

# 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:

**March 14, 2023 ♦ General Open Session 6:30pm**

**Walnut Grove Elementary School • 14181 Grove Street, Walnut Grove, CA**

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

**ADDRESSING THE BOARD: Anyone may address the Board regarding any subject that is within the Board's subject-matter jurisdiction** [Government Code Section 54954.3 and Education Code Sections 35145.5 and 72121.5]. The Board of Trustees welcomes public participation, consistent with the Brown Act, on items that appear on the agenda and those items that are not appearing on the agenda. **If you wish to address the Board during the Public Comment section of the meeting or during the corresponding item section, you must complete and submit an electronic Public Comment Card or submit a paper Public Comment Card to the Executive Assistant or designee prior to the General Open Session of the meeting.** Individuals are not required to sign in, or otherwise disclose their name or other information as a condition to attend a meeting or address the Board. You will be called upon to speak during the Public Comment section or the specified agenda item you have selected. If you prefer not to provide your name, you will need to provide how you wish to be identified when called upon. If you are attending the School Board meeting via Zoom please make sure that the name on the Public Comment Card matches the name you enter when joining the Zoom Meeting. **However, understand the Board may not take action on any item which is not listed on this agenda** (except as authorized by Government Code Section 54954.2). (BB9323), The Board may ask clarifying questions related to the public comments made on items appearing on the agenda or the Board may refer such matter to the Superintendent or designee. (Education Code 35145.5, Government Code 54954.2). **Individual speakers shall be allowed three minutes to address the Board on any agenda item or non-agenda item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes.** With Board consent, the Board President may increase or decrease the time allowed for public comment, depending on the topic and the number of persons wishing to be heard and the overall length of the agenda. The Board President may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. (BB 9323) Anyone may appear at the Board meeting to testify in support of, or in opposition to, any item on this agenda being presented to the Board for consideration. {If you wish to have an item placed on the agenda for discussion and/or action by the Board, you must notify the Board Secretary/Superintendent in writing no later than ten working days prior to a regularly scheduled Board meeting requesting permission. After the Superintendent's Cabinet has met, you will be notified of their decision.} **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.**

**Listen in English: Meeting ID: 944 4979 3850**

**Passcode: 961029**

## REGULAR MEETING AGENDA

1. Call the Open Session to Order (@ 5:30 p.m.)
2. Roll Call
3. Review Closed Session Agenda (see attached agenda)
  - 3.1 Announce Closed Session Agenda
  - 3.2 Public Comment on Closed Session Agenda Items Only
4. Approve Closed Session Agenda and Adjourn to the **Closed Session** (@5:35 p.m.)  
Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Time: \_\_\_\_\_
5. Reconvene to Open Session (@ approx. 6:30 p.m.) Time: \_\_\_\_\_
  - 5.1 Retake Roll Call  
Member Stone \_\_\_\_; Member Jelly \_\_\_\_; Member Riley \_\_\_\_; Member Casillas \_\_\_\_;  
Member Apel \_\_\_\_; Member Mahoney \_\_\_\_; Member Lamera \_\_\_\_
  - 5.2 Pledge of Allegiance
6. Report of Action taken, if any, during the Closed Session (Government Code Section 54957.1) – Board President Lamera
7. Review and Approve the **Open Session** Agenda  
Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

8. **Public Comment: Individual speakers who have submitted a Comment Card shall be allowed three minutes to address the Board on any non-agendized item. The Board shall limit the *total time* for public presentation and input on *all items* to a maximum of 20 minutes.** The Board will follow the process for Public Comments listed above.

**Special Presentations, Reports, Information**

- 9.1 Special Presentations
  - 9.1.1 Presentation from the California State Preschool – Suzanne Cline and Students
- 9.2 Board Member(s) and Superintendent Report(s) and/or Presentation(s) –
  - 9.2.1 Board Members’ report(s)
  - 9.2.2 Committee report(s)
    - 9.2.2.1 City of Rio Vista 2 X 2 report(s)
  - 9.2.3 Superintendent Wright’s report(s)
    - 9.2.3.1 Board of Trustees Retreat
- 9.3 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 – Tammy Busch, Asst. Superintendent of Business Services; Ken Gaston, Directors of MOT
  - 9.3.1 ADA/Enrollment Report – Tammy Busch, Asst. Superintendent of Business Services
- 9.4 Maintenance, Operations & Transportation Update, Ken Gaston, Director of MOT
- 9.5 Education Services’ Reports and/or Presentation(s) - Nancy Vielhauer, Asst. Superintendent of Educational Services and Tracy Barbieri, Director of Special Education
  - 9.5.1 Educational Services Update – Nancy Vielhauer, Asst. Superintendent of Educational Services
    - 9.5.1.1 Sacramento County Office of Education’s 2022-2023 Second Quarterly Williams Review Report for FY River Delta Unified School District – Nancy Vielhauer, Asst. Superintendent of Educational Services
- 9.6 River Delta Unified Teacher’s Association (RDUTA) Update – Chris Smith, RDUTA President
- 9.7 California State Employees Association (CSEA) Chapter #319 Update – Patty DuBois, Interim CSEA President
- 9.8 Hold a Public Hearing to “Sunshine” California State Employees Association (CSEA) Delta Chapter #319 Negotiation Proposals to the River Delta Unified School District for 2022-2023 – Patty DuBois, Interim CSEA President and Katherine Wright, Superintendent

**Open Public Hearing:** \_\_\_\_\_pm    **Public Comments:**    **Close Public Hearing:** \_\_\_\_\_

10. **Consent Calendar**

- 10.1 Approve Board Minutes
  - Regular Meeting of the Board, February 21, 2023
  - Special Meeting of the Board, March 2, 2023
- 10.2 Receive and Approve Monthly Personnel Reports
  - As of March 14, 2023
- 10.3 District’s Monthly Expenditure Report
  - February 2023
- 10.4 Request the Approve the Agreement with Jason Jedamski, Ignite2Unite to Facilitate a 6-hour Workshop with 100 Student Leaders Comprised of Approximately 25 Leaders from the Following Groups: Arts, Athletics, Activities and Academics at Rio Vista High School – Not to Exceed \$5,060, Site Funds – Victoria Turk, Principal
- 10.5 Request to Approve the Renewal Agreement with Frontline Education for Absence and Time Solution and Frontline Central Solution for the 2023-2024 School Year, Annual Cost of \$22,248.34 from General Funds - Tammy Busch, Asst. Superintendent of Business Services
- 10.6 Request to Approve the Spending Plan of the Arts, Music & Instructional Materials Block Grant for the 2022-2023 School Year – Nancy Vielhauer, Asst. Superintendent of Educational Services

- 10.7 Request to Approve Bates Elementary School Associate Student Body (ASB) Local Business Appeals for Donations Fundraiser for 6<sup>th</sup> Grade Student Participation Fees for Sly Park Science Camp Field Trip from April 10-14, 2023 - Dr. MJ Kiwan Gómez, Principal
- 10.8 Request to Approve the Agreement with Mark Schumacher to Provide Professional Development for the Teacher Pre-Service Day 2023-2024 School Year, Not to Exceed \$5,000, Supplemental Funds - Nancy Vielhauer, Asst. Superintendent of Ed. Services
- 10.9 Request to Approve the Overnight Travel for Delta High School Teachers, Charles Van Riper and Matthew Rooney, with 25 Delta High School Students to Attend the FFA Leadership Conference in Ontario, California on March 15-19, 2023, Ag Incentive Grant – Craig Cornelson, Principal
- 10.10 Donations to Receive and Acknowledge

**Rio Vista High School – In Memory of Sal Nygard**

Victoria Turk  
 Collin Turk  
 Cheryle Apple

**Isleton Elementary School**

Isleton PTA - \$4,075 Staff Appreciation  
 Isleton PTA - \$2000 Gaga Ball Pit for students

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

**Action Items -- Individual speakers who have submitted a Comment Card shall be allowed three minutes to address the Board on any agenda item. The Board shall limit the total time for public presentation and input on all items to a maximum of 20 minutes including the Public Comments made previously in this meeting. The Board will follow the process for Public Comments listed above.**

- 11. During Closed Session the Board Reviewed Student Expulsion Case #2223-222-002. The Board's Decision is as Follows – Board President Lamera

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 12. Request to Approve the Second and Final Reading of the Updated or New Board Policies, Administrative Regulations and Exhibits Due to New Legislation, Mandated Language and/or Citation Revisions as of December 2022 - Katherine Wright, Superintendent

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 13. Request to Approve the Second Interim for FY 2022-2023 - Tammy Busch, Asst. Superintendent of Business Services

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 14. Request to Approve the Riverview Middle School Modernization. Consultant contracts with HKIT Architects and RGM Kramer, Inc., Project Program and Master Budget, Measure J not to exceed \$8,225,341 - Tammy Busch, Asst. Superintendent of Business Services

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 15. Request the Approval to Award a Contract for Roofing Replacement for Buildings A & B at D. H. White Elementary School to the Lowest, Responsible Bidder, Diablo Roofing, Inc., Measure J not to exceed \$403,850 - Tammy Busch, Asst. Superintendent of Business Services

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 16. Request the Approval to Award a Contract for Roofing Replacement for Building D at Rio Vista High School to the Lowest, Responsible Bidder, Pac Shield Roof Services, Inc., Measure J not to exceed \$365,668 - Tammy Busch, Asst. Superintendent of Business Services

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 17. Request the Approval to Award a Contract for Roofing Repairs at Delta High School Building A to the Lowest, Responsible Bidder, Clark Roofing, Inc., Measure K not to exceed \$260,000 - Tammy Busch, Asst. Superintendent of Business Services

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 18. Request to Approve the Second and Final Reading of the Updated or New Board Policies, Administrative Regulations and Exhibits Due to New Legislation, Mandated Language, Citation Revisions and/or alignment of District procedures regarding Transportation BP3250 Transportation Fee (Delete), AR3541 Transportation and BP/AR 6158 Independent Study - Tammy Busch, Asst. Superintendent of Business Services

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

- 19. Request to Approve the District's Transportation Plan for 2022-2024 School Years - Tammy Busch, Asst. Superintendent of Business Services

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

20. Request to Approve Resolution #844 to Pay Absent Board Member Jennifer Stone Due to Family Illness or Injury from the February 21, 2023 Regular Meeting of the Board of Trustees – Katherine Wright, Superintendent

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

21. Request to Acknowledge the “Sunshined” California State Employees Association (CSEA) Delta Chapter #319 Negotiation Proposals to the River Delta Unified School District for 2022-2023 – Patty DuBois, Interim CSEA President and Katherine Wright, Superintendent

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_

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

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

24. Adjournment

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Abstentions: \_\_\_\_\_ 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 and that the Board of Trustees Members, District administrative offices and schools, the community libraries were provided notice or caused to be provided notice via fax, e-mail and/or hand delivery on Friday, March 10, 2023, by or before 5:30 p.m.

**By:** 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:

**March 14, 2023**

**Walnut Grove Elementary School • 14181 Grove Street, Walnut Grove, CA**

**CLOSED SESSION**

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

A Closed Session will be held beginning at 5:35 p.m. on March 14, 2023, at the Walnut Grove Elementary School, Walnut Grove, California (which is prior to the full Open Session). Any formal action taken by the Board will be reported in the Open Session of this regular meeting of the Board of Trustees [Government Code Section 54957.1]. As needed, this Closed Session may be reconvened following the full Open Session. Any formal action taken by the Board will be reported in Open Session prior to adjournment.

**4. CLOSED SESSION**

4.1 **Student Discipline** [Education Code Sections 49070 (c) and 76232 (c)].

4.1.1 Student Case Number 2223-222-002

4.2 **Possible or Pending Litigation** [Government Code 54956.9(a)(b)(c)]

Following Conference with Legal Counsel (Parker & Covert, LLC; 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 (Edwards, Stevens & Tucker LLP)

Public Employee(s) Evaluation:

4.3.1 Superintendent

4.3.2 Certificated

4.3.3 Classified

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

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

4.3.6 Employee/Employer Negotiations [Government Code Section 3549.1 and 54957.6] Following negotiation meetings any/all units.

4.3.6.1 RDUTA

4.3.6.2 CSEA

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

Motioned: \_\_\_\_\_ Second: \_\_\_\_\_ Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_ Absent: \_\_\_\_\_ Time: \_\_\_\_\_

jg

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Tammy Busch, Asst. Superintendent of Business Services    Item Number: 9.3.1

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

**SUBJECT:** Monthly Enrollment and ADA Report (**FEBRUARY MONTH 7**)

**BACKGROUND:**

Each month district staff compiles attendance and enrollment data for all school sites. The attached summary shows enrollment and ADA for 2021-2022 compared to current year 2022-2023.

**STATUS:**

District-wide enrollment **decreased by 50** students compared to the same month of school year 2021-22, decreasing from 1,816 to 1,766 (does not include Adult Ed).

District-wide enrollment **increased by 7 students** compared to **last month from 1,759 to 1,766**.  
(Does not include Adult Ed)

District-wide attendance **decreased by 6 ADA** compared to the same month of school year, 2021-22, decreasing from 1,611 to 1,605 (does not include Adult Ed).

District-wide attendance **decreased by 2 ADA** compared to **last month, from 1,607 to 1,605**.  
(Does not include Adult Ed)

**PRESENTER:**

Tammy Busch, Asst. Superintendent of Business Services

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES:**

**RECOMMENDATION:**

That the Board receives the information presented

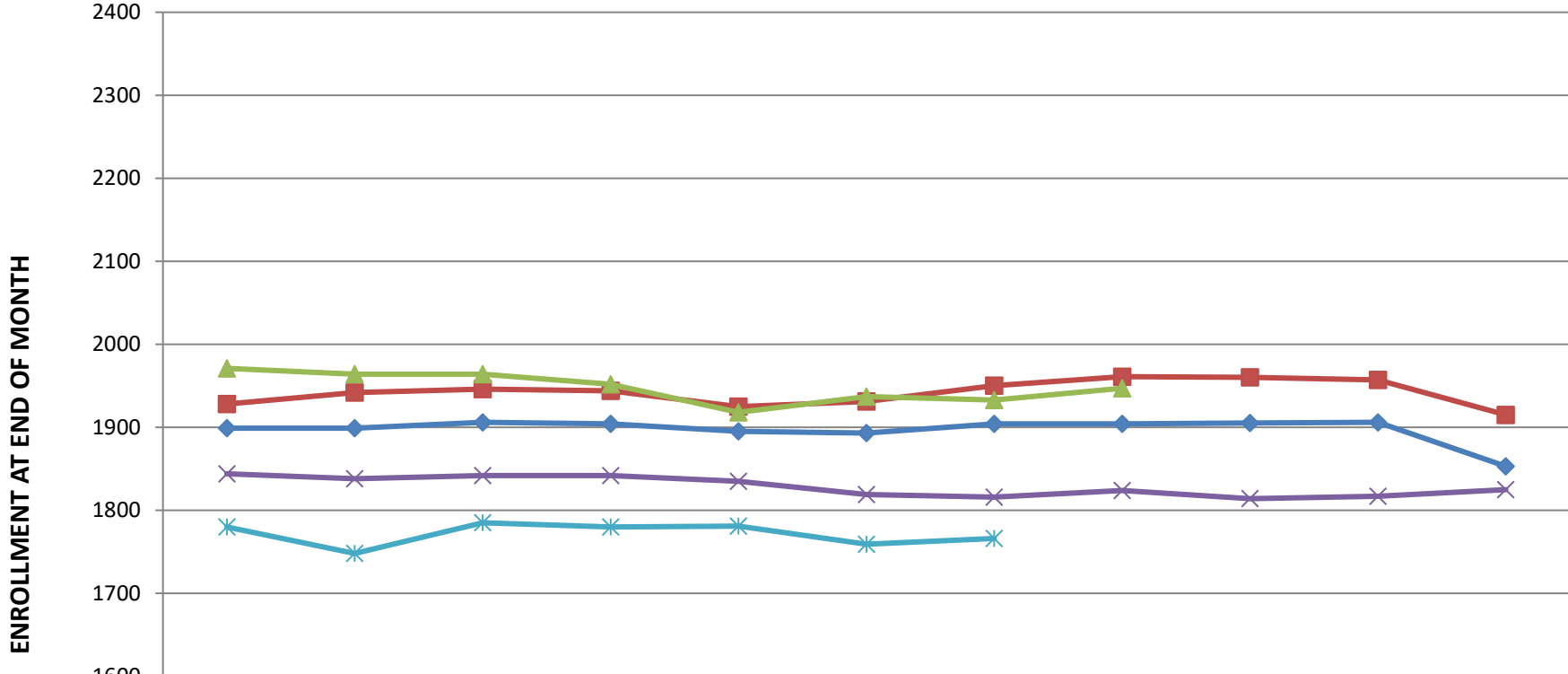
Time allocated:    3 minutes

SITE		AUG	AUG	% of ADA		SEPT	SEPT	Incr/Decr	% of ADA	OCT	OCT	Incr/Decr	% of ADA	NOV	NOV	Incr/Decr	% of ADA	DEC	DEC	Incr/Decr	% of ADA	JAN	JAN	Incr/Decr	% of ADA
		21-22	22-23			21-22	22-23	From Pr Month		21-22	22-23	From Pr Month		21-22	22-23	From Pr Month		21-22	22-23	From Pr Month		21-22	22-23	From Pr Month	
BATES	ENR	89	83	94.0%		90	83	0	95.2%	90	83	0	95.2%	88	82	-1	92.7%	85	74	-8	105.4%	88	82	8	93.9%
	ADA	85	78			84	79	82		79	83	76		82	76	83		76	82	78					
CLARKSBURG (7th & 8th Gr)	ENR	149	138	89.1%		149	137	-1	94.2%	147	136	-1	95.6%	148	138	2	86.2%	145	137	-1	93.4%	145	137	0	91.2%
	ADA	139	123			142	129	138		130	140	119		139	128	140		119	139	128					
ISLETON	ENR	158	174	92.5%		155	178	4	93.3%	158	176	-2	93.8%	157	177	1	91.0%	152	177	0	86.4%	150	175	-2	91.4%
	ADA	141	161			149	166	139		165	147	161		147	153	147		161	147	153					
RIVERVIEW	ENR	192	168	90.5%		187	165	-3	92.1%	185	165	0	91.5%	188	164	-1	91.5%	174	166	2	84.9%	184	163	-3	92.0%
	ADA	169	152			172	152	168		151	170	150		168	141	170		150	168	141					
WALNUT GROVE	ENR	167	156	88.5%		167	136	-20	105.9%	168	153	17	94.1%	167	153	0	87.6%	161	155	2	76.8%	170	157	2	85.4%
	ADA	149	138			153	144	150		144	152	134		150	119	150		119	150	119					
D.H. WHITE	ENR	390	395	89.1%		383	379	-16	90.8%	383	407	28	88.5%	382	401	-6	86.5%	351	407	6	85.0%	385	407	0	91.2%
	ADA	342	352			352	344	341		360	340	347		342	346	342		346	342	346					
<b>ELEMENTARY SUB TOTAL</b>	ENR	1,145	1,114			1,131	1,078	-36		1,131	1,120	42		1,130	1,115	-5		1,068	1,116	1		1,122	1,121	5	
	ADA	1,025	1,004			1,052	1,014			1,018	1,029			1,032	987			1,028	965			934	1,017		
CLARKSBURG (9th Grade)	ENR	76	62	93.5%		76	64	2	93.8%	77	63	-1	95.2%	78	64	1	85.9%	77	64	0	93.8%	77	62	-2	93.5%
	ADA	73	58			72	60	70		60	72	55		73	60	73		60	73	60					
DELTA HIGH	ENR	217	211	87.7%		215	206	-5	93.7%	213	204	-2	94.1%	215	204	0	89.7%	206	204	0	93.6%	205	196	-8	96.9%
	ADA	205	185			203	193	196		192	201	183		197	191	197		191	197	191					
RIO VISTA HIGH	ENR	380	367	91.3%		378	367	0	89.1%	379	365	-2	89.9%	378	362	-3	88.1%	362	363	1	86.0%	371	352	-11	90.3%
	ADA	345	335			344	327	340		328	342	319		342	312	342		312	342	312					
<b>HIGH SCHOOL SUB TOTAL</b>	ENR	673	640			669	637	-3		669	632	-5		671	630	-2		645	631	1		653	610	-21	
	ADA	623	578			619	580			606	580			615	557			612	563			520	566		
Mokelumne High (Continuation)	ENR	4	1			4	4	3		4	4	0		4	4	0		3	3	-1		3	2	-1	
	ADA	2	0			2	41	1		2	2	1		1	1	1		1	1						
River Delta High/Elem (Alternative)	ENR	22	25			34	29	4		38	29	0		37	31	2		29	31	0		31	26	-5	
	ADA	11	22			19	25	23		26	27	26		29	27	29		27	29	27					
Community Day	ENR	0	0			0	0	0		0	0	0		0	0	0		0	0	0		0	0	0	
	ADA	0	0			0	0	0		0	0	0		0	0	0		0	0						
<b>TOTAL K-12 LCFF Funded</b>	ENR	1,844	1,780			1,838	1,748	-32		1,842	1,785	37		1,842	1,780	-5		1,745	1,781	1		1,809	1,759	-22	
	ADA	1,661	1,604			1,692	1,660			1,648	1,637			1,676	1,571		88.3%	1,670	1,556		87.4%	1,480	1,607		
Wind River- Adult Ed	ENR	0	8			0		-8		0	9	9		6	10	1		6	10	0		11	10	0	
<b>TOTAL DISTRICT</b>	ENR	1,844	1,788			1,838	1,748	-40		1,842	1,794	46		1,848	1,790	-4		1,751	1,791	1		1,820	1,769	-22	

SITE	AL	FEB		Incr/Decr From Pr Month	% of ADA
		21- 21-22	FEB 22-23		
BATES	ENR	89	81	-1	96.3%
	ADA	80	78		
CLARKSBURG (7th & 8th Gr)	ENR	144	137	0	94.2%
	ADA	133	129		
ISLETON	ENR	156	181	6	92.3%
	ADA	143	167		
RIVERVIEW	ENR	181	163	0	89.0%
	ADA	155	145		
WALNUT GROVE	ENR	172	155	-2	92.3%
	ADA	157	143		
D.H. WHITE	ENR	384	406	-1	88.9%
	ADA	334	361		
<b>ELEMENTARY</b>	ENR	1,126	1,123	2	
<b>SUB TOTAL</b>	ADA	1,002	1,023		
CLARKSBURG (9th Grade)	ENR	78	64	2	93.8%
	ADA	71	60		
DELTA HIGH	ENR	203	194	-2	95.4%
	ADA	184	185		
RIO VISTA HIGH	ENR	371	346	-6	88.7%
	ADA	322	307		
<b>HIGH SCHOOL</b>	ENR	652	604	-6	
<b>SUB TOTAL</b>	ADA	577	552		
Mokelumne High (Continuation)	ENR	3	8	6	
	ADA	1	3		
River Delta High/Elem (Alternative)	ENR	35	31	5	
	ADA	31	27		
Community Day	ENR	0	0	0	
	ADA	0	0		
<b>TOTAL K-12</b>	ENR	1,816	1,766	7	
<b>LCFF Funded</b>	ADA	1,611	1,605		
Wind River- Adult Ed	ENR	11	11	1	
<b>TOTAL DISTRICT</b>	ENR	1,827	1,777	8	

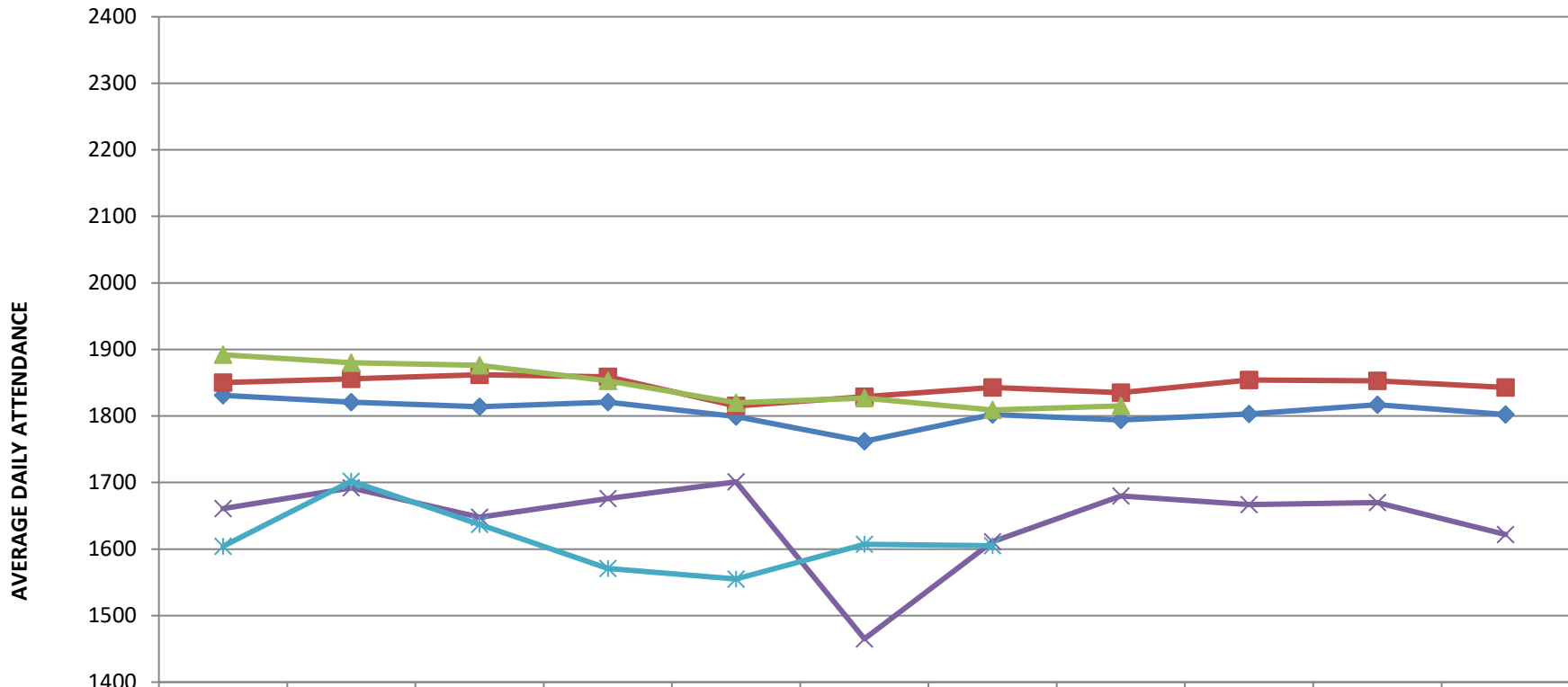


# ENROLLMENT



	1	2	3	4	5	6	7	8	9	10	11
◆ 17/18	1899	1899	1906	1904	1895	1893	1904	1904	1905	1906	1853
■ 18/19	1928	1942	1946	1944	1925	1931	1950	1961	1960	1957	1915
▲ 19/20	1971	1964	1964	1952	1918	1937	1933	1947			
× 21/22	1844	1838	1842	1842	1835	1819	1816	1824	1814	1817	1825
* 22/23	1780	1748	1785	1780	1781	1759	1766				

## ACTUAL ATTENDANCE



	1	2	3	4	5	6	7	8	9	10	11
◆ 17/18	1831	1821	1814	1821	1799	1762	1802	1794	1803	1817	1802
■ 18/19	1850	1856	1862	1859	1815	1829	1843	1835	1854	1853	1843
▲ 19/20	1892	1880	1876	1853	1820	1827	1809	1815			
× 21/22	1661	1692	1648	1676	1701	1465	1611	1680	1667	1670	1622
* 22/23	1604	1702	1637	1571	1555	1607	1605				

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments:   X  

From: Ken Gaston, Director of MOT

Item Number:   9.4  

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 February 2023

**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**  
**March 14, 2023**

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**
  - Sealed gaps in the staff lounge cabinets along the wall. - \$137
  - Mowed and trim grass around the playground and main field. - \$120
  - Replaced spud, flush handle & vacuum breaker for toilet in girl's bathroom. - \$370
  - Replaced wax seal, diaphragm & vacuum breaker for toilet in boy's bathroom. - \$197
  
- **Clarksburg Middle School**
  - Restored power and programed heating unit in room 5. - \$110
  - Cleaned gutters and unclogged downspouts in quad area. - \$110
  
- **Delta High School**
  - Straighten out lines on third and first base and rototill infield. - \$440
  - Repaired backflow leak in the cafeteria. - \$895
  
- **D. H. White Elementary**
  - Installed main board for heater unit in room 3. - \$1,100
  
- **District Office**
  - Mounted TV on the wall in Superintendent's office. - \$142
  
- **Rio Vista High School**
  - Replaced broken lock in girl's bathroom in stadium. - \$165
  - Replaced broken locking gate to the football stadium. - \$740
  - Recharged and reset mini split in the electrical room in E building. - \$510
  - Unclogged sink in shop bathroom. - \$120
  - Charged heating unit in cafeteria. - \$360
  - Rototill softball infield to loosen up ground. - \$242
  - Replaced 3 faucet handles in boy's bathroom. - \$315
  - Inspected troubleshooting oven in culinary arts room. - \$110
  
- **Riverview Middle School**
  - Installed new push button repair kit to faucet in girl's locker room. - \$115
  
- **Walnut Grove Elementary School**
  - Adjusted stream flow and replaced filter for drinking fountain. - \$110
  - Removed broken glass and installed new window glass in room 5. - \$202

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments:   X  

From: Nancy Vielhauer, Asst. Superintendent of Educational Services Item Number: 9.5.1.1

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

**SUBJECT:**

Sacramento County Office of Education (SCOE) Second Quarterly Williams Review Report for Fiscal Year 2022-2023.

**BACKGROUND:**

Education Code section 1240 requires that county offices of education visit district Williams schools to determine if students have sufficient instructional materials, the facilities are in good repair, the School Accountability Report Cards (SARCs) are accurate, if there are any vacant positions or teacher misassignments and if the district received any uniform complaints. SCOE provides the district with a quarterly report regarding the results of the school site visits and reviews for submission to the district's governing board. Riverview Middle School is required to receive Williams visits and reviews.

