periodic inspections to identify unsafe conditions and work practices. Such inspections shall be made:

Note: Pursuant to 8 CCR 3203, districts should have identified and evaluated workplace hazards when the program was first established in 1991. Hazards should be reevaluated under the conditions specified below.

- a. Whenever new substances, processes, procedures, or equipment that represents a new occupational safety or health hazard is introduced into the workplace
  - b. Whenever the district is made aware of a new or previously unrecognized hazard

## EMPLOYEE SAFETY (continued)

*(cf. 3514 - Environmental Safety)*  
*(cf. 3514.1 - Hazardous Substances)*

5. A procedure for investigating occupational injury or illness.
6. Methods and/or procedures for correcting unsafe or unhealthful conditions, work practices, and work procedures in a timely manner, based on the severity of the hazard, when the hazard is observed or discovered.

When an imminent hazard exists which cannot be immediately abated without endangering employee(s) and/or property, these procedures shall call for the removal of all exposed staff from the area except those necessary to correct the hazardous condition. Employees needed to correct the condition shall be provided necessary safeguards.

7. Provision of training and instruction as follows:

~~Note: Pursuant to 8 CCR 3203, districts should have provided training and instruction when the program was first established in 1991. Additional training and instruction should be provided under the conditions specified below.~~

- a. To all new employees
- b. To all employees given new job assignments for which training has not previously been received
- c. Whenever new substances, processes, procedures, or equipment is introduced into the workplace and represents a new hazard
- d. Whenever the district is made aware of a new or previously unrecognized hazard
- e. To supervisors, to familiarize them with the safety and health hazards to which employees under their immediate direction and control may be exposed

*(cf. 4131 - Staff Development)*  
*(cf. 4231 - Staff Development)*  
*(cf. 4331 - Staff Development)*

**EMPLOYEE SAFETY (continued)**

**Note: Pursuant to 8 CCR 3203, as amended by Register 2020, No. 10, employees or their designated representatives have the right to examine and receive a copy of the district's injury and illness prevention program, and districts are required to provide access as described below. 8 CCR 3203 defines "designated representative" as any individual or organization to whom an employee gives written authorization to exercise a right of access. A recognized or certified collective bargaining agent is, by definition, treated automatically as a designated representative.**

**Districts are not required to include records of steps taken to implement and maintain the injury and illness prevention program. However, access to such information, or any other information in addition to that required by 8 CCR 3203, may be subject to collective bargaining.**

**The Superintendent or designee shall provide employees, or their representative designated pursuant to 8 CCR 3203, with either of the following: (8 CCR 3203)**

- 1. Access to the district's injury and illness prevention program in a reasonable time, place, and manner, but in no event later than five business days after the request for access is received from an employee or a designated representative of the employee**

**When an employee or designated representative requests a copy of the district's injury and illness prevention program, the Superintendent or designee shall provide the requester a printed copy unless the employee or designated representative agrees to receive an electronic copy.**

**The Superintendent or designee shall provide one printed copy free of charge. If the employee or designated representative requests additional copies within one year of the previous request and the district's injury and illness prevention program has not been updated with new information since the prior copy was provided, the district may charge reasonable reproduction costs pursuant to 8 CCR 3204 for the additional copies.**

**Note: Pursuant to 8 CCR 3203, an employee has unobstructed access if, as part of the employee's regular work duties, the employee predictably and routinely uses the electronic means to communicate with management or coworkers.**

- 2. Unobstructed access to the district's injury and illness prevention program through the district's server or web site, which allows an employee to review, print, and email the current version of the district's injury and illness prevention program**

**The Superintendent or designee shall communicate the right and procedure to access the district's injury and illness prevention program to all employees. (8 CCR 3203)**

## EMPLOYEE SAFETY (continued)

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

### Labor/Management Safety and Health Committee

Note: The following **optional** section is for use by districts that choose to use a labor/management safety and health committee to comply with the requirements of 8 CCR 3203 regarding communication with employees as specified in item #3 above in the section title "Injury and Illness Prevention Program." Pursuant to 8 CCR 3203, if the committee adheres to the following practices, the district shall be deemed to be in substantial compliance with the communications requirements of the law.

The district's labor/management safety and health committee shall: (8 CCR 3203)

1. Meet regularly, but not less than quarterly.
2. Prepare and make available to affected employees written records of the safety and health issues discussed at committee meetings and maintained for review by the California Department of Industrial Relations' Division of Occupational Safety and Health (Cal/OSHA) upon request. These records shall be maintained for at least one year.
3. Review results of the periodic, scheduled worksite inspections.
4. Review investigations of occupational accidents and causes of incidents resulting in occupational injury or illness or exposure to hazardous substances. As appropriate, the committee may submit suggestions to the Superintendent or designee regarding the prevention of future incidents.
5. Review investigations of alleged hazardous conditions brought to the attention of any committee member. When determined necessary by the committee, it may conduct its own inspection and investigation to assist in remedial solutions.
6. Submit recommendations to assist in the evaluation of employee safety suggestions.
7. Upon request of Cal/OSHA, verify abatement action taken by the district to abate citations issued by Cal/OSHA.

### Hearing Protection

Whenever employee noise exposure equals or exceeds the standards specified in law, the Superintendent or designee shall implement a hearing conservation program in accordance

## EMPLOYEE SAFETY (continued)

with state and federal regulations, including, when required, monitoring of sound levels, **audiogram evaluation and** audiometric testing of affected employees, the provision of hearing protectors, and employee training. (8 CCR 5095-5100; 29 CFR 1910.95)

### Eye Safety Devices

Eye safety devices shall be worn by employees whenever they are engaged in or observing an activity involving hazards or hazardous substances likely to cause injury to the eyes. (Education Code 32030-32034)

### First Aid and Medical Services

~~Note: The following optional section reflects requirements of 8 CCR 3400, as amended by Register 2009, No. 35.~~

The Superintendent or designee shall ensure the ready availability of medical personnel for advice and consultation on matters of industrial health or injury. Whenever a **district facility or district grounds are** ~~workplace is~~ not in close proximity to an infirmary, clinic, or hospital where all injured employees may be treated, the Superintendent or designee shall ensure that at least one employee is adequately trained to provide first aid. (8 CCR 3400)

**Note: Pursuant to 8 CCR 3400, if ambulance service is not available within 30 minutes under normal conditions, the district may be required by the California Department of Industrial Relations' Division of Occupational Safety and Health to provide stretchers, blankets, or other adequate warm covering.**

The Superintendent or designee shall make adequate first aid materials readily available for employees at every worksite. Such materials shall be approved by a consulting physician and shall be kept in a sanitary and usable condition. The Superintendent or designee shall frequently inspect all first aid materials and replenish them as necessary. (8 CCR 3400)

**The Superintendent or designee shall ensure that suitable facilities for quick drenching or flushing of the eyes and body are provided within the work area for immediate emergency use when the eyes or body or any person may be exposed to injurious corrosive materials. (8 CCR 3400)**

~~Note: 8 CCR 3400, as amended by Register 2009, No. 35, requires **districts all employers** to make provisions in advance, using one or a combination of the provisions specified in items #1-3 below, to ensure that employees receive prompt medical treatment for serious injury or illness. ~~The d~~ **Districts** should select the provision(s) that ~~will be used by the~~ **reflect** district **practice**.~~

## EMPLOYEE SAFETY (continued)

To avoid unnecessary delay in medical treatment in the event of an employee's serious injury or illness, the Superintendent or designee shall use one or more of the following: (8 CCR 3400)

1. A communication system for contacting a physician or emergency medical service, such as access to 911 or equivalent telephone system. The communication system or the employees using the system shall have the ability to direct emergency services to the location of the injured or ill employee.
2. Readily accessible and available on-site treatment facilities suitable for treatment of reasonably anticipated injury and illness.

*(cf. 5141.6 - School Health Services)*

3. Proper equipment for prompt medical transport when transportation of injured or ill employees is necessary and appropriate.

### Protection from Communicable Diseases and Infections

**Note:** The following section contains general information in regard to bloodborne pathogens and infectious diseases as it relates to employee safety. For more information regarding bloodborne pathogens, see BP/AR 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens and BP/AR 4119.43/4219.43/4319.43 - Universal Precautions. For more information regarding infectious diseases, see BP 4119.41/4219.41/4319.41 - Employees with Infectious Disease.

**The Superintendent or designee shall develop an exposure control plan for bloodborne pathogens that is consistent with the district's injury and illness prevention program. The plan shall include a determination of which job classifications have occupational exposure to blood or other potentially infectious materials; precautions to be implemented, including universal precautions, engineering and work practice controls, and personal protective equipment; availability of the hepatitis B vaccination; provision of information and training to employees; and follow-up actions to be taken if exposure occurs. The district shall ensure that a copy of the exposure control plan is accessible to employees in accordance with law. (8 CCR 5193; 29 CFR 1910.1030)**

*(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)*  
*(cf. 4119.43/4219.43/4319.43 - Universal Precautions)*

**Strategies to prevent and mitigate the outbreak or spread of infectious diseases shall be followed for diseases that are communicated through airborne transmission, skin-to-skin contact, foodborne transmission, or other casual or noncasual means. Such**



## EMPLOYEE SAFETY (continued)

strategies shall include, but are not limited to, communication and training about the disease(s); campus closures and alternative means of instruction when necessary; preventative measures, such as social distancing, personal protective equipment, temperature checks, and/or any other health screening allowed by law; and cleaning and sanitization of district facilities and equipment.

*(cf. 5141.22 - Infectious Diseases)*

The Superintendent of designee shall immediately report to the local health officer the presence or suspected presence of any communicable disease. (17 CCR 2508)

### COVID-19 Exposure

Note: Pursuant to Labor Code 6409.6, as added by AB 685 (Ch. 84, Statutes of 2020), the district is required to take the following actions whenever it receives notice of potential exposure to COVID-19.

If the district receives notice of potential exposure to COVID-19, the Superintendent or designee shall, within one business day of the notice, take all of the following actions: (Labor Code 6409.6)

1. Provide a written notice to all employees, and the employers of subcontracted employees, who were on the premises at the same worksite as the qualifying individual within the infectious period that they may have been exposed to COVID-19. The notice shall be provided in a manner normally used to communicate employment-related information, which may include, but is not limited to, personal service, email, or text message if it can reasonably be anticipated to be received by the employee within one business day of sending.
2. Provide a written notice to the exclusive representative, if any, of employees who were on the premises within the infectious period
3. Provide all employees who may have been exposed and the exclusive representative, if any, with information regarding:
  - a. COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws, including, but not limited to, workers' compensation
  - b. Available leave options for exposed employees
  - c. Antiretaliation and antidiscrimination protections of the employee

**EMPLOYEE SAFETY (continued)**

- 4. Notify all employees, and the employers of subcontracted employees and the exclusive representative, if any, of the disinfection and safety plan that the district plans to complete in accordance with Centers for Disease Control and Prevention guidelines**

**The above notifications shall be maintained for a period of at least three years. (Labor Code 6409.6)**

**Note: Labor Code 6409.6, as amended by AB 685, requires the district to provide specified information to the local health agency when a COVID-19 outbreak occurs, as provided below. This notice must contain the same information as would be required in an incident report to the California Department of Industrial Relations' Division of Occupational Safety and Health (Cal/OSHA) Form 300 injury and illness log unless inapplicable or unknown.**

**If the district is notified of the number of cases that meet the definition of a COVID-19 outbreak, as defined by the California Department of Public Health, within 48 hours, the Superintendent or designee shall, within 48 hours of the notice, notify the local public health agency of the names, number, occupation, and worksite of employees who meet the definition of a qualifying individual. The Superintendent or designee shall continue to give notice to the local health department of any subsequent laboratory-confirmed cases of COVID-19 at the worksite. (Labor Code 6409.6)**

**Note: Pursuant to Labor Code 6325, as amended by AB 685, until January 1, 2023, Cal/OSHA may prohibit entry into a place of employment when, in its opinion, the place of employment exposes employees to the risk of COVID-19 infection and constitutes an imminent hazard to employees. In such cases, Cal/OSHA will provide a notice that must be posted in a conspicuous place at the place of employment.**

**In the event that Cal/OSHA prohibits entry into any district workplace or performance of a district operation or process based on a determination that the workplace exposes employees to the risk of COVID-19 infection and constitutes an imminent hazard to employees, the district shall post a notice thereof provided by Cal/OSHA in a conspicuous place at the work site. This notice shall not be removed except by an authorized representative of Cal/OSHA and only when the place of employment, operation, or process is made safe and the required safeguards or safety appliances or devices are provided. (Labor Code 6325)**

(7/99 3/10) 10/20

# CSBA Sample Administrative Regulation

All Personnel

AR 4157.1(a)

4257.1

**WORK-RELATED INJURIES**

4357.1

In order to provide medical benefits, temporary or permanent disability benefits, wage replacement, retraining or skill enhancement, and/or death benefits in the event that an employee becomes injured or ill in the course of employment, the district shall provide all employees with insurance and workers' compensation benefits in accordance with law. The Superintendent or designee shall develop an efficient claims handling process that reduces costs and facilitates employee recovery.

*(cf. 3320 - Claims and Actions Against the District)*

*(cf. 4032 - Reasonable Accommodation)*

*(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)*

*(cf. 4154/4254/4354 - Health and Welfare Benefits)*

*(cf. 4157/4257/4357 - Employee Safety)*

*(cf. 4157.2/4257.2/4357.2 - Ergonomics)*

*(cf. 4161.11/4261.11/4361.11 - Industrial Accident/Illness Leave)*

The Superintendent or designee shall notify every new employee, at the time of hire or by the end of the first pay period, of **the employee's his/her** right to receive workers' compensation benefits if injured at work. (Labor Code 3551; 8 CCR 15596)

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

In addition, a notice regarding workers' compensation benefits shall be posted in a conspicuous location frequented by employees, where the notice may be easily read during the workday. (Labor Code 3550)

In the event that an employee is injured or becomes ill in the course of employment, **the employee he/she** shall report the work-related injury or illness to the Superintendent or designee as soon as practicable. **The employee and appropriate district staff shall also promptly document the date and time of any incident, a description of the incident, and any persons present.**

Within one working day of receiving notice or knowledge of any injury to an employee in the course of employment, the Superintendent or designee shall provide a claim form and notice of potential eligibility for workers' compensation benefits to the employee or, in the case of the employee's death, to **the employee's his/her** dependents. The claim form and notice shall be provided personally or by first class mail. (Labor Code 5401)

The Superintendent or designee shall additionally ensure that any employee who is a victim of a crime that occurred at the place of employment is given written notice personally or by first class mail within one working day of the crime, or when the district reasonably should

## WORK-RELATED INJURIES (continued)

have known of the crime, that the employee is eligible for workers' compensation benefits for injuries, including psychiatric injuries, that may have resulted from the crime. (Labor Code 3553)

Note: Pursuant to Labor Code 3550, 3551, and 5401, all employee notices described above (i.e., the notice that must be posted in a conspicuous place, the notice provided to all employees at the time of hire, the notice that must be posted in a conspicuous place, and the notice and claim form provided when an employee is injured) must be in a form prescribed by the California Department of Industrial Relations (DIR) Division of Workers' Compensation (DWC). These notices are available on the DWC's web site or through the district's insurer. For districts that employ Spanish-speaking employees, the information must be made available in English and Spanish.

The Superintendent or designee shall ensure that all employee notices described above are in the form prescribed by the Department of Industrial Relations (DIR), Division of Workers Compensation.

Note: Pursuant to Labor Code 6409.1, the district must file a report concerning any injury or illness which has, or is alleged to have, arisen out of and in the course of employment. The report is required to be filed with the DIR or, if the district is insured through a third party insurer, with the insurer. The district should select the option below that corresponds to the manner in which it insures for workers' compensation. The following paragraph may be revised to reflect district practice.

### **~~OPTION 1: (Districts insured for workers' compensation through a third party insurer)~~**

Upon learning of a work-related injury or illness, or injury or illness alleged to have arisen out of and in the course of employment, the Superintendent or designee shall report the incident to the district's insurance carrier **or DIR, as applicable**, within five days after obtaining knowledge of the injury or illness. If a subsequent death arises as a result of the reported injury or illness, an amended report indicating the death **must shall** be filed **with the insurance carrier** within five days after being notified of or learning about the death. (Labor Code 6409.1)

### **~~OPTION 2: (Districts insured for workers' compensation through self-insurance)~~**

~~Upon learning of a work-related injury or illness, or injury or illness alleged to have arisen out of and in the course of employment, the Superintendent or designee shall report the incident to the DIR within five days after obtaining knowledge of the injury or illness. If a subsequent death arises as a result of the reported injury or illness, an amended report indicating the death must be filed with the DIR within five days after being notified of or learning about the death. (Labor Code 6409.1)~~

## WORK-RELATED INJURIES (continued)

Note: The following paragraph is for use by districts that selected either Option 1 or 2 above. Pursuant to Labor Code 6409.1, as amended by AB 1804 (Ch. 199, Statutes of 2019), in addition to the report described above, a report of death or serious injury or illness is required to be immediately reported to the Division of Occupational Safety and Health (Cal/OSHA) by telephone or through an online mechanism established by Cal/OSHA. Labor Code 6409.1 permits districts to make the report by telephone or email until Cal/OSHA has an online mechanism available.

Labor Code 6302, as amended by AB 1805 (Ch. 200, Statutes of 2019), redefines "serious injury or illness" as provided below.

In addition, in every case involving death or serious injury or illness, the Superintendent or designee shall immediately make a report to the Division of Occupational Safety and Health (Cal/OSHA) by telephone or through an online mechanism made available by Cal/OSHA email to the Division of Occupational Safety and Health. (Labor Code 6409.1)

For the purpose of this report, *serious injury or illness* means any injury or illness occurring in a place of employment or in connection with any employment that requires inpatient hospitalization for other than medical observation or diagnostic testing, or in which an employee suffers an amputation, the loss of an eye, or any serious degree of permanent disfigurement. (Labor Code 6302)

### Claims Related to COVID-19

Note: Until January 1, 2023, Labor Code 3212.86 and 3212.88, as added by SB 1159 (Ch. 85, Statutes of 2020), define "injury" for purposes of workers' compensation as including COVID-19 related illness or death when a positive COVID-19 diagnosis was made within 14 days after the employee performed labor or services at the district's place of employment. Labor Code 3212.86 applies when the diagnosis was made between March 19, 2020 and July 5, 2020, and confirmed by a COVID-19 test within 30 days of the diagnosis. Labor Code 3212.88 applies when the diagnosis was made after July 6, 2020, and the positive test occurred during a period of an outbreak, as defined, at the employee's specific place of employment. Pursuant to Labor Code 3212.86 and 3212.88, a positive diagnosis as specified above creates a presumption that the injury arose out of and in the course of employment. Unless disputed by the district within 30 or 45 days, as applicable, the Workers' Compensation Appeals Board is bound to find, in accordance with the presumption, that COVID-19 was contracted within the course and scope of employment.

Because of the large number of workers' compensation claims that districts may receive due to COVID-19 infection, districts are encouraged to consult legal counsel as appropriate to determine its impact on the district, including about the use of paid sick leave and eligibility for temporary disability benefits.

Until January 1, 2023, an employee is presumed to be entitled to workers' compensation benefits for illness or death resulting from COVID-19 if the diagnosis was made within

**WORK-RELATED INJURIES (continued)**

**14 days after the employee performed labor or services at the place of employment and if the employee contracted COVID-19 during an outbreak at the employee's specific place of employment. (Labor Code 3212.86, 3212.88)**

**For this purpose, an *outbreak* means that, within 14 calendar days, one of the following occurs at a specific place of employment: (Labor Code 3212.88)**

- 1. If a specific place of employment has 100 employees or fewer, four employees test positive for COVID-19.**
- 2. If a specific place of employment has more than 100 employees, four percent of the number of employees who reported to the specific place of employment test positive for COVID-19.**
- 3. A specific place of employment is ordered to close by a local public health department, the California Department of Public Health, Cal/OSHA, or the Superintendent due to a risk of infection with COVID-19.**

**The Superintendent or designee may rebut a presumption that COVID-19 was contracted during the course and scope of employment by offering evidence to the Workers' Compensation Appeals Board, such as the measures that were in place at the employee's specific place of employment to reduce potential transmission of COVID-19 and evidence of an employee's nonoccupational risk of contracting COVID-19. (Labor Code 3212.86, 3212.88)**

*Legal Reference: (see next page)*

## WORK-RELATED INJURIES (continued)

### Legal Reference:

#### EDUCATION CODE

44984 Industrial accident and illness leaves, certificated employees

45192 Industrial accident and illness leaves, classified employees

#### LABOR CODE

3200-48565 Workers' compensation, especially:

**3212.86 COVID-19: critical workers pre-July 5, 2020**

**3212.88 COVID-19: critical workers post-July 5, 2020**

3550-3553 Employee notice

3600-3605 Conditions of liability

3760 Report of injury to insurer

4600 Provision of medical and hospital treatment by employer

4906 Disclosures and statements

5400-5413 Notice of injury or death

**6302 Definition of serious injury or illness**

6409.1 Reports

#### CODE OF REGULATIONS, TITLE 8

15596 Notice of employee rights **to workers' compensation benefits**

### Management Resources:

#### DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

**Workers' Compensation in California: A Guidebook for Injured Workers, 2016**

Notice to Employees -- Injuries Caused by Work

Time of Hire Pamphlet

Workers' Compensation Claim Form (DWC 1) & Notice of Potential Eligibility

#### WEB SITES

California Department of Industrial Relations, Division of Occupational Safety and Health:

<http://www.dir.ca.gov/dosh>

California Department of Industrial Relations, Division of Workers Compensation:

<http://www.dir.ca.gov/dwc>

**California Department of Public Health: <https://www.cdph.ca.gov>**

(7/02 10/16) 10/20

# CSBA Sample Board Policy

Students

BP 5113.1(a)

## CHRONIC ABSENCE AND TRUANCY

Note: The following **optional** policy addresses both chronic absence, which refers to students missing an excessive number of school days for any reason, whether excused or unexcused, and truancy, which refers to students missing school and/or being tardy without a valid excuse. Education Code 48260 defines a "valid excuse" for purposes of classifying students as truants; see the accompanying administrative regulation. Also see BP/AR 5113 - Absences and Excuses for information about methods of verification of student absences.

The Governing Board believes that absenteeism, whatever the cause, 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)*

*(cf. 5113.11 - Attendance Supervision)*

Note: The following paragraph may be revised to reflect district practice. Districts must **track student attendance for the purpose of reporting chronic absenteeism for the state accountability system (the California School Dashboard) and monitor unexcused absences for the purpose of identifying students** who are classified as truants pursuant to Education Code 48260-48273. **In addition, Education Code 52060 requires districts to include the rates of school attendance, chronic absence, dropout, and graduation, as applicable, in their local control and accountability plan (LCAP) (see BP/AR 0460 - Local Control and Accountability Plan.), and chronic absence will be one of the state accountability indicators in the California School Dashboard beginning in the fall of 2018 (see BP 0500 - Accountability). Pursuant to the LCAP template adopted by the State Board of Education, "chronic absence" is the number of students who are absent on 10 percent or more of the school days in the academic year (July 1 through June 30) divided by the total enrollment during the academic year. Other tools to calculate chronic absence are available, such as the District Attendance Tracking Tool and School Attendance Tracking Tool, are available from Attendance Works.**

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 districtwide, for each school, and disaggregated for each numerically significant student subgroup as defined in Education Code 52052. Such data shall be used in the development of annual goals and specific actions for student attendance and engagement to be included in the district's local control and accountability plan and other applicable school and district plans.**



**CHRONIC ABSENCE AND TRUANCY** (continued)

~~(cf. 0400 - Comprehensive Plans)~~  
~~(cf. 0420 - School Plans/Site Councils)~~  
~~(cf. 0450 - Comprehensive Safety Plan)~~  
~~(cf. 0460 - Local Control and Accountability Plan)~~  
~~(cf. 0500 - Accountability)~~

Note: In developing strategies for addressing chronic absence and truancy, districts may consider reasons for absences given by individual students as well as survey data using tools such as the California Healthy Kids Survey and/or the California School Climate, Health, and Learning Survey System available from WestEd.

The Superintendent, **attendance supervisor**, or designee shall consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.

The Superintendent, **attendance supervisor**, or designee shall develop **strategies that a tiered approach to reducing chronic absence.** ~~focus on prevention of~~ **Such an approach shall include strategies for preventing** 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, **letters alerting parents/guardians to the value of regular school attendance,** 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~~ **The tiered approach shall also provide for** early outreach to students as soon as they show signs of poor attendance **or if they were chronically absent in the prior school year.** **Early intervention may include personalized outreach, individual attendance plans, and/or mentoring to students with moderate levels of chronic absence, with additional intensive, interagency wrap-around services for students with the highest level of absence.**

~~(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)~~

Note: In developing strategies for addressing chronic absence and truancy, districts may consider reasons for absences given by individual students as well as survey data using tools such as the California Healthy Kids Survey and/or the California School Climate, Health, and Learning Survey System available from WestEd.

**CHRONIC ABSENCE AND TRUANCY (continued)**

~~The Superintendent or designee shall consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy.~~

~~Interventions for s~~Students with serious attendance problems shall be **provided with interventions specific to their needs, which** ~~designed to meet the specific needs of the student and~~ may include, but are not limited to, health care referrals, transportation assistance, counseling for mental or emotional difficulties, academic supports, efforts to address school or community safety concerns, discussions with the student and parent/guardian about their attitudes regarding schooling, or other strategies to remove identified barriers to school attendance. The Superintendent, **attendance supervisor,** or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

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

*(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)*

**The Superintendent or designee shall ensure that staff assigned to fulfill attendance-related duties are trained in implementing a trauma-informed approach to chronic absence and receive information about the high correlation between chronic absence and exposure to adverse childhood experiences.**

***(cf. 4131 - Staff Development)***

Note: State law establishes a series of interventions that the district is required or authorized to impose depending on the number of trancies committed by a student; see the accompanying administrative regulation. Habitually truant students, as defined in Education Code 48262, may be referred to a school attendance review board (SARB) if established by the county office of education or to a SARB established by the district Governing Board pursuant to Education Code 48321; see BP/AR 5113.12 - District School

**CHRONIC ABSENCE AND TRUANCY** (continued)

Attendance Review Board. Instead of the SARB process, students may be referred to a truancy mediation program operated by the county's district attorney or probation officer pursuant to Education Code 48260.6. Education Code 48264.5 authorizes, but does not require, students who continue to be truant after receiving these interventions to be referred to a juvenile court. Parents/guardians of students who are identified as truant may be subject to penalties pursuant to Education Code 48293, Penal Code 270.1, and/or Penal Code 272.

Students who are identified as **chronically absent or** truant shall be subject to the interventions specified in law and administrative regulation.

*(cf. 5113.12 - District School Attendance Review Board)*

Note: Education Code 48900 expresses legislative intent that alternatives to suspension or expulsion be used with students who are truant, tardy, or otherwise absent from assigned school activities; see BP 5144 - Discipline and BP 5144.1 - Suspension and Expulsion/Due Process.

A student's truancy, tardiness, or other absence from school shall not be the basis for **his/her** suspension or expulsion. Alternative strategies and positive reinforcement for attendance shall be used whenever possible.

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

**Note:** Education Code 52060 requires districts to include the rates of school attendance, chronic absence, dropout, and graduation, as applicable, in their local control and accountability plan (LCAP); see BP/AR 0460 - Local Control and Accountability Plan.

**The California School Dashboard includes measures of district and school performance in each priority area addressed in the LCAP, including chronic absence for grades K-8. The Dashboard reports the degree to which districts and schools meet performance criteria as well as changes in performance from year to year. See BP 0500 - Accountability. For grades 9-12, chronic absence rates are available through the California Department of Education's DataQuest.**

The Superintendent, **attendance supervisor**, or designee shall periodically report to the Board regarding **student attendance patterns in the district, including rates of chronic absence and truancy districtwide and for each school, grade level, and numerically significant student subgroup as defined in Education Code 52052.** ~~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~~ **develop annual goals and specific actions for student attendance and engagement to be included in the district's local control and accountability plan and other applicable school and district plans.** As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in the determination of how to best allocate available community resources.

**CHRONIC ABSENCE AND TRUANCY (continued)**

(cf. 0500 - Accountability)  
(cf. 0400 - Comprehensive Plans)  
(cf. 0420 - School Plans/Site Councils)  
(cf. 0450 - Comprehensive Safety Plan)  
(cf. 0460 - Local Control and Accountability Plan)

*Legal Reference:*

EDUCATION CODE

1740-1742 Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

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

48290-48297 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

49067 Unexcused absences as cause of failing grade

52052 Accountability; 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

COURT DECISIONS

L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976

*Management Resources: (see next page)*

## CHRONIC ABSENCE AND TRUANCY (continued)

### Management Resources:

#### ATTENDANCE WORKS PUBLICATIONS

**District Attendance Tracking Tool**

**For School Board Members: Frequently Asked Questions About Chronic Absence**

**School Attendance Tracking Tool**

**Bringing Attendance Home: Engaging Parents in Preventing Chronic Absence, 2015**

**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: A Road Map for Improved School Attendance and Behavior, 2015 rev. 2018**

**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>

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# CSBA Sample Administrative Regulation

Students

AR 5113.1(a)

## CHRONIC ABSENCE AND TRUANCY

Note: The following administrative regulation may be revised to reflect the district personnel responsible for duties related to attendance supervision and matters related to chronic absence and truancy. Pursuant to Education Code 48240-48246, the district may appoint an attendance supervisor, join a consortium of districts to employ an attendance supervisor, or contract with the County Superintendent of Schools to supervise the attendance of district students. See AR 5113.11 - Attendance Supervision.

Education Code 48273 **mandates** that the district adopt rules and regulations related to reports of district referrals to a school attendance review board (SARB). See the section on "Reports" below for language fulfilling this mandate.

### Definitions

Note: The following definition of "chronic absentee" is provided in Education Code 60901 for purposes of reporting student attendance within the California Longitudinal Pupil Achievement Data System. This definition is also used in the template adopted by the State Board of Education to assist districts in completing the local control and accountability plan. Chronic absence includes absence for any reason (i.e., excused and/or unexcused absences).

*Chronic absentee* means a student who is absent for any reason on 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. (Education Code 60901)

*Truant* means a student who is absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof. (Education Code 48260)

*Habitual truant* means a student who has been reported as a truant three or more times within the same school year, provided the district has made a conscientious effort to hold at least one conference with the student and **his/her the student's** parent/guardian after either of the two previous reports. (Education Code 48262, 48264.5)

*Chronic truant* means a student who has been absent from school without a valid excuse for 10 percent or more of the school days in one school year, from the date of enrollment to the current date, provided the district has met the requirements of Education Code 48260, 48260.5, 48261, 48262, 48263, and 48291. (Education Code 48263.6)

Note: As provided above, definitions of the various categories of truancy are based on the number of absences from school without a valid excuse. Education Code 48260 defines a "valid excuse," for purposes of

**CHRONIC ABSENCE AND TRUANCY** (continued)

classifying a student as a truant, as any of the reasons specified in Education Code 48205 (i.e., illness, quarantine, health services appointments, funeral service attendance, jury duty, illness or medical appointment of student's child, justifiable personal reasons, service on precinct board, time with family member called to active duty or on leave from active duty, and religious exercises), Education Code 48225.5 (i.e., entertainment or allied industries work permits and nonprofit organization performances), or other reasons at the discretion of school administrators. AR 5113 - Absences and Excuses reflects the reasons that students may be excused from school pursuant to Education Code 48205 and provides information about methods of verification of student absences.

For purposes of classifying a student as a truant, *valid excuse* includes, but is not limited to, the reasons for which a student shall be excused from school pursuant to Education Code 48205 and 48225.5 **and AR 5113 - Absences and Excuses**. A valid excuse may include other reasons that are within the discretion of school administrators and, based on the facts of the student's circumstances, are deemed to constitute a valid excuse. (Education Code 48260)

*(cf. 5113 - Absences and Excuses)*

*(cf. 5113.2 - Work Permits)*

**Addressing Chronic Absence**

Note: The following **optional** section may be revised to reflect district practice.

For further information about strategies to address chronic absence, see CSBA's policy brief Improving Student Achievement by Addressing Chronic Absence and the California Department of Education's (CDE) School Attendance Improvement Handbook. Also see AR 5113 — Absences and Excuses for language requiring students with frequent absences due to illness to provide written verification from a health care practitioner.

When a student is identified as a chronic absentee, the Superintendent, **attendance supervisor**, or designee shall communicate with the student and **his/her the student's** parents/guardians to determine the reason(s) for the excessive absences, ensure the student and parents/guardians are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance.

*(cf. 5113.11 - Attendance Supervision)*

*(cf. 6020 - Parent Involvement)*

The student may be referred to a student success team or school-site attendance review team to assist in evaluating **his/her the student's** needs and identifying strategies and programs to assist **him/her the student**. When necessary, the student may be referred to a **school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee, in accordance with Education Code 48263 and item #3 in the section "Addressing Truancy" below.**

**CHRONIC ABSENCE AND TRUANCY** (continued)

*(cf. 5146 - Married/Pregnant/Parenting Students)*  
*(cf. 5147 - Dropout Prevention)*  
*(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)*

A student who is struggling academically may be offered tutoring or other supplemental instruction, extended learning opportunities, and/or alternative educational options as appropriate.

**Note:** Pursuant to Education Code 49067, the Governing Board may authorize teachers to assign failing grades to students with excessive unexcused absences, with the threshold number of absences established by the Board. See BP 5121 - Grades/Evaluation of Student Achievement. However, CSBA's governance brief Research-Supported Strategies to Improve the Accuracy and Fairness of Grades recommends that student absences be dealt with separately from grading and that absences should not be considered in determining a student's level of understanding of course content. The following paragraph is consistent with that recommendation and may be revised to reflect district practice.

**Students who are absent shall be given an opportunity to make up missed assignments or assessments and shall receive full credit for satisfactory completion of the work. Students with excessive absences shall be supported to the extent possible to limit the impact of absences on the student's grades.**

***(cf. 5121 - Grades/Evaluation of Student Achievement)***  
*(cf. 6158 - Independent Study)*  
*(cf. 6176 - Weekend/Saturday Classes)*  
*(cf. 6178.1 - Work-Based Learning)*  
*(cf. 6179 - Supplemental Instruction)*  
*(cf. 6181 - Alternative Schools/Programs of Choice)*  
*(cf. 6183 - Home and Hospital Instruction)*  
*(cf. 6184 - Continuation Education)*

Whenever chronic absenteeism is linked to a health ~~issue or~~ **social-emotional, family, or other** nonschool ~~condition~~ **issue**, the Superintendent or designee may recommend school or community resources and/or collaborate with community agencies and organizations to address the needs of the student and **the student's** ~~his/her~~ family.

*(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)*  
*(cf. 5141.6 - School Health Services)*



**CHRONIC ABSENCE AND TRUANCY** (continued)**Addressing Truancy**

An attendance supervisor or designee, peace officer, probation officer, or school administrator or designee may, as applicable, arrest or assume temporary custody during school hours of any minor student found away from **his/her** home who is absent from school without a valid excuse. Any person arresting or assuming temporary custody of a minor student shall deliver the student and make reports in accordance with Education Code 48265 and 48266. (Education Code 48264, 48265, 48266)

*(cf. 3515.3 - District Police/Security Department)*

The Superintendent, **attendance supervisor**, or designee shall investigate a complaint from any person that a parent/guardian has violated the state compulsory education laws contained in Education Code 48200-48341. (Education Code 48290)

When a student has been identified as a truant as defined above, the following steps shall be implemented based on the number of trancies **he/she the student** has committed:

1. Initial truancy
  - a. The student shall be reported to the Superintendent, **attendance supervisor**, or designee. (Education Code 48260)

Note: When a student is classified as truant, Education Code 48260.5 requires notification of **his/her the student's** parents/guardians by the most cost-effective method possible, which may include email or a telephone call. ~~The CDE's web site and School Attendance Improvement Handbook~~ **The California Department of Education's (CDE) School Attendance Review Board: A Road Map for Improved School Attendance and Behavior** provides sample letters.

- b. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code 48260.5)
  - (1) The student is truant.
  - (2) The parent/guardian is obligated to compel the student to attend school **and, if** the parent/guardian fails to meet this obligation, **he/she the parent/guardian** may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48290-48296.
  - (3) Alternative educational programs are available in the district.