**STATUS:**

During the second quarter of Fiscal Year (FY) 2022-2023, the Sacramento County Office of Education (SCOE) did not conduct any site reviews of instructional materials, facilities or SARCs. SCOE reported there were two teacher misassignments, zero corrected teacher misassignments and two teacher vacancies. There were no complaints filed in the district under the Uniform Complaint Procedure during the second quarter of the 2022-2023 school year.

**PRESENTER:**

Nancy Vielhauer, Assistant Superintendent of Educational Services

**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: 2 minutes



David W. Gordon  
Superintendent

February 9, 2023

*Via Electronic Mail*

**Board of Education**

Paul A. Keefer, MBA, Ed.D.  
President

Heather Davis  
Vice President

Joanne Ahola

O. Alfred Brown, Sr.

Mariana Corona Sabeniano

Harold Fong, MSW

Bina Lefkovitz

Marcial Lamera, 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: Second Quarterly *Williams* Review Report for Fiscal Year 2022-2023

Dear President Lamera and Superintendent Wright:

(916) 228-2500

www.scoe.net

As a result of the *Williams* Settlement, county offices of education are required to visit schools in their county that have been identified by the Superintendent of Public Instruction pursuant to recently revised criteria in Education Code section 1240 (*Williams* schools).<sup>1</sup> Education Code section 1240(c)(2)(C) 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 of the visits and reviews can then be made public at a regularly scheduled and noticed meeting of each district's governing board.

This letter serves as the 2022-2023 Second 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.

<sup>1</sup> In accordance with Ed. Code, § 1240(c)(2)(A), the Superintendent of Public Instruction compiles a list of schools 1) identified for comprehensive/additional targeted support and improvement pursuant to the Every Student Succeeds Act, or identified as low performing under the Elementary and Secondary Education Act of 1965, or any subsequent amendments to that act, and 2) where 15% or more of its teachers are holders of any authorization that is a lesser certification than a preliminary or clear teaching credential. Commencing with the 2021-2022 fiscal year, charter schools may be included on the list under the new criteria.

### **Instructional Materials and Facilities**

During the second quarter of Fiscal Year (FY) 2022-2023, Sacramento County Office of Education (SCOE) staff did not conduct any site reviews of instructional materials or facilities.

### **School Accountability Report Card**

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 2022-2023 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.

During the second quarter ending December 31, 2022, SCOE conducted no SARC reviews.

### **Teacher Vacancies and Misassignments**

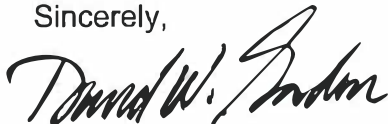
In accordance with Ed. Code § 44258.9, the California Commission on Teacher Credentialing (CCTC) has provided final teacher misassignment and vacancy data for the 2021-2022 school year utilizing the state's monitoring system otherwise known as CalSAAS. For the District's *Williams* schools, CCTC has reported there were 2 teacher misassignments, 0 corrected teacher misassignments, and 2 teacher vacancies in FY 2021-2022. The enclosed Exhibit A provides a more detailed report of this information.

### **Uniform Complaints**

Finally, according to the District's report to SCOE, there were no complaints filed in the District under the Uniform Complaint Procedure during the quarter ending December 31, 2022.

We are looking forward to working with your District for the remainder of the year. If you have any questions regarding the above report, please contact Barbara Liebert, Associate General Counsel at (916) 228-2754 or by email at [bliebert@scoe.net](mailto:bliebert@scoe.net).

Sincerely,



David W. Gordon  
Sacramento County Superintendent of Schools

DWG/BJL/ebf

Exhibit A: (Teacher Misassignments and Teacher Vacancies for River Delta Unified School District)

**EXHIBIT A**  
**Sacramento County Superintendent of Schools**  
**WILLIAMS SETTLEMENT LEGISLATION**  
**SECOND QUARTERLY REPORT FOR RIVER DELTA UNIFIED SCHOOL DISTRICT**  
**2022-2023 FISCAL YEAR**

**TEACHER MISASSIGNMENTS AND TEACHER VACANCIES:**

The *Williams* Settlement requires the county superintendent to report the number of teacher misassignments and vacancies identified in a school district by the California Commission on Teacher Credentialing (CCTC) through the CalSAAS monitoring system. (Ed. Code, §§ 1240(c)(2), 44258.9.)

A teacher misassignment occurs when a certificated employee is placed in a teaching or services position for which the employee does not hold the appropriate credential or is not otherwise legally authorized to hold. (Ed. Code, § 33126(b)(5)(B).) CCTC recognizes “corrected misassignments” as teacher misassignments that are corrected prior to an exception report being generated in CalSAAS at the beginning of the monitoring period. While these are still considered misassignments, CCTC differentiates them in its reporting. A “vacant position” is “a position to which a single-designated certificated employee has not been assigned at the beginning of the year or, if the position is for a one-semester course, a position to which a single-designated certificated employee has not been assigned at the beginning of the semester.” (Ed. Code, § 44258.9(b)(5).)

The results of teacher misassignments and vacancies monitoring for the District are as follows:

Schools	Riverview MS
Number of misassignments for 2021-2022	2
Number of misassignments that were corrected	0
Number of teacher vacancies for 2021-2022	2



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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 9.8

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

**SUBJECT:**

Request to Hold a Public Hearing to Sunshine the California School Employees' Association (CSEA) Delta Chapter #319 Negotiation Proposals to the River Delta Unified School District for 2022-2023

**BACKGROUND:**

Under the California Educational Employment Relations Act (EERA) the CSEA Delta Chapter #319 must participate in "Good Faith" bargaining with the District. The law states that CSEA Delta Chapter #319 must present its proposals to the public before the bargaining process can begin.

**STATUS:**

See attached proposal

**PRESENTER:**

Patty DuBois, CSEA Interim President and Negotiations Chair

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Classified Staff

**COST AND FUNDING SOURCES:**

N/A

**RECOMMENDATION:**

That the Board Holds a Public Hearing to Sunshine the California School Employees' Association (CSEA) Delta Chapter #319 Negotiation Proposals to the River Delta Unified School District for 2022-2023

Time allocated: 4 minutes



California  
School  
Employees  
Association

5375 West Lane  
Stockton, CA 95210

(209) 472-2170  
(800) 757-4229

[www.csea.com](http://www.csea.com)

Adam Weinberger  
Association President

Keith Pace  
Executive Director

Member of the AFL-CIO

*The nation's largest  
independent classified  
employee association*



March 6, 2023  
**VIA EMAIL**  
**[kwright@rdusd.org](mailto:kwright@rdusd.org)**

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

**Re: River Delta Chapter 319 Reopener Negotiations 2022-2023**

Dear Superintendent Wright:

Pursuant to the agreement between the California School Employees Association and its River Delta Chapter 319 (CSEA) River Delta Unified School District, please find enclosed the initial proposal for amendments and modifications.

Please consider this document for public notice provisions pursuant to Government Code Section 3547(a). CSEA desire to commence negotiations as soon as possible after the completion of the public notice provisions.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Carol Black  
Labor Relations Representative

CB/ksc

Enclosure –Initial Proposals for Reopener Negotiations

c: Patricia Dubois, Chapter President 319  
Toni Thompson, Regional Representative 42  
Carmen Alessandro, Area Director E  
Mauricio Vides, Field Director  
319 file

**PROPOSAL FROM  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
And Its  
RIVER DELTA CHAPTER #319  
TO  
RIVER DELTA UNIFIED SCHOOL DISTRICT**

**Reopener 2022-2023**

**ARTICLE 11 – Leaves**

CSEA proposes to discuss changes to the leave language.

**ARTICLE 13 – Layoff and Reemployment**

CSEA proposes to discuss changes to the layoff language.

*Articles 16 Pay and Allowances and Article 17 Health and Welfare Benefits were fully negotiated and completed on September 26, 2022*



# RIVER DELTA UNIFIED SCHOOL DISTRICT

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

## NOTICE OF PUBLIC HEARING

A public hearing will be held by the California School Employees Association (CSEA) Delta Chapter #319 to receive public testimony and input from members of the community on the CSEA's Initial Openers for Contract Negotiations for the 2022-2023 school year with River Delta Unified School District. The public hearing will enable the Board of Trustees to receive public input and testimony but **not to provide a forum for public debate**. The public hearing is scheduled as follows:

<b><u>DATE:</u></b> March 14, 2023	<b><u>TIME:</u></b> After 6:30 p.m.	<b><u>LOCATION:</u></b> Walnut Grove Elementary School Walnut Grove, California
---------------------------------------	--	---

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

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

## PLEASE POST

*Creating Excellence To Ensure That All Students Learn*

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



# DISTRITO ESCOLAR UNIFICADO RIVER DELTA

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

## AVISO DE AUDIENCIA PÚBLICA

La Asociación de Empleados Escolares de California (CSEA) Capitulo Delta #319 llevará a cabo una audiencia pública para recibir el testimonio público y las opiniones de los miembros de la comunidad sobre los Iniciadores Iniciales de CSEA para las Negociaciones de Contratos para el Año Escolar 2022-2023 con el Distrito Escolar Unificado River Delta. La audiencia pública permitirá a la Junta Directiva recibir comentarios y testimonios del público, **pero no proporcionará un foro para el debate público**. La audiencia pública está programada de la siguiente manera:

**FECHA:**

14 de marzo del 2023

**HORA:**

Después de las 6:30 p.m.

**UBICACIÓN:**

Escuela Primaria Walnut Grove  
Walnut Grove, California

Si tiene alguna pregunta o necesita más información, comuníquese con Jennifer Gaston, Asistente Ejecutiva de la Superintendente y la Junta Directiva al (707) 374-1711 en 445 Montezuma Street, Rio Vista, CA 94571.

**NOTA:** La Junta Directiva alienta a las personas con discapacidades a participar plenamente en el proceso de reunión pública. Si necesita una modificación o adaptación relacionada con la discapacidad, incluidas las ayudas o servicios auxiliares, para participar en la reunión pública, comuníquese con la Oficina del Superintendente al (707) 374-1711 al menos 48 horas antes de la reunión programada para que podamos hacer todo el esfuerzo razonable para acomodarse. [Código de Gobierno § 54954.2; Ley de Estadounidenses con Discapacidades de 1990, § 202 (42 U.S.C. §12132).]

## POR FAVOR PUBLICAR

Bates School  
Clarksburg Middle

Isleton School  
Riverview Middle

Walnut Grove School  
D. H. White Elementary  
River Delta High/Elementary School  
Delta Elementary Charter School

Delta High School  
Rio Vista High School  
River Delta Community Day School

Wind River School  
Mokelumne High School

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

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 meeting of the Board of Trustees held on February 21, 2023 and the Special Meeting of the Board of Trustees held on March 2, 2023.

**BACKGROUND:**

Attached are the Minutes from the Regular meeting of the Board of Trustees held on February 21, 2023 and the Special Meeting of the Board of Trustees held on March 2, 2023.

**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

# RIVER DELTA UNIFIED SCHOOL DISTRICT

## MINUTES

### REGULAR MEETING

February 21, 2023

1. **Call Open Session to Order** – Board President Lamera called the Open Session of the meeting of the Board of Trustees to order at 5:31 p.m. on February 21, 2023, at Isleton Elementary School, Isleton, California.
2. **Roll Call of Members:**
  - Marcial Lamera, President
  - Jennifer Stone, Vice President (Absent)
  - Randall Jelly, Clerk
  - Marilyn Riley, Member
  - Rafaela Casillas, Member (Arrived 5:42pm)
  - Wanda Apel, Member
  - Dan Mahoney, MemberAlso present: Katherine Wright, Superintendent
3. **Review, Approve the Closed Session Agenda**
  - 3.1 Board President Lamera announced items on the Closed Session Agenda
  - 3.2 Public Comment on Closed Session Agenda Items. – None to report
4. **Approve Closed Session and Adjourn to Closed Session**
  - 4.3 Board President Lamera asked for a motion to approve the Closed Session agenda and Adjourn the meeting to **Closed Session @ 5:34 pm**  
*Member Riley moved to approve, Member Jelly seconded. Motion carried 5 (Ayes: Jelly, Riley, Apel, Mahoney, Lamera): 0 (Nays): 2 (Absent: Casillas, Stone)*
5. **Open Session was reconvened at 6:40 pm**
  - 5.1 Roll was retaken. Member Stone was absent, all other members were present.  
Also present: Katherine Wright, Superintendent; Tammy Busch, Assistant Superintendent of Business Services; Nancy Vielhauer, Assistant Superintendent of Educational Services, and Jennifer Gaston, Recorder.
  - 5.2 Pledge of Allegiance was led by Stacy Wallace, Principal of Isleton Elementary School
6. **Report of Action taken, if any, during the Closed Session** (Government Code Section 54957.1)  
Board President Lamera reported that the Board unanimously passed Closed Session item 4.3.4.1 Resolution #843 Release and Non-Reelect of Certificated employees hired under temporary contracts for the 2022-2023 school year.
7. **Review and Approve the Open Session Agenda**  
Board President Lamera asked for a motion to approve the Open Session Agenda  
*Member Jelly moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
8. **Public Comment:** No public comments were received.
9. **Special Presentations, Reports, Information**
  - 9.1 Special Presentations
    - 9.1.1 Presentation by Sacramento County Libraries – Natalie Beaver, Branch Manager for the Courtland and Isleton Sacramento County Libraries, provided the history of the libraries as well as the current activities the libraries provide to the District schools and communities.
    - 9.1.2 Hold a 45-day Comment Period of the Notice of Intention to Amend the Conflict-of-Interest Code of River Delta Unified School District Business – Katherine Wright, Superintendent, reported that it is essential and legally required for the District's conflict of interest code reflects the current structure of its organization. Part of the process in

amending the conflict-of-interest code is identifying the proper officials who should file statements of Economic Interest, the Form 700 and which disclosure category they fall under. A change was made to the standard disclosure categories, and we are required to hold a 45-day comment period and to notify all employees of the change. The comment period has been established commencing on February 22, 2023, and closing on April 7, 2023. Any interested person may submit written comments relating to the proposed amendment no later than the March 30, 2023 deadline.

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

9.2.1 Board Members' report(s) – Board President Lamera reported that on January 27<sup>th</sup> he attended his first wrestling match. The match was held in the cafeteria at Delta High School and it happened to be Senior Night. A basketball game was being played in the gym at the same time and he said it was nice to see so many community members at the events supporting our students.

On January 28<sup>th</sup>, President Lamera attended the Delta Elementary Charter School (DECS) Demin and Diamond fundraising event. Member Stone and Mrs. Vielhauer were also in attendance. He noted that it was a good opportunity to support their students. He stated that, even though the DECS students are not directly tied to our District schools yet, they will be when they attend Clarksburg Middle School and Delta High School.

Lastly, President Lamera reported that Congressman Mike Thompson brought his entire staff for a tour of Clarksburg. He mentioned that it was an amazing experience.

9.2.2 Superintendent Wright's report(s) Superintendent Wright reported that the Local Control Accountability Plan (LCAP) Team, which includes Nancy Vielhauer, Tammy Busch, Tracy Barbieri and herself, have been planning and preparing for the LCAP stakeholder feedback meetings which have been held on Zoom. Superintendent Wright mentioned that the past two Thursdays they have had the pleasure of engaging in discussions with parents, teachers, and community members about Goals 1, 2 and 3. She stated that the next and final meeting will be held Thursday, February 23<sup>rd</sup> from 6-7pm, for Goals 4 and 5, indicating that this meeting will also be held via Zoom and the links can be found on Parent Square, on the District's website or by calling the District Office for the details.

Superintendent Wright mentioned that she has had two very productive and collaborative meetings with the City of Rio Vista Interim City Manager, Phil Carter, to plan for the upcoming 2 X 2 meeting and sharing the new Facilities Use Agreement application and fee schedule.

Superintendent Wright announced that she was invited to attend the City of Rio Vista's Master Plan meeting to share her perspective on future growth for Rio Vista and how it would impact the schools.

She mentioned that Mrs. Turk and Ms. Ingalls hosted a tour of Rio Vista High School to demonstrate the newest donation to their school: TV displays and Apple TV devices in specific classrooms on campus. Mrs. Turk also hosted a very nice appreciation dinner for the donors, stating that it was a very nice night for everyone. She thanked the donors for their support.

Superintendent Wright reported that Trustee Apel, Mrs. Gaston, Mrs. Vielhauer and herself attended a webinar on the Brown Act to learn about the new aspects or adjustments to the law and to refresh our knowledge on the Act.

She mentioned that she was invited to Delta High School to meet with the President of the Heavenly Boosters Club to explain the newly approved Facilities Use Agreement application and ideas for sponsorship programs. She stated that it was a pleasure to collaborate with President Viramontes.

Superintendent Wright followed up on a request from the Board of Trustees at a previous meeting. She provided a breakdown of the Pacific Gas & Electric bill by school site.



- 9.3 Services' Reports and/or Presentations on: Routine Restricted Maintenance; Deferred Maintenance; Maintenance and Operations; Transportation Department; Food Services Department; District Technology; and District Budget – Tammy Busch, Asst. Superintendent of Business Services; Ken Gaston, Directors of MOT
- 9.3.1 ADA/Enrollment Report – Tammy Busch, Asst. Superintendent of Business Services, reported that the District has seen a decrease in enrollment of 50 students compared to the same month last year, a decrease in enrollment of 22 students compared to last month. She stated that while we had a decrease in enrollment the District has shown an increase of 52 in ADA compared to last month.
  - 9.3.2 Monthly Financial Report – Tammy Busch, Asst. Superintendent of Business Services, reported as submitted.
  - 9.3.3 Sacramento County Annual Investment Policy for Pooled Investments Fund – Calendar Year 2023 – Tammy Busch, Asst. Superintendent of Business Services, reported that the District received the Annual Investment Policy for Pooled Investments Fund for calendar year 2023 from the County of Sacramento. Per Government Code 53646(a)(2) it is advised that the Board receives and files the policy at a regular public meeting.
  - 9.3.4 Governor's Workshop Update – Tammy Busch, Asst. Superintendent of Business Services, provided an explanation of the Governor's proposed 2023-2024 State Budget and K-12 Education.
  - 9.3.5 Annual Developer Fee Report - Tammy Busch, Asst. Superintendent of Business Services, provided the Annual Developer Account Report pursuant to Government Code Section 6606(b) to the public and Board of Trustees.
  - 9.3.6 Bond Projects Update SFID#1 and SFID#2 – Tammy Busch, Asst. Superintendent of Business Services, provided a presentation of the present Measure J and K projects and their progress.
- 9.4 Maintenance, Operations & Transportation Update, Ken Gaston, Director of MOT, reported that he had three things to celebrate. Two electric lawn mowers have been delivered after 11 months of waiting. These mowers were mostly paid for by the CARB grant. Mr. Gaston mentioned that Codi Agan, the Director of Personnel, has implemented a new recruiting/hiring platform. The platform went live on Friday and by Tuesday he had received eight applicants for three of the open positions. Lastly, he announced that an additional bus route has been activated. The route will transport students from Ryer Island. He mentioned that there are four additional drivers in training that are moving through the process. He gave credit to Michael Mimiaga and Codi Agan for making it this far.
- Mr. Gaston addressed a question related to the electrical problem at Rio Vista High School caused by storm damage. He explained that the power has been restored. However, it is a temporary solution and will need to be addressed over the summer, as it is a large project that will impact the campus.
- 9.5 Education Services' Reports and/or Presentation(s) - Nancy Vielhauer, Asst. Superintendent of Educational Services and Tracy Barbieri, Director of Special Education
- 9.5.1 Educational Services Update – Nancy Vielhauer, Asst. Superintendent of Educational Services, reported that her department has been working on the many things such as the preparation for the LCAP meetings, working on master schedules for next year, Spring CAASPP testing for 2023 and she has been working with Dr. MJ Kiwan Gómez and a representative from the English Learner Group, who will be presenting to the District's entire teaching staff on February 22nd. She is excited to bring a dynamic professional development to the teachers.
  - 9.5.2 CAASPP Results for 2021-2022 - Nancy Vielhauer, Asst. Superintendent of Educational Services, provided a presentation of the District's CAASPP 2021-2022 results for each site and how they were compared to other schools in the District and Statewide.
- 9.6 River Delta Unified Teacher's Association (RDUTA) Update – Chris Smith, RDUTA President – Not in attendance no update was given.
- 9.7 California State Employees Association (CSEA) Chapter #319 Update – Patty DuBois, Interim CSEA President – Not in attendance no update was given.

9.8 Hold a Public Hearing to “Sunshine” the River Delta Unified School District Negotiation Proposals to River Delta Unified Teachers Association (RDUTA) for 2023-2024 – Tammy Busch, Asst. Superintendent of Business Services

**Open Public Hearing:** 7:56 pm

**Public Comments:** Ms. Busch announced the District’s proposed articles for negotiate with the River Delta Unified Teachers Association for the 2023-2024 school year. No comments were received.

**Close Public Hearing:** 7:57 pm

9.9 Hold a Public Hearing to “Sunshine” River Delta Unified Teachers Association (RDUTA) Negotiation Proposals to the River Delta Unified School District for 2023-2024 – Chris Smith, RDUTA President

**Open Public Hearing:** 7:57 pm

**Public Comments:** No comments were received.

**Close Public Hearing:** 7:58pm

10. **Consent Calendar**

10.1 Approve Board Minutes

Regular Meeting of the Board, January 10, 2023

10.2 Receive and Approve Monthly Personnel Reports

As of February 21, 2023

10.3 District’s Monthly Expenditure Report

January 2023

10.4 Request the Approval to Surplus Outdated Promethean Smart Boards from Rio Vista High School and Deem Their Value as Zero – Victoria Turk, Principal

10.5 Request to Approve the Purchase of a 2020 Exiss Agriculture Livestock Trailer (20ft) or the Rio Vista High School (RVHS) Agriculture Department, at a cost not to exceed \$26,000, K12 Strong Workforce Grant – Nancy Vielhauer, Asst. Superintendent of Educational Services

10.6 Request to Acknowledge the Seniority Lists for Classified and Certificated Employees as of February 1, 2023 – Codi Agan, Director of Personnel

10.7 Request to Approve the Agreement with New Mediscan II, LLC dba Cross Country Education to Provide a Special Education Teacher for the 2022-2023 School Year, at a cost not to exceed \$45,000– Special Education Funds – Tracy Barbieri, Director of Special Education

10.8 Request to Approve the Overnight Travel for Rio Vista High School Teachers, Maureen Reis And Tyler Yates, as well as 15 Rio Vista High School Students to Attend the FFA Leadership Conference in Ontario, California from March 14-19, 2023, Cost from Ag Incentive Grant, Site Discretionary Funds and Student Fundraising – Victoria Turk, Principal

10.9 Request to Approve the Memorandum of Understanding with San Joaquin Delta College District To Provide Speech-Language Pathologist Assistant (SLPA) for Students for the 2022-2023 School Year, No cost to the District – Tracy Barbieri, Director of Special Education

10.10 Request to Approve the Agreement for Services with Signal Vine to Provide Communication and Engagement with Adult Students for Wind River High School (Adult Education), at a cost not to exceed \$5,500, Adult Education Funds - Nancy Vielhauer, Asst. Superintendent of Educational Services

10.11 Request to Approve the Independent Contract for Services Agreement with Sara Garcia Rodriguez to Provide Folklorico Dancing Lessons at the Beyond the Bell After School Program at Bates Elementary School for the 2022-2023 School Year, at a cost not to exceed \$738, ASP Funding – Nancy Vielhauer, Asst. Superintendent of Educational Services

10.12 Request to Approve the Overnight Field Trip for Bates Elementary School 6<sup>th</sup> Grade Students to Attend the Sly Park Environmental Science Camp from April 10 through April 14, 2023, Funded with Parent and Community Donations - Dr. MJ Kiwan Gómez, Principal

10.13 Request to Approve the Overnight Field Trip for Walnut Grove Elementary School 6<sup>th</sup> Grade Students to Attend the Sly Park Environmental Science Camp from March 20 through March 24, 2023, Funded by Fundraising and Donations – Gabino Perez, Principal

10.14 Donations to Receive and Acknowledge

**Isleton Elementary School – 6<sup>th</sup> Grade Science Camp**

McBoodery - \$500

Isleton Lions Club - \$500

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

Danny & Delinda Bowers

Duncan & Julie McCormack

Tina Wingfield

**Bates Elementary School – Presents for Each Bates Student**

Bikers for Biliteracy

President Lamera acknowledged the donations and thanked them for their continued support.

*Member Riley moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

**Action Items -- Individual speakers who have submitted a Comment Card shall be allowed three minutes to address the Board on any agenda item. The Board shall limit the *total time* for public presentation and input on *all items* to a maximum of 20 minutes including the Public Comments made previously in this meeting.** The Board will follow the process for Public Comments listed above.

11. 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 December 2022 - Katherine Wright, Superintendent

*Member Apel moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

12. Request to Approve Resolution #840 for the California Schools Healthy Air, Plumbing, and Efficiency Program (CalSHAPE) in the amount of \$556,924.70 – Tammy Busch, Asst. Superintendent of Business Services

*Member Jelly moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

13. Request to Approve the 2023 Districtwide Comprehensive Safety Plan – Katherine Wright, Superintendent

*Member Casillas moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

14. Request to the Board to Take Whatever Action They Deem Necessary to Respond to the California School Boards Association (CSBA) Delegate Assembly Elections: Official 2023 Delegate Assembly Ballot for Sub-Region 6-B (Postmarked by March 15, 2023; Results to be Released by May 11, 2023) – Katherine Wright, Superintendent

*Member Jelly moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

15. Request to Approve Agreement of Collaboration Between California Department of Education, The Ministry of Education & Vocational Training of Spain, and River Delta Unified School District for California /Spain Visiting Teacher Program 2023-2024 – Katherine Wright, Superintendent

*Member Casillas moved to approve, Member Apel seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

16. Request to Approve the Letter of Intent with Syserco Energy Solutions to Conduct Solar Feasibility Analysis and Complete Interconnect Applications, Cost not to Exceed \$33,500, General Fund - Tammy Busch, Asst. Superintendent of Business Services

*Member Mahoney moved to approve, Member Casillas seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

17. Request to Approve the Emergency Attendance Waiver (J-13A) to Regain Lost Average Daily Attendance (ADA) and Instructional Time Credit for January 9, 2023 and January 10, 2023 Due to Emergency Conditions during Winter Storms and Flooding in the District Boundaries and to Ascertain the Safety of All School Sites of Storm Damage – Tammy Busch, Asst. Superintendent of Business Services  
*Member Apel moved to approve, Member Mahoney seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
18. Request to Approve the Agreement with DataPath for E-Rate Categorical 2 Wireless Equipment in the amount of \$125,749.69, E-rate Funds - Tammy Busch, Asst. Superintendent of Business Services  
*Member Jelly moved to approve, Member Apel seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
19. Request to Approve the GASB 75 Accounting Valuation Report for FY 2021-2022 Provided by Nicolay Consulting Group (NCG) – Tammy Busch, Asst. Superintendent of Business Services  
*Member Apel moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
20. Request to Approve the Designation of Applicant’s Agent Resolution Non-State Agencies (OES-FPD-130), Naming Authorized Agents as Superintendent, Assistant Superintendent of Business Services or the Board President – Tammy Busch, Asst. Superintendent of Business Services  
*Member Jelly moved to approve, Member Apel seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
21. Request to Approve the “Sunshined” the River Delta Unified School District Negotiation Proposals to River Delta Unified Teachers Association (RDUTA) for 2023-2024 – Tammy Busch, Asst. Superintendent of Business Services and Lead Negotiator  
*Member Jelly moved to approve for the 2023-2024 School Year as listed on the briefing, Member Apel seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
22. Request to Acknowledge the “Sunshined” River Delta Unified Teachers Association (RDUTA) Negotiation Proposals to the River Delta Unified School District for 2023-2024 – Chris Smith, RDUTA President  
*Member Mahoney moved to approve for the 2023-2024 as listed on the briefing, Member Riley seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
23. Request to Approve the Supervisor of Food Services from 11 Months to 12 months Employee at Range 11 with a Salary Range of \$57,471-\$70,683 – Tammy Busch, Asst. Superintendent of Business Services  
*Member Apel moved to approve, Member Casillas seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
24. Request to Approve the Short-Term Staffing Permit as Authorized by the Commission on Teacher Credentialing for 2022-2023 School Year – Katherine Wright, Superintendent  
*Member Riley moved to approve, Member Jelly seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*
25. Re-Adjourn to continue Closed Session, if needed – Board President Lamera reported that the Board would reconvene to Closed Session at 8:45pm
26. Report of Action taken, if any, during continued Closed Session (Government Code Section 54957.1) – Board President Lamera reported Closed Session was not necessary – Board President Lamera reported that no actions were taken during Closed Session.
27. Adjournment: There being no further business before the Board, Board President Lamera asked for a motion to adjourn.