**CHRONIC ABSENCE AND TRUANCY** (continued)

- (4) The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
- (5) The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or designee, or attendance supervisor or designee pursuant to Education Code 48264 if found away from home and absent from school without a valid excuse.
- (6) **If the student is at least 13 years of age but under age 18, t**he student may be subject to **the** suspension, restriction, or delay of **his/her** driving privilege pursuant to Vehicle Code 13202.7.
- (7) It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.

*(cf. 5145.6 - Parental Notifications)*

- c. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)
- d. The student and, as appropriate, **his/her the student's** parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code 48264.5)

Note: The following **optional** item is for use by districts in which there is no county SARB and the county's district attorney or probation officer has elected to participate in a truancy mediation program pursuant to Education Code 48260.6.

- e. The Superintendent, **attendance supervisor**, or designee may notify the district attorney and/or probation officer of the student's name and the name and address of **his/her the student's** parents/guardians. (Education Code 48260.6)
2. Second truancy
- a. Any student who has once been reported as a truant shall again be reported to the Superintendent, **attendance supervisor**, or designee as a truant if **he/she the student** is absent from school without a valid excuse one or more days or is tardy on one or more days during the school year. (Education Code 48261)

**CHRONIC ABSENCE AND TRUANCY** (continued)

- b. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)
- c. The student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, **he/she the student** shall be subject to item #3 below. (Education Code 48264.5)

Note: Education Code 48262 provides that a student cannot be classified as a habitual truant (item #3 below) until the district has made a conscientious effort to hold at least one conference with the student and **his/her** parent/guardian after the attendance supervisor has been notified of either the first or second truancy. Education Code 48262 defines "conscientious effort," for purposes of this section, as attempting to communicate with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. Thus, the following paragraph requires such communication in the event of the second truancy.

- d. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and **his/her the student's** parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code 48262)
- e. The student may be given a written warning by a peace officer. A record of that warning may be kept at the school for not less than two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (Education Code 48264.5)

Note: The following **optional** item is for use by districts in which there is no county SARB and the county's district attorney or probation officer has elected to participate in a truancy mediation program. Pursuant to Education Code 48260.6, if the district notifies the district attorney and/or probation officer that a student continues to be classified as a truant after proper notification to the parents/guardians as described in item #1b above, the district attorney or probation officer may request a meeting with the student and **his/her the student's** parents/guardians to discuss the possible legal consequences of the student's truancy.

- f. The Superintendent or designee may notify the district attorney and/or probation officer when the student continues to be classified as a truant after the parents/guardians have been notified in accordance with item #1b above. (Education Code 48260.6)

## 3. Third truancy (habitual truancy)

Note: Education Code 48263 and 48264.5 authorize the district to refer habitual truants, **chronic absentees, and students who are habitually insubordinate or disorderly** to a SARB, a county truancy mediation program, or a comparable program for services. The district should revise the following items to reflect the option(s) available in the district.

**CHRONIC ABSENCE AND TRUANCY** (continued)

According to ~~the CDE's School Attendance Improvement Handbook~~ **Review Board: A Road Map for Improved School Attendance and Behavior**, prior to referring a ~~truant~~ student to a SARB or county truancy mediation program, some districts initiate an intermediate step, such as a school-site attendance review team or student success team. Districts that have established such an intermediate step may revise the following item accordingly.

- a. A student who is habitually truant, ~~irregular in school attendance~~ **a chronic absentee**, or habitually insubordinate or disorderly during attendance at school may be referred to, and required to attend, a ~~school attendance review board~~ **(SARB)** program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. (Education Code 48263, 48264.5)

*(cf. 5113.12 - District School Attendance Review Board)*

- b. Upon making a referral to the SARB or the probation department, the Superintendent, ~~or designee~~ **attendance supervisor, or other person designated to make the referral** shall provide the student, ~~the student's and parent/guardian,~~ **and SARB or probation department with documentation of the interventions undertaken at the school. The attendance supervisor or designee shall also provide the student and the student's parent/guardian,** in writing, the name and address of the SARB or probation department and the reason for the referral. This notice shall indicate that the student and **the student's** parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB or a probation officer to consider a proper disposition of the referral. (Education Code 48263)
- c. If the student does not successfully complete the truancy mediation program or other similar program, ~~he/she~~ **the student** shall be subject to item #4 below. (Education Code 48264.5)

Note: Pursuant to Education Code 48263, the SARB or probation officer may direct a student and/or the student's parents/guardians to make use of available community services and may require satisfactory evidence of participation. If the SARB or probation officer determines that available community resources cannot resolve the problem, or if the student and/or **the student's** parents/guardians have failed to respond to the directives of the SARB or probation officer, the SARB may so notify the district attorney and/or probation officer, or the probation officer may notify the district attorney provided the district attorney or probation officer participates in a truancy mediation program. If the county has not established a SARB, the district may make this finding and notification.

The following paragraph is for use by districts in which the county has not established a SARB and the county's district attorney or probation officer has elected to participate in a truancy mediation program.

**CHRONIC ABSENCE AND TRUANCY** (continued)

- d. If the Superintendent or designee determines that available community services cannot resolve the problem of the truant or insubordinate student or if the student and/or **his/her the student's** parents/guardians have failed to respond to the directives of the district or to services provided, the Superintendent or designee may so notify the district attorney and/or the probation officer. (Education Code 48263)
4. Fourth truancy
- a. Upon **his/her the** fourth truancy within the same school year, the student may be referred to the jurisdiction of the juvenile court. (Education Code 48264.5; Welfare and Institutions Code 601)

Note: Pursuant to Education Code 48264.5 and Welfare and Institutions Code 601, a student coming within the jurisdiction of the juvenile court may be adjudged a ward of the court and required to perform community service, pay a fine, attend a court-approved truancy prevention program, and/or lose driving privileges.

In L.A. v. Superior Court of San Diego County, a court of appeal held that juvenile court judges have the authority to imprison a truant as a last resort if the student commits an egregious violation of a court order, less restrictive alternatives have proved ineffective, and the student is confined separately from youths held for criminal violations.

- b. If a student has been adjudged by the county juvenile court to be a habitual truant, the Superintendent or designee shall notify the juvenile court and the student's probation or parole officer whenever the student is truant or tardy on one or more days without a valid excuse in the same or succeeding school year, or is habitually insubordinate or disorderly at school. The juvenile court and probation or parole officer shall be notified within 10 days of the violation. (Education Code 48267)

Note: Item #5 below is for use by districts that offer any of grades K-8. Penal Code 270.1 states that a parent/guardian of a "chronic truant" who is at least six years old and is in any of grades K-8 is guilty of a misdemeanor punishable by a fine and/or imprisonment if **he/she the parent/guardian** has failed to reasonably supervise and encourage the student's school attendance and has been offered language-accessible support services to address the student's truancy. Pursuant to Penal Code 270.1, a parent/guardian found guilty of a misdemeanor may participate in a program established by a superior court, if available, which includes periodic meetings with district representatives and service referrals.

5. Chronic truancy (unexcused absence for 10 percent of school days)
- a. The Superintendent or designee shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.

**CHRONIC ABSENCE AND TRUANCY** (continued)

- b. If a chronically truant student is at least age six years and is in any of grades K-8, the Superintendent or designee shall notify the student's parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to Penal Code 270.1.

**Records**

Note: The following **optional** paragraph may be revised to reflect district practice. **The CDE's School Attendance Review Board Handbook: A Road Map for Improved School Attendance and Behavior** cautions that it is important to keep accurate and complete records of any violations of compulsory school attendance laws because such records may ultimately be introduced as evidence in a trial for truancy.

The Superintendent, **attendance supervisor**, or designee shall maintain accurate attendance records for students identified as habitual or chronic truants. ~~The Superintendent or designee also~~ **In addition, the attendance supervisor, designee, and/or the staff persons who have direct contact with the student or parent/guardian** shall document all **their** contacts ~~with a student and his/her parent/guardian~~ regarding the student's attendance, including a summary of all conversations and a record of all intervention efforts.

*(cf. 5125 - Student Records)*

Note: Education Code 48273 **mandates** that the district adopt rules and regulations for the purpose of gathering data and making a report to the County Superintendent of Schools regarding SARB referrals. **The CDE's web site provides a model annual summary report form.**

The Superintendent, **attendance supervisor**, or designee shall gather and transmit to the County Superintendent of Schools the number and types of referrals made to the SARB and of requests for petitions made to the juvenile court. (Education Code 48273)

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# CSBA Sample Board Policy

Students

AR 5113.11(a)

## ATTENDANCE SUPERVISION

Note: The following **optional** administrative regulation is for use by districts that appoint their own attendance supervisor and may be revised to reflect district practice. Pursuant to Education Code 48242 and 48243, the district may appoint an attendance supervisor or may jointly employ an attendance supervisor with one or more other districts. Alternatively, pursuant to Education Code 48244, the district may contract with the County Superintendent of Schools for the supervision of attendance of district students. **AB 2815 (Ch. 829, Statutes of 2016) amended Education Code 48244 to delete the requirement that the County Board of Education approve the district's contract with the County Superintendent.**

The Superintendent or designee shall appoint an attendance supervisor and any assistant attendance supervisor(s) as may be necessary to supervise the attendance of district students. (Education Code 48240, **48242**)

Note: Pursuant to Education Code **48241 and 48245**, the following paragraph is applicable to any district with an average daily attendance of 1,000 or more, according to the annual school report of the last preceding school year. **require an attendance supervisor to be certificated for the work by the County Board of Education. However, it is not clear that all county boards currently provide this function. The following paragraph may be revised to reflect local practice.**

~~The Superintendent or designee shall ensure that a~~Any person appointed as an attendance supervisor ~~has been~~ **shall be appropriately** certificated ~~for~~ **to perform** the work ~~by the County Board of Education.~~ (Education Code 48241, 48245)

**Such Attendance** supervisors shall perform duties related to compulsory full-time education, truancy, compulsory continuation education, work permits, and any additional duties prescribed by the Superintendent or designee. (Education Code 48240)

*(cf. 5112.1 - Exemptions from Attendance)*  
*(cf. 5113 - Absences and Excuses)*  
*(cf. 5113.1 - Chronic Absence and Truancy)*  
*(cf. 5113.2 - Work Permits)*  
*(cf. 6184 - Continuation Education)*

Note: Items #1-5 below may be revised to reflect district practice. Education Code 48240, ~~as amended by AB 2815 (Ch. 829, Statutes of 2016),~~ states the Legislature's intent that attendance supervisors fulfill the following duties.

The attendance supervisor shall promote a culture of attendance and establish a system to accurately track student attendance in order to achieve all of the following: ~~(Education Code 48240)~~

**ATTENDANCE SUPERVISION (continued)**

1. Raise the awareness of school personnel, parents/guardians, caregivers, community partners, and local businesses of the effects of chronic absenteeism and truancy and other challenges associated with poor attendance
2. Identify and respond to grade level or student subgroup patterns of chronic absenteeism or truancy

*(cf. 5146 - Married/Pregnant/Parenting Students)*  
*(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)*

3. Identify and address factors contributing to chronic absenteeism and habitual truancy, including suspension and expulsion

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*  
*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

4. Ensure that students with attendance problems are identified as early as possible to provide applicable support services and interventions
5. Evaluate the effectiveness of strategies implemented to reduce chronic absenteeism rates and truancy rates

*(cf. 0500 - Accountability)*

The attendance supervisor may provide support services and interventions, including, but not limited to, the following: (Education Code 48240)

1. A conference between school personnel, the student's parent/guardian, and the student
2. Promotion of cocurricular and extracurricular activities that increase student connectedness to school, such as tutoring, mentoring, the arts, service learning, or athletics

*(cf. 6142.4 - Service Learning/Community Service Classes)*  
*(cf. 6142.6 - Visual and Performing Arts)*  
*(cf. 6145 - Extracurricular and Cocurricular Activities)*  
*(cf. 6145.2 - Athletic Competition)*

3. Recognition of students who achieve excellent attendance or demonstrate significant improvement in attendance

*(cf. 5126 - Awards for Achievement)*



**ATTENDANCE SUPERVISION** (continued)

4. Referral of the student to a school nurse, school counselor, school psychologist, school social worker, and other student support personnel for case management and counseling

*(cf. 5141.6 - School Health Services)*

*(cf. 6164.2 - Guidance/Counseling Services)*

5. Collaboration with child welfare services, law enforcement, courts, public health care agencies, government agencies, or medical, mental health, and oral health care providers to receive necessary services

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

6. Collaboration with school study teams, guidance teams, school attendance review teams, or other intervention-related teams to assess the attendance or behavior problem in partnership with the student and **his/her the student's** parents/guardians or caregivers

*(cf. 6164.5 - Student Success Teams)*

7. In schools with significantly higher rates of chronic absenteeism, identification of barriers to attendance that may require schoolwide strategies rather than case management
8. Referral of the student for a comprehensive psychosocial or psychoeducational assessment, including for purposes of creating an individualized education program for a student with disabilities or creating a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973

*(cf. 6159 - Individualized Education Program)*

*(cf. 6164.6 - Identification and Education Under Section 504)*

9. Referral of the student to a school attendance review board **(SARB)** established pursuant to Education Code 48321 or to the probation department pursuant to Education Code 48263

*(cf. 5113.12 - District School Attendance Review Board)*

10. Referral of the student to a truancy mediation program operated by the county's district attorney or probation officer pursuant to Education Code 48260.6

**Note: Pursuant to Education Code 48290, the Governing Board is required to investigate any complaint that a parent/guardian has violated compulsory education laws. The following paragraph delegates this responsibility to the attendance supervisor and may be revised to reflect district**

**ATTENDANCE SUPERVISION (continued)**

**practice. Pursuant to Education Code 48292, it is the responsibility of the attendance supervisor to file a criminal complaint against a parent/guardian who continually and willfully fails to respond to school attendance review board directives or services.**

**Upon receiving any complaint that a parent/guardian or other person having control or charge of a student has violated Education Code 48200-48341, the state compulsory education laws, the attendance supervisor shall investigate the matter and, if a violation is found, shall recommend referral to a SARB. If the district is subsequently notified by the SARB that the parent/guardian continually and willfully has failed to respond to directives of the SARB or the services provided, the attendance supervisor shall refer the matter for possible prosecution in court in accordance with Education Code 48291-48292 as applicable. (Education Code 48290-48292)**

**Note: Pursuant to Education Code 48273, the Board is required to assign appropriate officers and employees to provide the County Superintendent with a report of SARB referrals and requests for petitions to the juvenile court; see AR 5113.1 - Chronic Absence and Truancy. The following paragraph is for use by districts that have delegated this responsibility to the attendance supervisor.**

**The attendance supervisor shall gather and transmit to the County Superintendent of Schools the number and types of referrals made to the SARB and of requests for petitions made to the juvenile court. (Education Code 48273)**

Note: The following **optional** paragraph may be revised to reflect district practice. Among the primary roles of the attendance supervisor are the accurate tracking of student attendance and monitoring of chronic absence in order to identify students at risk. Pursuant to Education Code 52060, districts are required to include rates of school attendance, chronic absence, dropout, and graduation, as applicable, in their local control and accountability plan (see BP/AR 0460 - Local Control and Accountability Plan), and chronic absence is one of the state accountability indicators in the California School Dashboard (see BP 0500 - Accountability).

The attendance supervisor shall annually report student attendance data to the Superintendent or designee and the Governing Board. Such data shall include, by school, grade level, and each numerically significant student subgroup as defined in Education Code 52052, rates of school attendance, chronic absence in which students are absent on 10 percent or more of the school days in the school year, and dropout.

*(cf. 5147 - Dropout Prevention)*

*Legal References: (see next page)*

## ATTENDANCE SUPERVISION (continued)

### Legal Reference:

#### EDUCATION CODE

1740 *Employment of personnel to supervise attendance (county superintendent)*

37223 *Weekend classes*

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)*

48240-48246 *Supervisors of attendance*

48260-48273 *Truants*

48290-48297 *Failure to comply; complaints against parents*

48320-48325 *School attendance review boards*

48340-48341 *Improvement of student attendance*

48400-48403 *Compulsory continuation education*

52052 *Accountability; numerically significant student subgroups*

52060-52077 *Local control and accountability plan*

60901 *Chronic absence*

#### PENAL CODE

270.1 *Chronic truancy; parent/guardian misdemeanor*

#### WELFARE AND INSTITUTIONS CODE

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*

### Management Resources:

#### 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>

# CSBA Sample Board Policy

Students

BP 5145.7(a)

## SEXUAL HARASSMENT

Note: Education Code 231.5 and 34 CFR 106.8 **mandate** the district to have written policies on sexual harassment. The following policy addresses harassment by and of students in the school setting. As part of this mandate, the district should also adopt a sexual harassment policy related to employees; see BP/AR 4119.11/4219.11/4319.11 - Sexual Harassment **and AR 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures.**

Both federal law (Title IX of the Education Amendments of 1972) (20 USC 1681-1688; 34 CFR 106.1-106.82) and state law (Education Code 220, 231.5) prohibit sexual harassment and require districts to establish procedures for the prompt and equitable resolution of sexual harassment complaints. Whether a complaint is addressed through the federal Title IX complaint procedures adopted pursuant to 34 CFR 106.44-106.45, as added by 85 Fed. Reg. 30026, or the state uniform complaint procedures adopted pursuant to 5 CCR 4600-4670 is dependent on whether the alleged conduct meets the more stringent federal definition or the state definition of sexual harassment. **In order to meet the applicable timelines, in some instances it may be necessary to review a complaint under both procedures concurrently.** See the accompanying administrative regulation, BP/AR 1312.3 - Uniform Complaint Procedures, and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

A district can be held liable for civil damages for the sexual harassment of students pursuant to Title IX if the district is found to have been "deliberately indifferent" in its response to known sexual harassment. Pursuant to 34 CFR 106.30, a district is deliberately indifferent if its response to Title IX sexual harassment is clearly unreasonable in light of the known circumstances.

In addition to filing a private civil lawsuit, an alleged victim of sexual harassment may file a complaint with the California Department of Education (CDE) and/or the U.S. Department of Education's Office for Civil Rights (OCR), the federal agency responsible for administrative enforcement of federal laws and regulations that prohibit discrimination in programs and activities that receive federal financial assistance from the U.S. Department of Education.

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits, at school or at school-sponsored or school-related activities, sexual harassment targeted at any student by anyone. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment.