*Member Casillas moved to approve, Member Riley seconded. Motion carried 6 (Ayes: Jelly, Riley, Casillas, Apel, Mahoney, Lamera): 0 (Nays): 1 (Absent: Stone)*

The meeting was adjourned at 10:14 pm

Submitted:

Approved:

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Katherine Wright, Superintendent and  
Secretary to the Board of Trustees

By: Jennifer Gaston, Recorder  
End

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Randall Jelly, Clerk, Board of Trustees

# RIVER DELTA UNIFIED SCHOOL DISTRICT

## MINUTES

### REGULAR MEETING

March 2, 2023

1. **Call Open Session to Order** – Board Vice President Stone called the Open Session of the meeting of the Board of Trustees to order at 3:30 p.m. on March 2, 2023 at River Delta Unified School District - District Office, Rio Vista, California.
2. **Roll Call of Members:**
  - Marcial Lamera, President (Absent)
  - Jennifer Stone, Vice President
  - Randall Jelly, Clerk (Arrived 3:58pm)
  - Marilyn Riley, Member
  - Rafaela Casillas, Member (Absent)
  - Wanda Apel, Member
  - Dan Mahoney, MemberAlso present: Katherine Wright, Superintendent
3. **Review, Approve the Closed Session Agenda**
  - 3.1 Board Vice President Stone announced items on the Closed Session Agenda
  - 3.2 Public Comment on Closed Session Agenda Items. – None to report
4. **Approve Closed Session and Adjourn to Closed Session**
  - 4.3 Board Vice President Stone asked for a motion to approve the Closed Session agenda and Adjourn the meeting to **Closed Session @ 3:31 pm**  
*Member Riley moved to approve, Member Apel seconded. Motion carried 4 (Ayes: Stone, Riley, Apel, Mahoney): 0 (Nays): 3 (Absent: Lamera, Casillas, Jelly)*
5. **Open Session was reconvened at 4:06 pm**
  - 5.1 Roll was retaken. Members Lamera and Casillas were absent, all other members were present. Also present: Katherine Wright, Superintendent; Tammy Busch, Assistant Superintendent of Business Services, and Jennifer Gaston, Recorder.
  - 5.2 Pledge of Allegiance was led by Board Vice President Stone
6. **Report of Action taken, if any, during the Closed Session** (Government Code Section 54957.1)  
Board Vice President Stone reported that the Board received information; no action was taken during Closed Session.
7. **Review and Approve the Open Session Agenda**  
Board Vice President Stone asked for a motion to approve the Open Session Agenda  
*Member Mahoney moved to approve, Member Riley seconded. Motion carried 5 (Ayes: Jelly, Riley, Apel, Mahoney, Stone): 0 (Nays): 2 (Absent: Lamera, Casillas)*
8. **Public Comment:** No public comments were received.
9. **Receive and Approve Monthly Personnel Reports**  
As of March 2, 2023  
*Member Mahoney moved to approve, Member Jelly seconded. Motion carried 5 (Ayes: Jelly, Riley, Apel, Mahoney, Stone): 0 (Nays): 2 (Absent: Lamera, Casillas)*
10. **Request to Approve the First Reading of the Updated or New Board Policies, Administrative Regulations and Exhibits Due to New Legislation, Mandated Language, Citation Revisions and/or alignment of District procedures regarding Transportation BP3250 Transportation Fee (Delete), AR3541 Transportation and BP/AR 6158 Independent Study - Tammy Busch, Asst. Superintendent of Business Services**  
*Member Apel moved to approve, Member Jelly seconded. Motion carried 5 (Ayes: Jelly, Riley, Apel, Mahoney, Stone): 0 (Nays): 2 (Absent: Lamera, Casillas)*

11. Request to Approve Resolution #842 Relative to the Reduction or Elimination of Particular Kinds of Classified Services or Final Notice of Layoff Because of Reduction of Particular Kinds of Services  
- Katherine Wright, Superintendent

*Member Mahoney moved to approve, Member Apel seconded. Motion carried by roll call vote 5 (Ayes: Jelly, Riley, Apel, Mahoney, Stone): 0 (Nays): 2 (Absent: Lamera, Casillas)*

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

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

13. Adjournment: There being no further business before the Board, Board Vice President Stone asked for a motion to adjourn.

*Member Jelly moved to approve, Member Riley seconded. Motion carried 5 (Ayes: Jelly, Riley, Apel, Mahoney, Stone): 0 (Nays): 2 (Absent: Lamera, Casillas)*

The meeting was adjourned at 4:16 pm

Submitted:

Approved:

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Katherine Wright, Superintendent and  
Secretary to the Board of Trustees

By: Jennifer Gaston, Recorder

End

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Randall Jelly, Clerk, Board of Trustees

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments:     X    

From: Codi Agan, Director of Personnel

Item Number: 10.2

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

**SUBJECT:**

Request to Approve the 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: March 14, 2023

<b>ACTION - CERTIFICATED</b>	<b>NAME</b>	<b>POSITION</b>	<b>FTE</b>	<b>SITE/DEPT</b>	<b>EFFECTIVE DATE</b>	<b>VICE</b>
<b>Resignation</b>	Leonardo Preciado-Chavez	Elementray Teacher	1.00	Bates Elementary	6/2/2023	
	Gina Chaffin	Elementary Teacher	1.00	Bates Elementary	6/2/2023	
<b>ACTION - CLASSIFIED</b>	<b>NAME</b>	<b>POSITION</b>	<b>FTE</b>	<b>SITE/DEPT</b>	<b>EFFECTIVE DATE</b>	<b>VICE</b>
<b>Resignation</b>	David Groves	Delivery Worker	1.00	District Office	3/31/2023	
<b>New Hire</b>	George Hunter Apple	Delivery Worker	1.00	District Office	3/17/2023	David Groves
	David Groves	Senior Custodian	1.00	Rio Vista High School	4/1/2023	Doug Reynolds
<b>Resignation - ASP</b>	Cynthia Reynoso	Afterschool Program Staff	-	Walnut Grove Elementary	3/10/2023	

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Tammy Busch, Asst. Superintendent of Business Services    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:**

Tammy Busch, Asst. Superintendent of Business Services

**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, Mar 07, 2023, 7:12 PM

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
013415 4IMPRINT 101 COMMERCE STREET PO BOX 320 OSHKOSH, WI 94501	661.80	PARTS AND TAX	02/09/2023	23397602 PV-230656	540.77	N
		SHIPPING AND SRVCS	02/09/2023	23397602 PV-230656	121.03	N
N						
013287 ACSA FOUNDATION FOR ED ADMIN 1575 BAYSHORE HIGHWAY BURLINGAME, CA 94010	188.72	FEB 2023 DUES	02/09/2023	23397604 PV-230622	188.72	N
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014952 AERIES SOFTWARE 770 THE CITY DR S #6500 ORANGE, CA 92868	100.00	INV#RW-16218 CALPADS	02/09/2023	23397583 PO-230419	100.00	N
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012976 AGAN, CODI	94.71	JAN MILEAGE	02/09/2023	23397632 PV-230642	24.76	N
		STAFF MTNG RIEMB	02/09/2023	23397632 PV-230643	69.95	N
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002739 ALL WEST COACHLINES INC 7701 WILBUR WAY SACRAMENTO, CA 95828	2,735.40	INV#78770 DHS COACHLINE SRVCS	02/02/2023	23396113 PV-230579	688.10	N
		INV#78770 DHS COACHLINE SRVCS	02/02/2023	23396113 PV-230579	688.10	N
		DHS AG FIELD TRIP BUS	02/09/2023	23397603 PV-230631	679.60	N
		DHS AG FIELD TRIP BUS	02/09/2023	23397603 PV-230631	679.60	N
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015430 AMAZON 2201 WESTLAKE AVE. #500 SEATTLE, WA 98121	22,976.26	INV# 1N39-G7QK-JXKF DHS AG SUP	02/02/2023	23396114 PV-230586	142.28	N
		INV# 13FK-KC6W-KK9H CMS SUPPL	02/02/2023	23396114 PV-230586	430.87	N
		INV# 1N39-G7QK-JXKF DHS AG SUP	02/02/2023	23396114 PV-230586	142.28	N
		INV#1T3Q-YIPJ-7P99 RVHS SUPPL	02/09/2023	23397584 PO-230184	256.20	N
		INV#1W79-PD47-L79W RVHS SUPPL	02/09/2023	23397584 PO-230184	44.17	N
		INV#1HIJ-QCHI-6NJT DHW SUPPL	02/09/2023	23397584 PO-230197	135.68	N
		INV#1CDJ-LTYQ-6GGR RMS SUPPL	02/09/2023	23397584 PO-230227	203.29	N
		INV#17YY-FT43-PMPX RMS SUPPL	02/09/2023	23397584 PO-230252	173.13	N
		INV#13N6-6KPQ-Y96T RMS SUPPL	02/09/2023	23397578 PO-230304	10.38	N
		INV#13N6-6KPQ-Y96T RMS SUPPL	02/09/2023	23397578 PO-230304	15.56	N
		INV#17YY-FT43-NKDW	02/09/2023	23397578 PO-230311	161.60	N
		INV#16Y6-FQ11-C6LP RMS SUPPL	02/09/2023	23397578 PO-230314	22.13	N
		INV#16Y6-FQ11-C6LP RMS SUPPL	02/09/2023	23397578 PO-230314	14.75	N
		INV#1LLL-C33L-4PF6 RMS SUPPL	02/09/2023	23397578 PO-230320	167.80	N
		INV#1LLL-C33L-4PF6 RMS SUPPL	02/09/2023	23397578 PO-230320	133.58	N

Vendor Name/Address	Total	Description	Date	Warrant	Reference	Amount	1099
015430 AMAZON (Continued...)		INV#1HDY-LTTL-49LJ RMS SUPPL	02/09/2023	23397584	PO-230352	36.98	N
		INV#1PM3-6N97-6364 RMS	02/09/2023	23397578	PO-230355	26.98	N
		INV#16C7-63PQ-3W69 RMS SUPPL	02/09/2023	23397578	PO-230356	11.46	N
		INV#16C7-63P6-3W69 RMS SUPPL	02/09/2023	23397578	PO-230356	7.63	N
		INV#1673-TRX6-6VNR RMS SUPPL	02/09/2023	23397578	PO-230357	11.64	N
		INV#1673-TRX6-6VNR RMS SUPPL	02/09/2023	23397578	PO-230357	17.46	N
		INV#17FY-GTW6-6CIC RMS SUPPL	02/09/2023	23397578	PO-230363	11.32	N
		INV#17FY-GTW6-6CIC RMS SUPPL	02/09/2023	23397578	PO-230363	16.98	N
		INV#1CDJ-LTYQ-7J47 RMS SUPPL	02/09/2023	23397578	PO-230378	9.92	N
		INV#1CDJ-LTYQ-7J47 RMS SUPPL	02/09/2023	23397578	PO-230378	14.89	N
		INV#14F7-LJQ6-6YKP CUL. ARTS	02/09/2023	23397578	PO-230395	1,551.71	N
		INV#1DNW-R6JM-6V46 RVHS PTHWY	02/09/2023	23397584	PO-230396	13,904.42	N
		INV#1RDI-FMMF-71R1 RMS SUPPL	02/09/2023	23397578	PO-230399	100.53	N
		INV#1RDI-FMMF-71R1 RMS SUPPL	02/09/2023	23397578	PO-230399	37.22	N
		INV#1XML-Q99N-K44F ISLE SUPPL	02/16/2023	23398825	PO-230415	232.65	N
		INV#139T-LC94-4HP3 AWARDS	02/16/2023	23398825	PO-230415	108.46	N
		INV#1DNW-R6JM-4CFD ED SRVCS	02/23/2023	23399709	PO-230409	654.17	N
		INV#11FG-QL7P-JLN9 CMS SUPPL	02/23/2023	23399714	PV-230695	2,152.79	N
		INV#16K7-1CKK-6RMP DO SUPPL	02/23/2023	23399714	PV-230695	38.26	N
		INV#1W61-W6XK-K3TW ISLE SUPPL	02/23/2023	23399714	PV-230695	830.33	N
		INV#1KVT-GCHX-MQVN PRESCHOOL	02/23/2023	23399725	PV-230695	15.21	N
		INV#1JQC-K9CM-HYC9 PRESCHOOL	02/23/2023	23399725	PV-230695	28.18	N
		INV#1DCH-Q347-6LXD RVHS SUPPL	02/28/2023	23400689	PO-230184	190.25	N
		INV#1NVN-X41H-4GFJ RVHS SUPPL	02/28/2023	23400689	PO-230184	330.16	N
		INV#1M7-G3HY-3W31 RVHS SUPPL	02/28/2023	23400689	PO-230184	172.90	N
		INV#191Q-44JY-6FVP RMS SUPPL	02/28/2023	23400689	PO-230252	61.32	N
		INV#191Q-44JY-6FVP RMS SUPPL	02/28/2023	23400689	PO-230252	91.99	N
		INV#1741-43XR-4G9W RVHS SUPPL	02/28/2023	23400689	PO-230290	256.75	N
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014367 BANK OF AMERICA	16,950.77	RVHS BEST BUY	02/16/2023	23398862	PO-230425	11,945.42	N
PO BOX 15796		RVHS BEST BUY	02/16/2023	23398862	PO-230425	4,286.18	N
WILMINGTON, DE 19886-5710		M. GRECO SOUTHWEST FLIGHT	02/16/2023	23398862	PO-230473	115.18	N
		M. GRECO SOUTHWEST FLIGHT	02/16/2023	23398862	PO-230473	172.78	N
	N	BECK INSTITUTE	02/16/2023	23398862	PV-230686	450.00	N
		BUS OFF SOUTHWEST REFUND	02/16/2023	23398862	PV-230686	439.02	N
		RVHS BEST BUY REFUND	02/16/2023	23398862	PV-230686	38.89	N
		HR SOUTHWEST REFUND	02/16/2023	23398862	PV-230686	298.98	N
		FASTRAK	02/16/2023	23398862	PV-230686	35.00	N
		CAFE SUPPLIES	02/16/2023	23398862	PV-230686	723.10	N
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015688 BARBIERI, TRACY	97.27	JAN MILEAGE	02/09/2023	23397633	PV-230647	97.27	N
	N						
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FEBRUARY EXPENDITURE REPORT

02/01/2023 - 02/28/2023

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012586 BAY ALARM 60 BERRY DRIVE PACHECO, CA 94553	8,490.78	2/1-3/1 MOKE/RIVER DELTA COMM	02/02/2023	23396115 PV-230594	664.38	N
		2/1-3/1 TRANS YARD	02/02/2023	23396115 PV-230594	227.25	N
		2/1-3/1 RVHS	02/02/2023	23396115 PV-230594	2,870.52	N
2/1-3/1 DIST. OFFICE N		BALCO HOLDINGS ISLE SRVC	02/02/2023	23396115 PV-230594	475.66	N
		CALL	02/02/2023	23396115 PV-230594	157.33	N
		2/1-3/1 ISLE	02/02/2023	23396115 PV-230594	554.31	N
		2/1-3/1 DHW	02/02/2023	23396115 PV-230594	388.44	N
		2/1-3/1 RMS	02/02/2023	23396115 PV-230594	2,042.39	N
		2/1-3/1 WG	02/02/2023	23396115 PV-230594	292.01	N
		2/1-3/1 BATES	02/02/2023	23396115 PV-230594	507.30	N
		MOKE/ RIVER DELTA ALARMS	02/16/2023	23398834 PV-230670	311.19	N
015749 BAY CITY BOILER & ENGINEERING 23312 CABOT BLVD HAYWARD, CA 94545	883.93	FREIGHT	02/09/2023	23397605 PV-230657	22.50	N
		PARTS AND TAX	02/09/2023	23397605 PV-230657	861.43	N
001091 BMI EDUCATIONAL SERVICES P.O. BOX 800 DAYTON, NJ 08810-0800	390.00	INV#10844348 RVHS KRVH-FM	02/02/2023	23396116 PV-230580	390.00	N
015727 BRINSEA PRODUCTS 704 N. DIXIE AVE TITUSVILLE, FL 32796	259.92	INV#118327 RVHS AG SUPPL	02/09/2023	23397579 PO-230346	20.00	N
		INV#118327 RVHS AG SUPPL	02/09/2023	23397579 PO-230346	239.92	N
						N
014593 BUENROSTRO, KRISTINA	35.89	JAN MILEAGE	02/16/2023	23398853 PV-230677	35.89	N
						N
015255 BUSLOOP 2401 E. ORANGEBURG AVE SUITE 675-225 MODESTO, CA 95355	1,975.00	INV#03032023R 3/3 BUS RVHS	02/23/2023	23399715 PV-230696	1,975.00	N

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012497 BUSWEST 21107 CHICO STREET CARSON, CA 90745	783.75	INV# XA410039177:01	02/02/2023	23396117	PV-230596	598.47	N
		INV# XA410039191:01	02/02/2023	23396117	PV-230596	32.42	N
		INV#XA410039402.01 TRANS SUPPL	02/16/2023	23398835	PV-230668	152.86	N
003681 CALIFORNIA AMERICAN WATER P.O. BOX 7150 PASADENA, CA 91109-7150	1,337.75	ACC#9749496 JAN	02/09/2023	23397585	PO-230053	325.09	N
		ACCT#9334092 JAN	02/09/2023	23397585	PO-230053	318.03	N
		ACC#9402650 JAN	02/09/2023	23397585	PO-230053	334.43	N
		ACC#9334092 JAN ISLE WTR	02/16/2023	23398826	PO-230053	360.20	N
014242 CAMACHO MECHANICAL 618 A AIRPORT RD RIO VISTA, CA 94571	2,783.54	INV#8670 MAINT SUPPL	02/09/2023	23397586	PO-230283	300.00	Y
		INV#8668 MAINT SUPPL	02/09/2023	23397586	PO-230283	225.00	Y
		INV#8668 SRVCS	02/09/2023	23397586	PO-230283	151.98	Y
		INV#8670 SRVCS	02/09/2023	23397586	PO-230283	107.85	Y
		CHECK CORRECTION	02/16/2023	23398827	PO-230283	31.55	Y
		INV#8734 MAINT FOR RVHS	02/28/2023	23400690	PO-230283	218.75	Y
		INV#8724 MAINT FOR DHW	02/28/2023	23400690	PO-230283	645.48	Y
		INV#8733 MAINT FOR WG	02/28/2023	23400690	PO-230283	125.00	Y
		INV#8724 MAINT FOR DHW	02/28/2023	23400690	PO-230283	300.00	Y
		INV#8734 MAINT FOR RVHS	02/28/2023	23400690	PO-230283	467.77	Y
		INV#8733 MAINT FOR WG	02/28/2023	23400690	PO-230283	210.16	Y
014082 CAS INSPECTION INC 373 PEBBLE BEACH DRIVE RIO VISTA, CA 94571	4,400.00	INV#2566 WG INSPECTION	02/21/2023	23399140	PO-230390	4,400.00	N
013918 CENGAGE LEARNING 10650 TOEBBEN DRIVE INDEPENDENCE, KY 41051	111.38	INV#79824673	02/02/2023	23396118	PV-230578	21.16	N
		INV#79772555	02/02/2023	23396118	PV-230578	80.86	N
		INV#79772555 SHIPPING	02/02/2023	23396118	PV-230578	7.42	N
		INV#79824673 SHIPPING	02/02/2023	23396118	PV-230578	1.94	N
015732 CERVANTES, CLAUDIA	243.66	JAN MILEAGE	02/09/2023	23397634	PV-230641	243.66	N

N

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015753 CHRISTINE YOON	7.15	LUNCH MONEY REIMB	02/16/2023	23398860 PV-230675	7.15	N
N						
000201 CITY OF ISLETON P.O. BOX 716 101 SECOND STREET ISLETON, CA 95641	411.05	INV#230015 ISLE SWR	02/16/2023	23398828 PO-230015	411.05	N
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000077 CITY OF RIO VISTA 1 MAIN STREET RIO VISTA, CA 94571	7,556.57	RVHS MTR6863857 SWR	02/09/2023	23397587 PO-230014	1,066.58	N
		DIST OFFICE MTR83071276 SWR	02/09/2023	23397587 PO-230014	39.63	N
		RMS MTR83100904 SWR	02/09/2023	23397587 PO-230014	695.32	N
		DHW MTR83100899 SWR	02/09/2023	23397587 PO-230014	451.07	N
N RIO VISTA FIRE		DHW MTR82723108 WTR	02/09/2023	23397587 PO-230014	664.25	N
		RVHS MTR6863857 WTR	02/09/2023	23397587 PO-230014	918.92	N
		DHW MTR83071642 WTR	02/09/2023	23397587 PO-230014	94.75	N
		DIST OFFICE MTR83071276 WTR	02/09/2023	23397587 PO-230014	173.26	N
		RVHS MTR32723111 WTR	02/09/2023	23397587 PO-230014	861.80	N
		DHW MTR83100903 WTR	02/09/2023	23397587 PO-230014	274.52	N
		RVHS MTR7518305 WTR	02/09/2023	23397587 PO-230014	859.53	N
		RMS MTR89338475 WTR	02/09/2023	23397587 PO-230014	514.73	N
		RMS MTR83100904 WTR	02/09/2023	23397587 PO-230014	554.49	N
		RVHS MTR83071643 WTR	02/09/2023	23397587 PO-230014	87.44	N
		DHW MTR83100899 WTR	02/09/2023	23397587 PO-230014	300.28	N
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014694 CLARK, KATE	50.77	NOV/JAN MILEAGE	02/16/2023	23398854 PV-230682	50.77	N
N						
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014088 CLINE, SUZANNE	17.86	CLASSROOM SUPPL	02/02/2023	23396145 PV-230601	17.86	N
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015197 COMPUGROUP MEDICAL INC. 10901 STONELAKE BLVD STE 200 AUSTIN, TX 78759	1,314.83	INV#8180312639 INV#8180316221	02/09/2023 02/09/2023	23397606 PV-230660 23397606 PV-230660	858.69 456.14	N N
015748 CONCORD GLASS, INC DBA ANTIOCH GLASS 1207 AUTO CENTER DR ANTIOCH, CA 94509	608.53	INV#76025 GLASS SRVCS	02/02/2023	23396119 PV-230576	608.53	N
014215 CONTERRA ULTRA BROADBAND PO BOX 281357 ATLANTA, GA 30384-1357	10,824.31	INV#10000625352 FIBER	02/02/2023	23396120 PV-230598	10,824.31	N
						N
014596 COOPERATIVE STRATEGIES 8955 RESEARCH DRIVE IRVINE CA, CA 92618	2,875.00	INV#2022597 PROF SRVCS	02/02/2023	23396095 PO-230060	2,875.00	7
003743 COUNTY OF YOLO P.O. BOX 1820 WOODLAND, CA 95776	1,407.16	ELECTION BONDS	02/21/2023	23399142 PV-230691	1,407.16	N
						N
013798 CROWE LLP 320 E JEFFERSON BOULEVARD PO BOX 7 SOUTH BEND, IN 46624-0007	26,100.00	INV#7452614616 AUDIT FEES INV#7452614616 AUDIT FEES INV#7452614616 AUDIT FEES	02/16/2023 02/16/2023 02/16/2023	23398836 PV-230687 23398851 PV-230687 23398852 PV-230687	19,100.00 3,500.00 3,500.00	7 7 7

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014485 CUSTOM CASINO EVENTS 2625 COFFE RE. #237 MODESTO, CA 95355	1,025.00	INV#042923 PROM	02/09/2023	23397607 PV-230659	1,025.00	Y
013302 D & S PRESS 1105 "A" AIRPORT ROAD RIO VISTA, CA 94571	1,221.81	INV#5984 COURSE CATALOGS	02/02/2023	23396093 PO-230411	1,221.81	N
012183 D H WHITE PTC 500 ELM WAY RIO VISTA, CA 94571	1,045.40	SPIRIT GEAR REIMB FACILITY USE REFUND	02/02/2023 02/09/2023	23396121 PV-230597 23397608 PV-230626	1,019.00 26.40	N N
013876 DATAPATH PO BOX 94046 SEATTLE, WA 98124-9446	16,022.50	INV#159649 PROF SRVCS INV#160787 MICROSOFT 365 INV#160787 MNTHLY CHRGS INV#160786 PROVIDED SRVCS	02/02/2023 02/09/2023 02/09/2023 02/09/2023	23396122 PV-230595 23397588 PO-220877 23397588 PO-230017 23397609 PV-230617	400.00 2,624.50 450.00 12,548.00	N N N N
002819 DELTA CARE DEPT #0170 LOS ANGELES, CA 90084-0170	75.50	SUMMER HEALTH PREMIUMS	02/21/2023	23399143 PV-230690	75.50	N
012807 DELTA ELEMENTARY CHARTER SCHOOL 36230 N SCHOOL ST CLARKSBURG, CA 95612	161,547.00	FEB TAX IN LIEU	02/09/2023	23397610 PV-230615	161,547.00	N
						N
012452 DOLK, HEATHER	75.88	CHRISTMAS PROGRAM REIMB	02/02/2023	23396138 PV-230602	75.88	N

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015321 DRURY, CHANDRA	41.92	JAN MILEAGE	02/09/2023	23397649 PV-230651	41.92	N
N						
010469 E.F. KLUDDT & SONS INC P.O. BOX 166 LODI, CA 95241-0166	13,109.32	INV#300569 FUEL FOR TRANS INV#300414 FUEL FOR TRANS INV#300664 FUEL FOR TRANS INV#301091 FUEL FOR TRANS INV#300885 FUEL FOR TRANS	02/02/2023 02/02/2023 02/09/2023 02/28/2023 02/28/2023	23396096 PO-230103 23396096 PO-230103 23397589 PO-230103 23400691 PO-230103 23400691 PO-230103	2,514.91 3,437.90 1,652.02 4,222.32 1,282.17	N N N N N
015725 EBERHARD EQUIPMENT 2506 S. HARBOR BLVD SANTA ANA, CA 92704	787.80	MAINT SUPPL	02/02/2023	23396097 PO-230329	787.80	N
N						
015229 EMERGENT TECHNOLOGY SERVICES 10463 GRANT LINE RD. #113 ELK GROVE, CA 95624	30,124.78	INV#137557800 CHROMEBOOKS INV#137557800 CHROMEBOOK CART INV#137195537 CHROMEBOOK CART INV#137195537 CHROMEBOOKS	02/23/2023 02/23/2023 02/23/2023 02/23/2023	23399710 PO-230422 23399710 PO-230422 23399710 PO-230423 23399710 PO-230423	11,744.92 2,399.00 2,399.00 13,581.86	N N N N
010042 EMIGH, JENNIFER	740.68	NOV/DEC/JAN MILEAGE JAN MILEAGE	02/02/2023 02/09/2023	23396139 PV-230603 23397635 PV-230639	397.85 342.83	N N
N						
001498 EMPLOYMENT DEVELOPMENT DEPT P.O. BOX 2482 SACRAMENTO, CA 95812-2482	108.75	LIABILITY FEES	02/16/2023	23398837 PV-230685	108.75	N
N						
002897 FRIEDEL, MANDI	15.41	ELPAC TRAINING REIMB	02/09/2023	23397636 PV-230644	15.41	N

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011339 FRONTIER COMMUNICATIONS CORPORATION THREE HIGH RIDGE PARK STAMFORD, CT 06905	15,866.11	CAFLP63661122 CANCELLATIONS RIVER DELTA RADIO RIO	02/02/2023 02/09/2023 02/09/2023	23396123 PV-230587 23397611 PV-230633 23397611 PV-230633	2,250.00 13,546.28 69.83	N N N
003354 GOPHER SPORT 2525 LEMOND ST SW OWATONNA, MN 55060-0998	843.82	INV# 254443 ISLE SUPPL INV#IN77761 WG SUPPL	02/16/2023 02/23/2023	23398838 PV-230664 23399716 PV-230697	436.05 407.77	N N
015699 GORBENKO, VADIM 2811 ATLAS AVENUE SACRAMENTO, CA 95820	188.77	JAN MILEAGE	02/09/2023	23397637 PV-230637	188.77	N
N						
003111 GOVERNMENT FINANCIAL STRATEGIES INC. 1228 N STREET, SUITE 13 SACRAMENTO, CA 95814-5609	8,611.31	INV# 1324425 INV# 1324424 INV# 1324423	02/02/2023 02/02/2023 02/02/2023	23396124 PV-230585 23396124 PV-230585 23396124 PV-230585	980.00 911.31 6,720.00	N N N
003598 GRAINGER 3691 INDUSTRIAL BLVD WEST SACRAMENTO, CA 95691-3479	1,958.63	INV#9597383695 INV#9587909442 INV#9584939756	02/23/2023 02/23/2023 02/23/2023	23399717 PV-230700 23399717 PV-230700 23399717 PV-230700	1,381.85 82.98 493.80	N N N
014868 HALL, SARA PO BOX 9586 TRUCKEE, CA 96162	720.00	JAN 23 BCBA SRVCS	02/09/2023	23397590 PO-230370	720.00	Y

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014525 HEALTH CONNECTED 763 GREEN STREET EAST PALO ALTO, CA 94030	3,430.77	LOST WARRANT	02/09/2023	23397612	PV-230628	2,205.77	N
		LOST WARRANT	02/09/2023	23397612	PV-230628	1,225.00	N
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012374 HEMMAN, KAREN	47.81	STALE DATE 22356717	02/02/2023	23396140	PV-230604	47.81	N
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003538 HOME DEPOT CREDIT SERVICES DEPT 32-2500439736 P.O. BOX 78047 PHOENIX, AZ 85062-8047	5,355.58	NOV/DEC STMNT	02/28/2023	23400692	PO-230108	3,712.17	N
		NOV/DEC STMNT	02/28/2023	23400692	PO-230241	111.95	N
		NOV/DEC STMNT	02/28/2023	23400692	PO-230241	111.94	N
		NOV/DEC STMNT	02/28/2023	23400692	PO-230267	69.19	N
		NOV/DEC STMNT	02/28/2023	23400692	PO-230267	69.18	N
		NOV/DEC STMNT	02/28/2023	23400692	PO-230306	640.57	N
		NOV/DEC STMNT	02/28/2023	23400692	PO-230306	640.58	N
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013947 HOME DEPOT PRO PO BOX 742056 LOS ANGELES, CA 90074-2056	2,812.83	INV#75895023 MAINT SUPPL	02/02/2023	23396098	PO-230148	93.53	N
		INV#725727390 MAINT SUPPL	02/02/2023	23396098	PO-230148	758.00	N
		INV#726849169 MAINT SUPPL	02/09/2023	23397591	PO-230148	372.23	N
		INV#727015117 MAINT SUPPL	02/09/2023	23397591	PO-230148	23.78	N
		INV#726775422	02/09/2023	23397591	PO-230148	77.07	N
		INV#727463457 MAINT SUPPL	02/09/2023	23397591	PO-230148	35.88	N
		INV#728247149 MAINT SUPPL	02/28/2023	23400693	PO-230148	804.45	N
		INV#728411406 MAINT SUPPL	02/28/2023	23400693	PO-230148	38.54	N
		INV#728006131 MAINT SUPPL	02/28/2023	23400693	PO-230148	568.23	N
		INV#7284198 MAINT SUPPL	02/28/2023	23400693	PO-230148	41.12	N
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002180 HORIZON DISTRIBUTORS PO BOX 80248 CITY OF INDUSTRY, CA 91716-8248	363.92	STALE DATE #23360690	02/16/2023	23398839	PV-230665	363.92	N
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014548 HUNTER, RENEE	99.23	JAN MILEAGE	02/09/2023	23397638	PV-230640	99.23	N