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 5131 - Conduct)*

*(cf. 5131.2 - Bullying)*

*(cf. 5137 - Positive School Climate)*

*(cf. 5145.3 - Nondiscrimination/Harassment)*

Note: 34 CFR 106.44, as added by 85 Fed. Reg. 30026, requires the district, when there is actual knowledge of sexual harassment in an education program or activity, to respond promptly in a manner that is not unreasonable in light of the known circumstances. 34 CFR 106.30, as added, defines "actual knowledge" as notice of sexual harassment or allegations of sexual harassment being submitted to the district's Title IX Coordinator, any official of the district who has authority to institute corrective measures, or any employee of an elementary or secondary school.

## SEXUAL HARASSMENT (continued)

It is important to note that a referral to law enforcement does not relieve a school district of its responsibility to investigate the complaint as a matter of sex discrimination.

The district strongly encourages students who feel that they are being or have been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult, or who have experienced off-campus sexual harassment that has a continuing effect on campus, to immediately contact their teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Any employee who receives a report or observes an incident of sexual harassment shall notify the Title IX Coordinator.

Once notified, the Title IX Coordinator shall ensure the complaint **or allegation** is addressed through **Title IX complaint procedures or uniform complaint procedures AR 5145.71 - Title IX Sexual Harassment Complaint Procedures or BP/AR 1312.3 - Uniform Complaint Procedures**, as applicable, ~~and shall offer supportive measures to the complainant.~~ **Because a complaint or allegation that is dismissed or denied under the Title IX complaint procedure may still be subject to consideration under state law, the Title IX Coordinator shall ensure that any implementation of AR 5145.71 concurrently meets the requirements of BP/AR 1312.3.**

*(cf. 1312.1 - Complaints Concerning District Employees)*

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 5141.4 - Child Abuse Prevention and Reporting)*

*(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)*

**The Title IX Coordinator ~~and~~ shall offer supportive measures to the complainant and respondent, as deemed appropriate under the circumstances.**

Note: Education Code 234.6, as added by AB 34 (Ch. 282, Statutes of 2019), requires districts, beginning in the 2020-21 school year, to post the district's written policy on sexual harassment in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students.

Education Code 231.6, as added by AB 543 (Ch. 428, Statutes of 2019), requires districts serving students in grades 9-12 to create a poster that notifies students of the district's sexual harassment policy, and to display it prominently and conspicuously in each bathroom and locker room on campus.

Education Code 231.5, as amended by AB 543, requires the district to provide a copy of the district's sexual harassment policy as part of any orientation program conducted for new and continuing students.

Pursuant to 34 CFR 106.8, the district is required to notify students, parents/guardians, employees, and bargaining units of its policy to not discriminate on the basis of sex as well as its complaint procedures and processes, and to post this information in a prominent location on the district's web site and in student and staff handbooks.

Requirements related to the dissemination of the district's sexual harassment policy and procedures and best practices for reinforcing the policy are addressed in the accompanying administrative regulation.

**SEXUAL HARASSMENT (continued)**

The Superintendent or designee shall inform students and parents/guardians of the district's sexual harassment policy by disseminating it through parent/guardian notifications, publishing it on the district's web site, and including it in student and staff handbooks. All district staff shall be trained regarding the policy.

**Instruction/Information**

The Superintendent or designee shall ensure that all district students receive age-appropriate information on sexual harassment. Such instruction and information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual harassment could occur between people of the same sex and could involve sexual violence
2. A clear message that students do not have to endure sexual harassment under any circumstance
3. Encouragement to report observed incidents of sexual harassment even when the alleged victim of the harassment has not complained

<p>Note: Where sexual harassment or violence occurs in the context of other possible rule violations, students may be reluctant to report sexual harassment or violence. For example, a student who is sexually harassed while away from school without permission may be reluctant to file a complaint if the student believes discipline will be imposed for the violation. As such, item #4 below clarifies that any other rule violation will be addressed separately from the sexual harassment complaint in order to encourage students to report the harassment.</p>
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4. A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved
5. A clear message that, regardless of a complainant's noncompliance with the writing, timeline, or other formal filing requirements, every sexual harassment allegation that involves a student, whether as the complainant, respondent, or victim of the harassment, shall be investigated and action shall be taken to respond to harassment, prevent recurrence, and address any continuing effect on students
6. Information about the district's procedures for investigating complaints and the person(s) to whom a report of sexual harassment should be made

## **SEXUAL HARASSMENT (continued)**

7. Information about the rights of students and parents/guardians to file a civil or criminal complaint, as applicable, including the right to file a civil or criminal complaint while the district investigation of a sexual harassment complaint continues
8. A clear message that, when needed, the district will implement supportive measures to ensure a safe school environment for a student who is the complainant or victim of sexual harassment and/or other students during an investigation

### **Disciplinary Actions**

Note: Pursuant to Education Code 48900.2, a student in grades 4-12 may be suspended and/or expelled from school for sexual harassment. Education Code 48915(c) requires the Superintendent or designee to recommend expulsion for any student, irrespective of grade, who commits sexual assault or battery as defined in the Penal Code. See AR 5144.1 - Suspension and Expulsion/Due Process.

Upon completion of an investigation of a sexual harassment complaint, any student found to have engaged in sexual harassment or sexual violence in violation of this policy shall be subject to disciplinary action. For students in grades 4-12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances of the incident(s) shall be taken into account.

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

Upon investigation of a sexual harassment complaint, any employee found to have engaged in sexual harassment or sexual violence toward any student shall be subject to disciplinary action, up to and including dismissal, in accordance with law and the applicable collective bargaining agreement.

*(cf. 4117.7/4317.7 - Employment Status Report)*

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

### **Record-Keeping**

In accordance with law **and district policies and regulations**, the Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address, and prevent repetitive harassing behavior in district schools.

*(cf. 3580 - District Records)*

*Legal Reference: (see next page)*

## SEXUAL HARASSMENT (continued)

### Legal Reference:

#### EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex  
48900 Grounds for suspension or expulsion  
48900.2 Additional grounds for suspension or expulsion; sexual harassment  
48904 Liability of parent/guardian for willful student misconduct  
48980 Notice at beginning of term  
48985 Notices, report, statements and records in primary language

#### CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships  
1714.1 Liability of parents/guardians for willful misconduct of minor

#### GOVERNMENT CODE

12950.1 Sexual harassment training

#### CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs

#### UNITED STATES CODE, TITLE 20

1092 Definition of sexual assault  
1221 Application of laws  
1232g Family Educational Rights and Privacy Act  
1681-1688 Title IX of the Education Amendments of 1972

#### UNITED STATES CODE, TITLE 34

12291 Definition of dating violence, domestic violence, and stalking

#### UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights  
2000d-2000d-7 Title VI, Civil Rights Act of 1964  
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

#### CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy  
106.1-106.82 Nondiscrimination on the basis of sex in education programs

#### COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567  
Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130  
Reese v. Jefferson School District, (2000, 9th Cir.) 208 F.3d 736  
Davis v. Monroe County Board of Education, (1999) 526 U.S. 629  
Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274  
Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473  
Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

### Management Resources:

#### CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

#### U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Q&A on Campus Sexual Misconduct, September 2017

Management Resources continued: (see next page)



**SEXUAL HARASSMENT** (continued)

*Management Resources: (continued)*

*U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS (continued)*

*Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016*

*Dear Colleague Letter: Title IX Coordinators, April 2015*

*Sexual Harassment: It's Not Academic, September 2008*

*Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001*

*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://www.ed.gov/about/offices/list/ocr>*

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# CSBA Sample Administrative Regulation

Students

AR 5145.7(a)

## SEXUAL HARASSMENT

Note: Education Code 231.5 and Title IX of the Education Amendments of 1972 (20 USC 1681-1688; 34 CFR 106.1-106.82) prohibit discrimination based on sex, including sexual harassment, and **mandate** that the district adopt and publish complaint procedures. Also see AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

### **Title IX Coordinator/Compliance Officer**

Note: Pursuant to 34 CFR 106.8, districts that receive federal financial assistance are **mandated** to designate an employee to ensure district compliance with Title IX and its implementing regulations. The following paragraph specifies that the Title IX Coordinator will be the same person(s) designated to serve as the compliance officer(s) for the district's uniform complaint procedures pursuant to AR 1312.3 - Uniform Complaint Procedures. Districts may modify this regulation to designate separate district employees to serve these functions.

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as well as to investigate, and resolve sexual harassment complaints under AR 1312.3 - Uniform Complaint Procedures. The Title IX Coordinator(s) may be contacted at:

(title or position)

(address)

(telephone number)

(email)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)

The district shall notify students, parents/guardians, employees, bargaining units, and applicants for employment of the name or title, office address, email address, and telephone number of the district's Title IX Coordinator. (34 CFR 106.8)

### **Prohibited Conduct Definitions**

Note: Education Code 212.5 defines sexual harassment as any unwelcome sexual advance, request for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone in the educational setting. For purposes of suspension and expulsion, Education Code 48900.2 defines sexual harassment as conduct, when considered from the perspective of a reasonable person of the same gender as

**SEXUAL HARASSMENT** (continued)

the victim, that is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment for the victim; see AR 5144.1 - Suspension and Expulsion/Due Process. Conduct that meets the federal definition of sexual harassment in 34 CFR 106.30 (i.e., (1) a district employee conditioning the provision of a district aid, benefit, or service on an individual's participation in unwelcome sexual conduct; (2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or (3) sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 and 34 USC 12291) requires investigation and resolution through Title IX regulations; see AR 5145.71 - Title IX Sexual Harassment Complaint Procedures.

**Prohibited** ~~s~~ *Sexual harassment* includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the educational setting, under any of the following conditions: (Education Code 212.5; 5 CCR 4916)

1. Submission to the conduct is explicitly or implicitly made a term or condition of a student's academic status or progress.
2. Submission to or rejection of the conduct by a student is used as the basis for academic decisions affecting the student.
3. The conduct has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment.
4. Submission to or rejection of the conduct by the student is used as the basis for any decision affecting the student regarding benefits and services, honors, programs, or activities available at or through any district program or activity.

*(cf. 1312.3 - Uniform Complaint Procedures)*

*(cf. 5131 - Conduct)*

*(cf. 5131.2 - Bullying)*

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)*

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of district policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

**For purposes of applying the complaint procedures specified in Title IX of the Education Amendments of 1972, *sexual harassment* is defined as any of the following**

**SEXUAL HARASSMENT** (continued)

**forms of conduct that occurs in an education program or activity in which a district school exercises substantial control over the context and respondent: (34 CFR 106.30, 106.44)**

- 1. A district employee conditioning the provision of a district aid, benefit, or service on the student's participation in unwelcome sexual conduct**
- 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the district's education program or activity**
- 3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291**

*(cf. 5145.71 - Title IX Sexual Harassment Complaint Procedures)*

**Examples of Sexual Harassment**

Note: The following list contains common examples of sexual harassment from the **U.S. Department of Education's Office for Civil Rights OCR** January 2001 Revised Sexual Harassment Guidance, and definitions specified in 5 CCR 4916.

Examples of types of conduct which are prohibited in the district and which may constitute sexual harassment **under state and/or federal law, in accordance with the definitions above**, include, but are not limited to:

1. Unwelcome leering, sexual flirtations, or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions
3. Graphic verbal comments about an individual's body or overly personal conversation
4. Sexual jokes, derogatory posters, notes, stories, cartoons, drawings, pictures, obscene gestures, or computer-generated images of a sexual nature
5. Spreading sexual rumors
6. Teasing or sexual remarks about students enrolled in a predominantly single-sex class
7. Massaging, grabbing, fondling, stroking, or brushing the body
8. Touching an individual's body or clothes in a sexual way

**SEXUAL HARASSMENT (continued)**

9. Impeding or blocking movements or any physical interference with school activities when directed at an individual on the basis of sex
10. Displaying sexually suggestive objects
11. Sexual assault, sexual battery, or sexual coercion
12. Electronic communications containing comments, words, or images described above

Any prohibited conduct that occurs off campus or outside of school-related or school-sponsored programs or activities will be regarded as sexual harassment in violation of district policy if it has a continuing effect on or creates a hostile school environment for the complainant or victim of the conduct.

**Title IX Coordinator/Compliance Officer**

Note: Pursuant to 34 CFR 106.8, districts that receive federal financial assistance are **mandated** to designate an employee to ensure district compliance with Title IX and its implementing regulations. The following paragraph specifies that the Title IX Coordinator will be the same person(s) designated to serve as the compliance officer(s) for the district's uniform complaint procedures pursuant to AR 1312.3 - Uniform Complaint Procedures. Districts may modify this regulation to designate separate district employees to serve these functions.

The district designates the following individual(s) as the responsible employee(s) to coordinate its efforts to comply with Title IX of the Education Amendments of 1972 **in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures**, as well as to **oversee** investigate, and/or resolve sexual harassment complaints **processed** under AR 1312.3 - Uniform Complaint Procedures. The Title IX Coordinator(s) may be contacted at:

Director of Special Education (Title IX Coordinator)  
445 Montezuma Street, Rio Vista, CA 94571  
(707) 374-1700  
Email: [T9compofficer@rdusd.org](mailto:T9compofficer@rdusd.org)

**Notifications**

**The Superintendent or designee shall notify students and parents/guardians that the district does not discriminate on the basis of sex as required by Title IX and that**

**SEXUAL HARASSMENT** (continued)

**inquiries about the application of Title IX to the district may be referred to the district's Title IX Coordinator and/or to the Assistant Secretary for Civil Rights, U.S. Department of Education. (34 CFR 106.8)**

*(cf. 5145.6 - Parental Notifications)*

The district shall notify students, **and** parents/guardians, ~~employees, bargaining units, and applicants for employment~~ of the name or title, office address, email address, and telephone number of the district's Title IX Coordinator. (34 CFR 106.8)

A copy of the district's sexual harassment policy and regulation shall:

1. Be included in the notifications that are sent to parents/guardians at the beginning of each school year (Education Code 48980; 5 CCR 4917)

*(cf. 5145.6 - Parental Notifications)*

2. Be displayed in a prominent location in the main administrative building or other area where notices of district rules, regulations, procedures, and standards of conduct are posted (Education Code 231.5)

Note: Education Code 231.6, as added by AB 543 (Ch. 428, Statutes of 2019), requires districts serving students in grades 9-12 to create a poster that notifies students of the district's sexual harassment policy, and to display it, as specified below. The district may partner with local, state, or federal agencies, or nonprofit organizations, for the purposes of the design and content of the poster.

3. Be summarized on a poster which shall be prominently and conspicuously displayed in each bathroom and locker room at each school. The poster may be displayed in public areas that are accessible to and frequented by students, including, but not limited to, classrooms, hallways, gymnasiums, auditoriums, and cafeterias. The poster shall display the rules and procedures for reporting a charge of sexual harassment; the name, phone number, and email address of an appropriate school employee to contact to report a charge of sexual harassment; the rights of the reporting student, the complainant, and the respondent; and the responsibilities of the school. (Education Code 231.6)

Note: Education Code 234.6, as added by AB 34 (Ch. 282, Statutes of 2019), requires districts, beginning in the 2020-21 school year, to post on the district's web site the district's written policy on sexual harassment as well as other state and federal law requirements, in the manner specified below. 34 CFR 106.8 also requires districts that have web sites to prominently display the contact information for the Title IX Coordinator and the district's nondiscrimination policy on its web site.

**SEXUAL HARASSMENT** (continued)

4. Be posted, **along with the name or title and contact information of the Title IX Coordinator**, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students ~~This shall include the name or title, office address, email address, and telephone number of the employee(s) designated as the district's Title IX Coordinator.~~ (Education Code 234.6; 34 CFR 106.8)

*(cf. 1113 - District and School Web Sites)*

*(cf. 1114 - District-Sponsored Social Media)*

Note: Education Code 231.5, as amended by AB 543, requires the district to provide a copy of the district's sexual harassment policy as part of any orientation program conducted for new and continuing students.

5. Be provided as part of any orientation program conducted for new and continuing students at the beginning of each quarter, semester, or summer session (Education Code 231.5)
6. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct (Education Code 231.5)
7. Be included, **along with the name or title and contact information of the Title IX Coordinator**, in any handbook provided to students, **or** parents/guardians, ~~employees, or employee organizations~~ (34 CFR 106.8)

Note: Education Code 234.6, as added by AB 34, requires a district, starting in the 2020-21 school year, to post the definitions specified below. Also see AR 5145.3 - Nondiscrimination/Harassment for language reflecting this requirement and other notifications related to sex discrimination.

**The Superintendent or designee shall also post the definition of sex discrimination and harassment as described in Education Code 230, including the rights set forth in Education Code 221.8, in a prominent location on the district's web site in a manner that is easily accessible to parents/guardians and students. (Education Code 234.6)**

**Reporting Complaints**

A student or parent/guardian who believes that the student has been subjected to sexual harassment by another student, an employee, or a third party or who has witnessed sexual harassment is strongly encouraged to report the incident to a teacher, the principal, the district's Title IX Coordinator, or any other available school employee. Within one school day of receiving such a report, the principal or other school employee shall forward the report to the district's Title IX Coordinator. Any school employee who observes an incident of

## **SEXUAL HARASSMENT** (continued)

sexual harassment involving a student shall, within one school day, report the observation to the principal or Title IX Coordinator. **The report shall be made** regardless of whether the alleged victim files a formal complaint **or requests confidentiality.**

*(cf. 5141.4 - Child Abuse Prevention and Reporting)*

When a report or complaint of sexual harassment involves off-campus conduct, the Title IX Coordinator shall assess whether the conduct may create or contribute to the creation of a hostile school environment. If the Title IX Coordinator determines that a hostile environment may be created, the complaint shall be investigated and resolved in the same manner as if the prohibited conduct occurred at school.

When a verbal or informal report of sexual harassment is submitted, the Title IX Coordinator shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with applicable district complaint procedures.

### **Complaint Procedures**

All complaints **and allegations** of sexual harassment by and against students shall be investigated and resolved in accordance with law and district procedures. The Title IX Coordinator shall review the allegations to determine the applicable procedure for responding to the complaint. All complaints that meet the definition of sexual harassment under Title IX shall be investigated and resolved in accordance with AR 5145.71 - Title IX Sexual Harassment Complaint Procedures. Other sexual harassment complaints shall be investigated and resolved pursuant to **BP/AR** 1312.3 - Uniform Complaint Procedures.

**If sexual harassment is found following an investigation, the Title IX Coordinator, or designee in consultation with the Coordinator, shall take prompt action to stop the sexual harassment, prevent recurrence, implement remedies, and address any continuing effects.**

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# CSBA Sample Administrative Regulation

Students

AR 5145.71(a)

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES

Note: Title IX of the Education Amendments of 1972 (20 USC 1681-1688; 34 CFR 106.1-106.82) prohibits discrimination based on sex, including sexual harassment, and **mandates** that the district adopt and publish complaint procedures.

The following administrative regulation reflects the Title IX complaint procedure detailed in 34 CFR 106.44-106.45, as added by 85 Fed. Reg. 30026, which must be used, effective August 14, 2020, to address any complaint of sexual harassment that meets the definition in 34 CFR 106.30. Pursuant to 34 CFR 106.30, allegations of sexual harassment governed by these regulations include (1) a district employee conditioning the provision of a district aid, benefit, or service on an individual's participation in unwelcome sexual conduct; (2) unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or (3) sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 and 34 USC 12291. Alleged sexual harassment that does not meet this definition should be addressed through the district's uniform complaint procedures (UCP); see BP/AR 1312.3 - Uniform Complaint Procedures.

34 CFR 106.44 requires the district, when there is actual knowledge of sexual harassment in an education program or activity, to respond promptly in a manner that is not deliberately indifferent. 34 CFR 106.30 defines "actual knowledge" as notice of sexual harassment or allegations of sexual harassment being submitted to the district's Title IX Coordinator, any official of the district who has authority to institute corrective measures, or any employee of the district. A district is deliberately indifferent only if its response to Title IX sexual harassment is clearly unreasonable in light of the known circumstances.

Application of the Title IX complaint procedures to the facts of a specific complaint may implicate complicated questions about the intersection of state law, federal law, and, in cases involving employees, the applicable collective bargaining agreement. Districts with questions about specific complaints are strongly encouraged to consult legal counsel.

See BP/AR 5145.7 - Sexual Harassment for information about prohibited conduct, student instruction, required notifications, and processes for reporting sexual harassment.

The complaint procedures described in this administrative regulation shall be used to address any complaint governed by Title IX of the Education Amendments of 1972 alleging that a student, **while in an education program or activity in which a district school exercises substantial control over the context and respondent**, was subjected to one or more of the following forms of sexual harassment: (34 CFR 106.30, **106.44**)

1. A district employee conditioning the provision of a district aid, benefit, or service on the student's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a student equal access to the district's education program or activity

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

3. Sexual assault, dating violence, domestic violence, or stalking as defined in 20 USC 1092 or 34 USC 12291

All other sexual harassment complaints **or allegations brought by or on behalf of students** shall be investigated and ~~responded to pursuant to~~ **resolved in accordance with BP/AR 1312.3 - Uniform Complaint Procedures. The determination of whether the allegations meet the definition of sexual harassment under Title IX shall be made by the district's Title IX Coordinator.**

**Because the complainant has a right to pursue a complaint under BP/AR 1312.3 for any allegation that is dismissed or denied under the Title IX complaint procedure, the Title IX Coordinator shall ensure that all requirements and timelines for BP/AR 1312.3 are concurrently met while implementing the Title IX procedure.**

*(cf. 1312.3 - Uniform Complaint Procedures)*

### **Reporting Allegations/Filing a Formal Complaint**

**Note: Pursuant to 34 CFR 106.30, the timeline for resolving a sexual harassment complaint begins when the district has actual knowledge of sexual harassment, defined as the receipt of a report by the Title IX Coordinator or other employee of an elementary or secondary school. The following paragraph reflects the requirement for any employee to forward the report to the Title IX Coordinator as stated in AR 5145.7 - Sexual Harassment and may be revised to reflect district practice.**

~~A report of sexual harassment shall be submitted directly to or forwarded~~ **A student who is the alleged victim of sexual harassment or the student's parent/guardian may submit a report of sexual harassment** to the district's Title IX Coordinator using the contact information listed in AR 5145.7 - Sexual Harassment **or to any other available school employee, who shall forward the report to the Title IX Coordinator within one day of receiving the report.**

*(cf. 5145.7 - Sexual Harassment)*

Upon receiving such a report, the Title IX Coordinator shall inform the complainant of **the right to file a formal complaint and** the process for filing a formal complaint. **(34 CFR 106.44)**

A formal complaint, with the complainant's physical or digital signature, may be filed with the Title IX Coordinator in person, by mail, by email, or by any other method authorized by the district. **(34 CFR 106.30)**

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

Note: Given the district's duty pursuant to 34 CFR 106.44 to respond to reports of sexual harassment in a manner that is not deliberately indifferent, the Title IX Coordinator should file a complaint in certain situations even when the victim chooses not to do so, including, but not limited to, when a safety threat exists. In such cases, **the Title IX Coordinator and the alleged victim ~~is not a party~~ are not named parties** to the case, but **the alleged victim must** ~~will~~ receive notices as required by the Title IX regulations at specific points in the complaint process.

Even if the alleged victim chooses not to file a formal complaint, the Title IX Coordinator shall file a formal complaint in situations ~~in which~~ **when** a safety threat exists. In addition, the Title IX Coordinator may file a formal complaint in other situations as permitted under the Title IX regulations, **including as part of the district's obligation to not be deliberately indifferent to known allegations of sexual harassment.** In such cases, the **Title IX Coordinator shall provide the alleged victim** ~~alleged victim is not a party to the case, but will receive~~ notices as required by the Title IX regulations at specific points in the complaint process.

~~A formal complaint, with the complainant's physical or digital signature, may be filed with the Title IX Coordinator in person, by mail, by email, or by any other method authorized by the district. (34 CFR 106.30)~~

The ~~Superintendent or designee shall ensure that the~~ Title IX Coordinator, investigator, decision-maker, or a facilitator of an informal resolution process ~~does~~ **shall** not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent, ~~and that s~~Such persons **shall** receive training in accordance with 34 CFR 106.45. (34 CFR 106.45)

**Supportive Measures**

Upon receipt of a report of Title IX sexual harassment, ~~even if a formal complaint is not filed,~~ the Title IX Coordinator shall promptly contact the complainant to discuss the availability of supportive measures ~~which are nondisciplinary, nonpunitive, and do not unreasonably burden the other party,~~ and shall consider the complainant's wishes with respect to the supportive measures **implemented. Supportive measures shall be offered as appropriate, as reasonably available, and without charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures shall be nondisciplinary, nonpunitive, and designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment or to deter sexual harassment.** ~~Such~~ **Supportive** measures may include, but are not limited to, counseling, course-related adjustments, modifications of class schedules, mutual restrictions on contact, increased security, and monitoring of certain areas of the campus. ~~The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.~~ (34 CFR 106.30, 106.44)

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

**The district shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the district's ability to provide the supportive measures. (34 CFR 106.30)**

### Emergency Removal from School

Note: Pursuant to Education Code 48900.2, a student in grades 4-12 may be suspended and/or expelled from school for sexual harassment. Districts should also note that Education Code 48915(c) requires the Superintendent or designee to recommend expulsion for any student, irrespective of grade, who commits sexual assault or battery as defined in the Penal Code. See AR 5144.1 - Suspension and Expulsion/Due Process.

34 CFR 106.44 allows a student to be removed in emergency situations as described below, but requires that a student should not be "disciplined" prior to a finding being made pursuant to the grievance process established by 34 CFR 106.45. Due to this inconsistency in state and federal law, districts are advised to consult legal counsel as to the manner of imposing an emergency removal.

**A student shall not be disciplined for alleged sexual harassment under Title IX until the investigation has been completed. However, on an emergency basis, the district may remove a student from the district's education program or activity, provided that the district conducts an individualized safety and risk analysis, determines that removal is justified due to an immediate threat to the physical health or safety of any student or other individual arising from the allegations, and provides the student with notice and an opportunity to challenge the decision immediately following the removal. This authority to remove a student does not modify a student's rights under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973. (34 CFR 106.44)**

If a district employee is the respondent, the employee may be placed on administrative leave during the pendency of the formal complaint process. (34 CFR 106.44)

### Dismissal of Complaint

The Title IX Coordinator shall dismiss a formal complaint if the alleged conduct would not constitute sexual harassment as defined in 34 CFR 106.30 even if proved. The Title IX Coordinator shall also dismiss any complaint **that in which the alleged conduct** did not occur in the district's education program or activity or did not occur against a person in the United States, and may dismiss a formal complaint if the complainant notifies the district in writing that the complainant would like to withdraw the complaint or any allegations in the complaint, the respondent is no longer enrolled or employed by the district, or sufficient circumstances prevent the district from gathering evidence sufficient to reach a determination with regard to the complaint. (34 CFR 106.45)

Upon dismissal, the Title IX Coordinator shall promptly, ~~and simultaneously to the parties,~~ send written notice of the dismissal and the reasons for the dismissal **simultaneously to the parties, and shall inform them of their right to appeal the dismissal of a formal**

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

**complaint or any allegation in the complaint in accordance with the appeal procedures described in the section "Appeals" below.** (34 CFR 106.45)

If a complaint is dismissed ~~on the grounds that the alleged conduct does not constitute sexual harassment as defined in 34 CFR 106.30,~~ the conduct may still be addressed pursuant to BP/AR 1312.3 - Uniform Complaint Procedures as applicable.

**Informal Resolution Process**

**Note: As part of an informal resolution, the parties may agree upon discipline, including suspension or expulsion, without the need for an investigation (Analysis of Comments and Changes, 85 Fed. Reg. 30026, pages 30232, 30406-30407). This is an exception to the general rule provided in 34 CFR 106.44 which prohibits the district from imposing discipline on a respondent for sexual harassment until the full investigation process is complete. Also see the section "Stipulated Expulsion" in AR 5144.1 - Suspension and Expulsion/Due Process.**

When a formal complaint of sexual harassment is filed, the district may offer an informal resolution process, such as mediation, at any time prior to reaching a determination regarding responsibility. The district shall not require a party to participate in the informal resolution process or to waive the right to an investigation and adjudication of a formal complaint. (34 CFR 106.45)

The district may facilitate an informal resolution process provided that the district: (34 CFR 106.45)

1. Provides the parties with written notice disclosing the allegations, the requirements of the informal resolution process, the right to withdraw from the informal process and resume the formal complaint process, and any consequences resulting from participating in the informal resolution process, including that records will be maintained or could be shared.
2. Obtains the parties' voluntary, written consent to the informal resolution process
3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student

**Formal Complaint Process Written Notice**

If a formal complaint is filed, the Title IX Coordinator shall provide the known parties with written notice of the following: (34 CFR 106.45)

1. The district's complaint process, including any informal resolution process

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

2. The allegations potentially constituting sexual harassment with sufficient details known at the time, including the identity of parties involved in the incident if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident if known. Such notice shall be provided with sufficient time for the parties to prepare a response before any initial interview.

If, during the course of the investigation, ~~the district investigates allegations~~ **new Title IX allegations arise** about the complainant or respondent that are not included in the initial notice, the Title IX Coordinator shall provide notice of the additional allegations to the parties.

3. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the complaint process
4. The opportunity for the parties to have an advisor of their choice who may be, but is not required to be, an attorney, and the ability to inspect and review evidence
5. The prohibition against knowingly making false statements or knowingly submitting false information during the complaint process

Note: The following paragraph is **optional**. Although not required by law, a best practice is to provide notice to the parties of the name of the investigator, facilitator, and decision-maker in order to give the parties an opportunity to raise concerns of conflict of interest or bias as prohibited by 34 CFR 106.45.

The above notice shall also include the name of the investigator, facilitator of an informal process, and decision-maker ~~and shall provide either party with no less than three calendar days to raise concerns of conflict of interest or bias regarding any of these persons~~ **and shall inform the parties that, if at any time a party has concerns regarding conflict of interest or bias regarding any of these persons, the party should immediately notify the Title IX Coordinator.**

**Investigation Procedures**

Note: Pursuant to 34 CFR 106.45, when investigating a formal complaint, the burden of proof rests on the district and not on the parties. However, the district must obtain the party's voluntary, written consent to access, consider, disclose, or otherwise use a party's records that are maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional, which are made and maintained in connection with the provision of treatment to the party.

34 CFR 106.45 authorizes, but does not require, the district to conduct a live hearing at which each party's advisor may ask the other party and any witnesses all relevant questions and follow-up questions. If the district chooses to include such a hearing as a component of its complaint procedure, the following list should be modified to include requirements for the hearing in accordance with 34 CFR 106.45.

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

During the investigation process, the district's **designated investigator** shall: (34 CFR 106.45)

1. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence
2. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence
3. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney
4. Not limit the choice or presence of an advisor for either the complainant or respondent in any meeting or grievance proceeding, although the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings as long as the restrictions apply equally to both parties
5. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all investigative interviews or other meetings, with sufficient time for the party to prepare to participate
6. Send in an electronic format or hard copy to both parties and their advisors, if any, the evidence **obtained as part of the investigation** that is directly related to the allegations raised in the complaint, and provide the parties at least 10 days to submit a written response for the investigator to consider prior to the completion of the investigative report
7. Objectively evaluate all relevant evidence, including both inculpatory and exculpatory evidence, and determine credibility in a manner that is not based on a person's status as a complainant, respondent, or witness
8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 days prior to the determination of responsibility, send to the parties and their advisors, if any, the investigative report in an electronic format or a hard copy, for their review and written response
- ~~9. After sending the investigative report to the parties and before reaching a determination regarding responsibility, afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow up questions from each party~~

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence are offered to prove that someone other than the respondent committed the conduct alleged by the complainant or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. **(34 CFR 106.45)**

Privacy rights of all parties to the complaint shall be maintained in accordance with applicable state and federal laws.

Note: Districts with questions about the application of a collective bargaining agreement in the context of a Title IX investigation should consult legal counsel.

If the complaint is against an employee, rights conferred under an applicable collective bargaining agreement shall be applied to the extent they do not conflict with the Title IX requirements.

### Written Decision

Note: Pursuant to 34 CFR 106.45, the person designated as the decision-maker of the determination of responsibility cannot be the same person designated as the Title IX Coordinator, an investigator, or the person who considers appeals. The following paragraph may be revised to reflect the position designated by the district to provide a written determination of responsibility. While designation decisions will depend on the size of the district, a best practice is to designate an upper-level administrator as the decision-maker and designate the Superintendent as the person to consider appeals.

The Superintendent shall designate an employee as the decision-maker to determine responsibility for the alleged conduct, who shall not be the Title IX Coordinator or a person involved in the investigation of the matter. (34 CFR 106.45)

**After sending the investigative report to the parties and the investigative report has been sent to the parties but before reaching a determination regarding responsibility, the decision-maker shall afford each party the opportunity to submit written, relevant questions that the party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party**

The decision-maker shall issue, and simultaneously provide to both parties, a written decision as to whether the respondent is responsible for the alleged conduct. (34 CFR 106.45)

Note: 34 CFR 106.45 requires that the district's complaint process include a "reasonably prompt" timeframe for concluding the complaint process, but does not specify the number of days within which the final decision must be issued. The following paragraph specifies a **45-60-day period so that, in the event it is determined that the alleged conduct does not meet the definition of sexual harassment pursuant to Title IX regulations, there will be time for the district to complete the resolution of the complaint through uniform complaint procedures within the required 60-day period for that process in order to align with the requirements of the UCP which are simultaneously triggered when a complaint of sexual harassment is received.** Districts may revise the following paragraph to include a different timeline as long as it would satisfy the requirement to act promptly.



**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

The written decision shall be issued within ~~45~~ **60** calendar days of the receipt of the complaint.

The timeline may be temporarily extended for good cause with written notice to the complainant and respondent of the extension and the reasons for the action. (34 CFR 106.45)

Note: 34 CFR 106.45 **mandates** that the district's complaint procedures state whether the district's determination of responsibility will be based on a "preponderance of evidence" standard or "clear and convincing evidence" standard. The following paragraph reflects the "preponderance of evidence" standard, which is a less stringent standard to prove misconduct, and should be revised if the district chooses to use a "clear and convincing evidence" standard. The standard selected by the district must be applied uniformly for all Title IX sexual harassment complaints. The district should consult with legal counsel in determining which standard to use.

In making this determination, the ~~district~~ **decision-maker** shall use the "preponderance of the evidence" standard for all formal complaints of sexual harassment. The same standard of evidence shall be used for formal complaints against students as for complaints against employees. (34 CFR 106.45)

The written decision shall include the following: (34 CFR 106.45)

1. Identification of the allegations potentially constituting sexual harassment as defined in 34 CFR 106.30
2. A description of the procedural steps taken from receipt of the formal complaint through the written decision, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held if the district includes hearings as part of the grievance process
3. Findings of fact supporting the determination
4. Conclusions regarding the application of the district's code of conduct **or policies** to the facts
5. A statement of, and rationale for, the result as to each allegation, including a decision regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's educational program or activity will be provided by the district to the complainant
6. The district's procedures and permissible bases for the complainant and respondent to appeal

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)****Appeals**

Note: 34 CFR 106.45 allows either the complainant or respondent to appeal the district's decision. The district may revise the following section to reflect applicable timelines established by the district.

The following section should also be revised to identify the person who has been designated as the decision-maker(s) for the appeal. Pursuant to 34 CFR 106.45, the decision-maker for the appeal cannot be the same person as the decision maker that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator.

Either party may appeal the district's decision or dismissal of a formal complaint or any allegation in the complaint, if the party believes that a procedural irregularity affected the outcome, new evidence is available that could affect the outcome, or a conflict of interest or bias by the Title IX Coordinator, investigator(s), or decision-maker(s) affected the outcome. If an appeal is filed, the district shall: (34 CFR 106.45)

1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties
2. Ensure that the decision-maker(s) for the appeal is trained in accordance with 34 CFR 106.45 and is not the same decision-maker(s) who reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator
3. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenge, the district's decision or dismissal
4. Issue a written decision describing the result of the appeal and the rationale for the result
5. Provide the written decision simultaneously to both parties

An appeal must be filed in writing within 10 calendar days of receiving the **determination notice of the decision or dismissal**, stating the grounds for the appeal and including any relevant documentation in support of the appeal. Appeals submitted after this deadline are not timely and shall not be considered. **Either party has the right to file a complaint with the U.S. Department of Education's Office for Civil Rights.**

A written decision shall be provided to the parties within 20 calendar days from the receipt of the appeal.