N

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014824 J & D WHOLESALE 2810 COWELL BLVD DAVIS, CA 95618	873.00	INV#06303158 FLOWER SUPPL	02/02/2023	23396099 PO-230373	32.63	N
		INV#06303183 FLOWER SUPPL	02/02/2023	23396099 PO-230373	162.00	N
		INV#06303183 FLOWER SUPPL	02/02/2023	23396099 PO-230373	162.00	N
		INV#06302935 FLOWER SUPPL	02/02/2023	23396099 PO-230373	52.25	N
		INV#06303158 FLOWER SUPPL	02/02/2023	23396099 PO-230373	32.62	N
		INV#06302935 FLOWER SUPPL	02/02/2023	23396099 PO-230373	52.25	N
		INV#06303479 FLOWER SUPPL	02/09/2023	23397592 PO-230373	76.37	N
		INV#06303479 FLOWER SUPPL	02/09/2023	23397592 PO-230373	76.38	N
		INV#06303520 FLOWER SUPPL	02/16/2023	23398829 PO-230373	113.25	N
		INV#06303520 FLOWER SUPPL	02/16/2023	23398829 PO-230373	113.25	N
013940 KELLY MOORE PAINTS CO INC 10299 EAST STOCKTON BOULEVARD SUITE 101 ELK GROVE, CA 95758	3,139.25	INV#316-4694546 FIELD MRKER	02/23/2023	23399711 PO-230463	3,139.25	N
015681 KIWAN, MICHEL	1,007.74	KINDER ROUND UP SUPPL	02/02/2023	23396141 PV-230600	1,007.74	N
						N
012966 KONTRABAND INTERDICTION & K.I.D.S. CALIF CORPORATE HEAD. 1550 MCHENRY AVENUE MODESTO, CA 95350	780.00	INV#CAS-223156 PROF SRVCS	02/09/2023	23397593 PO-230368	780.00	N
014949 LATIMER, NICOLE	1,039.01	STALE DATE #23522186	02/16/2023	23398840 PV-230667	1,039.01	N
015512 LEAF PO BOX 5066 HARTFORD, CT 06102-5066	3,673.30	INV# 14258382 ISLE	02/02/2023	23396125 PV-230583	492.19	Y
		INV# 14258381 DHW	02/02/2023	23396125 PV-230583	661.00	Y
		INV# 14258383 RVHS	02/02/2023	23396125 PV-230583	28.82	Y
		INV# 14258380 CAFE	02/02/2023	23396134 PV-230583	5.73	Y
Y LEAF Capital F		INV#14301162 DHW	02/09/2023	23397613 PV-230632	735.13	Y
		INV#14301163 DHS	02/09/2023	23397613 PV-230632	1,048.91	Y
		INV#14333795 RMS	02/23/2023	23399718 PV-230698	701.52	N

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000548 LIRAS SUPERMARKET 609 HWY 12 RIO VISTA, CA 94571	1,975.55	DHW SUPPL 12/15	02/16/2023	23398819 PO-230442	83.67	N
		OCT-DEC STATEMENT	02/21/2023	23399138 PO-230042	136.32	N
		JAN STATEMENT	02/21/2023	23399138 PO-230131	23.19	N
		JAN STATEMENT	02/21/2023	23399138 PO-230131	34.78	N
		JAN STATEMENT	02/21/2023	23399138 PO-230137	182.24	N
		OCT-DEC STATEMENT	02/21/2023	23399138 PO-230426	1,515.35	N
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015183 LOPEZ, LUIS	169.27	DEC. MILEAGE	02/09/2023	23397639 PV-230635	69.06	N
		JAN MILEAGE	02/16/2023	23398855 PV-230684	16.70	N
		JAN MILEAGE	02/16/2023	23398855 PV-230684	83.51	N
N						
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013206 LOWE'S 8369 POWER INN ROAD ELK GROVE, CA 95624-3464	2,788.20	JAN STATEMENT	02/23/2023	23399712 PO-230278	277.27	N
		JAN STATEMENT	02/23/2023	23399712 PO-230278	277.28	N
		JAN STATEMENT	02/28/2023	23400694 PO-230109	1,765.92	N
		JAN STATEMENT	02/28/2023	23400694 PO-230307	233.86	N
		JAN STATEMENT	02/28/2023	23400694 PO-230307	233.87	N
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014956 MAHONEY, KELLI	4,599.63	LOST WRRNT REPAYMENT 1/31/23	02/09/2023	23397640 PV-230654	2,299.81	N
		LOST WRRNT REPAYMENT 1/31/23	02/09/2023	23397640 PV-230654	2,299.82	N
N						
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015279 MANTECA UNIFIED SCHOOL DISTRIC NUTRITION SERVICES PO BOX 32 MANTECA, CA 95336	100.00	INV# ARN23-00077 SERVSAFE	02/02/2023	23396135 PV-230588	100.00	N
N						
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014144 MARTINEZ, SANDRA	74.01	JAN MILEAGE	02/09/2023	23397641 PV-230645	74.01	N
N						
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015110 MAYNARD, NIKKA	226.43	JAN MILEAGE	02/09/2023	23397650 PV-230636	119.01	N
		FEB MILEAGE	02/16/2023	23398861 PV-230681	107.42	N
N						
014107 MCCARTY, MELADEE	1,700.00	1/11-1/31 SRVCS	02/09/2023	23397614 PV-230614	1,700.00	Y
011391 MCGRAW HILL SCHOOL DIVISION 2700 YGNACIO VALLEY ROAD SUITE 200 WALNUT CREEK, CA 94598	17,973.97	INV#126892247001 ISLE TK SPPL	02/09/2023	23397581 PO-230189	526.13	N
		INV#126398382001 ISLE TK SUPPL	02/09/2023	23397599 PO-230189	3,994.27	N
		INV#126892233001 DHW TK SUPPL	02/09/2023	23397581 PO-230190	523.12	N
		INV#126398375001 DHW TK SUPPL	02/09/2023	23397599 PO-230190	3,971.47	N
		INV#126892419001 BATES TK SUPP	02/09/2023	23397581 PO-230191	521.32	N
		INV#126398549001 BATES TK SUPP	02/09/2023	23397599 PO-230191	3,958.17	N
		INV#126892229001 WG TK SUPPL	02/09/2023	23397581 PO-230192	521.32	N
		INV#126398371001 WG TK SUPPL	02/09/2023	23397599 PO-230192	3,958.17	N
015755 MELODY GRECO	276.00	PER DIEM FOR CONF	02/21/2023	23399146 PV-230694	165.60	N
		PER DIEM FOR CONF	02/21/2023	23399146 PV-230694	110.40	N
N						
012837 MOBILE MODULAR 5700 LAS POSITAS ROAD LIVERMORE, CA 94551	625.00	INV#2377698 RMS 1/22-2/20	02/02/2023	23396112 PO-230090	625.00	N
015169 MORGAN, DENISE	900.00	INV#B5492027-0020 REIMB	02/23/2023	23399719 PV-230703	900.00	N
N						



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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015145 MULLER SPORTS 8673 HODGE PLACE ORANGEVALE, CA 95662	2,135.00	INV#257 INV#126 INV#634	02/16/2023 02/16/2023 02/16/2023	23398841 PV-230673 23398841 PV-230673 23398841 PV-230673	996.00 653.00 486.00	N N N
000151 NASCO MODESTO P.O. BOX 3837 4825 STODDARD ROAD MODESTO, CA 95352-3837	546.08	INV#367251 SHIPPING INV#367251 SCI SUPPL	02/16/2023 02/16/2023	23398820 PO-230345 23398820 PO-230345	14.95 531.13	N N
014995 NATIONAL RESTAURANT ASSOC. 233 SOUTH WALKER DR. # 3600 CHICAGO, IL 60606	1,978.66	INV#16N7919267 RVHS CUL. BOOKS	02/02/2023	23396094 PO-230369	1,978.66	N
003564 NIMCO INC PO BOX 9 102 HWY 81N CALHOUN, KY 42327-0009	494.89	INV#230280 SHIPPING INV#230280 SHIPPING INV#230280 SHIPPING INV#515471 DHW RED RIBBON INV#515471 DHW RED RIBBON INV#515471 DHW RED RIBBON	02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023	23398821 PO-230280 23398821 PO-230280 23398821 PO-230280 23398821 PO-230280 23398821 PO-230280 23398821 PO-230280	.34- .34 41.61 3.72- 3.72 453.28	N N N N N N
015750 NORCAL RENTS LLC 5100 W HWY 12 LODI, CA 95242	400.06	INV#3154 RVHS LIGHTS	02/09/2023	23397615 PV-230658	400.06	N
N						
014359 NORTH STATE TIRE CO 1610 KATHLEEN AVE SACRAMENTO, CA 95815	2,861.75	SAC000370 TIRES FOR TRANS	02/16/2023	23398842 PV-230669	2,861.75	N
N						

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
010203 NORTHBAY HEALTHCARE GROUP OCCUPATIONAL HEALTH DEPT. PO BOX 25389 PASADENA, CA 91185	25.00	OH100465 APPT FEES	02/02/2023	23396126 PV-230584	25.00	N
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015696 NORTHERN CALIFORNIA PREPARATORY SCHOOL PO BOX 2761 ELK GROVE, CA 95759	4,340.00	INV#NCPSS155	02/09/2023	23397616 PV-230618	1,740.00	N
		INV#NCPSS139	02/09/2023	23397616 PV-230618	2,600.00	N
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N						
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003218 ORIENTAL TRADING CO INC 4206 SOUTH 108TH STREET OMAHA, NE 68137	211.99	INV#720319908-01 ASP SUPPL	02/28/2023	23400695 PO-230201	201.99	N
		INV#708258402-01 ASP SUPPL	02/28/2023	23400695 PO-230201	10.00	N
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014454 OROZCO, PRITIKA	1,409.39	JAN MILEAGE	02/09/2023	23397642 PV-230650	947.39	N
		DEC MILEAG	02/09/2023	23397642 PV-230650	462.00	N
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014465 PARKER & COVERT LAW OFFICE 17862 EAST SEVENTEENTH ST#204 EAST BUILDING TUSTIN, CA 92780	826.00	INV#4710 PROF SRVCS	02/16/2023	23398843 PV-230688	383.50	Y
		INV#4710 PROF SRVCS	02/16/2023	23398843 PV-230688	442.50	Y
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013692 PATIN, ANGELA	306.43	DEC/JAN MILEAGE	02/09/2023	23397643 PV-230649	99.43	N
		CSNO CONF. PER DIEM	02/09/2023	23397643 PV-230653	207.00	N
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Vendor Name/Address	Total	Description	Date	Warrant	Reference	Amount	1099
015261 PCR CONSULTING 4041 SOQUEL DRIVE, STE A-1 SOQUEL, CA 95073	1,417.08	INV#RD14 INV#CHI125 INV#RD13	02/02/2023 02/02/2023 02/02/2023	23396127 23396127 23396127	PV-230591 PV-230591 PV-230591	472.36 472.36 472.36	N N N
015698 PENDER, THOMAS	100.00	WRESTLING GAS REIMB	02/21/2023	23399144	PV-230692	100.00	Y
003270 PG&E 685 EMBARCADERO DRIVE SACRAMENTO, CA 95605	36,137.32	DIST WIDE ELEC RADIO RIO	02/02/2023 02/02/2023	23396100 23396100	PO-230037 PO-230037	36,107.28 30.04	N N
014420 PIZZA FACTORY WALNUT GROVE PO BOX 1004 WALNUT GROVE, CA 95690	77.56	NURSE MEETING/TRAINING	02/09/2023	23397617	PV-230655	77.56	N
013554 POINT QUEST EDUCATION 9355 E STOCKTON BLVD STE 225 ELK GROVE, CA 95624	13,950.00	INV#538779 NPS SRVCS INV#538765 NPS SRVCS INV#73879 NPS SRVCS INV#738913 NPS SRVCS	02/09/2023 02/09/2023 02/09/2023 02/09/2023	23397595 23397595 23397595 23397595	PO-230385 PO-230385 PO-230385 PO-230385	720.00 5,220.00 7,830.00 180.00	N N N N
014333 PROCARE THERAPY 10151 DEERWOOD PARK BLVD BLDG 200 SUITE 400 JACKSONVILLE, FL 32256	14,176.25	INV#20582387 BCBA, RRA, SLP INV#20589933 BCBA, SLP, RRAS INV#20589918 BCBA, SLP, RRAS INV#20585827 BCBA, SLP, RRAS INV#20593816 BCBA, SLP, RRAS	02/02/2023 02/09/2023 02/09/2023 02/09/2023 02/16/2023	23396101 23397596 23397596 23397596 23398830	PO-230386 PO-230386 PO-230386 PO-230386 PO-230386	3,701.01 109.06 141.48 5,033.75 5,190.95	N N N N N
N							
015266 RESCUESTAT 3597 E. MONARCH SKY LN #200 MERIDIAN, ID 83646	357.00	INV#1546671 INV#1545220	02/09/2023 02/09/2023	23397618 23397618	PV-230613 PV-230613	132.00 225.00	N N

N

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02/01/2023 - 02/28/2023

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
015673 REYNOSO RUIZ, CYNTHIA	9.94	STALE DATE 22358056	02/02/2023	23396142 PV-230606	9.94	N
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N						
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012529 RGM KRAMER INC. 3230 MONUMENT WAY CONCORD, CA 94518	27,496.49	INV#8921 WG FIRE ALRM PROJ	02/02/2023	23396110 PO-220919	200.00	N
		INV#8922 CMS PROJ.	02/02/2023	23396110 PO-230002	4,752.55	N
		INV#8923 RVHS PROJ.	02/02/2023	23396108 PO-230004	4,881.25	N
		INV#8924 DHW MODULE	02/02/2023	23396108 PO-230039	1,532.75	N
		INV#8971 PROF SRVCS	02/02/2023	23396108 PO-230081	7,777.46	N
		INV#8971 PROF SRVCS	02/02/2023	23396110 PO-230081	2,456.04	N
		INV#8925 ROOFING REPL. PROJ	02/02/2023	23396108 PO-230084	3,626.18	N
		INV#8296 ROOFING REPL. PROJ	02/02/2023	23396108 PO-230084	895.13	N
		INV#8925 ROOFING REPL. PROJ	02/02/2023	23396110 PO-230084	1,022.77	N
		INV#8296 ROOFING REPL. PROJ	02/02/2023	23396110 PO-230084	252.47	N
		INV#8974 WG FIRE ALARM PROJ	02/02/2023	23396137 PV-230577	99.89	N
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000193 RIO VISTA ACE HARDWARE 506 STATE HIGHWAY 12 RIO VISTA, CA 94571	381.38	12/15-12/29 MOT SUPPL	02/02/2023	23396102 PO-230146	381.38	N
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014859 RIO VISTA BAKERY & CAFE	152.00	REC#24913 LDRSHIP MTNG	02/16/2023	23398822 PO-230045	15.64	N
		REC#24913 LDRSHIP MTNG	02/16/2023	23398831 PO-230441	42.36	N
		REC#24639 COUNSELOR WK	02/16/2023	23398831 PO-230441	94.00	N
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N						
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000313 RIO VISTA CARE 628 MONTEZUMA ST RIO VISTA, CA 94571	5,000.00	INV#2 22-23 MOU	02/16/2023	23398823 PO-230295	5,000.00	N
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013524 RIO VISTA DODGE CHRYSLER JEEP 1006 STATE HWY 12 RIO VISTA, CA 94571	201.27	INV#17215 TRANS PART	02/16/2023	23398844 PV-230672	201.27	N
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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014291 RIO VISTA HIGH SCHOOL ASB 410 S. 4TH RIO VISTA, CA 94571	200.00	CHECK MISTAKE REIMBURSEMENT	02/09/2023	23397619 PV-230630	200.00	N
N						
010239 RIO VISTA SANITATION P.O. BOX 607 RIO VISTA, CA 94571-0607	352.90	INV#002180065 RVHS WST INV#002180039 DHW WST	02/09/2023 02/09/2023	23397594 PO-230056 23397594 PO-230056	630.95 278.05-	N N
N						
010048 RIVER DELTA REVOLVING FUND 445 MONTEZUMA ST RIO VISTA, CA 94571	200.00	TEAVHER PERMITS	02/09/2023	23397620 PV-230623	200.00	N
N						
014982 RIVERA-GARCIA, MARIA	94.84	JAN MILEAGE	02/09/2023	23397644 PV-230646	94.84	N
N						
010670 RIVERVIEW-INTERNATIONAL TRUCKS 2445 EVERGREEN AVE P.O. BOX 716 WEST SACRAMENTO, CA 95691  ( )	778.95	INV#113452 TRANS. PARTS	02/09/2023	23397597 PO-230123	778.95	7
N						
015175 RODRIGUEZ, CRISTAL	14.95	STALE DATE #23361308	02/16/2023	23398845 PV-230666	14.95	N
N						
014206 RODRIGUEZ, JENNIFER	67.50	STALE DATE 22356728	02/02/2023	23396143 PV-230605	67.50	N
N						

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Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014784 ROMAN, ANA	58.68	JAN MILEAGE	02/16/2023	23398856 PV-230676	58.68	N
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013655 ROSS, JENNIFER	45.00	CASTO TRAINING	02/16/2023	23398857 PV-230679	45.00	N
( ) -						N
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012796 ROSSI, MARCY	52.17	PIZZA FACTORY REIMB	02/09/2023	23397645 PV-230634	52.17	N
						N
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000090 SACRAMENTO COUNTY UTILITIES 9700 GOETHE ROAD SUITE C SACRAMENTO, CA 95827	95.03	MOKE SEWER	02/23/2023	23399720 PV-230699	95.03	N
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012885 SALOMON, TRISHA	81.22	JAN MILEAGE	02/09/2023	23397646 PV-230648	81.22	N
						N
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012039 SAN JOAQUIN CO OFFICE OF ED 2707 TRANSWORLD DRIVE STOCKTON, CA 95213	800.00	INV#213083 EDJOIN FEES	02/09/2023	23397626 PV-230616	800.00	N
						N
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003318 SCHOOL SPECIALTY INC W6316 DESIGN DRIVE GREENVILLE, WI 54942	127.46	INV#208131780003 RMS SUPPL	02/23/2023	23399713 PO-230433	127.46	N
						N
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02/01/2023 - 02/28/2023

Vendor Name/Address	Total	Description	Date	Warrant	Reference	Amount	1099
000316 SCHOOLS INSURANCE AUTHORITY P.O. BOX 276710 SACRAMENTO, CA 95827-6710	164,238.50	EAP-012023.15	02/02/2023	23396128	PV-230590	365.93	N
		EAP-012023.15	02/02/2023	23396128	PV-230590	351.57	N
		EAP-112023.15	02/09/2023	23397621	PV-230611	357.57	N
		EAP-022023.15	02/09/2023	23397621	PV-230611	365.93	N
		EAP-022023.15	02/09/2023	23397621	PV-230611	351.57	N
		EAP-112023.15	02/09/2023	23397621	PV-230611	365.93	N
		LIABILITY CONTRIBUTIONS	02/16/2023	23398846	PV-230663	30,146.00	N
		WORKERS COMP	02/16/2023	23398846	PV-230663	100,601.00	N
		CYBER CONTRIBUTIONS	02/16/2023	23398846	PV-230663	1,171.00	N
		PROPERTY CONTRIBUTIONS	02/16/2023	23398846	PV-230663	30,162.00	N
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015127 SELF SCHOOLS EXCESS LIABILITY FUND 1531 I STREET # 300 SACRAMENTO, CA 95814	24,393.30	INV#AB218_3467413_A2 LBLTY INS	02/16/2023	23398847	PV-230689	24,393.30	N
							N
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013891 SENTINEL FIRE EQUIPMENT CO INC 5702 BROADWAY SACRAMENTO, CA 95820	1,787.70	INV#92637	02/02/2023	23396136	PV-230581	38.93	N
		INV#92637	02/02/2023	23396136	PV-230581	175.00	N
		INV#92652	02/02/2023	23396136	PV-230581	420.00	N
		INV#92652	02/02/2023	23396136	PV-230581	727.74	N
		INV#92638 PARTS AND TAX	02/09/2023	23397631	PV-230612	13.05	N
		INV#92638 SRVC CHRG	02/09/2023	23397631	PV-230612	175.00	N
		INV#92636 PARTS AND TAX	02/09/2023	23397631	PV-230612	12.98	N
		INV#92636 SRVC CHRG	02/09/2023	23397631	PV-230612	225.00	N
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015220 SERVANIA, ROLLY	57.77	JAN MILEAGE	02/09/2023	23397647	PV-230638	57.77	N
							N
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013480 SHELDON GAS COMPANY 450 CHADBOURNE ROAD SUITE C FAIRFIELD, CA 94534	3,490.97	INV#11362531 WG RENTAL	02/02/2023	23396129	PV-230582	955.63	N
		11511098 MOKE RENTAL	02/09/2023	23397622	PV-230609	1,003.81	N
		COUTRLAND AUDITORIUM PROPANE	02/23/2023	23399721	PV-230705	1,531.53	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	165.21	INV#8003194754 SHREDDING SRVCS	02/09/2023	23397623	PV-230608	165.21	N
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000055 SIA DELTA DENTAL P.O. BOX 276710 SACRAMENTO, CA 95827-6710	4,712.94	RETIREES PREMIUM	02/09/2023	23397624	PV-230620	1,755.25	N
		RETIREES PREMIUM	02/09/2023	23397624	PV-230620	2,854.79	N
		RETIREES PREMIUM	02/09/2023	23397624	PV-230620	102.90	N
N							
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000056 SIA VISION SERVICE P.O. BOX 276710 SACRAMENTO, CA 95827-6710	922.88	RETIREES PREMIUM	02/09/2023	23397625	PV-230619	547.96	N
		RETIREES PREMIUM	02/09/2023	23397625	PV-230619	374.92	N
N							
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015722 SMITH, ANNEKATHERINE	2,265.49	STALE DATE 22520698	02/02/2023	23396144	PV-230607	2,265.49	N
N							
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000095 SMUD P.O. BOX 15555 SACRAMENTO, CA 95852	12,434.22	ACCT#376135	02/23/2023	23399722	PV-230704	28.06	N
		ACCT#376224	02/23/2023	23399722	PV-230704	415.19	N
		ACCT#376786	02/23/2023	23399722	PV-230704	115.62	N
		ACCT#376785	02/23/2023	23399722	PV-230704	14.03	N
		ACCT#376672	02/23/2023	23399722	PV-230704	5,342.29	N
		ACCT#376682	02/23/2023	23399722	PV-230704	552.92	N
		ACCT#376178	02/23/2023	23399722	PV-230704	4,655.59	N
		ACCT#3192225	02/23/2023	23399722	PV-230704	1,310.52	N
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012084 SODEXO INC & AFFILIATES PO BOX 360170 PITTSBURGH, PA 15251-6170	52,207.98	INV#122016 DAIRY	02/28/2023	23400698	PV-230708	6,678.49	N
		RMS PANTHER OF THE MONTH	02/28/2023	23400698	PV-230708	37.66	N
		BOARD DINNERS	02/28/2023	23400698	PV-230708	40.17	N
		RVHS SHOWCASE CATERING	02/28/2023	23400698	PV-230708	173.21	N
		INV#122017 POWER OUTAGES	02/28/2023	23400698	PV-230708	3,574.22	N
		CREDIT	02/28/2023	23400699	PV-230708	7,215.22	N
		INV#1002219364 JAN	02/28/2023	23400699	PV-230708	48,919.45	N



Vendor Name/Address	Total	Description	Date	Warrant	Reference	Amount	1099
015756 SOFIA ZEPEDA	364.00	PERMIT TESTING	02/23/2023	23399726	PV-230706	85.00	N
		DOT EXAMINATION	02/23/2023	23399726	PV-230706	80.00	N
		LIVESCAN	02/23/2023	23399726	PV-230706	57.00	N
		DMV LEARNERS PERMIT	02/23/2023	23399726	PV-230706	85.00	N
N		APPLICATION FEES	02/23/2023	23399726	PV-230706	57.00	N
013540 SOLIANT HEALTH PO BOX 934411 ATLANTA, GA 31193-4411	59,850.25	INV#20582153 BCBA, SLP SRVCS	02/02/2023	23396103	PO-230387	10,302.00	N
		INV#20589166 BCBA, SLP SRVCS	02/09/2023	23397598	PO-230387	13,316.75	N
		INV#20513915 BCBA, SLP SRVCS	02/09/2023	23397598	PO-230387	6,355.50	N
		INV#20551174 BCBA, SLP SRVCS	02/09/2023	23397598	PO-230387	10,176.75	N
		INV#20544553 BCBA, SLP SRVCS	02/09/2023	23397598	PO-230387	8,745.00	N
		INV#20596442 BCBA, SLP SRVCS	02/16/2023	23398832	PO-230387	10,954.25	N
014358 SPARTAN TOOL 1506 W. DIVISION ST. MENDOTA, IL 61342	5,219.07	INV#00092568 MAINT SUPPL	02/09/2023	23397580	PO-230400	5,219.07	N
(							N
014069 STAPLES ADVANTAGE 500 STAPLES DRIVE FRAMINGHAM, MA 01702	1,470.41	INV#3528209678 ED SRVC SUPPL	02/02/2023	23396104	PO-230024	62.00	N
		DHW SUPPL	02/02/2023	23396130	PV-230593	420.39	N
		INV#8068957792 RVHS SUPPL	02/21/2023	23399139	PO-230040	16.44	N
		INV#8069117289 RVHS SUPPL	02/21/2023	23399139	PO-230040	44.14	N
N STAPLES CONTRA		INV#8069117289 RVHS SUPPL	02/21/2023	23399139	PO-230040	44.14	N
		INV#8068957792 RVHS SUPPL	02/21/2023	23399139	PO-230040	4.68	N
		INV#8068957792 RVHS SUPPL	02/21/2023	23399139	PO-230040	4.67	N
		INV#8068957792 RVHS SUPPL	02/21/2023	23399139	PO-230040	16.43	N
		INV#3525102774 ASP SUPPL	02/28/2023	23400696	PO-230200	8.61	N
		INV#3528308160 ASP SUPPL	02/28/2023	23400696	PO-230200	52.23	N
		INV#3528308159 ASP SUPPL	02/28/2023	23400696	PO-230200	395.32	N
		INV#3528703692 ASP SUPPL	02/28/2023	23400696	PO-230200	26.87	N
		INV#3525102795 ASP SUPPL	02/28/2023	23400696	PO-230200	21.32	N
		INV#3528492241 BATES ASP	02/28/2023	23400696	PO-230205	129.27	N
		INV#3528308158 BATES ASP	02/28/2023	23400696	PO-230205	119.80	N
		INV#3528308161 DHS SUPPL	02/28/2023	23400696	PO-230245	26.06	N
		INV#3528308160 DHS SUPPL	02/28/2023	23400696	PO-230245	26.06	N
		INV#3529557697 ADULT ED SUPPL	02/28/2023	23400697	PO-230261	51.98	N
003646 STATE OF CALIFORNIA 1300 I STREET SUITE 810 SACRAMENTO, CA 95814	655.00	INV#633384 FINGER PRINT SRVCS	02/23/2023	23399723	PV-230701	201.00	N
		WG	02/23/2023	23399723	PV-230701	49.00	N
		DHW	02/23/2023	23399723	PV-230701	98.00	N
		RVHS	02/23/2023	23399723	PV-230701	49.00	N
		RVHS	02/23/2023	23399723	PV-230702	49.00	N
		INV#627306 FINGER PRINT SRVCS	02/23/2023	23399723	PV-230702	111.00	N
		RVHS	02/23/2023	23399723	PV-230702	49.00	N
		RMS	02/23/2023	23399723	PV-230702	49.00	N

FEBRUARY EXPENDITURE REPORT

02/01/2023 - 02/28/2023

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
003666 STATE WATER RESOURCES BOARD PO BOX 1888 SACRAMENTO, CA 95812-1888	3,476.00	1/1-12/31 2023 INV#SW0257244 1/1-12/1 SWO257135 PERMIT FEE	02/02/2023 02/16/2023	23396131 PV-230592 23398848 PV-230661	1,738.00 1,738.00	N N
000096 STEWART INDUSTRIAL SUPPLY INC 608 HWY 12 RIO VISTA, CA 94571	1,547.99	ACCT#23100 11/1-11/30 ACCT#23100 12/1-12/29	02/02/2023 02/16/2023	23396105 PO-230404 23398833 PO-230404	281.75 1,266.24	N N
015344 THE BRIGHT GROUP PO BOX 10278 NAPA, CA 94581	5,400.00	INV#I110722-1M MEASURE J INV# I110722-1M MEASURE K	02/02/2023 02/02/2023	23396109 PO-230083 23396111 PO-230083	850.00 4,550.00	N N
011695 THOMSON WEST P.O. BOX 64833 ST PAUL, MN 55164-0833	3,438.30	INV#847679757 SUBSCRIPTION CHG	02/16/2023	23398850 PV-230683	3,438.30	N
014873 TPX COMMUNICATIONS PO BOX 509013	3,069.26	DHS RVHS DIST OFFICE	02/23/2023 02/23/2023 02/23/2023	23399724 PV-230707 23399724 PV-230707 23399724 PV-230707	1,405.55 1,120.22 543.49	N N N
N						
015151 TURF STAR PO BOX 748728 LOS ANGELES, CA 90074-8728	163.29	LOST WARRANT	02/09/2023	23397627 PV-230629	163.29	N
001300 TURK, VICKY	68.09	SURGE PROTECTORS	02/16/2023	23398858 PV-230680	68.09	N
N						

FEBRUARY EXPENDITURE REPORT

02/01/2023 - 02/28/2023

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	12,599.49	JANUARY GASB 75	02/09/2023	23397629	PV-230621	12,599.49	N
N							
015275 U.S. BANK CORPORATE BUSINESS CARD P.O. BOX 6335 FARGO, ND 58125-6335	2,358.11	CAREER FAIR REGIST CAREER FAIR REGIST STORM DEBRIS ASST. SUPER PARKING CAREER FAIR REGIST TEAMTAILOR JOB MRKTING SUPT. SUPPLIES STORM DEBRIS LUNCH CONF ELPAC TRAINING LUNCH FILTERS FOR WTR STATION STORM DEBRIS	02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023 02/16/2023	23398864 23398864 23398864 23398864 23398864 23398864 23398864 23398864 23398864 23398864 23398864 23398864	PV-230674 PV-230674 PV-230674 PV-230674 PV-230674 PV-230674 PV-230674 PV-230674 PV-230674 PV-230674 PV-230674 PV-230674	410.60 200.00 33.44 24.00 300.00 600.00 58.35 55.44 70.00 95.42 477.42 33.44	N N N N N N N N N N N N N
001896 UNITED PARCEL SERVICE INC 55 GLENLAKE PARKWAY NE ATLANTA, GA 30328	398.29	INV# 0000870E30023 WKLY CHRGS INV#0000870E30043 WKLY CHRGS INV#30053 WKLY CHRGS	02/02/2023 02/09/2023 02/16/2023	23396132 23397628 23398849	PV-230589 PV-230610 PV-230662	64.82 215.68 117.79	N N N
010907 VAN RIPER, CHARLES	28.35	STAPLES REIMB STAPLES REIMB	02/09/2023 02/09/2023	23397648 23397648	PV-230652 PV-230652	14.18 14.17	N N
N							
015747 VANDEN BOS ELECTRIC INC 502 GIUSEPPE COURT STE. 5 ROSEVILLE, CA 95678	154,612.50	JOB#22-065 WG PROJECT	02/21/2023	23399141	PO-230450	154,612.50	N