**Note: 5 CCR 4632-4633 provide that complainants may appeal to CDE if they disagree with the district's decision on any matter within the scope of the UCP. As amended by Register 2020, No. 21, 5 CCR 4632 changes the timeline for filing an appeal with CDE from 15 calendar days to 30 calendar days.**

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

**The district's decision may be appealed to the California Department of Education within 30 days of the written decision in accordance with BP/AR 1312.3.**

Either party has the right to file a complaint with the U.S. Department of Education's Office for Civil Rights **within 180 days of the date of the most recently alleged misconduct.**

**Note: The following paragraph is consistent with requirements under Education Code 262.3, 5 CCR 4622, and the California Department of Education's Federal Program Monitoring instrument to provide notice regarding civil law remedies in the annual UCP notice and in the final written decision in the UCP process.**

**The complainant shall be advised of any civil law remedies, including, but not limited to, injunctions, restraining orders, or other remedies or orders that may be available under state or federal antidiscrimination laws, if applicable.**

**Remedies**

Note: 34 CFR 106.45 **mandates** that the district's Title IX complaint process list, or describe the range of, possible remedies that the district may implement following any determination of responsibility. The following section may be revised to reflect district practice.

When a determination of responsibility for sexual harassment has been made against the respondent, the district shall provide remedies to the complainant. Such remedies may include the same individualized services described above in the section "Supportive Measures," but need not be nondisciplinary or nonpunitive and need not avoid burdening the respondent. (34 CFR 106.45)

**Corrective/Disciplinary Actions**

The district shall not impose any disciplinary sanctions or other actions against a respondent, other than supportive measures as described above in the section "Supportive Measures," until the complaint procedure has been completed and a determination of responsibility has been made. (34 CFR 106.44)

For students in grades 4-12, discipline for sexual harassment may include suspension and/or expulsion. After the completion of the complaint procedure, if it is determined that a student at any grade level has committed sexual assault or sexual battery at school or at a school activity off school grounds, the principal or Superintendent shall immediately suspend the student and shall recommend expulsion. (Education Code 48900.2, 48915)

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

Other actions that may be taken with a student who is determined to be responsible for sexual harassment include, but are not limited to:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education of the student regarding the impact of the conduct on others
4. Positive behavior support
5. Referral of the student to a student success team

*(cf. 6164.5 - Student Success Teams)*

6. Denial of participation in extracurricular or cocurricular activities or other privileges as permitted by law

*(cf. 6145 - Extracurricular and Cocurricular Activities)*

When an employee is found to have committed sexual harassment or retaliation, the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

*(cf. 4117.7/4317.7 - Employment Status Report)*

*(cf. 4118 - Dismissal/Suspension/Disciplinary Action)*

*(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)*

*(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

**Record-Keeping**

The Superintendent or designee shall maintain, for a period of seven years: **(34 CFR 106.45)**

1. **a A** record of all reported cases and Title IX investigations of sexual harassment, any determinations of responsibility, any audio or audiovisual recording and transcript if applicable, any disciplinary sanctions imposed, any remedies provided to the complainant, **and** any appeal or informal resolution and the results therefrom, **and responses made pursuant to 34 CFR 106.44. (34 CFR 106.45)**
2. **A record of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment, including the district's basis for its conclusion that its response was not deliberately indifferent, the measures taken that were designed to restore or preserve equal access to the education**

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

**program or activity, and, if no supportive measures were provided to the complainant, the reasons that such a response was not unreasonable in light of the known circumstances**

- 3. The Superintendent or designee shall also maintain for a period of seven years all All materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process. The district shall make such training materials publicly available on its web site, or if the district does not maintain a web site, available upon request by members of the public. (34 CFR 106.45)**

**(cf. 1113 - District and School Web Sites)**

**(cf. 3580 - District Records)**

*Legal Reference:*

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900 Grounds for suspension or expulsion

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48985 Notices, report, statements and records in primary language

CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1092 Definition of sexual assault

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 34

12291 Definition of dating violence, domestic violence, and stalking

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.82 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

*Legal Reference continued: (see next page)*

**TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)**

*Legal Reference: (continued)*

COURT DECISIONS (continued)

Reese v. Jefferson School District, (2000, 9th Cir.) 208 F.3d 736  
Davis v. Monroe County Board of Education, (1999) 526 U.S. 629  
Gebser v. Lago Vista Independent School District, (1998) 524 U.S. 274  
Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473  
Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

*Management Resources:*

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

**FEDERAL REGISTER**

**Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance, May 19, 2020, Vol. 85, No. 97, pages 30026-30579**

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Q&A on Campus Sexual Misconduct, September 2017

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Sexual Harassment: It's Not Academic, September 2008

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

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://www.ed.gov/about/offices/list/ocr>

# CSBA Sample

## Exhibit

Students

E 5145.71(a)

### TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES

Note: 34 CFR 106.8 requires the district to provide notice to students and parents/guardians of its policy prohibiting sexual harassment and its grievance procedures that provide for the prompt and equitable resolution of sexual harassment complaints. The following exhibit presents a sample notification that meets these requirements and may be modified to reflect district practice. For a sample notice for employees, bargaining units, and applicants for employment, see E 4119.12/4219.12/4319.12 - Title IX Sexual Harassment Complaint Procedures.

Pursuant to 34 CFR 106.8, the district must provide the Title IX Coordinator's contact information on its web site and in any handbook for students or parents/guardians. In addition, state law (Education Code 231.5, 231.6, 234.6, and 48980) requires distribution of the district's sexual harassment policy through the parental notification at the beginning of the school year, in any orientation program for new and continuing students, in any publication of rules of student conduct, and by posting the policy on the district's web site, in school offices, and in a poster displayed in locker rooms and bathrooms.

#### NOTICE OF TITLE IX SEXUAL HARASSMENT POLICY

The Code of Federal Regulations, Title 34, Section 106.8 requires the district to issue the following notification to students at all grade levels and their parents/guardians:

The district does not discriminate on the basis of sex in any education program or activity that it operates. The prohibition against discrimination on the basis of sex is required by federal law (20 USC 1681-1688; 34 CFR Part 106) and extends to employment. The district also prohibits retaliation against any student for filing a complaint or exercising any right granted under Title IX.

Title IX requires a school district to take immediate and appropriate action to address any potential Title IX violations that are brought to its attention. Any inquiries about the application of Title IX, this notice, and who is protected by Title IX may be referred to the district's Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education or both.

Note: The district should enter the name/title and contact information of the district's Title IX Coordinator below. Such information should be consistent with the person/position identified in AR 5145.7 - Sexual Harassment.

The district has designated and authorized the following employee as the district's Title IX Coordinator to address concerns or inquiries regarding discrimination on the basis of sex, including sexual harassment, sexual assault, dating violence, domestic violence, and stalking:

## TITLE IX SEXUAL HARASSMENT COMPLAINT PROCEDURES (continued)

Director of Special Education (Title IX Coordinator)  
445 Montezuma Street, Rio Vista, CA 94571  
(707) 374-1700  
Email: [T9compofficer@rdusd.org](mailto:T9compofficer@rdusd.org)

**Note: The district may expand the following paragraph to include other means of contact or reporting methods available in the district, such as online submission forms or mobile applications.**

**Pursuant to 34 CFR 106.8, the district must provide notice to employees, bargaining units, and job applicants of the district's grievance procedures and process, including how to report or file a formal complaint of sexual discrimination and/or harassment, and how the district will respond.**

**Any individual may report sex discrimination, including sexual harassment, to the Title IX Coordinator or any other school employee at any time, including during non-business hours, by mail, phone, or email. During district business hours, reports may also be made in person. Upon receiving an allegation of sexual harassment, the Title IX Coordinator will promptly notify the parties, in writing, of the applicable district complaint procedure.**

**To view an electronic copy of the district's policies and administrative regulations on sexual harassment, including the grievance process that complies with 34 CFR 106.45, please see BP/AR 5145.7 - Sexual Harassment and AR 5145.71 - Title IX Sexual Harassment Complaint Procedures on the district's web site at ([www.riverdelta.org](http://www.riverdelta.org)).**

**To inspect or obtain a copy of the district's sexual harassment policies and administrative regulations, please contact: Executive Assistant to the Superintendent (707) 374-1711.**

**Materials used to train the Title IX Coordinator, investigator(s), decision-maker(s), and any person who facilitates an informal resolution process are also publicly available on the district's web site or at the district office upon request.**



# CSBA Sample Board Policy

**Instruction**

BP 6161.1(a)

## SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

Note: Pursuant to Education Code 60200 and 60400, the Governing Board is responsible for the adoption of textbooks and other instructional materials, as defined in Education Code 60010, for use in district schools. See the accompanying administrative regulation for required and optional criteria for the selection of instructional materials. See BP 6161.11 - Supplementary Instructional Materials and BP 6163.1 - Library Media Centers for selection processes regarding supplementary materials.

The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect **and value** society's diversity, and enhance **instructors' ability to educate all students through** the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with academic content standards and the district's curriculum to ensure that they effectively support the district's adopted courses of study.

***(cf. 0410 - Nondiscrimination in District Programs and Activities)***

***(cf. 0415 - Equity)***

*(cf. 0440 - District Technology Plan)*

***(cf. 5145.3 - Nondiscrimination/Harassment)***

*(cf. 6000 - Concepts and Roles)*

*(cf. 6011 - Academic Standards)*

*(cf. 6141 - Curriculum Development and Evaluation)*

*(cf. 6143 - Courses of Study)*

*(cf. 6146.1 - High School Graduation Requirements)*

*(cf. 6161.11 - Supplementary Instructional Materials)*

*(cf. 6162.5 - Student Assessment)*

*(cf. 6163.1 - Library Media Centers)*

~~The Superintendent or designee shall establish a process by which instructional materials shall will be reviewed for recommendation to the Board.~~

Note: The following paragraph is for use by districts that maintain any of grades K-8 and may be revised to reflect the grade levels offered by the district. Pursuant to Education Code 60200, the State Board of Education (SBE) is required to adopt basic instructional materials in specified subjects that districts may select for use in grades K-8. **As amended by AB 575 (Ch. 550, Statutes of 2016)**, Education Code 60200 provides that the SBE may adopt materials in any of the specified subject areas at least once, but not more than twice, every eight years. Education Code 60210 authorizes the Board to select materials that have not been approved by the SBE, provided they are aligned with state academic content standards or Common Core State Standards. **In addition, if the district uses materials not adopted by the SBE, the majority of participants in the review process must be teachers assigned to the subject area or grade level for which the materials will be used; see section below entitled "Review Process."**

## SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or **that have, during the district's review process, otherwise** been determined to be aligned with the state academic content standards adopted pursuant to ~~Education Code 60605 or the Common Core State Standards adopted pursuant to Education Code 60605.8~~ **by SBE**. (Education Code 60200, 60210)

Note: The following paragraph is for use by districts that maintain high schools.

The Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and **the accompanying** administrative regulation. (Education Code 60400)

**In selecting or adopting instructional materials, the Board shall consider the recommendation of the Superintendent or designee and/or an advisory committee established to review the materials.**

### **Review Process**

Note: The following **optional** section may be revised to reflect district practice.

~~The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. Toward that end, he/she may establish an instructional materials review committee to evaluate and recommend instructional materials.~~

~~(cf. 1220—Citizen Advisory Committees)~~

Note: Pursuant to Education Code 60002, the Board must provide for "substantial" teacher involvement in the selection of instructional materials and must promote the involvement of parents/guardians and other members of the community in the selection of instructional materials. The Education Code does not define "substantial."

~~The review process shall involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members. (Education Code 60002)~~

~~(cf. 6020—Parent Involvement)~~

**In addition, the instructional materials committee may include administrators, other staff who have subject-matter expertise, and students as appropriate.**

Note: The following paragraph is for use by districts that maintain any of grades K-8.

## SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)

If the district chooses to use instructional materials for grades K–8 that have not been adopted by the SBE, the Superintendent or designee shall ensure that a majority of the participants in the district's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

Individuals who participate in the selection or review of instructional materials shall not have a conflict of interest, as defined in administrative regulation, in the materials being reviewed.

*(cf. 9270—Conflict of Interest)*

The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with documentation supporting its recommendations.

All recommended instructional materials shall be available for public inspection at the district office.

*(cf. 5020—Parent Rights and Responsibilities)*

Note: SBE Policy on Guidelines for Piloting Textbooks and Instructional Materials provides a sample process for piloting instructional materials that addresses the selection of materials to pilot, a chronology of the process, and additional considerations, such as conflict of interest, contacts with publishers, and consideration of standards maps.

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

### Public Hearing on Sufficiency of Instructional Materials

Note: As a condition of receiving funds for instructional materials from any state source, Education Code 60119 requires the Board to annually hold a public hearing to determine whether each student in the district has sufficient standards-aligned textbooks or instructional materials in English/language arts (including English language development), mathematics, science, and history-social science that are consistent with the content and cycles of the curriculum framework adopted by the SBE. As clarified in the California Department of Education's (CDE) Instructional Materials FAQ, state funding sources for instructional materials include local control funding formula funds and Proposition 20 (2000) lottery funds. The Board must also make a written determination during the hearing as to the sufficiency of textbooks or instructional materials in **foreign world** language and health courses, as well as **the availability of** science laboratory equipment in science laboratory courses **although the provision of the materials or the equipment in these courses is not a condition for receipt of state funding.**

Pursuant to Education Code 60010, as amended by SB 820 (Ch. 110, Statutes of 2020), "technology-based materials" include the electronic equipment required to make use of those materials, including,

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

but not limited to, laptop computers and devices that provide Internet access. Thus, when districts provide technology-based materials to students, such equipment is subject to the determination of sufficiency pursuant to Education Code 60119.

Education Code 1240 requires the County Superintendent of Schools to review the textbooks and instructional materials of underperforming schools and, if he/she the County Superintendent determines that a school does not have sufficient materials, to prepare a report outlining the noncompliance and give the district a chance to remedy the deficiency. If the deficiency is not remedied by the second month of the school year, the County Superintendent may request that the CDE purchase textbooks or materials for the district, and the cost must be repaid by the district. The CDE will issue a public statement at an SBE meeting indicating the district's failure to provide instructional materials.

The Board shall annually conduct one or more public hearings on the sufficiency of the district's textbooks and other instructional materials, including textbooks, technology-based materials, other educational materials, and tests. Technology-based materials include, but are not limited to, software programs, video disks, compact disks, optical disks, video and audio tapes, lesson plans, databases, and the electronic equipment required to make use of those materials by students and teachers as a learning resource. (Education Code 60010, 60119)

Note: Education Code 60119 specifies that the hearing must be held within eight weeks of the beginning of the school year. ~~Option 1 is for use by districts without any schools on a multitrack year round calendar. Option 2 is for use by districts with schools on a multitrack year round calendar.~~ Pursuant to Education Code 60119, for a district that operates schools on a multitrack, year-round calendar, the timeline begins with the first day students attend school in any track that begins in August or September.

**OPTION 1:** The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

~~**OPTION 2:** The hearing shall be held on or before the end of the eighth week from the first day of the school year of any district school that operates on a multitrack year round calendar that begins its school year in August or September. (Education Code 60119)~~

Note: The remainder of this policy applies to all districts.

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall post a notice in three public places within the district containing the time, place, and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 - Agenda/Meeting Materials)

Note: Education Code 60119 requires the Board to adopt a resolution indicating whether or not each student in each school has sufficient standards-aligned textbooks or instructional materials for the subjects specified in items #1-6 below. See the accompanying Exhibit for a sample resolution.

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks or **other** instructional materials **that are aligned to the content standards adopted by SBE and consistent with the content and cycles of the curriculum framework adopted by SBE** ~~which are aligned to the state content standards adopted pursuant to Education Code 60605 or the Common Core State Standards adopted pursuant to Education Code 60605.8 and which are consistent with the content and cycles of the state's curriculum frameworks. Sufficiency of instructional materials shall be determined~~ in each of the following subjects: (Education Code 60119)

## 1. Mathematics

*(cf. 6142.92 - Mathematics Instruction)*

## 2. Science

*(cf. 6142.93 - Science Instruction)*

## 3. History-social science

*(cf. 6142.94 - History-Social Science Instruction)*

## 4. English language arts, including the English language development component of an adopted program

*(cf. 6142.91 - **Reading-English**/Language Arts Instruction)*  
*(cf. 6174 - Education for English Learners)*

5. World/**foreign** language

*(cf. 6142.2 - World/**Foreign**-Language Instruction)*

## 6. Health

*(cf. 6142.8 - Comprehensive Health Education)*

Note: The following paragraph is for use by districts that maintain any of grades 9-12.
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The Board shall also determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks **and/or other** instructional materials to use in class and to take home. **However,** ~~¶~~ **This does not require that each student have two sets of materials. ~~The materials may be in a~~**

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

digital format as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district and has the ability to use and access them at home. However, ~~the~~ materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

If materials are in a digital format, they shall be considered sufficient as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district, and has the ability to use and access them at home. (Education Code 60119)

Note: Pursuant to Education Code 60119, if the Board makes a determination that there are insufficient textbooks or **other** instructional materials, the Board must take action to ensure that the materials are provided within two months of the beginning of the school year. ~~The~~ CDE's Instructional Materials FAQ states that, if a district has submitted purchase orders to the publisher to purchase materials to remedy the insufficiency, these materials should be received and made available to students by the end of the second month of the school year. Thus, districts are strongly encouraged to hold the public hearing as early in the school year as possible in order to provide sufficient time to correct any deficiencies.

If the Board determines that there are insufficient textbooks or **other** instructional materials, ~~the district~~ shall provide information to classroom teachers and to the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area and the reasons that each student does not have sufficient textbooks or instructional materials. The Board shall take any action, ~~except an action that would require reimbursement by the Commission of State Mandates,~~ to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

The degree to which every student has sufficient access to standards-aligned instructional materials shall be included in the district's local control and accountability plan. (Education Code 52060)

*(cf. 0460 - Local Control and Accountability Plan)*

**Complaints**

Note: Complaints regarding the contents of instructional materials are addressed in BP/AR 1312.2 - Complaints Concerning Instructional Materials. See AR 1312.4 - Williams Uniform Complaint Procedures for language regarding complaints about deficiencies in instructional materials.

Complaints concerning instructional materials shall be handled in accordance with ~~law~~ **BP/AR 1312.2 - Complaints Concerning Instructional Materials or AR 1312.4 - Williams Uniform Complaint Procedures, as applicable.**

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)**

*(cf. 1312.2 - Complaints Concerning Instructional Materials)*  
*(cf. 1312.4 - Williams Uniform Complaint Procedures)*

*Legal Reference:*

EDUCATION CODE

220 Prohibition against discrimination  
1240 County superintendent, general duties  
33050-33053 General waiver authority  
33126 School accountability report card  
35272 Education and athletic materials  
44805 Enforcement of course of studies; use of textbooks, rules and regulations  
49415 Maximum textbook weight  
51501 Nondiscriminatory subject matter  
52060-52077 Local control and accountability plan  
60000-60005 Instructional materials, legislative intent  
60010 Definitions  
60040-60052 Instructional requirements and materials  
60060-60063.5 Requirements for publishers and manufacturers  
60070-60076 Prohibited acts (re instructional materials)  
60110-60115 Instructional materials on alcohol and drug education  
60119 Public hearing on sufficiency of materials  
60200-60210 Elementary school materials  
60226 Requirements for publishers and manufacturers  
60350-60352 Core reading program instructional materials  
60400-60411 High school textbooks  
60510-60511 Donation for sale of obsolete instructional materials  
60605 State content standards  
60605.8 Common Core State Standards  
60605.86-60605.88 Supplemental instructional materials aligned with Common Core State Standards  
CODE OF REGULATIONS, TITLE 5  
9505-9530 Instructional materials

*Management Resources:*

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

*Instructional Materials FAQ*

01-05 *Guidelines for Piloting Textbooks and Instructional Materials*, rev. January 2015

*Standards for Evaluating Instructional Materials for Social Content*, 2013

WEB SITES

CSBA: <http://www.csba.org>

Association of American Publishers: <http://www.publishers.org>

California Academic Content Standards Commission, Common Core State Standards:

<http://www.scoe.net/castandards>

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

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**Policy Reference UPDATE Service**

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# CSBA Sample Administrative Regulation

Instruction

AR 6161.1(a)

## SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

### Review Process

Note: The following section may be revised to reflect district practice. Pursuant to Education Code 60002, the district must provide for "substantial" teacher involvement in the selection of instructional materials and must promote the involvement of parents/guardians and other members of the community in the selection of instructional materials. The Education Code does not define "substantial."

The **district's review process for evaluating instructional materials shall** involve teachers in a substantial manner and shall encourage the participation of parents/guardians and community members—~~( in accordance with Education Code 60002).~~ ~~In addition, the instructional materials~~ **The review committee process may also include involve** administrators, other staff who have subject-matter expertise, and students as appropriate. **The Superintendent or designee shall seek input from stakeholders with diverse backgrounds and perspectives.**

*(cf. 6020 - Parent Involvement)*

Note: The following paragraph is for use by districts that maintain any of grades K-8.

If the district ~~chooses to~~ **is considering the use of** instructional materials for grades K-8 that have not been adopted by the **State Board of Education (SBE)**, the Superintendent or designee shall ensure that a majority of the participants in the district's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

Note: The following paragraph is optional. The use of review committees is recommended as a best practice, but is not required by law.

~~Toward that end, he/she~~ **The Superintendent or designee may establish an advisory an instructional materials review committee to evaluate and recommend instructional materials conduct the review of instructional materials.**

*(cf. 1220 - Citizen Advisory Committees)*

**The Superintendent or designee shall present to the Governing Board recommendations for instructional materials and documentation that supports the recommendations.**

All recommended instructional materials shall be available for public inspection at the district office.

*(cf. 5020 - Parent Rights and Responsibilities)*



**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

Note: State Board of Education (SBE) policy on Guidelines for Piloting Textbooks and Instructional Materials provides a sample process for piloting instructional materials that addresses the selection of materials to pilot, a chronology of the process, and additional considerations, such as conflict of interest, contacts with publishers, and consideration of standards maps.

**When possible,** ~~the district may pilot instructional materials, using in~~ a representative sample of classrooms for a specified period of time during a school year, in order to determine ~~how well~~ **the extent to which** the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

**Criteria for Selection and Adoption of Instructional Materials**

In recommending ~~textbooks or other~~ instructional materials for adoption by the **Governing Board**, the Superintendent or designee shall ensure that ~~such the~~ materials:

1. Are aligned to **the content standards adopted by SBE and consistent with the content and cycles of the curriculum framework adopted by SBE pursuant to Education Code 60605 and/or Common Core Standards adopted pursuant to Education Code 60605.8**

*(cf. 6011 - Academic Standards)*

Note: The following paragraph is for use by districts that offer any of grades K-8. Pursuant to Education Code 60200, ~~the State Board of Education (SBE)~~ is responsible for adopting at least five basic instructional materials for grades K-8 in specified core subjects and any other subject for which SBE determines that the adoption of instructional materials is necessary or desirable.

Education Code 60210 authorizes the Governing Board to select instructional materials for grades K-8 that have not been approved by SBE, provided they are aligned with state academic content standards ~~adopted by SBE pursuant to Education Code 60605 or Common Core Standards adopted pursuant to Education Code 60605.8~~ and have been reviewed through a process that requires a majority of the participants in the process to be classroom teachers who are assigned to the subject area or grade level for which the materials will be used; also see the accompanying Board policy.

For grades K-8, ~~the Superintendent or designee shall select~~ **only** instructional materials ~~from among on~~ the list of materials adopted by ~~the~~ SBE and/or other **instructional** materials that have not been adopted by ~~the~~ SBE but are aligned with the state academic content standards ~~and/or~~ the Common Core **State** Standards **may be recommended for selection**. (Education Code 60200, 60210)

*(cf. 6161.11 - Supplementary Instructional Materials)*

Note: The following **optional** paragraph is for use by districts offering any of grades 9-12 and may be revised to reflect district practice. ~~One way to ensure that instructional materials in core courses for grades 9-12 are aligned to state standards is through a review of standards maps created by the CDE. A template of~~

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

the standards map is available on the CDE's web site. The California Department of Education provides standards map templates on its web site for reference in determining alignment of instructional materials for grade 9-12 core courses.

For grades 9-12, the Superintendent or designee shall review instructional materials in history-social science, mathematics, English/language arts, and science shall be reviewed using a standards map in order to determine the extent to which the materials are aligned to state academic content standards.

Note: Item #2 below is for use by districts that offer any of grades 9-12.

2. For grades 9-12, are provided by publishers that comply with the requirements of Education Code 60040-60052, 60060-60062, and 60226 (Education Code 60400)

3.2. Do not reflect adversely upon persons because of any characteristic specified in law and BP 0410 - Nondiscrimination in District Programs and Activities—~~their race or ethnicity, gender, religion, disability, nationality, sexual orientation, occupation, or other characteristic listed in Education Code 220,~~ nor contain any sectarian or denominational doctrine or propaganda contrary to law (Education Code 51501, 60044)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

4.3. To the satisfaction of the Board, are accurate, objective, current, and suited to the needs and comprehension of district students at their respective grade levels (Education Code 60045)

5.4. With the exception of literature and tradebooks, use proper grammar and spelling (Education Code 60045)

Note: Education Code 60048 and 60200 require that the Board not adopt basic instructional materials that provide unnecessary exposure to a commercial brand name, product, or corporate or company logo, unless it makes specific findings that the use has an educational purpose or is incidental to the general nature of an illustration, as provided in item #6 below. SBE's publication Standards for Evaluating Instructional Materials for Social Content details standards for the use of brand names and corporate logos in instructional materials.

6.5. Do not expose students to a commercial brand name, product, or corporate or company logo unless the Board makes a specific finding that the use is appropriate based on one of the following: (Education Code 60048, 60200)

a. The commercial brand name, product, or corporate or company logo is used in text for an educational purpose as defined in guidelines or frameworks adopted by the SBE.

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)**

- b. The appearance of a commercial brand name, product, or corporate or company logo in an illustration is incidental to the general nature of the illustration.

*(cf. 1325 - Advertising and Promotion)*

**7.** ~~If the materials are technology-based materials, are both available and comparable to other, equivalent instructional materials (Education Code 60052)~~

Note: Education Code 60040-60043 require that specific subject matter be included in the district's instructional materials. Education Code 60040 requires that instructional materials include accurate portrayals of the cultural and racial diversity of society as specified. Education Code 60041 requires (1) accurate portrayal of humanity's place in ecological systems and the need to protect the environment and (2) the effects of tobacco, alcohol, and other drug use on the human system. Education Code 60042 requires the Board to adopt materials as it deems necessary to encourage thrift, fire prevention, and the humane treatment of animals and people. Education Code 60043 requires that the Board, when appropriate to the comprehension of students, adopt textbooks for social science, history, or civics classes that contain the Declaration of Independence and the Constitution of the United States. If desired, the district may expand item #~~8-6~~ below to list these specific requirements.

**8.6.** Meet the requirements of Education Code 60040-60043 for specific subject content, **including, but not limited, accurately portraying society's cultural and racial diversity**

Note: Items #~~9-18~~ **7-14** below are **optional** and may be revised to reflect district practice. The district may choose to develop subject-specific criteria as well as general criteria.

**9.7.** Support the district's adopted courses of study and curricular goals

- (cf. 6141 - Curriculum Development and Evaluation)*
- (cf. 6142.2 - World~~Foreign~~ Language Instruction)*
- (cf. 6142.8 - Comprehensive Health Education)*
- (cf. 6142.91 - ~~English~~ **Reading**/Language Arts Instruction)*
- (cf. 6142.92 - Mathematics Instruction)*
- (cf. 6142.93 - Science Instruction)*
- (cf. 6142.94 - History-Social Science Instruction)*
- (cf. 6143 - Courses of Study)*
- (cf. 6146.1 - High School Graduation Requirements)*

**10.8.** Contribute to a comprehensive, balanced curriculum

**11.9.** Demonstrate reliable quality of scholarship as evidenced by:

- a. Accurate, up-to-date, and well-documented information
- b. Objective presentation of diverse viewpoints

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS (continued)**

- c. Clear, concise writing and appropriate vocabulary
- d. Thorough treatment of subject matter
- 12.10.** Provide for a wide range of materials at all levels of difficulty, with appeal to students of varied interests, abilities, and developmental levels
- 13.11.** ~~Include materials that~~ Stimulate discussion of contemporary issues and improve students' thinking and decision-making skills
- ~~14. — Contribute to the proper articulation of instruction through grade levels~~
- 15.12.** As appropriate, have corresponding versions available in languages other than English
- 16.13.** Include high-quality teacher's guides
- ~~17. — Meet high standards in terms of the quality, durability, and appearance of paper, binding, text, and graphics~~

Note: 5 CCR 9517.2 sets the following maximum weight standards for each student textbook: three pounds for grades K-4, four pounds for grades 5-8, and five pounds for grades 9-12. 5 CCR 9517.2 requires publishers submitting textbooks to SBE that exceed those weight standards to provide lighter weight alternatives, such as split volumes or electronic editions, soft cover editions, or other alternate physical formats. For materials for grades 9-12, publishers must disclose the availability of lighter weight alternatives. Item #~~18~~ **14** below includes textbook weight as one of the criteria for Board consideration.

- 18.14.** When available, include options for lighter weight materials in order to help minimize any injury to students by the combined weight of instructional materials

**In addition to meeting the above criteria as applicable, technology-based materials shall:**

- 1. ~~If the materials are technology-based materials, are~~ Be both available and comparable to other, equivalent materials**
- 2. Be accessible to all students, including economically disadvantaged students, students with disabilities, and English learners**
- 3. Protect the privacy of student data**

*(cf. 6157 - Distance Learning)*

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)**Conflict of Interest**

Note: The following **optional** section is for use by districts that choose to require individuals who will participate in the review process to first complete a disclosure statement which provides an opportunity to disclose any conflict of interest or appearance of conflict of interest.

~~The following conflict of interest rules are not applicable to "public officials" (including Board members and designated staff) who are subject to the district's conflict of interest code pursuant to the Political Reform Act. Such persons who are making decisions concerning instructional materials must comply with the more stringent conflict of interest requirements described in BB 9270 - Conflict of Interest.~~

To ensure integrity and impartiality in the evaluation and selection of instructional materials, ~~any district employee~~ **individuals** who ~~is~~ **are** participating in the evaluation of instructional materials and **are** not otherwise designated in the district's conflict of interest code shall sign a disclosure statement indicating that ~~he/she~~ **they**:

Note: Education Code 60061 requires publishers to provide instructional materials free of charge within California to the same extent that they provide free materials to other states or school districts; see Price List of Adopted Instructional Materials on CDE's web site. However, Education Code 60071 forbids publishers from offering "valuable thing(s)" to school officials for the purpose of influencing the purchase of instructional materials. CDE's Instructional Materials FAQ clarifies that, in accordance with the definition of "technology-based materials" in Education Code 60010, districts may accept electronic equipment necessary to make use of technology-based materials provided that such equipment is used by students and teachers as a learning resource, not to replace computers or related equipment in an existing computer lab or to establish a new computer lab.

1. ~~Shall Will~~ not accept any emolument, money, or other valuable thing or inducement to directly or indirectly introduce, recommend, vote for, or otherwise influence the adoption or purchase of any instructional material (Education Code 60072)

Sample copies of instructional materials are excepted from this prohibition. (Education Code 60075)

Note: Items # 2-4 below are **optional** and should be modified to reflect district practice.

2. ~~Is Are~~ not employed by nor receive compensation from the publisher or supplier of the instructional materials or any person, firm, organization, subsidiary, or controlling entity representing it
3. ~~Does not have and will not negotiate a contractual relationship with the publisher or supplier of the instructional materials or any person, firm, organization, subsidiary, or controlling entity representing it~~

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

- 4.3.** Does not have an interest as a contributor, author, editor, or consultant in any textbook or other instructional material submitted to the district

*(cf. 9270 - Conflict of Interest)*

# CSBA Sample Exhibit

**Instruction**

E 6161.1(a)

## SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS

### RESOLUTION ON SUFFICIENCY OF INSTRUCTIONAL MATERIALS

Note: Education Code 60119 requires that the Governing Board hold an annual public hearing regarding the sufficiency of textbooks or other instructional materials and determine through a resolution whether each student has sufficient materials; see the accompanying Board policy. "Sufficient textbooks or instructional materials," as defined in Education Code 60119, means that each student in the district, including each English learner, has a standards-aligned textbook or instructional materials, which may include **technology-based** materials ~~in a digital format under specified conditions~~, to use in class and to take home.

The following sample resolution is based on the 2008 sample resolution developed by the California Department of Education (CDE) but has been updated to reflect **new current** law. This resolution may be used to certify compliance with Education Code 60119.

Whereas, the Governing Board of the *(name of school district)*, in order to comply with the requirements of Education Code 60119, held a public hearing on *(date)*, at *(time)* o'clock, 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) 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 sufficient textbooks or **other** instructional materials were provided to all students, including English learners, in the *(name of school district)*, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

Whereas, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards **and/or the Common Core State Standards** adopted by the State Board of Education ~~pursuant to Education Code 60605 and/or the Common Core State Standards adopted pursuant to Education Code 60605.8;~~

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

**Finding of Sufficient Textbooks or Instructional Materials**

Note: The following section is for use when the Board is making a finding that the district has "sufficient" materials. According to CDE, Education Code 60119 requires documentation of sufficiency of textbooks or instructional materials to be presented at the public hearing. Survey forms are available on CDE's web site which may be used as a self-study and county office validation tool for grades K-12.

Whereas, sufficient standards-aligned textbooks or **other** instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, in the following subjects:

Note: To provide complete information about the basis for the Board's determination of sufficiency, the district may wish to include the names of the textbooks or instructional materials provided to students, as well as the applicable state adoption cycle.

- Mathematics: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*  
\_\_\_\_\_  
\_\_\_\_\_
  
- Science: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*  
\_\_\_\_\_  
\_\_\_\_\_
  
- History-social science: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*  
\_\_\_\_\_  
\_\_\_\_\_
  
- English language arts, including the English language development component of an adopted program: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*  
\_\_\_\_\_  
\_\_\_\_\_
  
- World/**foreign** language: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*  
\_\_\_\_\_  
\_\_\_\_\_



**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

- Health: *(List adopted textbooks or instructional materials for this subject for each grade level or school as well as applicable state adoption cycle.)*
- 
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Note: The following paragraph is for use by districts that maintain grades 9-12. The Board may provide a list of the science laboratory classes offered in grades 9-12 and details on the science laboratory equipment available for these classes.

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

Therefore, it is resolved that for the (*year*) school year, the (*name of school district*) has provided each student with sufficient standards-aligned textbooks or **other** instructional materials that are consistent with the cycles and content of the curriculum frameworks.

**Finding of Insufficient Textbooks or Instructional Materials**

Note: The following section is for use when the Board is making a finding of "insufficient" materials. Education Code 60119 requires that the Board's resolution list, for each school for which an insufficiency exists, the percentage of students at each grade level who lack sufficient materials in each of the subject areas listed below.

Whereas, information provided at the public hearing and to the Board at the public meeting detailed that insufficient standards-aligned textbooks or **other** instructional materials were provided to students in the following subjects and grade levels at district schools: *(For each school, list the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in mathematics, science, history-social science, English language arts, world/foreign language, and health.)*

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Whereas, sufficient textbooks or **other** instructional materials were not provided at each school listed above due to the following reasons: *(For each school at which there is an insufficiency, list the reasons that each student does not have sufficient instructional materials in each subject and grade level listed above.)*

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Therefore, it is resolved, that for the (*year*) school year, the (*name of school district*) has not provided each student with sufficient textbooks or **other** instructional materials that are consistent with the cycles and content of the curriculum framework, and;

**SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS** (continued)

Be it further resolved, that the following actions will be taken to ensure that all students have sufficient standards-aligned textbooks or **other** instructional materials in all subjects that are consistent with the cycles and content of the curriculum frameworks within two months of the beginning of the school year in which this determination is made. *(List actions to be taken to resolve insufficiency.)*

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PASSED AND ADOPTED THIS day of at a meeting, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

(11/12 7/17) 10/20

# CSBA Sample Exhibit

Board Bylaws

E(1) 9323.2(a)

## ACTIONS BY THE BOARD

### ACTIONS REQUIRING A SUPER MAJORITY VOTE

Note: The following exhibit lists some of the Governing Board actions that require more than a simple majority vote. Other such actions may exist and may be identified in the future.

#### **Actions Requiring a Two-Thirds Vote of the Board:**

Note: For an action requiring a two-thirds vote to pass, a three-member board will need two board members to vote in favor of the item, a five-member board will need four board members to vote in favor of the item, and a seven-member board will need five board members to vote in favor of the item.

1. Resolution declaring the Governing Board's intention to sell or lease real property (Education Code 17466)

*(cf. 3280 - Sale or Lease of District-Owned Real Property)*

2. Resolution declaring the Board's intent to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)
4. Lease, for up to three months, of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)

Note: Item #5 below is different from temporary borrowing pursuant to Government Code 53850-53858 which requires only a majority vote of the Board.