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
012718 VELA, CHRISTINA	30.13	JAN MILEAGE	02/16/2023	23398859 PV-230678	30.13	N
N						
013997 VERIZON WIRELESS ONE VERIZON PLACE ALPHARETTA, GA 30004  ( ) - Y VERIZON WIRELE 12/14-1/13	2,295.61	12/14-1/13 HOT SPOTS 12/14-1/13 ASP CELL 12/14-1/13 MAINT CELL 12/14-1/13 SPED CELL DIST WIDE CELL	02/02/2023 02/02/2023 02/02/2023 02/02/2023 02/02/2023	23396106 PO-230035 23396106 PO-230035 23396106 PO-230035 23396106 PO-230035 23396106 PO-230035	339.90 158.20 94.08 15.68 1,687.75	7 7 7 7 7
000104 WARREN'S MACHINE & WELDING 52270 CLARKSBURG ROAD P.O. BOX 398 CLARKSBURG, CA 95612	526.73	INV#23558 DHS AG SUPPL INV#23558 DHS AG SUPPL INV#23558 DHS AG SUPPL INV#23558 DHS AG SUPPL	02/02/2023 02/02/2023 02/02/2023 02/02/2023	23396107 PO-230240 23396107 PO-230240 23396107 PO-230240 23396107 PO-230240	21.40 263.36 21.40 263.37	N 7 N 7
010906 WASTE MANAGEMENT OF WOODLAND P.O. BOX 78251 PHOENIX, AZ 85062-8251	1,063.30	INV#0797699-2549-1 DHS WST INV#0797699-2549-0 DHS WST	02/09/2023 02/09/2023	23397600 PO-230054 23397600 PO-230054	187.76 875.54	N N
000490 WILCO SUPPLY 1973 DAVID ST SAN LEANDRO, CA 94577	1,026.11	INV#10057603-00 MAINT SUPPL	02/16/2023	23398824 PO-230359	1,026.11	N
015018 WILLIAMS & ASSOCIATES PO BOX 2125 PLACERVILLE, CA 95667	3,420.00	INV#4790 INV#4806	02/21/2023 02/21/2023	23399145 PV-230693 23399145 PV-230693	1,800.00 1,620.00	Y Y
012528 WILLIAMS SCOTSMAN INC	5,172.64	INV#9016687578 RMS INV#9016687582 DHW INV#9016687580 RMS INV#9016687584 RVHS	02/09/2023 02/09/2023 02/09/2023 02/09/2023	23397601 PO-230088 23397601 PO-230088 23397601 PO-230088 23397601 PO-230088	1,288.33 1,288.33 1,307.65 1,288.33	N N N N
N						

FEBRUARY EXPENDITURE REPORT

02/01/2023 - 02/28/2023

Vendor Name/Address	Total	Description	Date	Warrant Reference	Amount	1099
014450 WIZIX	2,417.53	INV#311739 DHS	02/02/2023	23396133 PV-230599	494.26	N
4777 BENNETT DRIVE SUITE D		INV#316217 EG	02/02/2023	23396133 PV-230599	111.92	N
LIVERMORE, CA 94551		INV#316218 DIST OFFICE	02/02/2023	23396133 PV-230599	23.84	N
		INV#300530/316218 F5	02/02/2023	23396133 PV-230599	255.72	N
N WIZIX TECHNOLO		INV#317479 BATES	02/09/2023	23397630 PV-230627	76.37	N
		INV#317272 RVHS	02/09/2023	23397630 PV-230627	594.97	N
		INV#318277 DHW	02/09/2023	23397630 PV-230627	341.00	N
		INV#319516 RMS	02/09/2023	23397630 PV-230627	264.40	N
		INV#319515/317271 BATES	02/09/2023	23397630 PV-230627	255.05	N
014388 WPS PUBLISH	467.43	INV#WPS450985 SPCH SUPPL	02/09/2023	23397582 PO-230428	428.13	N
625 ALASKA AVENUE		INV#WPS450985 SPCH SUPPL	02/09/2023	23397582 PO-230428	39.30	N
TORRANCE, CA 90503-5124						
District total:	1,080,609.73					
Report total:	1,080,609.73					

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

**Meeting Date:** March 14, 2023

**Attachments:** X

**From:** Victoria Turk, Principal

**Item Number:** 10.4

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

**SUBJECT:**

Request the Approve the Agreement with Jason Jedamski, Ignite2Unite to Facilitate a 6-hour Workshop with 100 Student Leaders Comprised of Approximately 25 Leaders from the Following Groups: Arts, Athletics, Activities and Academics at Rio Vista High School

**BACKGROUND:**

Students have suffered trauma, stress, and isolation during the worldwide pandemic. We need to help our students reconnect and strengthen empathy and understanding across the campus.

**STATUS:**

In the Spring of 2022, The *Breaking Down the Walls* program brought a unique opportunity for students and staff to connect, share their stories, and realize "it's hard to hate someone whose story you know."

Rio Vista High School would like to continue building a positive, inclusive, an empathetic school culture by partnering with Jason Jedamski who will equip and empower our 4A (Art, athletic, activity, academic) school leaders to actively lead the culture at RVHS. The 4A leaders will leave with a shared school vision and action steps to impact the campus culture of years to come.

**PRESENTER:**

Victoria Turk, Principal

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Katherine Ingalls

**COST AND FUNDING SOURCES:**

Not to Exceed \$5,060, Site Funds

**RECOMMENDATION:**

That the Board Approves the Agreement for Services with Jason Jedamski, Ignite2Unite

Time allocated: 2 minutes

## AGREEMENT FOR THE SERVICES OF IGNITE2UNITE, LLC

**SPONSOR:** Rio Vista High School  
**CONTACT:** Vicky Turk  
**WORK PHONE:** (707) 374-6336  
**EMAIL:** vturk@rdsd.org  
**CELL PHONE:**

**ADDRESS:** 410 South Fourth St.  
**CITY,ST,ZIP:** Rio Vista, CA 94571  
**ALT CONTACT:**  
**ALT EMAIL:**  
**ALT CELL PHONE:**

### PRESENTATION INFORMATION

**SPEAKER:** Jason Jedamski  
**DATE(S):** Wednesday, April 12, 2023  
**PROGRAM NAME:** 4A Workshop  
**PROGRAM LENGTH:** 6-hour workshop  
**ARRIVAL TIME:** TBD  
**AUDIENCE:** 100 student leaders comprised of approximately 25 leaders from each of the following groups: arts, athletics, activities, and academics.

**DETAILS:** Jason Jedamski will facilitate a 6-hour 4A workshop on 4/12.

### FINANCIAL AGREEMENT

\*Program fee is **\$4,600.00**. A deposit of \$2,000.00 is due at time of booking and remaining balance of \$2,600.00 due on day of presentation. Checks payable to Ignite2Unite. An Invoice is included with this contract. All fees in US funds only. Ignite2Unite Federal ID [REDACTED]

\*A deposit and a Purchase Order for balance are requested to hold this date. If final payment cannot be made on the day of the presentation, program fee will be \$5,060.00.

\*Program fee is all-inclusive, including all fees and expenses.

\*In the event of cancellation, four weeks' notice will be needed. If this is not possible, there will be a 50% cancellation fee of speaker's honorarium. If, through events beyond the control of the speaker, the speaker is unable to appear, Ignite2Unite will arrange to send a suitable and qualified replacement, reschedule the engagement, or refund the deposit.

\*Please provide a wireless microphone and a quality sound system. Presenter will also need a table.

**THE ABOVE INFORMATION IS AGREED AND ACCEPTED BY:**

  
\_\_\_\_\_  
Kristin Jedamski, Ignite2Unite Date

  
\_\_\_\_\_  
Tammy Busch, Asst. Superintendent of Business Services Date

3-1-23

Ignite2Unite / 4720 S. 174th East Avenue / Tulsa, OK 74134  
ignite2unite.com / 479-366-5517

Ignite2Unite, LLC  
 4720 S. 174th East Ave  
 Tulsa, OK 74134  
 479.366.5517  
 kristin@ignite2unite.com  
 www.ignite2unite.com

Invoice



BILL TO
River Delta Joint Unified SD Rio Vista High School Accounts Payable 445 Montezuma Street Rio Vista, CA 94571

SHIP TO
Rio Vista High School Attn: Vicky Turk 410 South Fourth St. Rio Vista, CA 94571

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
967	02/21/2023	\$4,600.00	03/13/2023	Deposit Due / Balance Prior to Event	

**SHIP DATE**  
04/12/2023

**SHIP VIA**  
In Person

ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
4A	4A Workshop: Wednesday, April 12, 2023  Jason Jedamski will facilitate a 6-hour 4A workshop on 4/12 with 100 student leaders comprised of approximately 25 leaders from each of the following groups: arts, athletics, activities, and academics.	1	4,600.00	4,600.00

A deposit of \$2,000 due by March 13, 2023, and a Purchase Order for remaining balance is requested to hold this date.  
 Thank you.

BALANCE DUE

**\$4,600.00**



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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Tammy Busch, Asst. Supt. of Business Services

Item Number: 10.5

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

**SUBJECT:**

Request to Approve the Renewal Agreement with Frontline Education for Absence and Time Solution and Frontline Central Solution for 2023-24

**BACKGROUND:**

Frontline Absence and Time will allow the district to manage employee absences and notify substitutes when there is a need, without an employee making the phone calls. This will automate employee absences and substitute reporting for school sites, payroll and Human Resources.

Frontline Central is an electronic employee records management system that will enable the district to provide information electronically to new and existing employees. This will including new hire onboarding, contract renewals, and mandatory trainings.

**STATUS:**

Frontline has been implemented districtwide as of July 1, 2022.

**PRESENTER:**

Tammy Busch, Asst. Supt. of Business Services

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

**COST AND FUNDING SOURCES:**

Recurring annual cost is \$22,248.34

The funding for this will be the General Fund.

**RECOMMENDATION:**

That the Board approves the renewal agreement with Frontline Education for the Absence and Time Solution and Frontline Central Solution for 2023-24

Time allocated: 10 minutes

## Frontline Education Renewal Notice

Attn: River Delta Joint Unified School District

Thank you for your continued partnership with Frontline Education. We remain focused on providing you with industry-leading solutions and technology for K-12. As part of the ongoing investment in your solutions, our Learning Center continues to be enhanced to provide access to articles with answers to routine questions 24/7. This includes the ability to create a support request.

Below you will find information about the renewal of your subscription(s) that renew on 7/01/2023. Once you have reviewed the pricing for your upcoming subscription you can either:

- Use this [link](#) to confirm the renewal of your subscriptions, or
- If you have questions please reach out to your Client Success Manager

Description	Start Date	End Date	Qty	Rate	Amount
Absence & Time Solution	7/01/2023	6/30/2024	1	\$14,812.62	\$14,812.62
Frontline Central Solution	7/01/2023	6/30/2024	1	\$7,435.72	\$7,435.72
<b>Total</b>					<b>\$22,248.34</b>

**Please use this [link](#) to indicate that you intend to renew your subscriptions and request your invoice if needed.**

Need assistance? You can reach us by calling Stephen Bergendorff at 484-328-4094 or by emailing us at [renewals@frontlineed.com](mailto:renewals@frontlineed.com).



Laura Hughes  
Director, Client Retention and Renewals

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments:   X  

From: Nancy Vielhauer, Assistant Superintendent of Educational Services Item Number: \_\_\_\_\_

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

**SUBJECT:**

Request to Approve the Spending Plan of the Arts, Music & Instructional Materials Block Grant for the 2022-2023 School Year.

**BACKGROUND:**

The Arts, Music & Instructional Materials Block Grant provides funds that are available to local educational agencies to obtain standards-aligned professional development and instructional materials in specified areas, obtain professional development on improving school culture, develop diverse and culturally relevant book collections, operational costs and COVID personal protective equipment.

**STATUS:**

Per Section 134(a) of Chapter 52 of the Statutes of 2022, the governing board of each school district shall discuss and approve a plan for the expenditure of funds before spending it. River Delta Unified School District has created a plan for the expenditure of funds that requires board approval. The state does not require a detailed budget for this grant.

**PRESENTER:**

Nancy Vielhauer, Assistant Superintendent of Educational Services

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

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

**RECOMMENDATION:**

That the Approve the Spending Plan of the Arts, Music & Instructional Materials Block Grant for the 2022-2023 School Year.

Time allocated: 2 minutes

# River Delta Unified School District

## Spending Plan of Arts, Music, & Instructional Materials Block Grant 2022-23

Per Section 134(a) of Chapter 52 of the Statutes of 2022, the governing board of each school district shall discuss and approve a plan for the expenditure of funds before spending it. The fund shall be spent in the following 5 areas: (1) obtaining standards-aligned professional development and instructional materials for specified subject areas; (2) obtaining professional development and instructional materials for improving school climate; (3) developing diverse, culturally relevant and multilingual school library book collections; (4) operational costs, including retirement and health care cost increases; and (5) COVID-19-related costs necessary to keep pupils and staff safe and schools open for in-person instruction.

1. Enter description of your plan for spending the fund in obtaining standards-aligned professional development and instructional materials:

Description: RDUSD will update outdated instruction materials for high school science courses, ELD at the secondary level, social science and ethnic studies and ELA supplementary curriculum. Our current high school chemistry and physics text books are not are not aligned to the Next Generation Science Standards (NGSS).

2. Enter description of your plan for spending the fund in obtaining instructional materials and professional development aligned to best practices for improving school climate, including training on de-escalation and restorative justice strategies, asset-based pedagogies, antibias, transformative social-emotional learning, media literacy, digital literacy, physical education, and learning through play:

Description: RDUSD will provide professional development for teachers and administrators to increase knowledge of positive school climate by implementing PBIS or similar programs. These programs require incentives for students and significant training and collaboration time for staff. De-escalation training is will be offered to classroom teachers with the goal of getting 100% of teachers trained in strategies to decrease the need for exclusionary practices.

3. Enter description of your plan for spending the fund in developing diverse book collections and obtaining culturally relevant texts, including leveled texts, in both English and pupils' home languages, to support pupils' independent reading:

Description: This funding will provide support for the formation of a committee to evaluate the diversity of our literary supplemental texts for ELA across the grades. Additionally, the grant will provide resources to purchase texts for staff to preview and vet and ultimately purchase for our schools.

4. Enter description of your plan for spending the fund in operational costs, including but not limited to, retirement and health care cost increases:

Description: RDUSD may provide a portion of the salary and benefits for the art and music teachers from these funds left after implementation the other portions of this plan have been funded.

5. Enter description of your plan for spending the fund in the area related to the COVID-19 pandemic, acquire personal protective equipment, masks, cleaning supplies, COVID-19 tests, ventilation upgrades, and other similar expenditures, if they are necessary to keep pupils and staff safe from COVID-19 and schools open for in-person instruction:

Description: RDUSD does not intend to use this funding on Covid-19 personal protective equipment, tests, ventilation upgrades or cleaning supplies.

**LEA Board Approval Date (must be before the fund spending date):** \_\_\_\_\_

**Notes:**

No application is needed for the block grant fund. No reporting is required.  
Funds will be apportioned to school districts at about \$666.08 per 21-22 reported P-2 ADA.  
Funds shall be available for encumbrance through the 2025–26 fiscal year.  
LEAs are encouraged, but not required, to proportionally use resources received in the above 5 areas.  
Resource Code 6762 should be used for this fund.

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

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

From: Dr. MJ Kiwan Gómez, Principal Bates Elementary

Item Number: 10.7

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

**SUBJECT:**

Request to Approve Bates Elementary School ASB Local Business Appeals for Donations Fundraiser for 6<sup>th</sup> Grade Student Participation Fees for Sly Park Science Camp Field Trip From April 10 through April 14, 2023.

**BACKGROUND:**

To raise funds to further and enhance the educational experience. Fundraisers are required to be pre-approved by the district office and presented to the Board for final approval prior to the event.

**STATUS:**

Fundraisers require final approval from the Board.

**PRESENTER:**

Dr. Kiwan Gómez, Bates Elementary School Principal

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES:**

Not applicable

**RECOMMENDATION:**

That the Board Approves the Bates Elementary School ASB Local businesses appeals for donations Fundraiser as presented.

Time allocated: 2 minutes

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments:   X  

From: Nancy Vielhauer, Asst. Superintendent of Ed. Services

Item Number: 10.8

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

**SUBJECT:**

Request to Approve the Agreement with Mark Schumacher to Provide Professional Development for the Teacher's Pre-Service Day 2023-2024 School Year.

**BACKGROUND:**

Mark Schumacher is a motivational speaker, educator, and comedian. He spent 10 years in the classroom before inspiring educators from the stage. His credibility as a teacher, combined with his heartfelt humor helps educators reignite their passion for teaching. Mark's keynote presentation inspires educators to look for more meaning in their work and reignite the joy in their classrooms. The RDUSD event will be oriented to using the educators "why" to orient our actions toward excellence in the face of obstacles.

**STATUS:**

River Delta Unified School District would like Mark Schumacher to provide the keynote presentation at the 2023-2024 professional development day. This is a new contract.

**PRESENTER:** Nancy Vielhauer, Assistant Superintendent of Educational Services

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

**COST AND FUNDING SOURCES:**

\$5,000 paid from Supplemental Funds (0740)

**RECOMMENDATION:**

That the Board approves the Agreement with Mark Schumacher to Provide Professional Development for the Teacher's Pre-Service Day 2023-2024 School Year.

Time allocated: 2 minutes



# MARK SCHUMACHER

mark@markschumacher.com | 949.677.9700

**If you want a fun, light-hearted, inspirational message for your staff, hire Mark. His message resonated with a broad audience of employees that work in a school district. I plan to share our experience with others in the county, and I'm also involved with ACSA Association of California School Administrators and would love to refer him to this group.**



Assistant Superintendent Amy Peterman, Ceres Unified School District



**I can't tell you how impressed our staff was with your keynote. Staff were both laughing and crying at the same time. It was a great way to start the school year and the positive message you shared continued to support the positive collaborative culture we have been working on maintaining. Your message was just what our staff needed to hear, especially as we transition back into some normalcy from the past couple of challenging school years.**

Superintendent Ricky Chavez, Escalon Unified School District

## ABOUT MARK

A teacher at heart, Mark spent 10 years in the classroom - in three different countries. He understands both the joys and challenges educators face every day. Today, Mark is invited to speak to teachers and administrators about the importance of relationships in our schools and communities. Since leaving the classroom full-time in 2015, Mark has delivered his keynote message to tens of thousands of educators across the country.

**WITH OVER 15 YEARS OF PERFORMANCE EXPERIENCE, MARK IS MORE THAN JUST A KEYNOTE SPEAKER. HIS UNIQUE BACKGROUND IN STAND UP COMEDY COMBINED WITH HIS CREDIBILITY AS A TEACHER, PROVIDES A REFRESHING BREAK FROM TRADITIONAL SPEAKERS AND AN OPPORTUNITY FOR YOUR TEAM TO LAUGH TOGETHER - SOMETHING THAT BENEFITS EVERYONE.**

www.markschumacher.com  
mark@markschumacher.com  
949.677.9700

## Keynote Title

**Reignite the Joy + Strengthen Your Schools**

## Keynote Description

Help teachers and staff connect with their peers, make a difference, and reignite the joy. Mark's keynote presentation focuses on the importance of strong relationships with others as well as with yourself, and how those two factors contribute to healthy schools and communities. Mark shares his own teaching journey from 70-student classes in rural China, to English language schools in Taiwan, to high school in Southern California. He opens up about the challenges he faced as a new teacher, as well as the success he found being a leader on campus; it all stems from strengthening the relationships he had with his students, his colleagues and himself. Mark's goal is to celebrate teachers and staff for their endless work and to remind them of the incredible opportunity they have to impact their students and communities every single day.

## Learning Objectives & Outcomes

Attendees are inspired to look for more meaning in their work and reignite the joy in their classrooms and on their campuses. Mark will walk your team through the Five Things; choosing joy, clarifying their purpose, building stronger relationships, celebrating each other and making an impact. Mark's delivery gets teams laughing which helps them bond and sets a positive tone for the year.

## Fee

\$4,500 + \$500 Travel Fee



# AGREEMENT

## **MARK SCHUMACHER**

21942 Bahamas  
Mission Viejo, CA 92692  
949.677.9700 / [www.markschumacher.com](http://www.markschumacher.com)

This Speaking Agreement will act as the contract and invoice, and will assist you in planning your event. If your team needs a separate invoice to process the payment please let us know when you return the signed agreement.

**This signed agreement plus a 50% deposit is required before the event can be confirmed. Please return this agreement and deposit of \$2,500.00 to the following address in order to secure event date:**

### **ENTERTAINMENT CONTACT INFORMATION:**

Name: Mark Schumacher  
Mailing Address: 21942 Bahamas, Mission Viejo, CA 92692  
Phone: 949.677.9700  
Email: [mark@markschumacher.com](mailto:mark@markschumacher.com)

### **EVENT INFORMATION:**

Event Date: Friday, August 4, 2023  
Event Name: River Delta Unified School District Professional Development Day  
Location Address: TBC  
Contact: Nancy Vielhauer  
[nvielhauer@rdusd.org](mailto:nvielhauer@rdusd.org)

### **PROGRAM DETAILS:**

Mark Schumacher will provide a 45-60 minute keynote presentation.

### **FINANCES:**

Speaking Fee: \$4,500.00  
Travel Fee: \$500.00  
**Total: \$5,000.00**

### **DEPOSIT:**

A 50% deposit of \$2,500.00 is due upon contract acceptance; **balance in full due at or before event.**

*NOTE: This document may be used as a contract AND an invoice.*

# AGREEMENT

## **RIGHTS RESERVED:**

Audio or video taping of Speaker's program is allowed only when the Speaker has granted written permission and the Speaker is guaranteed a first generation copy for his files.

## **CANCELLATION & REFUND POLICY:**

To receive a full refund of your deposit, written cancellation must be received within 45 days of event. A cancellation fee of 50% of contract value plus all travel expenses incurred will be charged for cancellations made less than 45 days of event date. In the event of sickness of or accident to your speaker, or if an event is rendered impossible due to an emergency beyond control of speaker or host, it is understood and agreed that there shall be no claim for damages by either party. In the event of such nonperformance for any of the reasons listed above, fees will be waived.

## **OTHER SPEAKER NEEDS:**

Audio requirements include a quality sound system, which has been tested for proper operation.

Microphone preferences are in order below:

- 1) Handheld cordless microphone
- 2) Hands free microphone (lapel mic)
- 3) Handheld microphone with at least 30 feet of cord

Mark's presentation is geared to generate laughter, which is a communal and contagious experience. This works best when audiences are packed into smaller spaces. Large venues with a lot of open or "dead space" are not ideal. Likewise tables, particularly round tables where half the audience has their back to the speaker, are not encouraged. The audience should be seated as close to the stage as possible.

In the event the speaker would desire to make use of any special equipment such as video, computer (Power-Point), etc., we will give you ample notification to enable you to make the appropriate arrangements.

## **ACCEPT AND AGREE:**

\_\_\_\_\_  
Host Signature

\_\_\_\_\_  
Host Name Printed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Speaker Signature

\_\_\_\_\_  
Speaker Name Printed

\_\_\_\_\_  
Date

# AGREEMENT

## **SPEAKER REQUIREMENTS:**

*In order to ensure the best possible environment for your audience, the following must be in place before Mark Schumacher will be able to speak.*

### **MICROPHONE**

- Order of preference for microphone: 1) Handheld cordless microphone, 2), Hands free microphone (lapel mic), 3) Handheld microphone with at least 30 feet of cord
- Sound System has been tested for proper operation.

### **STAGE / LIGHTS**

- Mark prefers a well-lit stage that is open and empty. He does not need a podium, but a stool or chair for his notes and water is appreciated.

### **SEATING ARRANGEMENT**

- Please sit audience directly in front of Mark in a theater style setting. No seating behind or to the side of Mark while he speaks.
- If Mark is speaking at a school, he prefers to have the event in an auditorium. If a gymnasium is the only option, sit audience only on one side with the remainder on the gym floor or contact us to discuss other options.
- The audience should be seated as close to the stage as possible.

The Client is responsible for sharing these requirements with the appropriate parties (tech crew, planning committee, etc.). It is very important to distribute this sheet. If these requirements are not followed, Mark does not guarantee the success of his speech.

If you have any questions, please contact us at [mark@markschumacher.com](mailto:mark@markschumacher.com) or at 949.677.9700.

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

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

From: Craig Cornelson, Principal

Item Number: 10.9

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

**SUBJECT:**

Request to Approve the Overnight Travel for a Delta High School Teachers, Charles Van Riper and Matthew Rooney, with 25 Delta High School Students to Attend the FFA Leadership Conference in Ontario, California on March 15-19, 2023.

**BACKGROUND:**

The State Leadership Conference is sponsored by Future Farmers of America. The conference includes a college and career fair, leadership workshops, and FFA business sessions. It is attended by 6,000-7,000 FFA student leaders throughout the State of California.

**STATUS:**

Delta High School requests Board approval for overnight travel to the FFA Leadership Conference on March 15-19 in Ontario, CA

**PRESENTER:**

Craig Cornelson, Principal

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Delta High School Teachers: Charles Van Riper and Matthew Rooney

**COST AND FUNDING SOURCES:**

Ag Incentive Grant

**RECOMMENDATION:**

That the Board Approves the overnight travel for Charles Van Riper and Matthew Rooney, and 25 students to attend the FFA Conference in Ontario, California on March 15-19, 2023

Time allocated: 2 minutes

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: February 21, 2023

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

From: Katherine Wright, Superintendent

Item Number: 10.10

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

**SUBJECT:**

Donations

**BACKGROUND:**

Donations to Receive and Acknowledge:

**Rio Vista High School – In Memory of Sal Nygard**

Victoria Turk

Collin Turk

Cheryle Apple

**Isleton Elementary School**

Isleton PTA - \$4,075 Staff Appreciation

Isleton PTA - \$2000 Gaga Ball Pit for students

**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: March 14, 2023

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

From: Katherine Wright, Superintendent

Item Number: 11

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

**SUBJECT:**

Request Approval of Action Taken During Closed Session Regarding Student Discipline/Expulsion Hearing(s) Action Taken to be Announced and Voted on by Student Case Number to Maintain Student Confidentiality (Ed. Code 49070 (c) and 76232(c) - Board President  
4.1.1 Student Case #2223-222-002

**BACKGROUND:**

During Closed Session the Board reviewed expulsion documents and recommendation submitted by Site Administrators and the River Delta Unified School District Administrative Discipline Panel.

**STATUS:**

The Board is to make a final decision on the expulsion case and vote in Open Session using student case number.

**PRESENTER:**

Board President

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Staff

**COST AND FUNDING SOURCES:**

N/A

**RECOMMENDATION:**

That the Board votes in Open Session on the student expulsion case #2223-222-002.

Time allocated: 2 minutes

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 12

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

**SUBJECT:**

Request to Approve the Second and Final 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 December 2022 and the Elimination of Board Policy 4218.1 Dismissal/Suspension/Disciplinary Action (Merit System).

**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 December 2022 which need to be approved for first reading. In addition to the December 2022 policies, the District has adopted Board Policy and Administrative Regulation 4218 Dismissal/Suspension/Disciplinary Action for classified employees in December of 2022. The District has not incorporated the merit system for classified employees and is requesting to delete Policy 4218.1 Dismissal/Suspension/Disciplinary Action (Merit System) from the CSBA platform.

These Board Policies, Administrative Regulations and Exhibits were submitted for a first reading at the February 21, 2023 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 second and final reading by adopting these Board Policies, Administrative Regulations and Exhibits as submitted resulting from legislation effective prior to December 2022 and the Elimination of Board Policy 4218.1 Dismissal/Suspension/Disciplinary Action (Merit System).

Time allocated: 3 minutes

## **CSBA POLICY GUIDE SHEET**

### **December 2022**

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.

#### **Board Policy 0430 - Comprehensive Local Plan for Special Education**

Policy updated to reflect **NEW LAW (AB 181, 2022)** requiring the State Superintendent of Public Instruction to make publicly available the special education funding each local educational agency (LEA) generates for their Special Education Local Plan Area (SELPA), and for the SELPA, to report to member LEA's the amount of funding each LEA generates for the SELPA.

#### **Administrative Regulation 0430 - Comprehensive Local Plan for Special Education**

Regulation updated to reflect **NEW LAW (AB 181, 2022)** which extends the timeline for developing an annual assurances support plan to July 1, 2027. A template for the annual assurances support plan will be developed by CDE by July 1, 2026. Additional minor revisions as necessary for clarity.

#### **Board Policy 0450 - Comprehensive Safety Plan**

Policy updated to clarify language related to approval of the tactical response plan and add material regarding the district's requirement to provide data to the California Department of Education pertaining to lockdown or multi-option response drills conducted at district schools.

#### **Administrative Regulation 0450 - Comprehensive Safety Plan**

Regulation updated to reflect **NEW LAW (SB 906, 2022)** which requires, starting with the 2023-24 school year, districts to include in the annual notification to parents/guardians information related to the safe storage of firearms, and for certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement. Regulation also updated to reflect **NEW LAW (AB 1352, 2021)** which authorizes districts to request the Military Department, in consultation with the California Cybersecurity Integration Center (Cal-CSIC), to perform an independent security assessment of the district or an individual district school and **NEW LAW (AB 2355, 2022)** which requires districts that experience a cyberattack, which impacts more than 500 students or personnel, to report the cyberattack to Cal-CSIC. Additionally, regulation updated to include in the optional list of comprehensive safety plan components (1) strategies aimed at preventing potential incidents involving crime and violence on school campuses, (2) provision of safety materials and emergency communications in language(s) understandable to parents/guardians, (3) procedures for the early identification and threat assessment of, and appropriate response to, suspicious and/or threatening digital media content, (4) district policy and/or plan related to pandemics, (5) communication with parents/guardians regarding unification plans and necessity of cooperating with first responders, and (6) continuity of operations procedures to ensure that the district's essential functions are not disrupted during an emergency, to the extent possible.

#### **Board Policy 0460 - Local Control and Accountability Plan**

Policy updated to reflect **NEW LAW (AB 181, 2022)** which states, by January 31, 2025, an Individuals with Disabilities Education Act (IDEA) Addendum adopted by the State Board of Education (SBE) shall be completed by districts which are identified by the California Department of Education (CDE) as needing an improvement plan. Additionally, policy is updated to reflect **NEW LAW (AB 181, 2022)** requiring the LCAP parent advisory committee to include at least a parent/guardian of currently enrolled students with disabilities. Policy also updated to reflect **NEW LAW (SB 997, 2022)** which requires, beginning July 1, 2024, districts serving middle or high school students to include two students as full members of the existing parent advisory committee or establish a student advisory committee to provide advice to the Board and the Superintendent or designee.



### **Administrative Regulation 0460 - Local Control and Accountability Plan**

Regulation updated to reflect **NEW LAW (AB 181, 2022)**, which states Beginning July 1, 2025, if the district is identified by State Board of Education (SBE) as needing an improvement plan related to improvements in services for students with disabilities, the Board shall adopt, and update on an annual basis, an Individual with Disabilities Education Act (IDEA) Addendum, based on the template adopted by SBE.

### **Board Policy 3250 - Transportation Fees**

Policy updated to reflect **NEW LAW (AB 181, 2022)** which exempts a student classified as unduplicated from paying a fee for transportation. The policy is also updated to include an optional waiver of transportation fees for any group of district students, at the recommendation of the Superintendent. Also, the provision regarding privacy moved from AR to BP.

### **Administrative Regulation 3250 - Transportation Fees**

Regulation updated to add that bus passes shall be sold electronically, if available, and removed language related to income eligibility that is no longer relevant. Moved provision regarding privacy to the Board Policy and deleted it from Administrative Regulation.

### **Administrative Regulation 3260 - Fees and Charges**

Regulation updated to reflect **NEW LAW (AB 181, 2022)** which prohibits charging the parent of an unduplicated student a fee for transportation, removed policy related to the sale or lease of personal computers or internet appliances because of the increased use of technology in the modern classroom, changed terminology from "homemaking" to "family and consumer sciences," and reflect **NEW LAW (AB 130, 2021)** which requires a district to provide a free breakfast and lunch daily to any student who requests a meal.

### **Board Policy 3460 - Financial Reports and Accountability**

Policy updated to reflect the predictors of fiscal distress as identified by FCMAT in its 2019 "Indicators of Risk or Potential Insolvency." Updated policy also revised to reflect the law more clearly with respect to studies, reports, evaluations, and audits, that the County Superintendent of Schools is required or authorized to consider when reviewing a district's budget.

### **Administrative Regulation 3460 - Financial Reports and Accountability**

Regulation updated to add a new section - "Lease Accounting," to reflect GASB Statement 87 which, starting June 15, 2021, changed the rules for the financial reporting of governmental entities' leases, including the rules for the recognition, measurement, and disclosure of such leases in financial statements.

### **Board Policy 3515 - Campus Security**

Policy updated to include that the district regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure and the monitoring and response to suspicious and/or threatening digital media content. Policy also updated to reflect **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement. Additionally, policy also updated to include that anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator, and that school site council's be included with other stakeholders when identifying appropriate locations for the placement of surveillance cameras.

### **Administrative Regulation 3515 - Campus Security**

Regulation updated to reflect **NEW LAW (AB 1352, 2021)** which authorizes districts to request the Military Department, in consultation with the California Cybersecurity Integration Center (Cal-CSIC), to perform an independent security assessment of the district or an individual district school, **NEW LAW (AB 2355, 2022)** which requires districts that experience a cyberattack, which impacts more than 500 students or personnel, to report the cyberattack to Cal-CSIC, and **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose

duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement. Regulation also updated to provide that monitoring suspicious and/or threatening digital media content be part of the campus security plan and included in strategies to detect and intervene with school crime.

#### **Administrative Regulation 3516.2 - Bomb Threats**

Regulation updated to reflect **NEW LAW (P.L. 117-159)** which requires the creation of a Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online practices and recommendations to improve school safety, and include that the district regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure and the monitoring and response to suspicious and/or threatening digital media content. Regulation also updated to move and amend material regarding staff training, include and align language with information provided by the U.S. Department of Homeland Security, and reflect **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement.

#### **Board Policy 3540 - Transportation**

Policy updated to reflect **NEW LAW (AB 181, 2022)** which authorizes a district to provide transportation services by way of a joint powers agreement, a cooperative student transportation program, or a consortium, and which requires, as a condition of apportionment, a district to adopt a transportation plan that describes the transportation services to be provided to certain student groups, as specified, by April 1, 2023 and update the plan annually by April 1.

#### **Board Policy 5131.7 - Weapons and Dangerous Instruments**

Policy updated to (1) expand the concept of district provided transportation, (2) reflect **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement, (3) move language regarding student suspension and expulsion in order to keep related content together, and (4) add language regarding staff training to align with staff responsibilities to report potential homicidal acts. Regulation also updated to add headings for the Options regarding tear gas or tear gas weapons, and to emphasize that for districts that allow students to bring tear gas or tear gas weapons to school, the student needs to either be accompanied by, or have the written consent, of a parent/guardian.

#### **Administrative Regulation 5131.7 - Weapons and Dangerous Instruments**

Regulation updated to expand the list of prohibited weapons and dangerous instruments to include additional items that are listed in law.

#### **Administrative Regulation 5141.3 - Health Examinations**

Regulation updated to reflect **NEW LAW (AB 2329)** which authorizes districts to enter into a memorandum of understanding with a nonprofit eye examination provider to provide eye examinations and eyeglasses to students at a school site. Regulation also updated to reflect **NEW LAW (SB 97)** which requires that beginning on or after January 1, 2023, districts make Type 1 diabetes materials developed by CDE available to parents/guardians when student is first enrolled in elementary school or as part of certain notifications. The first note was changed to a Cautionary Note and updated to clarify that the obligation to perform specified mandated activities is relieved any year that the Budget Act does not provide reimbursement.

#### **Board Policy 5142 - Safety**

Policy updated to reflect **NEW LAW (P.L. 117-159)** which requires the creation of a Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online

practices and recommendations to improve school safety, and include that the district regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure and the monitoring and response to suspicious and/or threatening digital media content.

#### **Administrative Regulation 5142 - Safety**

Regulation updated to reflect **NEW LAW (SB 906, 2022)** which requires certificated and classified employees of the district, and other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, to immediately report the threat or perceived threat to law enforcement, and add language regarding staff responsibilities and training to align with requirement to report potential homicidal acts. Regulation also updated to add language that anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator, reflect **NEW LAW (AB 2028, 2022)** which authorizes the Board of an elementary, intermediate, junior high, or high school to assist local law enforcement, nonprofit associations or organizations such as the Girls Scouts, Boys Scouts, and parent-teacher associations, and public agencies that provide safety instruction related to using electric, motorized, or nonmotorized bicycles and scooters, to provide such safety instruction to district students, and **NEW LAW (AB 1946, 2022)** which requires the Department of the California Highway Patrol to develop, and post on its web site, by September 1, 2023, statewide safety and training programs based on evidence-based practices for users of electric bicycles, including general riding safety, emergency maneuver skills, rules of the road, and laws pertaining to electric bicycles.

#### **Administrative Regulation 5142.2 - Safe Routes to School Program**

Regulation updated to reflect **NEW LAW (AB 2028, 2022)** which authorizes the Governing Board of an elementary, intermediate, junior high, or high school to provide time and facilities to specified agencies that offer bicycle, scooter, electric bicycle, motorized bicycle, or motorized scooter safety instruction, and **NEW LAW (AB 1946, 2022)** which requires the Department of the California Highway Patrol to develop, by September 1, 2023, statewide safety and training programs based on evidence-based practices for the use of electric bicycles, including general riding safety, emergency maneuver skills, rules of the road, and laws pertaining to electric bicycles.

#### **Board Policy 5148.2 - Before/After School Programs**

Policy updated to clarify that it applies to expanded learning opportunities beyond the regular school day, including before-school, after-school, summer, vacation, and/or intersessional programs and to reflect **NEW LAWS (AB 181, 2022 and AB 185, 2022)** which updates the Expanded Learning Opportunities (ELO) program requirements for the 2022-23 school year and forward. Detailed information regarding various program collaboration requirements moved to AR.

#### **Administrative Regulation 5148.2 - Before/After School Programs**

Regulation updated to include definitions of "offer access" and "provide access" in regard to Expanded Learning Opportunities (ELO) programs. Detailed information regarding program collaboration requirements moved to Regulation from BP. Regulation updated to reflect **NEW LAWS (AB 181, 2022 and AB 185, 2022)** which updates the ELO program requirements for the 2022-23 school year and forward, including requirements for the district to offer access to ELO programs based on the district's prior fiscal year local control funding formula unduplicated pupil percentage. Regulation also updated to clarify that district that receive funds for classroom-based instructional programs that serve grades TK-6 cannot opt out of the ELO program funding, pursuant to California Department of Education's "Expanded Learning Opportunities Program FAQs." Regulation also updated to reflect requirement that ELO programs are required to offer a nutritional snack, meal, or both and to reflect California Department of Education guidance that ELO programs do not have an attendance requirement and to reflect **NEW LAW (SB 1380, 2022)** which renumbered The California Prekindergarten Planning and Implementation Grant Program, Education Code 8251.5 to 8322.

**Board Policy 5148.3 - Preschool/Early Childhood Education**

Policy updated to reflect **NEW LAWS (AB 210, 2022, AB 185, 2022 and SB 1047, 2022)** to revise and update requirements for California State Preschool Programs (CSPP), including requirements related to dual language learners, children with exceptional needs, and enrollment data collection and reporting. Policy also updated to reflect CSPP-specific **NEW STATE REGULATIONS (Register 2022, No. 26)**.

**Administrative Regulation 5148.3 - Preschool/Early Childhood Education**

Regulation updated to reflect **NEW LAWS (AB 210, 2022, AB 185, 2022, AB 321, 2022, and SB 1047, 2022)** which revised enrollment criteria, priorities, and requirements for California State Preschool Programs (CSPP). Sections of the regulation affected include "Eligibility and Enrollment Priorities for Part-Day CSPP Programs" and "Eligibility and Enrollment Priorities for Full-Day CSPP Programs," which were reorganized and revised to comply with law. Other updated sections are "Minimum Hours/Days of Operation" and "Staffing." Regulation was also updated to reflect **NEW LAW (AB 2806, 2022)** with new requirements related to expulsion/unenrollment and/or suspension from a CSPP Program based on behavior. Regulation also updated with CSPP-specific **NEW STATE REGULATIONS (Register 2022, No. 26)**.

**Administrative Regulation 6164.4 - Identification and Evaluation of Individuals for Special Education**

Regulation updated to reflect **NEW LAW (SB 188, 2022)**, requiring each district to designate a main point of contact for coordinating and completing the transition of a child and family from Part C (Early Intervention Program for Infants and Toddlers with Disabilities) to Part B (Assistance for Children with Disabilities) of IDEA.

**Board Bylaw 9220 - Governing Board Elections**

Bylaw updated to reflect **NEW LAW (AB 2584, 2022)**, by adding a new section - "Recalling a Board Member." Updated Bylaw also revised "Election Process and Procedure" section to reflect **NEW LAW (SB 1061, 2022)** regarding the requirement that any petition for a special election to fill a Board vacancy include the county election official's estimate of the cost of conducting the special election.

**Board Bylaw 9223 - Filling Vacancies**

Bylaw updated to reflect **NEW LAW (SB 1061, 2022)**, by adding a new note and body paragraph at the end of the "Provisional Appointments" section. Updated Bylaw also reflects **New Attorney-General Opinion** on how a vacancy is to be filled when a district's trustee areas have been revised or election method has changed from "at-large" to "by-trustee area," since the Board member whose term is to be completed was last elected. The Bylaw also updated to rearrange the Items in "Timelines for Filling a Vacancy" and to revise as necessary for clarity.

**Board Bylaw 9323 - Meeting Conduct**

Bylaw Updated to reflect **NEW LAW (SB 1100, 2022)** which authorizes the Board President to remove an individual for disrupting a Board meeting, establishes a procedure for warning the individual prior to their removal, and defines "disrupting" and "true threat of force."

**MINOR REVISION:****Board Policy 3260 - Fees and Charges**

Policy updated to include reference to CDE Fiscal Management Advisory 22-01, Summer School, Third Parties, Tuition Fees, and updates reference to CDE FMA 20-01, Pupil Fees, Deposits, and Other Charges.

**Policy 0430: Comprehensive Local Plan For Special Education**

**Status:** ADOPTED

**Original Adopted Date:** 02/01/1998 | **Last Revised Date:** 05~~12~~/01/2020~~2022~~ | **Last Reviewed Date:** 05~~12~~/01/2020~~2022~~

CSBA NOTE: Pursuant to Education Code 56195.1, school districts and county offices of education (COE) are required to form geographical regions, known as Special Education Local Plan Areas (SELPA), of sufficient size and scope to administer a local plan and the allocation of funds for all the special education service needs of the children residing within the boundaries of the region. Districts may join together or with a COE to form a SELPA, or a single district may form its own SELPA. As amended by SB 98 (Ch. 24, Statutes of 2020), Education Code 56195.1 prohibits a district from creating a single-district SELPA until July 1, 2024.

Each SELPA is required to develop and administer a local plan describing how it will provide special education services. Pursuant to Education Code 56195.5, the Governing Board has authority, consistent with the SELPA plan, over the programs it directly maintains.

The following policy and accompanying administrative regulation should be revised to reflect requirements for the type of SELPA in which the district participates.

The Governing Board recognizes its obligation to provide a free appropriate public education to all individuals with disabilities, aged 3 to 21 years, who reside in the district.

CSBA NOTE: Option 1 below is for use by districts that have their own single-district SELPA. Option 2 below is for use by districts that join with other districts to form a SELPA. Option 3 below is for use by districts that join with a COE to form a SELPA.

CSBA NOTE: Education Code 56195.8 mandates each entity providing special education that is participating in a multi-district SELPA to adopt policies for the programs and services it operates, including, but not limited to, policies on nonpublic, nonsectarian services, review of the class assignment of a student with disabilities, procedural safeguards, resource specialists, transportation of students with disabilities, information on the number of individuals with disabilities who are being provided special education and related services, and caseloads for speech and language specialists providing services to

children with disabilities ages 3-5 years. District policies on these topics should be consistent with policies adopted by the SELPA.

OPTION 3: (Districts that participate in a multi-district SELPA with the county office of education)

In order to meet the needs of individuals with disabilities, the district shall participate as a member of a Special Education Local Plan Area (SELPA) with other districts and the county office of education pursuant to Education Code 56195.1.

The district shall enter into agreements with other members of the SELPA in accordance with Education Code 56195.1 and 56195.7. Consistent with these agreements, the district shall adopt policies governing the programs and services it operates. (Education Code 56195.8)

The Superintendent or designee shall work with the other members of the SELPA to develop a local plan for the education of individuals with disabilities. The plan shall be approved by the Board and the other members of the SELPA, and shall be submitted to the Superintendent of Public Instruction. SPI.  
(Education Code 56195.1)

OPTION 3 ENDS HERE

CSBA NOTE: Education Code 56836.148, as amended by AB 181 (Chapter 52, Statutes of 2022), requires the SPI to make publicly available the special education funding each local educational agency (LEA) generates for their SELPA, and for the SELPA, within thirty days of receiving their apportionment to report the amount of funding each LEA generates to member LEAs.

Each year, the Superintendent or designee shall provide to the Board any data and/or information regarding the special education funding generated by the district as supplied by the SPI and the SELPA in accordance with Education Code 56836.148.

CSBA NOTE: The remainder of this policy applies to all districts.

Pursuant to Education Code 56195.9, beginning July 1, 2020, the local plan must be reviewed by the SELPA at least once every three years. The budget plan, service plan, and annual assurances support plan must still be reviewed annually, pursuant to Education Code 56205; see the accompanying administrative regulation.

The local plan shall be reviewed at least once every three years and updated as needed to ensure the information contained in the plan remains relevant and accurate. The local plan shall be updated cooperatively by a committee of representatives of special and regular education teachers and administrators selected by the groups they represent and with participation by parent/guardian members of the community advisory committee, or parents/guardians selected by the community advisory

committee, to ensure adequate and effective participation and communication. (Education Code 56195.9)

CSBA NOTE: Pursuant to Education Code 56195.7, a single-district SELPA is mandated to adopt a written procedure for the ongoing review of programs and a mechanism for correcting any identified problem. For districts participating in a multi-district SELPA with or without a COE pursuant to Option 2 or 3 above, these requirements are contained in the written agreement entered into by members of the SELPA. The following paragraph may be revised to reflect district and/or SELPA practice.

Special education programs and services shall be reviewed on an ongoing basis. The results of such evaluations shall be used to identify and correct any program deficiencies.

**Policy Reference UPDATE Service**

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<b>State</b>	<b>Description</b>
5 CCR 3000-3089	Regulations governing special education
Ed. Code 56000-56001	Education for individuals with exceptional needs
Ed. Code 56020-56035	Definitions
Ed. Code 56040-56046	General provisions
Ed. Code 56048-56050	Surrogate parents
Ed. Code 56055	Foster parents
Ed. Code 56060-56063	Substitute teachers in special education
Ed. Code 56170-56177	Children enrolled in private schools
Ed. Code 56190-56194	Community advisory committees
Ed. Code 56195-56195.10	Local plans
Ed. Code 56205-56208	Local plan requirements
<del>Ed. Code 56213</del>	<del>Special education local plan</del>
Ed. Code <del>56213</del> <a href="#">56211-56214</a>	Special education local plan areas with small or sparse populations
Ed. Code 56240-56245	Staff development
Ed. Code 56300-56385	Identification and referral; assessment, instructional planning
Ed. Code 56440-56447.1	Programs for individuals between the ages of three and five years
Ed. Code 56500-56508	Procedural safeguards, including due process rights
Ed. Code 56520-56525 <a href="#">56524</a>	Behavioral interventions

Ed. Code 56600-56606	Evaluation, audits and information
Ed. Code 56836-56836.05	Administration of local plan
Gov. Code 7579.5	Surrogate parent; appointment, <del>qualifications</del> , <u>qualification</u> and liability
Gov. Code 95000-95004	California Early Intervention Services Act
W&I Code 361	Limitations on parental control
W&I Code 726	Limitations on parental control

**Federal**

20 USC 1232g	<b>Description</b> Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1400-1482	Individuals with Disabilities Education Act
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 104.1-104.39	Section 504 of the Rehabilitation Act of 1973
34 CFR 300.1-300.818	Assistance to states for the education of students with disabilities
34 CFR 300.500-300.520	Procedural safeguards and due process for parents and students
34 CFR 303.1-303.654	Early intervention program for infants and toddlers with disabilities
34 CFR 99.10-99.22	Inspection, review and procedures for amending education records
42 USC 12101-12213	Americans with Disabilities Act

**Management Resources**

Website	<b>Description</b> CSBA District and County Office of Education Legal Services
Website	California Department of Education, Special Education
Website	U.S. Department of Education, Office of Special Education Programs

**Cross References**

<b>Code</b>	<b>Description</b>
0400	Comprehensive Plans
0420.4	Charter School Authorization
0420.4	Charter School Authorization
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees



1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E (1)	Uniform Complaint Procedures
1312.3-E (2)	Uniform Complaint Procedures
3541.2	Transportation For Students With Disabilities
3542	School Bus Drivers
4112.23	Special Education Staff
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
6020	Parent Involvement
6020	Parent Involvement
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.4	Behavioral Interventions For Special Education Students
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504

**Regulation 0430: Comprehensive Local Plan For Special Education**

Status: ADOPTED

Original Adopted Date: 04/01/2003 | Last Revised Date: 12/01/2020 ~~2022~~ | Last Reviewed Date: 12/01/2020 ~~2022~~

**Definitions**

*Free appropriate public education (FAPE)* means special education and related services that are provided at public expense, under public supervision and direction, and without charge; meet the standards of the California Department of Education, including the requirements of 34 CFR 300.1-300.818; include appropriate preschool, elementary school, or secondary school education for individuals between the ages of 3 and 21; and are provided in conformity with an individualized education program (IEP) that meets the requirements of 34 CFR 300.320-300.324. (Education Code 56040; 34 CFR 300.17, 300.101, 300.104)

*Least restrictive environment* means that, to the maximum extent appropriate, students with disabilities, including individuals in public or private institutions or other care facilities, be educated with individuals who are nondisabled, including the provision of nonacademic and extracurricular services and activities. Special classes, separate schooling, or other removal of students with disabilities from the regular educational environment occurs only if the nature or severity of the disability is such that education in the regular classes with the use of supplementary aids and services cannot be achieved satisfactorily. (Education Code 56040.1; 34 CFR 300.107, 300.114, 300.117)

**Elements of the Local Plan**

CSBA NOTE: Education Code 56205 and 56206 detail the elements that must be included in the local plan developed by the Special Education Local Plan Area (SELPA), including a requirement that the plan contain assurances of general compliance with Section 504 of the Rehabilitation Act of 1973 (29 USC 794), the Individuals with Disabilities Education Act (IDEA) (20 USC 1400-1482), and the Americans with Disabilities Act (42 USC 12101-12213).

Pursuant to Education Code 56122, the California Department of Education (CDE) has developed templates for plan development, which are available on its web site.

The local plan developed by the Special Education Local Plan Area (SELPA) shall include, but not be limited to: (Education Code 56122, 56205, 56206)

1. Policies, procedures, and programs, that are consistent with state laws, regulations, and policies and 20 USC 1412(a), 20 USC 1413(a)(1), and 34 CFR 300.201 governing the following:
  - a. Free appropriate public education
  - b. Full educational opportunity
  - c. Child find and referral
  - d. Individualized education programs, including development, implementation, review, and revision

- e. Least restrictive environment
  - f. Procedural safeguards
  - g. Annual and triennial assessments
  - h. Confidentiality
  - i. Transition from the Infants and Toddlers with Disabilities programs pursuant to 20 USC 1431 to the preschool program
  - j. Children in private schools
  - k. Compliance assurances, including general compliance with the federal Individuals with Disabilities Education Act (20 USC 1400-1482), Section 504 of the federal Rehabilitation Act of 1973 (29 USC 794), the federal Americans with Disabilities Act of 1990 (42 USC 12101-12213), related federal regulations, and Education Code 56000-56865
  - l. A description of the governance and administration of the local plan in accordance with Education Code 56205(a)(12)
  - m. Personnel qualification to ensure that personnel, including special education teachers and personnel and paraprofessionals are appropriately and adequately prepared and trained in accordance with Education Code 56058 and 56070 and 20 USC 1412(a)(14) and 1413(a)(3)
  - n. Performance goals and indicators
  - o. Participation in state and districtwide assessments, including assessments described in 20 USC 6301 et seq. and alternate assessments in accordance with 20 USC 1412(a)(16), and reports relating to assessments
  - p. Supplementation of state, local, and other federal funds, including nonsupplantation of funds
  - q. Maintenance of financial effort
  - r. Opportunities for public participation before adoption of policies and procedures
  - s. Suspension and expulsion rates
  - t. Access to instructional materials by blind individuals with exceptional needs and others with print disabilities in accordance with 20 USC 1412(a)(23)
  - u. Overidentification and disproportionate representation by race and ethnicity of children as individuals with exceptional needs, including children with disabilities with a particular impairment described in 20 USC 1401 and 1412(a)(24)
  - v. Prohibition of mandatory medication use pursuant to Education Code 56040.5 and 20 USC 1412(a)(25)
2. An annual budget plan, including descriptions of the SELPA's allocation plan in accordance with Education Code 56836-56845, all revenues by revenue source received by the SELPA specifically for the purpose of special education, a breakdown of the distribution of funds to each local educational agency (LEA) LEA within the SELPA, projected total special education expenditures by each LEA, projected total expenditures by the SELPA and the LEAs within the SELPA, projected

funding to be received specifically for regionalized operations, and a breakdown of projected SELPA operating expenditures

3. An annual service plan, describing the services to be provided by each LEA, regardless of whether the LEA participates in the local plan, including the nature of the services and the physical location at which the services will be provided. This description shall demonstrate that all individuals with exceptional needs shall have access to services and instruction appropriate to meet their needs as specified in their individualized education programs.

CSBA NOTE: Pursuant to Education Code 56205 and 56122, the local plan must include an annual assurances support plan to demonstrate how the SELPA and its participating agencies are coordinating to assure effective outcomes for students with disabilities. As amended by ~~SB 98~~ [AB 181](#) (Ch. [2452](#), Statutes of ~~2020~~ [2022](#)), Education Code 56122 extends the timeline for developing an annual assurances support plan to July 1, ~~2023~~ [2027](#). A template for the annual assurances support plan will be developed by CDE by July 1, ~~2022~~ [2026](#).

4. Beginning July 1, ~~2023~~ [2027](#), an annual assurances support plan to demonstrate how the SELPA and its participating agencies are coordinating for purposes of assuring effective outcomes for students with disabilities, including a description of:
  - a. ~~How~~ [Support](#) the governing board of the SELPA will ~~support~~ [provide to](#) participating agencies in achieving the goals, actions, and services identified in their local control and accountability plans
  - b. ~~How~~ [The ways in which](#) the governing board of the SELPA will connect participating agencies in need of technical assistance to the statewide system of support
  - c. The services, technical assistance, and support the governing board of the SELPA will provide to meet the required policies, procedures, and programs specified in Education Code 56205
5. A description of programs for early childhood special education from birth through five years of age
6. A description of the method by which members of the public, including parents/guardians of individuals with ~~disabilities~~ [exceptional needs](#) who are receiving services under the plan, may address questions or concerns pursuant to Education Code 56205
7. A description of a dispute resolution process, including mediation and arbitration to resolve disputes over the distribution of funding, the responsibility for service provision, and the other governance activities specified within the local plan
8. Verification that the plan has been reviewed by the community advisory committee in accordance with Education Code 56205 and that the committee had at least 30 days to conduct this review before submission of the local plan to CDE
9. A description of the process being utilized to refer students for special education instruction pursuant to Education Code 56303
10. A description of the process being utilized to oversee and evaluate placements in nonpublic, nonsectarian schools, the method of ensuring that all requirements of each student's IEP are being met, and a method for evaluating whether the student is making appropriate educational progress
11. A description of how specialized equipment and services will be distributed within the local plan area in a manner that minimizes the necessity to serve students in isolated sites and maximizes the opportunities to serve students in the least restrictive environment

The local plan, annual budget plan, annual service plan, and annual assurances support plan shall be written in language that is understandable to the general public. They shall be adopted at a public hearing of the SELPA, for which notice of the hearing shall be posted in each school in the SELPA at least 15 days before the hearing. (Education Code 56205)

### Availability of the Plan

The Superintendent or designee shall post on the district's web site the approved local plan, annual budget plan, annual service plan, and annual assurances support plan and any updates or revisions to the plans. A complete copy of the local plan, annual budget plan, annual service plan, annual assurances support plan, and policies and procedures shall be held on file in the district office and shall be accessible to any interested party. (Education Code 56205.5)

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5 CCR 3000-3089	Regulations governing special education
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Ed. Code 56048-56050	Surrogate parents
Ed. Code 56055	Foster parents
Ed. Code 56060-56063	Substitute teachers in special education
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Ed. Code 56190-56194	Community advisory committees
Ed. Code 56195-56195.10	Local plans
Ed. Code 56205-56208	Local plan requirements 56213 Special education local plan
Ed. Code 56213	Special education local plan areas with small or sparse populations
Ed. Code 56240-56245	Staff development
Ed. Code 56300-56385	Identification and referral; assessment, instructional planning
Ed. Code 56440-56447.1	Programs for individuals between the ages of three and five years
Ed. Code 56500-56508	Procedural safeguards, including due process rights
Ed. Code 56520- <del>56525</del> <a href="#">56524</a>	Behavioral interventions

Ed. Code 56600-56606	Evaluation, audits and information
Ed. Code 56836-56836.05	Administration of local plan
Gov. Code 7579.5	Surrogate parent; appointment, qualifications, liability
Gov. Code 95000-95004	California Early Intervention Services Act
W&I Code 361	Limitations on parental control
W&I Code 726	Limitations on parental control
<b>Federal</b>	<b>Description</b>
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1400-1482	Individuals with Disabilities Education Act
29 USC 794	Rehabilitation Act of 1973; Section 504
34 CFR 104.1-104.39	Section 504 of the Rehabilitation Act of 1973
34 CFR 300.1-300.818	Assistance to states for the education of students with disabilities
34 CFR 300.500-300.520	Procedural safeguards and due process for parents and students
34 CFR 303.1-303.654	Early intervention program for infants and toddlers with disabilities
34 CFR 99.10-99.22	Inspection, review and procedures for amending education records
42 USC 12101-12213	Americans with Disabilities Act
<b>Management Resources</b>	<b>Description</b>
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education, Special Education
Website	U.S. Department of Education, Office of Special Education Programs

### Cross References

<b>Code</b>	<b>Description</b>
0400	Comprehensive Plans
0420.4	Charter School Authorization
0420.4	Charter School Authorization
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1312.3-E (2)	Uniform Complaint Procedures
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6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.4	Behavioral Interventions For Special Education Students
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504

**Policy 0450: Comprehensive Safety Plan**

**Status:** ADOPTED

**Original Adopted Date:** 11/01/2011 | **Last Revised Date:** 12/01/2018~~2022~~ | **Last Reviewed Date:** 12/01/2018~~2022~~

CSBA NOTE: Pursuant to Education Code 32280-32289.5, districts are responsible for ensuring that a comprehensive safety plan with specified components is in place for each district school. As amended ~~required~~ by AB 1747 (Ch. 806, Statutes of 2018), Education Code 32282 ~~requires~~ and 32288, the California Department of Education (CDE) ~~to post~~ ~~has posted~~ on its web site a compliance checklist for developing comprehensive safety plans, and Education Code 32288 ~~requires~~ CDE to post ~~and~~ best practices for reviewing and approving the plans. Beginning in the 2018-19 school year, ~~comprehensive~~ ~~Comprehensive~~ safety plans will be audited ~~are reviewed~~ through the annual audits required by Education Code 41020 to ensure that they are updated and approved by March 1 of each year.