5. Request for temporary borrowing of funds needed for immediate requirements of the district to pay district obligations incurred before the receipt of district income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, action to render city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)

*(cf. 7131 - Relations with Local Agencies)*

**ACTIONS BY THE BOARD** (continued)

*(cf. 7150 - Site Selection and Development)*  
*(cf. 7160 - Charter School Facilities)*

7. When the district is organized to serve only grades K-8, action to establish a community day school for any of grades K-8 (Education Code 48660)

*(cf. 6185 - Community Day School)*

8. When the district is organized to serve only grades K-8, has an average daily attendance (ADA) of 2,500 or less, or desires to operate a community day school to serve any of grades K-6 (and no higher grades) and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)

9. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district (Education Code 15266)

*(cf. 7214 - General Obligation Bonds)*

10. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

*(cf. 7213 - School Facilities Improvement Districts)*

11. Resolution to place a parcel tax on the ballot (Government Code 53724)

***(cf. 3471 - Parcel Taxes)***

<p>Note: Code of Civil Procedure 1245.240 requires that, prior to commencing an eminent domain action, the Board adopt a resolution of necessity approved by a two-thirds vote of the Board unless a greater vote is required by statute, charter, or ordinance. In addition, if the Board desires to use the property for a different purpose than stated in the resolution of necessity, then pursuant to Code of Civil Procedure 1245.245, the Board must adopt, by two-thirds vote, another resolution authorizing the different use unless a greater vote is required by statute, charter, or ordinance.</p>
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12. Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

**ACTIONS BY THE BOARD** (continued)

**Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:**

1. Determination that there is a need to take immediate action and that the need for action came to the district's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)
2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

*(cf. 9320 - Meetings and Notices)*

*(cf. 9321 - Closed Session **Purposes and Agendas**)*

**Actions Requiring a Four-Fifths Vote of the Board:**

Note: For an action requiring a four-fifths vote to pass, a three-member board will need a unanimous vote in favor of the item, a five-member board will need four board members to vote in favor of the item, and a seven-member board will need six board members to vote in favor of the item.

1. ~~Expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense (Government Code 53790-53792)~~

~~*(cf. 3110 - Transfer of Funds)*~~

**ACTIONS BY THE BOARD** (continued)

- 2.1.** Resolution for district borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the district's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing (Government Code 53822, 53824)
- 3.2.** Resolution for district borrowing, between July 15 and August 30 of any fiscal year, of up to 25 percent of the estimated income and revenue to be received by the district during that fiscal year from apportionments based on ADA for the preceding school year (Government Code 53823-53824)
- 4.3.** Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

*(cf. 3311 - Bids)*

Note: Item ~~#5~~ **#4** is for use by districts governed by a five-member or seven-member board.

**Items #4-5 are for use by districts that have elected to use an alternative procedure for awarding contracts for public works projects pursuant to the UPCCAA. For further information, see BP 3311.1 - Uniform Public Construction Cost Accounting Procedures.**

- 5.4.** When the district has a five-member or seven-member Board **and has adopted the procedures set forth in UPCCAA**, action to respond to an emergency facilities condition without giving notice for bids to let contracts, including the repair or replacement of district facilities, the taking of any other action that is directly related to and immediately required by that emergency, the procurement of the necessary equipment, services, and supplies for those purposes, the delegation of authority to the Superintendent or designee to take such action, and the determination during a regular Board meeting of the need to continue the action (Public Contract Code 22035, 22050)

Note: AB 2249 (Ch. 169, Statutes of 2018) amended Public Contract Code 22034 to change the thresholds for public works projects bid pursuant to the Uniform Public Construction Cost Accounting Act, thereby increasing the amount requiring board resolution, as provided in item #6.

- 6.5.** Resolution to award a contract for a public works project at \$212,500 or less to the lowest responsible bidder, when the district is using the informal process authorized under the ~~Uniform Public Construction Cost Accounting Act~~ **UPCCAA** for projects of \$200,000 or less, all bids received are in excess of \$200,000, and the Board determines that the district's cost estimate was reasonable (Public Contract Code 22034)

*(cf. ~~3311.1 - Uniform Public Construction Cost Accounting Procedures~~)*

**ACTIONS BY THE BOARD** (continued)

**Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting**

**A four-fifths vote of the Board members present at the meeting shall be required to approve the expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense. (Government Code 53790-53792)**

*(cf. 3110 - Transfer of Funds)*

**Actions Requiring a Unanimous Vote of the Board:**

1. Resolution authorizing and prescribing the terms of a lease of district property for extraction and taking of gas not associated with oil (Education Code 17510-17511)
2. Authorization of the use of day labor or force account, or waiver of the competitive bid process pursuant to Public Contract Code 20111, when the Board determines that an emergency exists requiring the repair, alteration, work, or improvement to any facility to permit the continuance of existing classes or to avoid danger to life or property, and upon approval of the County Superintendent of Schools (Public Contract Code 20113)

**Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:**

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500. Disposal of surplus property or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

*(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)*

(10/16 3/19) 10/20

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: December 15, 2020

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 15

Type of item: (Action, Consent Action or Information Only): Action

**SUBJECT:**

Request to approve the Local Control Funding Formula (LCFF) Budget Overview for Parents.

**BACKGROUND:**

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

Due to the COVID-19 pandemic, for the 2020-21 school year school districts must work with parents, educators, students, and the community to develop a Learning Continuity and Attendance Plan (Learning Continuity Plan). The Learning Continuity Plan replaces the Local Control and Accountability Plan (LCAP) for the 2020–21 school year and provides school districts with the opportunity to describe how they are planning to provide a high-quality education, social-emotional supports, and nutrition to their students during the COVID-19 pandemic.

**STATUS:**

In 2019-2020, River Delta USD's LCAP budgeted \$2,892,707 for planned actions to increase or improve services for high needs students. RDUSD actually spent \$2,707,349 for actions to increase or improve serves for high needs students in 2019-2020.

The difference between the budgeted and actual expenditures of \$185,358 was primarily due to the closure of district schools on March 16, in turn decreasing the expenditures originally projected. Federal funds from the CARES Act were used to meet the needs of high needs students (foster youth, English learners, and low-income students).

**PRESENTER:**

Katherine Wright, Superintendent

**COST AND FUNDING SOURCES:** N/A

**RECOMMENDATION:**

That the Board approves the LCFF Budget Overview for Parents as submitted.

Time allocated: 10 minutes



# LCFF Budget Overview for Parents

Local Educational Agency (LEA) Name: River Delta Joint Unified

CDS Code: 34-67413-0000000

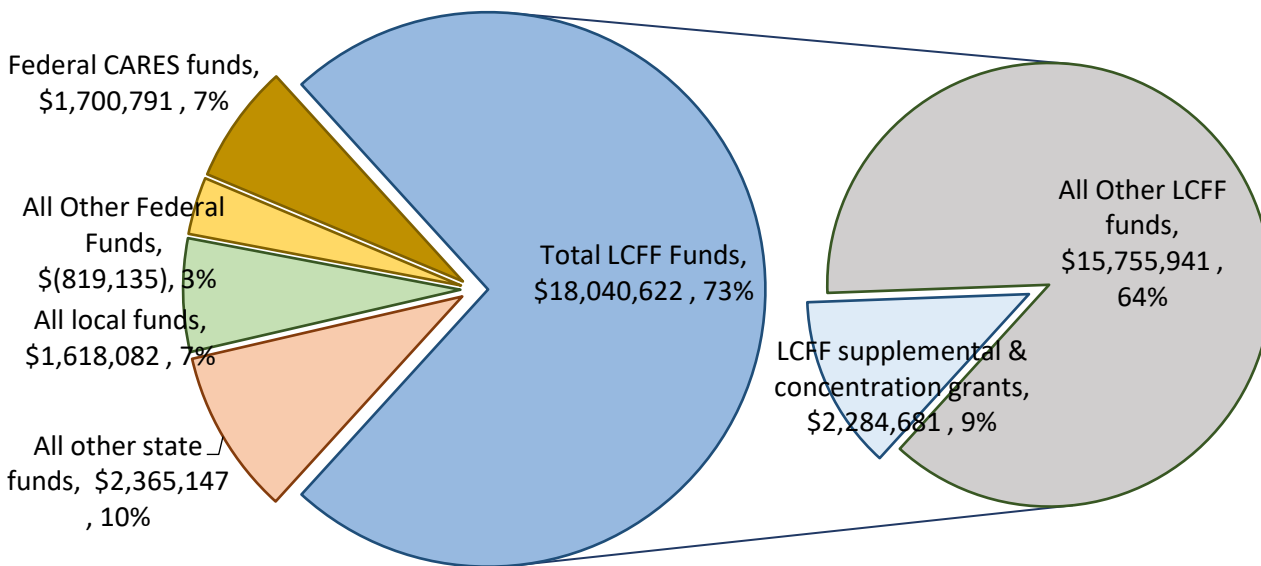
School Year: 2020-2021

LEA contact information: Katherine Wright, Superintendent

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

## Budget Overview for the 2020-2021 School Year

### Projected Revenue by Fund Source

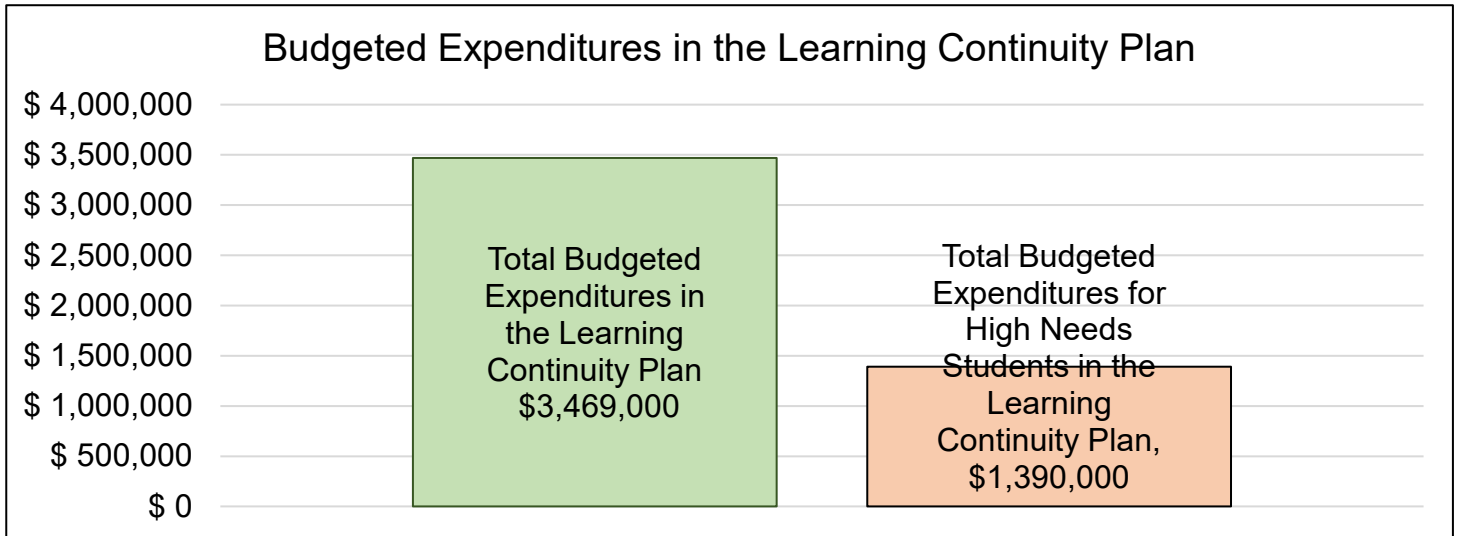


This chart shows the total general purpose revenue River Delta Joint Unified expects to receive in the coming year from all sources.

The total revenue projected for River Delta Joint Unified is \$22,905,507.34, of which \$18,040,622.00 is Local Control Funding Formula (LCFF) funds, \$2,365,147.00 is other state funds, \$1,618,082.34 is local funds, and \$881,656.00 is federal funds. Of the \$881,656.00 in federal funds, \$1,700,791.00 are federal CARES Act funds. Of the \$18,040,622.00 in LCFF Funds, \$2,284,681.00 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

# LCFF Budget Overview for Parents

For the 2020-21 school year school districts must work with parents, educators, students, and the community to develop a Learning Continuity and Attendance Plan (Learning Continuity Plan). The Learning Continuity Plan replaces the Local Control and Accountability Plan (LCAP) for the 2020–21 school year and provides school districts with the opportunity to describe how they are planning to provide a high-quality education, social-emotional supports, and nutrition to their students during the COVID-19 pandemic.



This chart provides a quick summary of how much River Delta Joint Unified plans to spend for planned actions and services in the Learning Continuity Plan for 2020-2021 and how much of the total is tied to increasing or improving services for high needs students.

River Delta Joint Unified plans to spend \$24,145,917.00 for the 2020-2021 school year. Of that amount, \$3,469,000.00 is tied to actions/services in the Learning Continuity Plan and \$20,676,917.00 is not included in the Learning Continuity Plan. The budgeted expenditures that are not included in the Learning Continuity Plan will be used for the following:

Our Learning Continuity Plan addresses what the district is doing to keep students and staff safe and involved in learning during our school closure from this pandemic. The remaining budget reflects the costs of education during non-pandemic times. These costs include salaries for teachers, aides, bus drivers, custodial, gardeners, administration, & support staff and all other services identified in the 2019-2020 LCAP except travel expenses associated with professional development opportunities. Normal cost also include utilities, fuel, supplies, textbooks, NPS, & categorical program costs.

## Increased or Improved Services for High Needs Students in the Learning Continuity Plan for the 2020-2021 School Year

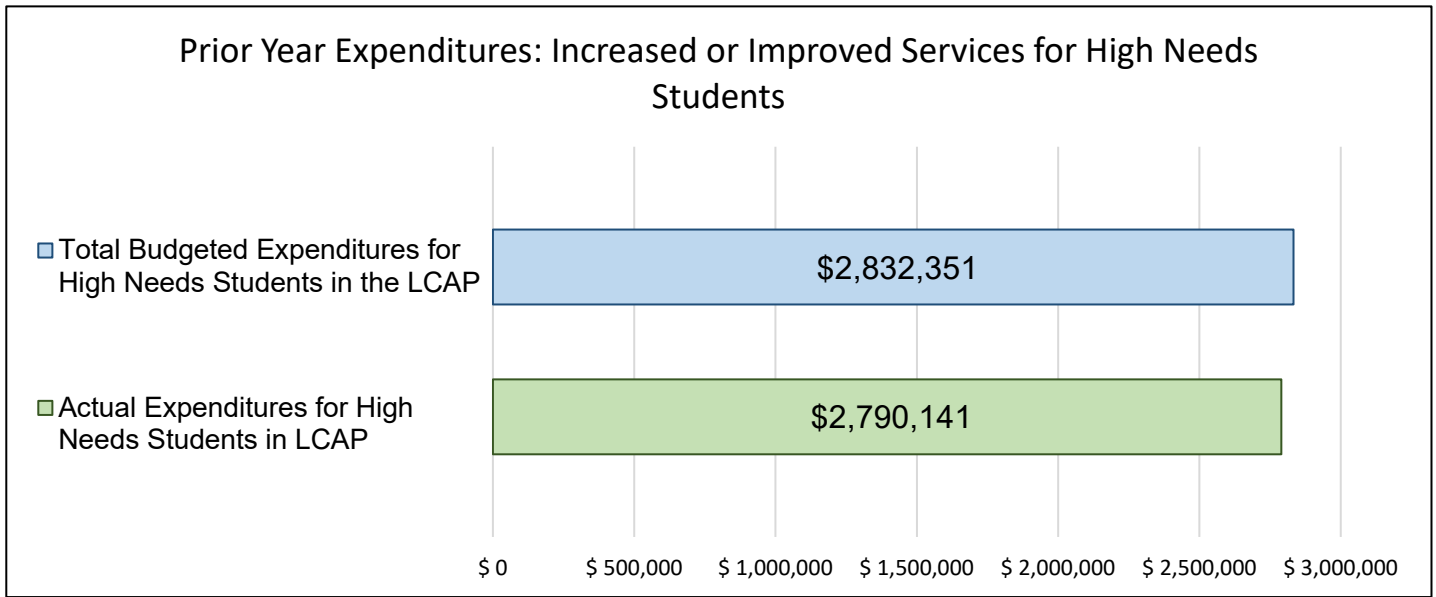
## LCFF Budget Overview for Parents

In 2020-2021, River Delta Joint Unified is projecting it will receive \$2,284,681.00 based on the enrollment of foster youth, English learner, and low-income students. River Delta Joint Unified must describe how it intends to increase or improve services for high needs students in the Learning Continuity Plan. River Delta Joint Unified plans to spend \$1,390,000.00 towards meeting this requirement, as described in the Learning Continuity Plan. The additional improved services described in the plan include the following:

RDUSD is committed to offering additional services to help with high needs students during this pandemic, above and beyond what was identified in the Learning Continuity Plan. Academic intervention services at the elementary and middle school sites are provided for these students on a daily basis. Our child care program for the children of Essential Workers is provided during the school day by our After School Education and Safety Program staff. Our middle and high schools continue to offer additional support and promote a college going culture using AVID strategies. The administration of interim benchmarking assessments continues to be a top priority so we can determine the depth of learning loss created by the mandated Distance Learning model.

# LCFF Budget Overview for Parents

## Update on Increased or Improved Services for High Needs Students in 2019-2020



This chart compares what River Delta Joint Unified budgeted in the 2019-20 LCAP for actions and services that contributed to increasing or improving services for high needs students with what River Delta Joint Unified actually spent on actions and services that contributed to increasing or improving services for high needs students in the 2019-20 school year.

In 2019-2020, River Delta Joint Unified's LCAP budgeted \$2,832,351.00 for planned actions to increase or improve services for high needs students. River Delta Joint Unified actually spent \$2,790,141.00 for actions to increase or improve services for high needs students in 2019-2020. The difference between the budgeted and actual expenditures of \$42,210.00 had the following impact on River Delta Joint Unified's ability to increase or improve services for high needs students:

RDUSD closed all schools and transitioned to full distance learning on March 13, 2020. Although students were not present on campuses, the District spent 94% of the budgeted amount on services outlined in the LCAP. The reduction in dollars spent had no loss in services or negative impact on the district's high need students.