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

CSBA NOTE: Pursuant to Education Code 32281 and 32286, each school is required to adopt a comprehensive safety plan (Option 1 below). However, districts with an average daily attendance (ADA) of 2,500 or less are authorized by Education Code 32281 to develop a districtwide safety plan in lieu of developing school plans; thus, those districts may select either Option 1 or 2 to reflect district practice. Any district may choose to develop both district and school plans.

**OPTION 2: (Districts with 2,500 or less ADA that choose to develop a districtwide plan)**

The Superintendent or designee shall oversee the development of a districtwide comprehensive safety plan that is applicable to each school site. (Education Code 32281)

OPTION 2 ENDS HERE

CSBA NOTE: The following two paragraphs apply to all districts. Education Code 32286 requires that the school site council review and update the comprehensive safety plan by March 1 of each year. In districts with ADA of 2,500 or less that choose to develop a districtwide plan in accordance with Option 2 above, the Superintendent or designee may conduct the annual review.



Pursuant to Education Code 32288, the updated plan(s) must be submitted to the district for approval. The Governing Board may choose to delegate to the Superintendent or designee the responsibility to review and approve the updated plans, but the Board remains responsible for ensuring compliance with the law.

The comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year and forwarded to the Board for approval. (Education Code 32286, 32288)

The Board shall review the comprehensive safety plan(s) in order to ensure compliance with state law, Board policy, and administrative regulation and shall approve the plan(s) at a regularly scheduled meeting.

CSBA NOTE: Education Code 32288 requires that districts notify CDE if a school has not complied with the safety plan requirements. In the event that the Superintendent of Public Instruction determines that there has been a willful failure by a district to make any report required by Education Code 32280-32289, Education Code 32287 provides that the district may be fined up to \$2,000.

By October 15 of each year, the Superintendent or designee shall notify the California Department of Education ([CDE](#)) of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

### **Tactical Response Plan**

CSBA NOTE: The following section is optional. Pursuant to Education Code 32281, the Board may, after consulting with law enforcement officials, elect to have the district, rather than the school site council, develop those portions of the comprehensive safety plan that include tactical responses to criminal incidents that may result in death or serious bodily injury.

Notwithstanding the process described above, any portion of a comprehensive safety plan that addresses tactical responses to criminal incidents that may result in death or serious bodily injury at the school site, including steps to be taken to safeguard students and staff, secure the affected school premises, and apprehend the criminal perpetrator(s), shall be developed by district administrators in accordance with Education Code 32281. In developing such strategies, district administrators shall consult with law enforcement officials and with representative(s) of employee bargaining unit(s), if they choose to participate.

When reviewing the tactical response plan, the Board may meet in closed session to confer with law enforcement officials and approve the tactical response plan, provided that any vote to approve the tactical response plan is announced in open session following the closed session. (Education Code 32281)

### **~~Access to Safety Plan(s)~~ Access and Reporting**

The Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

CSBA NOTE: The following paragraph is optional. Pursuant to Education Code 32281, the Board may choose to prohibit disclosure of those portions of the comprehensive safety plan that include tactical responses to criminal incidents.

However, those portions of the comprehensive safety plan that include tactical responses to criminal incidents shall not be publicly disclosed.

CSBA NOTE: Education Code 32281, as amended by AB 1747, adds a requirement to share the comprehensive safety plans with the following entities.

The Superintendent or designee shall share the comprehensive safety plans and any updates to the plans with local law enforcement, the local fire department, and other first responder entities. (Education Code 32281)

CSBA NOTE: Pursuant to Education Code 32289.5, the district is required to provide data to CDE pertaining to lockdown or multi-option response drills conducted at district schools, as specified.

The Superintendent or designee shall also provide data to CDE pertaining to lockdown or multi-option response drills conducted at district schools in accordance with Education Code 32289.5. (Education Code 32289.5)

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<b>State</b>	<b>Description</b>
5 CCR 11987-11987.7	School Community Violence Prevention Program requirements
5 CCR 11992-11993	Definition; persistently dangerous schools
CA Constitution Article 1, Section 28	Right to Safe Schools
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code <del>32261</del> <u>32260-32262</u>	Interagency School Safety Demonstration Act of 1985
Ed. Code 32270	School safety cadre
Ed. Code 32280-32289.5	School safety plans
Ed. Code 32290	Safety devices
Ed. Code 35147	School site councils and advisory committees
Ed. Code 35183	School dress code; uniforms
<u>Ed. Code 35266</u>	<u>Reporting of cyber attacks</u>
Ed. Code <del>35291-35291.5</del>	Rules
Ed. Code 35291.5	School-adopted discipline rules
Ed. Code 41020	Requirement for annual audit
Ed. Code 48900-48927	Suspension and expulsion
Ed. Code 48950	Speech and other communication
<u>Ed. Code 48980</u>	<u>Annual notifications</u>
Ed. Code 49079	Notification to teacher; student act constituting grounds for suspension or expulsion
<u>Ed. Code 49390-49395</u>	<u>Homicide threats</u>

Ed. Code 67381	<del>Violent crime</del> <a href="#">Availability of information regarding crimes</a>
<a href="#">Gov. Code 11549.3</a>	<a href="#">Independent security assessment</a>
Gov. Code 54957	Closed session meetings for threats to security
Pen. Code 11164-11174.3	Child Abuse and Neglect Reporting Act
Pen. Code 422.55	Definition of hate crime
Pen. Code 626.8	Disruptions
<b>Federal</b>	<b>Description</b>
<a href="#">6 USC 665k</a>	<a href="#">Federal Clearinghouse on School Safety Evidence-Based Practices</a>
20 USC 7111-7122	Student <del>Support</del> <a href="#">support</a> and Academic Enrichment Grants <a href="#">academic enrichment grants</a>
20 USC 7912	Transfers from persistently dangerous schools
42 USC 12101-12213	Americans with Disabilities Act
<b>Management Resources</b>	<b>Description</b>
CSBA Publication	Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010
CSBA Publication	Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010
CSBA Publication	Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014
CSBA Publication	Safe Schools: A Planning Guide for Action Workbook, 2002
CSBA Publication	Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
CSBA Publication	Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against <del>Sex</del> Discrimination, March 2017
Federal Bureau of Investigation Publication	Uniform Crime Reporting Handbook, 2004
U.S. DOE Publication	Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007
U.S. <del>SS</del> <a href="#">Secret Service</a> & DOE Publication	Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2004
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Secret Service, National Threat Assessment Center
Website	Centers for Disease Control and Prevention
Website	Federal Bureau of Investigation
Website	National Center for Crisis Management
Website	National School Safety Center
Website	California Department of Education, Safe Schools

<u>Website</u>	<u>California Department of Technology, Independent Security Assessment (<a href="https://cdt.ca.gov/security/independent-security-assessments-services/">https://cdt.ca.gov/security/independent-security-assessments-services/</a>)</u>
Website	California Governor's Office of Emergency Services
<u>Website</u>	<u>California Military Department (<a href="https://calguard.ca.gov/">https://calguard.ca.gov/</a>)</u>
<u>Website</u>	<u>California State Threat Assessment System (<a href="https://calstas.org/">https://calstas.org/</a>)</u>
Website	California Healthy Kids Survey
Website	U.S. Department of Education
<u>Website</u>	<u>U.S. Department of Homeland Security, Fusion Centers (<a href="https://www.dhs.gov/fusion-centers">https://www.dhs.gov/fusion-centers</a>)</u>
Website	CSBA

## Cross References

<b>Code</b>	<b>Description</b>
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
0500	Accountability
0510	School Accountability Report Card
1100	Communication With The Public
1112	Media Relations
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E (1)	Uniform Complaint Procedures
1312.3-E (2)	Uniform Complaint Procedures
1313	Civility
1330	Use Of School Facilities
1330	Use Of School Facilities
1330-E(1)	Use Of School Facilities
1330.1	Joint Use Agreements

1340	Access To District Records
1340	Access To District Records
1400	Relations Between Other Governmental Agencies And The Schools
2210	Administrative Discretion Regarding Board Policy
3510	Green School Operations
3511	Energy And Water Management
3511	Energy And Water Management
3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3514.2	Integrated Pest Management
3515	Campus Security
3515	Campus Security
3515.2	Disruptions
3515.2	Disruptions
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.31	School Resource Officers
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3515.7	Firearms On School Grounds
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.1	Fire Drills and Fires
3516.2	Bomb Threats
3516.3	Earthquake Emergency Procedure System
3516.5	Emergency Schedules
3530	Risk Management/Insurance
3530	Risk Management/Insurance

3543	Transportation Safety And Emergencies
4112.41	Employee Drug Testing
4112.41	Employee Drug Testing
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**Regulation 0450: Comprehensive Safety Plan**

**Status:** ADOPTED

**Original Adopted Date:** 11/01/2011 | **Last Revised Date:** 12/01/2018~~2022~~ | **Last Reviewed Date:**  
12/01/2018~~2022~~

### **Content of the Safety Plan**

Each comprehensive safety plan shall include an assessment of the current status of any crime committed on campus and at school-related functions. (Education Code 32282)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. In assessing the current status of school crime as required by Education Code 32282, districts may contract with a consultant, work with local law enforcement, develop their own local assessment, and/or use available instruments such as the “California Healthy Kids Survey.” or the Centers for Disease Control and Prevention's “Youth Risk Behavior Survey.”

The assessment may include, but not be limited to, reports of crime, suspension and expulsion rates, and surveys of students, parents/guardians, and staff regarding their perceptions of school safety.

CSBA NOTE: Education Code 32282 requires that the following components be included in the districtwide and/or school site safety plan. The district may expand this list to require other components at its discretion.

The plan shall identify appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, including all of the following: (Education Code 32282)

1. Child abuse reporting procedures consistent with Penal Code 11164-11174.3
2. Routine and emergency disaster procedures including, but not limited to:
  - a. Adaptations for students with disabilities in accordance with the Americans with Disabilities Act

CSBA NOTE: Education Code 32282 requires districts to incorporate earthquake emergency procedures into the comprehensive safety plan, as specified in ~~items~~ Items #2b and #2c below. See BP/AR 3516 - Emergencies and Disaster Preparedness Plan and AR 3516.3 - Earthquake Emergency Procedure System for further details about required components of these procedures. ~~As amended by AB 1747, Education Code 32282 requires CDE to provide guidance to districts in regard to the contents of school building disaster plans.~~

- b. An earthquake emergency procedure system in accordance with Education Code 32282
  - c. A procedure to allow public agencies, including the American Red Cross, to use school buildings, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare
3. Policies pursuant to Education Code 48915(d) for students who commit an act listed in Education Code 48915(c) and other school-designated serious acts that would lead to suspension, expulsion, or mandatory expulsion recommendations
4. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

CSBA NOTE: Education Code 234.1 requires the Board to adopt policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics and requires school personnel who witness such acts to take immediate steps to intervene when safe to do so; see BP 0410 - Nondiscrimination in District Programs and Activities and BP 5145.3 - Nondiscrimination/Harassment. In addition, the district's complaint process must include a timeline for investigating and resolving complaints and an appeals process; see BP/AR 1312.3 - Uniform Complaint Procedures.

Education Code 234.4, as amended by AB 2291 (Ch. 491, Statutes of 2018), requires districts to adopt, by December 31, 2019, procedures for preventing acts of bullying, including cyberbullying. See BP 5131.2 - .

5. A policy consistent with the prohibition against discrimination, harassment, intimidation, and bullying pursuant to Education Code 200-262.4
6. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel" pursuant to Education Code 35183, the provisions of that dress code and the definition of "gang-related apparel"
7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school
8. A safe and orderly school environment conducive to learning
9. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5

CSBA NOTE: Pursuant to Education Code 32282, as amended by AB 1747, schools are required to include in their comprehensive safety plans procedures for conducting tactical responses to criminal incidents, as specified in ~~item~~Item #10. Such procedures must be based on the specific needs and context of each school and community.

Pursuant to Education Code 32281, the Governing Board may elect to have district administrators, rather than the school site council, develop those portions of the comprehensive safety plan that include tactical responses to criminal incidents that may result in death or serious bodily injury; see the accompanying Board policy.

10. Procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions

CSBA NOTE: Education Code 49392, as added by SB 906 (Ch. 144, Statutes of 2022), requires districts, starting with the 2023-24 school year, to include in the annual notification to parents/guardians pursuant to Education Code 48980 information related to the safe storage of firearms, as specified.

1. Annual notification to parents/guardians related to the safe storage of firearms

3. 2. Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students
4. 3. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system, and the schools that lead to the development of a set of common goals and community strategies for violence prevention instruction
5. 4. District policy related to prohibiting the possession of firearms and ammunition on school grounds
6. 5. Measures to prevent or minimize the influence of gangs on campus

CSBA NOTE: Education Code 32281 authorizes the principal, upon receiving verification from law enforcement, to notify parents/guardians and employees in writing that a violent crime has occurred on the school site. A "violent crime" is any act for which a student could be expelled and which meets the definition listed in Education Code 67381, including willful homicide, forcible rape, robbery, and aggravated assault, as defined in the , "Federal Bureau of Investigation's Uniform Crime Reporting Handbook." Education Code 32281 encourages that the notice be sent no later than the second workday after receiving verification from law enforcement.

20 USC 7912 requires that all students attending a "persistently dangerous" school be provided notice of the designation and an option to transfer to a different school within the district. See BP/AR 5116.1 - Intradistrict Open Enrollment.



CSBA NOTE: Penal Code 626.8 provides that a person may be guilty of a misdemeanor for infringing with or disrupting a school activity, remaining on campus after having been asked to leave, reentering within seven days of being asked to leave, establishing a continued pattern of unauthorized entry, or willfully or knowingly creating a disruption with the intent to threaten the immediate physical safety of a student in preschool or grades K-8 who is arriving at, attending, or leaving school; see BP/AR 3515.2 - Disruptions.

11. 5. Procedures to implement when a person interferes with or disrupts a school activity, remains on campus after having been asked to leave, or creates a disruption with the intent to threaten the immediate physical safety of students or staff

12. 6. Crisis prevention and intervention strategies, which may include the following:

a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate

b. Threat assessment strategies to determine the credibility and seriousness of a threat and provide appropriate interventions for the potential offender(s)

c. Assignment of staff members responsible for each identified task and procedure

d. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for students and staff to practice the evacuation plan

e. Coordination of communication to schools, Governing Board members, parents/guardians, and the media

f. Communication with parents/guardians of reunification plans and the necessity of cooperating with first responders

g. Development of a method for the reporting of violent incidents

h. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling

13. Staff development in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan

CSBA NOTE: Education Code 49390 and 49393, as added by SB 906, require certificated and classified employees of the district, or other school officials such as Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, to immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. "Threat or perceived threat" means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association



with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

7. Training on assessment and reporting of potential threats, violence prevention, and intervention techniques. Such training shall include preparation to implement the elements of the safety plan

CSBA NOTE: Pursuant to Education Code 32284, the comprehensive safety plan may, at the discretion of the Board, include procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of a school. No state funds may be used for this purpose.

8. Continuity of operations procedures to ensure that the district's essential functions are not disrupted during an emergency, to the extent possible

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 11987-11987.7	School Community Violence Prevention Program requirements
5 CCR 11992-11993	Definition; persistently dangerous schools
CA Constitution Article 1, Section 28	Right to Safe Schools
Ed. Code 200-262.4	Prohibition of discrimination
Ed. Code <del>32261</del> <u>32260-32262</u>	Interagency School Safety Demonstration Act of 1985
Ed. Code 32270	School safety cadre
Ed. Code 32280-32289.5	School safety plans
Ed. Code 32290	Safety devices
Ed. Code 35147	School site councils and advisory committees
Ed. Code 35183	School dress code; uniforms
Ed. Code <del>35291-35291.5</del>	Rules
Ed. Code 35291.5	School-adopted discipline rules
Ed. Code 41020	Requirement for annual audit
Ed. Code 48900-48927	Suspension and expulsion
Ed. Code 48950	Speech and other communication

Ed. Code 49079	Notification to teacher; student act constituting grounds for suspension or expulsion
Ed. Code 67381	Violent crime
Gov. Code 54957	Closed session meetings for threats to security
Pen. Code 11164-11174.3	Child Abuse and Neglect Reporting Act
Pen. Code 422.55	Definition of hate crime
Pen. Code 626.8	Disruptions
<b>Federal</b>	<b>Description</b>
20 USC 7111-7122	Student Support and Academic Enrichment Grants
20 USC 7912	Transfers from persistently dangerous schools
42 USC 12101-12213	Americans with Disabilities Act
<b>Management Resources</b>	<b>Description</b>
CSBA Publication	Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010
CSBA Publication	Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010
CSBA Publication	Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014
CSBA Publication	Safe Schools: A Planning Guide for Action, 2002
CSBA Publication	Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011
CSBA Publication	Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, March 2017
Federal Bureau of Investigation Publication	Uniform Crime Reporting Handbook, 2004
U.S. DOE Publication	Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007
U.S. SS & DOE Publication	Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2004
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Secret Service, National Threat Assessment Center
Website	Centers for Disease Control and Prevention
Website	Federal Bureau of Investigation
Website	National Center for Crisis Management
Website	National School Safety Center
Website	California Department of Education, Safe Schools
Website	California Governor's Office of Emergency Services

Website	California Healthy Kids Survey
Website	U.S. Department of Education
Website	CSBA

## Cross References

<b>Code</b>	<b>Description</b>
0400	Comprehensive Plans
0410	Nondiscrimination In District Programs And Activities
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
0500	Accountability
0510	School Accountability Report Card
1100	Communication With The Public
1112	Media Relations
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E (1)	Uniform Complaint Procedures
1312.3-E (2)	Uniform Complaint Procedures
1313	Civility
1330	Use Of School Facilities
1330	Use Of School Facilities
1330-E (1)	Use Of School Facilities
1330.1	Joint Use Agreements
1340	Access To District Records
1340	Access To District Records
1400	Relations Between Other Governmental Agencies And The Schools
2210	Administrative Discretion Regarding Board Policy
3510	Green School Operations
3511	Energy And Water Management
3511	Energy And Water Management

3513.3	Tobacco-Free Schools
3513.3	Tobacco-Free Schools
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3514.2	Integrated Pest Management
3515	Campus Security
3515	Campus Security
3515.2	Disruptions
3515.2	Disruptions
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.31	School Resource Officers
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3515.7	Firearms On School Grounds
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.1	Fire Drills and Fires
3516.2	Bomb Threats
3516.3	Earthquake Emergency Procedure System
3516.5	Emergency Schedules
3530	Risk Management/Insurance
3530	Risk Management/Insurance
3543	Transportation Safety And Emergencies
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**Policy 0460: Local Control And Accountability Plan**

**Status:** ADOPTED

**Original Adopted Date:** 10/01/2017 | **Last Revised Date:** ~~10/01/2019~~ **12/01/2022** | **Last Reviewed Date:** **12/01/2022**

CSBA NOTE: Education Code ~~Code~~ **Codes** 52060-52077 require the Governing Board to adopt and annually update, on or before July 1, a local control and accountability plan (LCAP). Pursuant to Education Code 52060, the LCAP must include goals and actions aligned with eight state priorities related to (1) the degree to which teachers are appropriately assigned and fully credentialed, students have sufficient access to standards-based instructional materials, and facilities are maintained in good repair; (2) implementation of and student access to state academic content and performance standards; (3) parent/guardian involvement and family engagement; (4) student achievement; (5) student engagement; (6) school climate; (7) student access to and enrollment in a broad course of study, including programs and services provided to benefit low-income students, English learners, and/or foster youth (i.e., "unduplicated students" for purposes of supplemental and concentration grants under the local control funding formula (LCFF)); and (8) student outcomes in the specified course of study. Education Code 52060 provides that, in addition to addressing the state priorities in the LCAP, the district may establish and address local priorities and goals. Examples include priorities for student wellness and other conditions of children, professional development, community involvement, ~~and~~ effective governance and leadership, **and environmental literacy**. See the accompanying administrative regulation for further information about the required content of the LCAP.

The Governing Board desires to ensure the most effective use of available funding to improve outcomes for all students. A comprehensive, data-driven planning process shall be used to identify annual goals and specific actions which are aligned with the district budget and facilitate continuous improvement of district practices.

CSBA NOTE: Pursuant to Education Code 52064, the State Board of Education (SBE) has adopted a template that districts must use to complete the LCAP. An electronic version of the template is available on the California Department of Education's (CDE) web site.

The Board shall adopt a districtwide local control and accountability plan (LCAP), based on the template adopted by the State Board of Education (SBE), that addresses the state priorities in Education Code 52060 and any local priorities adopted by the Board. The LCAP shall be updated on or before July 1 of each year and, like the district budget, shall cover the next fiscal year and two subsequent fiscal years. (Education Code 52060, 52064; 5 CCR 15494-15497)

CSBA NOTE: Education Code 52060 requires that the LCAP include annual goals to be achieved for all students and for each numerically significant student subgroup as defined in Education Code 52052. In addition, several state priorities address programs and services for "unduplicated students," as defined in Education Code 42238.01-42238.02.

The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" or are part of any numerically significant student subgroup that is at risk of or is underperforming.

Unduplicated students include students who are eligible for free or reduced-price meals, English learners,

and foster youth, as defined in Education Code 42238.01 for purposes of the local control funding formula (LCFF). (Education Code 42238.02)

Numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup or at least 15 foster youth or homeless students. (Education Code 52052)

CSBA NOTE: Pursuant to Education Code 52064.3, as added by AB 181 (Ch. 52, Statutes of 2022), by January 31, 2025, an Individuals with Disabilities Education Act (IDEA) Addendum adopted by SBE relating to improvements in services for students with disabilities is required to be completed by districts that are identified by CDE as needing an improvement plan pursuant to 34 CFR 300.600-300.647. Such identified districts must comply with the requirements specified in the following paragraph.

Beginning July 1, 2025, if the district is identified by the California Department of Education (CDE) as needing an improvement plan pursuant to 34 CFR 300.600-300.647, the Board shall adopt, and update on an annual basis, an Individual with Disabilities Education Act (IDEA) Addendum, based on the template adopted by SBE. However, if the district adopts an improvement plan after being identified, but before July 1, 2025, the IDEA Addendum shall be developed upon expiration of the adopted improvement plan, but no later than July 1, 2028, whichever occurs first. The IDEA addendum shall be developed, reviewed, and approved in conjunction with and in the same manner as the LCAP and the annual update to the LCAP, and shall be submitted to CDE within 15 days of adoption by the Board. (Education Code 52064.3)

The Superintendent or designee shall review the school plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA. (Education Code 52062)

The LCAP shall also be aligned with other district and school plans, to the extent possible, in order to minimize duplication of effort and provide clear direction for program implementation.

CSBA NOTE: Pursuant to Education Code 52064.1, districts are required to develop an LCFF budget overview for parents/guardians in conjunction with, and attached as a cover to, the LCAP and annual update to the LCAP. The budget overview is subject to the requirements of Education Code 52062 and 52070 pertaining to the adoption, review, and approval of the LCAP.

As part of the LCAP adoption and annual update to the LCAP, the Board shall separately adopt an LCFF budget overview for parents/guardians, based on the template developed by the SBE, which includes specified information relating to the district's budget. The budget overview shall be adopted, reviewed, and approved in the same manner as the LCAP and the annual update. (Education Code 52064.1)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

## **Plan Development**

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the number of students in student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

CSBA NOTE: Education Code 52060 requires consultation on plan development with all of the groups listed below. The Board may delegate responsibility for arranging meetings and other input opportunities to the Superintendent or designee.

5 CCR 15495 defines what it means to consult with students, including unduplicated students and other numerically significant student subgroups, and gives examples of methods that may be used for this consultation. State regulations do not provide examples of consultation with groups other than students, but consultations might include surveys, the establishment of an advisory committee consisting of representatives of all the specified groups, solicitation of feedback from the groups after a draft plan is available, discussion of the LCAP at staff meetings, and communication with parent organizations, student councils, school site councils, or other established committees or organizations. The district may expand the following paragraph to reflect district practice.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

### Public Review and Input

CSBA NOTE: Pursuant to Education Code 52063 and 5 CCR 15495, the Board is required to establish a parent advisory committee and, if district enrollment includes at least 15 percent English learners, an English learner parent advisory committee to review and comment on the LCAP. The district may use existing parent advisory committees for these purposes if the committee composition complies with Education Code 52063 and 5 CCR 15495. However, the district should consider whether such opportunities need to be expanded to achieve significant levels of stakeholder involvement in the planning process as intended by law.

Education Code 52063, as amended by AB 181, requires the LCAP parent advisory committee to include parents/guardians of currently enrolled students with disabilities.

The Board shall establish a parent advisory committee to ~~review and comment~~ provide advice on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include parents/guardians of unduplicated students as defined above: and parents/guardians of students with disabilities. (Education Code 52063; 5 CCR 15495)

CSBA NOTE: The following paragraph is for districts serving middle and/or high school students. Education Code 52063, as amended by SB 997 (Ch. 922, Statutes of 2022), requires, beginning July 1, 2024, districts serving middle or high school students to include two students as full members of the existing parent advisory committee or establish a student advisory committee to provide advice to the Board and the Superintendent or designee. Student members of the parent advisory committee or the student advisory committee shall represent the diversity of the district's students, as described below. Districts that do not serve middle or high school students may delete the following paragraphs relating to student advisory members.

Beginning July 1, 2024, unless a student advisory committee is established to provide advice to the Board and Superintendent, two students shall be included as full members of the parent advisory committee. The students shall serve for a renewable term of one full school year. (Education Code 52063)

Student members of the parent advisory committee or the student advisory committee shall represent the diversity of the district's students, including geographical, socioeconomic, cultural, physical, and educational diversity, and particular effort shall be made to reach out to at-risk or disadvantaged students to serve as members of such committees. (Education Code 52063)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent advisory committee composed of a majority of parents/guardians of English learners to review and comment on the LCAP. (Education Code 52063; 5 CCR 15495)

CSBA NOTE: The following paragraph is required in relation to parent advisory committees, pursuant to Education Code 52062. For consistency, it is recommended that the same treatment be afforded a student advisory committee established to advise the Board and Superintendent.

The Superintendent or designee shall present the LCAP to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (~~Education Code 52062~~)

CSBA NOTE: Education Code 52062 requires notification to the public of the opportunity to submit written comments on the proposed LCAP, including notification in the primary language of parents/guardians when required by Education Code 48985. Pursuant to Education Code 48985, whenever 15 percent or more of the students in a school speak a single primary language other than English, notifications sent to parents/guardians of such students must be written in the primary language as well as in English; see BP 5145.6 - Parental Notifications.

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

CSBA NOTE: Pursuant to Education Code 305, the LCAP parent/guardian and community engagement process must include solicitation of input on language acquisition programs. See BP/AR 6174 - Education for English Learners for further information regarding the types of language acquisition programs that may be offered.

As part of the parent/guardian and community engagement process, the district shall solicit input on effective and appropriate instructional methods, including, but not limited to, establishing language acquisition programs to enable all students, including English learners and native English speakers, to have access to the core academic content standards and to become proficient in English. (Education Code 305-306)

The Superintendent or designee shall consult with the administrator(s) of the special education local plan area of which the district is a member to ensure that specific actions for students with disabilities are included in the LCAP and are consistent with strategies included in the annual assurances support plan for the education of students with disabilities. (Education Code 52062)

CSBA NOTE: Pursuant to Education Code 42127, the Board must not adopt a district budget until the LCAP is in place for the budget year; see BP 3100 - Budget. The budget must include the expenditures

necessary to implement the plan that will be effective during the subsequent fiscal year. If it does not, the County Superintendent of Schools will disapprove the district's budget.

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP. The public hearing shall be held at the same meeting as the budget hearing required pursuant to Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

### **Adoption of the Plan**

The Board shall adopt the LCAP prior to adopting the district budget, but at the same public meeting. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. (Education Code 52062)

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

### **Submission of Plan to County Superintendent of Schools**

CSBA NOTE: Education Code 52070 requires the district to submit the LCAP to the County Superintendent, who may seek written clarification of the contents of the plan and may submit recommendations for amendments as provided below. The County Superintendent is required to approve the LCAP on or before October 8 if it is determined that (1) the LCAP adheres to the template adopted by the SBE and follows any SBE instructions or directions for completing the template; (2) the district budget includes expenditures sufficient to implement the specific actions and strategies in the LCAP; and (3) the LCAP adheres to supplemental and concentration grant expenditure requirements specified in Education Code 42238.07 for unduplicated students. In determining whether the district has fully demonstrated that it will use supplemental and concentration funds to increase or improve services for unduplicated students, 5 CCR 15497 requires the County Superintendent to review any descriptions of districtwide or schoolwide services provided.

Education Code 52064.1 requires the district to file the LCFF budget overview for parents/guardians with the County Superintendent to be reviewed for adherence with the template adopted by the SPI. If the budget overview is not approved, the County Superintendent will withhold approval of the LCAP and will provide technical assistance pursuant to Education Code 52071.

Not later than five days after adoption of the LCAP, the district budget, and the budget overview for parents/guardians, the Board shall file the LCAP, the budget, and the budget overview with the County Superintendent of Schools. (Education Code 42127, 52064.1, 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

If the County Superintendent does not approve the district's LCAP, the Board shall accept technical assistance from the County Superintendent focused on revising the plan so that it can be approved. (Education Code 52071)

## Monitoring Progress

CSBA NOTE: The following optional paragraph may be revised to reflect the district's timeline for reviewing the progress and effectiveness of strategies included in the LCAP. Reports should be provided to the Board in sufficient time to allow for any necessary changes in the annual update to the LCAP by July 1 of each year, as required by Education Code 52060-52061. The Dashboard provides a tool to assist in evaluation of district and school performance and includes all of the state priorities for the LCAP described in Education Code 52060.

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by the Superintendent and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation shall include, but not be limited to, an assessment of district and school performance reported on the California School Dashboard. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

CSBA NOTE: Pursuant to Education Code 52071, when a school or a numerically significant student subgroup is not making sufficient progress toward its LCAP goals, the County Superintendent may be required to provide technical assistance or the Board may request technical assistance. In addition, the Superintendent of Public Instruction may intervene in any school which has been identified as in need of intervention based on criteria specified in Education Code 52072. Pursuant to Education Code 52059.5, CDE has established a unified system of support for districts and schools that meets state requirements as well as federal Title I requirements and ensures consistency between technical assistance provided under both sets of requirements. For more information, see BP 0520 - Intervention for Underperforming Schools.

The Superintendent or designee shall seek and/or accept technical assistance or other intervention that may be required pursuant to Education Code 52071 or 52072 when a school or a numerically significant student subgroup is not making sufficient progress toward the goals in the LCAP.

### Policy Reference UPDATE Service

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### Policy Reference Disclaimer:

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State	Description
5 CCR 15494-15497	Local control and accountability plan and spending requirements
Ed. Code 17002	State School Building Lease-Purchase Law, including definition of good repair
Ed. Code 305-306	English language education
Ed. Code 33430-33436	Learning Communities for School Success Program; grants for LCAP implementation
Ed. Code 41020	Requirement for annual audit

Ed. Code 41320-41322	Emergency apportionments
Ed. Code 42127	Public hearing on budget adoption
Ed. Code 42238.01-42238.07	Local control funding formula
Ed. Code 44258.9	County superintendent review of teacher assignment
Ed. Code 47604.33	Submission of reports by charter schools
Ed. Code 47606.5	Charter schools; local control and accountability plan
Ed. Code 48985	Notices to parents in language other than English
Ed. Code 51210	Course of study for grades 1-6
Ed. Code 51220	Course of study for grades 7-12
Ed. Code 52052	Numerically significant student subgroups
Ed. Code 52059.5	Statewide system of support
Ed. Code 52060-52077	Local control and accountability plan
Ed. Code 52302	Regional occupational centers and programs
Ed. Code 52372.5	Linked learning program
Ed. Code 54692	Partnership academies
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60605.8	California Assessment of Academic Achievement; Academic Content Standards Commission
Ed. Code 64001	School plan for student achievement; consolidated application programs
Ed. Code 99300-99301	Early Assessment Program
W&I Code 300	Dependent child of the court

**Federal**

20 USC 6311

20 USC 6312

20 USC 6826

[34 CFR 300.600-300.647](#)

**Description**

State plan

Local educational agency plan

Title III funds; local plans

[Education of students with disabilities; monitoring, enforcement, confidentiality, and program information](#)

**Management Resources**

CA Department of Education Publication

California Department of Education Publication

California Department of Education Publication

California Department of Education Publication

**Description**

California School Accounting Manual

California Career Technical Education Model Curriculum Standards, 2013

LCFF Frequently Asked Questions

Local Control and Accountability Plan and Annual Update (LCAP) Template

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California Department of Education Publication	California Common Core State Standards: Mathematics, rev. 2013
California Department of Education Publication	California English Language Development Standards, 2012
California Department of Education Publication	California School Dashboard
California Department of Education Publication	Family Engagement Framework: A Tool for California School Districts, 2014
CSBA Publication	The California School Dashboard and Small Districts, October 2018
CSBA Publication	Promising Practices for Developing and Implementing LCAPs, Governance Brief, November 2016
CSBA Publication	LCFF Rubrics, Issue 1: What Boards Need to Know About the New Rubrics, Governance Brief, rev. October 2016
Website	CSBA District and County Office of Education Legal Services
Website	California School Dashboard
Website	CSBA
Website	California Department of Education

## Cross References

<b>Code</b>	<b>Description</b>
0000	Vision
0400	Comprehensive Plans
0415	Equity
0420	School Plans/Site Councils
0420	School Plans/Site Councils
0420.4	Charter School Authorization
0420.4	Charter School Authorization
0420.41	Charter School Oversight
0420.41-E(1)	Charter School Oversight
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0440	District Technology Plan
0440	District Technology Plan



0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0500	Accountability
0520	Intervention in Underperforming Schools
0520.1	Comprehensive and Targeted School Improvement
1100	Communication With The Public
1113	District And School Web Sites
1113	District And School Web Sites
1113-E(1)	District And School Web Sites
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E (1)	Uniform Complaint Procedures
1312.3-E (2)	Uniform Complaint Procedures
1312.4	Williams Uniform Complaint Procedures
1312.4-E(1)	Williams Uniform Complaint Procedures
1312.4-E(2)	Williams Uniform Complaint Procedures
1340	Access To District Records
1340	Access To District Records
2121	Superintendent's Contract
2210	Administrative Discretion Regarding Board Policy
3100	Budget
3100	Budget
3110	Transfer Of Funds
3231	Impact Aid
3460	Financial Reports And Accountability
3460	Financial Reports And Accountability
3517	Facilities Inspection
3517-E(1)	Facilities Inspection
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
4112.2	Certification

4112.2	Certification
4113	Assignment
4113	Assignment
4131	Staff Development
4140	Bargaining Units
4231	Staff Development
4240	Bargaining Units
4315	Evaluation/Supervision
4331	Staff Development
4340	Bargaining Units
5030	Student Wellness
5113.1	Chronic Absence And Truancy
5113.1	Chronic Absence And Truancy
5137	Positive School Climate
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.9	Hate-Motivated Behavior
5147	Dropout Prevention
5148.2	Before/After School Programs
5148.2	Before/After School Programs
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6120	Response To Instruction And Intervention
6141.4	International Baccalaureate Program
6141.5	Advanced Placement
6142.5	Environmental Education

6142.92	Mathematics Instruction
6142.93	Science Instruction
6143	Courses Of Study
6143	Courses Of Study
6146.1	High School Graduation Requirements
6151	Class Size
6152.1	Placement In Mathematics Courses
6152.1	Placement In Mathematics Courses
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6159	Individualized Education Program
6159	Individualized Education Program
6161.1	Selection And Evaluation Of Instructional Materials
6161.1	Selection And Evaluation Of Instructional Materials
6161.1-E(1)	Selection And Evaluation Of Instructional Materials
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6163.1	Library Media Centers
6164.2	Guidance/Counseling Services
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.5	Student Success Teams
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6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6171	Title I Programs
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6172	Gifted And Talented Student Program
6172	Gifted And Talented Student Program
6173	Education For Homeless Children
6173	Education For Homeless Children

6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.4	Title VI Indian Education Program
6174	Education For English Learners
6174	Education For English Learners
6177	Summer Learning Programs
6178	Career Technical Education
6178	Career Technical Education
6179	Supplemental Instruction
6184	Continuation Education
6184	Continuation Education
6190	Evaluation Of The Instructional Program
7110	Facilities Master Plan
9230	Orientation
9310	Board Policies
9320	Meetings And Notices

**Regulation 0460: Local Control And Accountability Plan**

**Status:** ADOPTED

**Original Adopted Date:** 10/01/2017 | **Last Revised Date:** ~~12/01/2019~~ 12/01/2022 | **Last Reviewed Date:** 12/01/2022

CSBA NOTE: Education Codes 52060-52077 require the Governing Board to adopt and annually update, on or before July 1, a three-year local control and accountability plan (LCAP). See the accompanying Board policy for information about plan development and monitoring.

**Goals and Actions Addressing State and Local Priorities**

CSBA NOTE: Education Code 52060 requires that the LCAP include annual goals, aligned with specified state priorities, to be achieved for all students and for each numerically significant subgroup as defined in Education Code 52052. Pursuant to Education Code 52052, a numerically significant subgroup includes ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students, when there are at least 30 students in the subgroup (or at least 15 foster youth or homeless students) in the school or district.

In addition, several state priorities address programs and services for "unduplicated students." For purposes of supplemental and concentration grants allocated through the local control funding formula (LCFF), "unduplicated students" are defined by Education Code 42238.02 as students eligible for free or reduced-price meals, English learners, and foster youth; see the accompanying Board policy.

The district's local control and accountability plan (LCAP) and annual updates shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and homeless students. The LCAP shall identify goals for each of the following state priorities:
  - a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002
  - b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency

CSBA NOTE: Education Code 52060 provides that family engagement may include, but not be limited to, efforts by the district and schools to apply research-based practices, such as welcoming all families into the school community, engaging in effective two-way communication, supporting student success, and empowering families to advocate for equity and access. It may also include partnering with families to inform, influence, and create practices and programs that support student success and collaboration with families and the broader community, expand student learning opportunities, and promote civic participation.

- c. Parent/guardian involvement and family engagement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy, and students with disabilities
- d. Student achievement, as measured by all of the following as applicable:
  - i. Statewide assessments of student achievement
  - ii. The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University; have successfully completed career technical education (CTE) sequences or programs of study that align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692; and have successfully completed both college entrance courses and CTE sequences or programs
  - iii. The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency
  - iv. The English learner reclassification rate
  - v. The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher
  - vi. The percentage of students who demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301
- e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable
- f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable
- g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03
- h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable

CSBA NOTE: In addition to goals aligned with the state priorities described in Item #1 above, Education Code 52060 provides that the LCAP may include goals for local priorities established by the Board; see the accompanying Board policy. Optional Item #2 below may be revised to reflect local priorities.

- 2. Any goals identified for any local priorities established by the Board.

3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in ~~items~~Items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

CSBA NOTE: Pursuant to Education Code 52060, in developing goals and actions for the LCAP, the Board may consider qualitative information, including, but not limited to, the results of school quality reviews conducted pursuant to Education Code 52052. Education Code 52052 authorizes the Superintendent of Public Instruction (SPI), with approval of the State Board of Education (SBE) and conditional upon an appropriation in the state budget, to develop and implement a program of school quality reviews that features locally convened panels to visit schools, observe teachers, interview students, and examine student work.

For purposes of the descriptions required by ~~items~~Items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality review conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify and include in the LCAP the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on the California School Dashboard. (Education Code 52060)

#### **Increase or Improvement in Services for Unduplicated Students**

CSBA NOTE: The following section is for use by districts that receive LCFF supplemental and/or concentration grant funds. Such districts are required to increase or improve services for unduplicated students in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students; see BP 3100 - Budget. 5 CCR 15494-15496 specify the method for determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students in the fiscal year.

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. (5 CCR 15494-15496)

When the district expends supplemental and/or concentration grant funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR 15496)

1. Identify those services that are being funded and provided on a districtwide or schoolwide basis
2. Describe how such services are principally directed towards, and are effective in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas
3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of school enrollment, describe how these services are the most effective use of the funds to meet the district's goals for its unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory.

## Availability of the Plan

CSBA NOTE: Education Code 52065 requires the district to prominently post its LCAP, any annual update or revisions to the LCAP, and LCFF budget overview for parents/guardians on the homepage of its web site. In addition, the County Superintendent of Schools is required to post all district LCAPs, or links to those plans, on the county office of education web site and to transmit all such plans to the SPI, who will then post links to all plans on the California Department of Education web site.

Beginning July 1, 2025, if the district is identified by SBE as needing an improvement plan pursuant to 34 CFR 300.600-300.647, the Board shall adopt, and update on an annual basis, an Individual with Disabilities Education Act (IDEA) Addendum, based on the template adopted by SBE. However, if the district adopts an improvement plan after being identified, but before July 1, 2025, the IDEA Addendum shall be developed upon expiration of the adopted improvement plan, but no later than July 1, 2028.

The Superintendent or designee shall prominently post the LCAP, any updates or revisions to the LCAP, including the IDEA Addendum as applicable, and the LCFF budget overview for parents/guardians on the homepage of the district's web site. (Education Code 52064.1, 52064.3, 52065)

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Ed. Code 54692	Partnership academies
Ed. Code 60119	Sufficiency of textbooks and instructional materials; hearing and resolution
Ed. Code 60605.8	California Assessment of Academic Achievement; Academic Content Standards Commission
Ed. Code 64001	School plan for student achievement; consolidated application programs
Ed. Code 99300-99301	Early Assessment Program
W&I Code 300	Dependent child of the court

**Federal**

20 USC 6311

20 USC 6312

20 USC 6826

[34 USC 300.600](#)

**Description**

State plan

Local educational agency plan

Title III funds; local plans

[State monitoring and enforcement](#)

**Management Resources**

CA Department of Education Publication

California Department of Education Publication

California Department of Education Publication

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California Department of Education Publication

**Description**

California School Accounting Manual

California Career Technical Education Model Curriculum Standards, 2013

LCFF Frequently Asked Questions

Local Control and Accountability Plan and Annual Update (LCAP) Template

California Common Core State Standards: English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects, rev. 2013

California Common Core State Standards: Mathematics, rev. 2013

California English Language Development Standards, 2012

California School Dashboard

Family Engagement Framework: A Tool for California School Districts, 2014

CSBA Publication	The California School Dashboard and Small Districts, October 2018
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Website	California Department of Education

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0520.1	Comprehensive and Targeted School Improvement
1100	Communication With The Public
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**Regulation 3260: Fees And Charges**

**Status:** ADOPTED

**Original Adopted Date:** 03/01/2019 | **Last Reviewed Date:** 03/12/01/2019 2022

CSBA NOTE: Pursuant to 5 CCR 350, districts may charge fees only when specifically authorized by law. The following list specifies fees currently authorized by law and should be revised to reflect the types of fees that have been approved by the Governing Board; see the accompanying Board policy. Other permissible fees may exist and be identified in the future. For further information about fees and charges, see the California Department of Education's (CDE) 1720-01, "Fiscal Management Advisory 1720-01, Pupil Fees, Deposits and Other Charges."

Pursuant to Education Code 49011, a district is prohibited from requiring a student to pay fees or charges in order to participate in an educational activity. A complaint alleging the unauthorized charging of student fees should be filed in accordance with the uniform complaint procedures; see the accompanying Board policy and BP/AR 1312.3 - Uniform Complaint Procedures. Districts with questions as to whether a particular fee may be charged should consult with CSBA District and County Office of Education Legal Services or district legal counsel.

When approved by the Governing Board, the Superintendent or designee may impose a fee for the following: (5 CCR 350)

1. Insurance for athletic team members, with an exemption providing for the district to pay the cost of the insurance for any team member who is financially unable to pay (Education Code 32221)
2. Insurance for medical or hospital service for students participating in field trips and excursions (Education Code 35331)

CSBA NOTE: In its 1720-01, "Fiscal Management Advisory 1720-01," CDE interprets Education Code 35330 as permitting the district, at its discretion, to charge fees for any field trip, provided that no student is prevented from participating in a field trip due to a lack of funds.

3. Expenses of students' participation in a field trip or excursion within the state or to another state, the District of Columbia, or a foreign country, as long as no student is prohibited from making the field trip due to lack of funds (Education Code 35330)
4. Student fingerprinting program, as long as the fee does not exceed the actual costs associated with the program (Education Code 32390)
5. School camp programs in outdoor science education, conservation education, or forestry operated pursuant to Education Code 8760-8774, provided that the fee is not mandatory and no student is denied the opportunity to participate for nonpayment of the fee (Education Code 35335)

CSBA NOTE: Education Code 17551 permits the district to sell to a student any property of the district which has been fabricated by the student, as provided in ~~item~~ Item #6 below. ~~CDE~~ CDE's, "Fiscal Management Advisory 1720-01," clarifies that this cost applies to materials students will take home for their own possession and use, such as wood shop, art, or sewing projects.

6. Reimbursement to the district for the direct cost of materials used by students to fabricate property they will take home for their own possession and use, such as wood shop, art, or sewing projects kept by students (Education Code 17551)

CSBA NOTE: Education Code 39807.5, as amended by AB 181 (Ch. 52, Statutes of 2022), prohibits charging a fee for transportation to the parent/guardian of an unduplicated student as defined in Education Code 42238.02, which includes a student who is eligible for free or reduced-price meals, who is an English learner, or who is a foster youth.

7. Home-to-school transportation and transportation between regular, full-time day schools and regional occupational centers, programs, or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per student, ~~the district provides a waiver based on financial need,~~ and an exemption is made for any student with a disability ~~whose individualized education program includes transportation as a related service necessary to receive a,~~ or any student who is eligible for free appropriate public education or reduced-price meals, any student who is an English learner, or any student who is a foster youth. (Education Code 39807.5)
8. Transportation for students to and from their places of employment in connection with any summer employment program for youth (Education Code 39837)
9. Deposit for school band instruments, music, uniforms, and other regalia which school band members take on excursions to foreign countries (Education Code 38120)
- ~~10. Sale or lease of personal computers or of Internet appliances that allow a person to connect to or access the district's educational network, provided that the items are sold or leased to parents/guardians at no more than cost and the district provides network access for families who cannot afford it (Education Code 17453.1)~~
- ~~11.~~ 10. An adult education or secondary school community service class in civic, vocational, literacy, health, ~~homemaking,~~ family and consumer sciences, technical, and general education, not to exceed the cost of maintaining the class (Education Code 51810-51815)

CSBA NOTE: In its, "Fiscal Management Advisory 20-01," CDE interprets Education Code 32030-32033 as permitting the district to charge fees for safety glasses that a student keeps, if the school provides them free of charge for use in specified courses or activities involving the use of hazardous substances likely to cause injury to the eyes.

- ~~12.~~ 11. Eye safety devices worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, when being sold to students and/or teachers or instructors to keep and at a price not to exceed the district's actual costs (Education Code 32033)
- ~~13.~~ 12. Actual cost of furnishing copies of any student's records, except that no charge shall be made for furnishing up to two transcripts or two verifications of a former student's records or for reproducing records of a student with a disability when the cost would



effectively prevent the parent/guardian from exercising the right to receive the copies (Education Code 49065, 56504)

~~14.13.~~ Actual cost of duplication for reproduction of the prospectus of school curriculum or for copies of public records (Education Code 49091.14; Government Code 6253)

CSBA NOTE: Pursuant to the California Universal Meals Program established by Education Code 49501.5, as added by AB 130 (Ch. 44, Statutes of 2021), a district is required to provide a free, nutritionally adequate breakfast and lunch each school day, to any student who requests a meal, without consideration of the student's eligibility for a federally funded free or reduced-price meal. For more information regarding the California Universal Meals Program see BP/AR 3550 – Food Service/Child Nutrition Program, BP/AR 3551 – Food Service Operations/Cafeteria Fund, and BP/AR 3553 – Free and Reduced Price Meals.

~~15.14.~~ Food sold at school, subject to the California Universal Meals Program, free and reduced-price meal program eligibility, and other restrictions specified in law (Education Code 38084) , 49501.5)

CSBA NOTE: According to CDE's, "Fiscal Management Advisory 20-01," a blanket policy that charges fees for any damage caused to district property would be inconsistent with Education Code 19911 and 48904. Therefore, a district should analyze, on a case-by-case basis, whether property has been willfully damaged.

~~16.15.~~ In accordance with law, replacement cost or reimbursement for lost or willfully damaged district books, supplies, or property, or for district property loaned to a student that the student fails to return (Education Code 19910-19911, 48904)

~~17.16.~~ Tuition for district school attendance by an out-of-state or out-of-country resident (Education Code 48050, 48052, 52613; 8 USC 1184)

~~18.17.~~ Adult education books, materials, transportation, and classes, except that no fee may be charged for classes in elementary subjects, classes for which high school credit is granted when taken by a person who does not hold a high school diploma, or classes in English and citizenship (Education Code 39801.5, 52612, 60410)

~~19.18.~~ Preschool and child care and development services, in accordance with the fee schedule established by the Superintendent of Public Instruction, unless the family qualifies for subsidized services or the program is exempted from fees by law (Education Code 8239, 8250, 8263) 8211, 8213, 8252-8254)

CBSA NOTE: Districts are prohibited from charging a fee for summer school programs. However, it is permissible for third parties that offer a summer school program to charge a fee for such program. CDE's, "Fiscal Management Advisory 22-01, Summer School, Third Parties, and Tuition Fees," provides that if a third party that is affiliated with a district charges tuition for a summer program, the district should make an individualized inquiry as to the relationship between the district and the third party to determine whether the educational activities are being offered by the district. In making this determination, districts may consider factors listed in Fiscal Management Advisory 22-01. Districts with questions as to whether a fee may be charged for summer school should consult CSBA District and County Office of Education Legal Services or district legal counsel.

~~20.19.~~ Participation in a before-school or after-school, or intersession program that is funded as an After School Education and Safety (ASES) program, 21st Century Community Learning Center (21st CCLC), or 21st Century High School After School Safety and Enrichment for Teens (ASSETs) program, or Expanded Learning Opportunity (ELO) program, provided that fees are waived or reduced for families with students who are eligible for free or reduced-price meals and, in regard to ASES and 21st CCLC programs, fees are not charged if the district knows the student is a homeless or foster youth (Education Code 8422, 8482.6, 46120)

CSBA NOTE: In its “Fiscal Management Advisory 1720-01,” CDE lists Advanced Placement and International Baccalaureate examination fees as permissible. Some districts choose to reduce the cost of the fees for low-income students through the use of district funds or other funding sources; see BP 6141.4 - International Baccalaureate Program and BP 6141.5 - Advanced Placement.

~~21.20.~~ Advanced Placement and International Baccalaureate Diploma examinations for college credits, as long as the examination is not a course requirement and the results have no impact on student grades or credits in the course

CSBA NOTE: In its “Fiscal Management Advisory 1720-01,” CDE advises that a district that requires its students to wear a cap and gown as a condition for their participation in the high school graduation ceremony may not require such students to purchase the cap and gown. CDE recommends that such districts provide the graduates with a cap and gown for their use at the graduation ceremony and inform them that those interested may purchase a cap and gown from a vendor.

## Collection of Debt

CSBA NOTE: Education Code 49014 (the Public School Fair Debt Collection Act), as added by AB 1974 (Ch. 577, Statutes of 2018), establishes requirements for districts to follow when seeking to recover a debt owed by students and/or parents/guardians, including a requirement to provide the parent/guardian with an itemized invoice that references the district's policies relating to debt collection and the rights established pursuant to Education Code 49014 and 49557.5 (unpaid meal fees). It is recommended that districts include references to this administrative regulation and the accompanying Board policy, as well as BP/AR 3551 - Food Service Operations/Cafeteria Fund. For additional rights established by Education Code 49014, including prohibitions against directly billing a student or former student or imposing any negative action on a student, see the accompanying Board policy. Before pursuing payment of any debt that has accumulated from unpaid permissible fees, the Superintendent or designee shall provide an itemized invoice for any amount owed by the parent/guardian on behalf of a student or former student. The invoice shall reference district policies related to debt collection and the rights established pursuant to Education Code 49014 and 49557.5. For each payment received, the district shall provide a receipt to the parent/guardian. (Education Code 49014)

The Superintendent or designee shall not sell debt owed by a parent/guardian of a student or former student. (Education Code 49014)

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## Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 350	Fees not permitted
5 CCR 4600-4687	Uniform complaint procedures
CA Constitution Article 9, Section 5	Common school system
Ed. Code 17453.1	District sale or lease of Internet appliances or personal computers to parents of students
Ed. Code 17551	Property fabricated by students
Ed. Code 19910-19911	Offenses against libraries
Ed. Code 32033	Eye protective devices
Ed. Code 32221	Insurance for athletic team member
Ed. Code 32390	Voluntary program for fingerprinting students
Ed. Code 35330-35332	Field trips
Ed. Code 35335	School camp programs
Ed. Code 38080-38086.1	Cafeteria establishment and use
Ed. Code 38120	Use of school band equipment on excursions to foreign countries
Ed. Code 39801.5	Transportation for adults
Ed. Code 39807.5	Payment of transportation costs by parents
Ed. Code 39837	Transportation to summer employment program
<a href="#"><u>Ed. Code 42238.02</u></a>	<a href="#"><u>Local Control Funding Formula</u></a>
<a href="#"><u>Ed. Code 46120</u></a>	<a href="#"><u>Expanded learning opportunities</u></a>
Ed. Code 48050	Residents of adjoining states
Ed. Code 48052	Tuition for foreign residents
Ed. Code 48904	Liability of parent or guardian; withholding of grades, diplomas, transcripts
Ed. Code 49010-49013	Student fees
Ed. Code 49014	Public School Fair Debt Collection Act
Ed. Code 49065	Reasonable charge for transcripts
Ed. Code 49066	Grades; effect of physical education class apparel
Ed. Code 49091.14	Parental review of curriculum

<a href="#">Ed. Code 49501.5</a>	<a href="#">California Universal Meals Program</a>
Ed. Code 49557.5	Child Hunger Prevention and Fair Treatment Act of 2017
Ed. Code 51810-51815	Community service classes
Ed. Code 52612	Tuition for adult classes
Ed. Code 52613	Nonimmigrant foreign nationals
Ed. Code 56504	School records; students with disabilities
Ed. Code 60410	Books for adult classes
Ed. Code <del>8239</del> <a href="#">8211</a>	<del>Preschool and wraparound child care services</del> <a href="#">Priority for full-day early childhood education programs</a>
Ed. Code <del>8250</del> <a href="#">8213</a>	<del>Child care and development services for children with disabilities</del> <a href="#">Income eligible; definition</a>
Ed. Code <del>8263</del> <a href="#">8252-8254</a>	<del>Eligibility and priorities for subsidized child development services</del> <a href="#">Early childhood education family fees</a>
Ed. Code <del>8422</del> <a href="#">8420-8428</a>	21st Century High School After School Safety and Enrichment for Teens programs
Ed. Code 8760-8774	Outdoor science, conservation, and forestry programs
Gov. Code 6253	Request for copy; fee
<b>Federal</b>	<b>Description</b>
8 USC 1184	Foreign students
<b>Management Resources</b>	<b>Description</b>
California Department of Education Publication	Pupil Fees, Deposits, and Other Charges, Fiscal Management Advisory <del>17</del> <a href="#">20</a> -01, July <del>28, 2017</del> <a href="#">23, 2020</a>
<a href="#">California Department of Education Publication</a>	<a href="#">Summer School, Third Parties, and Tuition Fees, Fiscal Management Advisory <del>22</del><a href="#">22</a>-01, September 1, 2022</a>
Court Decision	CTA v. Glendale School District Board of Education (1980) 109 Cal. App. 3d 738
Court Decision	Driving School Assn of CA v. San Mateo Union HSD (1992) 11 Cal. App. 4th 1513
Court Decision	Hartzell v. Connell (1984) 35 Cal. 3d 899
Court Decision	Steffes v. California Interscholastic Federation (1986) 176 Cal. App. 3d 739
Court Decision	Arcadia Unified School District v. California Department of Education, (1992) 2 Cal. 4th 251
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education

## Cross References

<b>Code</b>	<b>Description</b>
0410	Nondiscrimination In District Programs And Activities
0415	Equity
0440	District Technology Plan
0440	District Technology Plan
1230	School-Connected Organizations
1230	School-Connected Organizations
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1321	Solicitation Of Funds From And By Students
1321	Solicitation Of Funds From And By Students
3100	Budget
3100	Budget
3250	Transportation Fees
3250	Transportation Fees
3290	Gifts, Grants And Bequests
3452	Student Activity Funds
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
3551	Food Service Operations/Cafeteria Fund
3551	Food Service Operations/Cafeteria Fund
3552	Summer Meal Program

3552	Summer Meal Program
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3554	Other Food Sales
3554	Other Food Sales
4112.9	Employee Notifications
4112.9-E(1)	Employee Notifications
4131	Staff Development
4212.9	Employee Notifications
4212.9-E(1)	Employee Notifications
4231	Staff Development
4312.9	Employee Notifications
4312.9-E(1)	Employee Notifications
4331	Staff Development
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5111.1	District Residency
5111.1	District Residency
5111.2	Nonresident Foreign Students
5125	Student Records
5125	Student Records
5142	Safety
5142	Safety
5142.1	Identification And Reporting Of Missing Children
5143	Insurance
5143	Insurance
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs

5148.2	Before/After School Programs
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6141.4	International Baccalaureate Program
6141.5	Advanced Placement
6142.4	Service Learning/Community Service Classes
6142.5	Environmental Education
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6145.2	Athletic Competition
6145.2	Athletic Competition
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6158	Independent Study
6158	Independent Study
6161.2	Damaged Or Lost Instructional Materials
6163.1	Library Media Centers
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6177	Summer Learning Programs
6178.2	Regional Occupational Center/Program
6200	Adult Education
6200	Adult Education
9323.2	Actions By The Board
9323.2-E(1)	Actions By The Board





**Policy 3460: Financial Reports And Accountability**

**Status:** ADOPTED

**Original Adopted Date:** 11/01/2004 | **Last Revised Date:** 04/12/01/2013/2022 | **Last Reviewed Date:** 04/12/01/2013/2022

CSBA NOTE: The following policy is optional and should be revised to reflect district practice.

The Governing Board is committed to ensuring public accountability and the fiscal health of the district. The Board shall adopt sound fiscal management policies and practices, oversee the district's financial condition, and continually evaluate whether the district's budget and financial operations support the district's goals for student achievement.

CSBA NOTE: The following optional paragraph sets the Governing Board's expectation that the district's financial reports will adhere to generally accepted financial and accounting standards. The Governmental Accounting Standards Board (GASB) is a nonprofit agency that establishes financial and accounting standards for state and local government agencies, including school districts. By using the California Department of Education's (CDE) standardized account code structure (SACS) software to develop financial reports, the district will be assured of complying with generally accepted accounting principles prescribed by GASB and meeting other state and federal reporting guidelines.

The Superintendent or designee shall ensure that all district financial reports are prepared in accordance with law and in conformity with generally accepted accounting principles and financial reporting standards stipulated by the Governmental Accounting Standards Board and the California Department of Education (CDE). He/she The Superintendent or designee shall establish a system of ongoing internal controls to ensure the reliability of financial reporting.

When required by law or the Board, the Superintendent or designee shall submit to the Board reports of the district's financial status, including, but not limited to, any report specified in this Board policy or accompanying administrative regulation. When submission of any such report ~~must be approved by the Board prior to its submission~~ to a local, state, and/or federal agency requires prior Board approval, the Superintendent or designee shall provide the report to the Board in sufficient time to enable the Board to carefully review the report ~~and meet any applicable submission deadline~~.

The Board shall regularly communicate the district's financial position to the public and shall use financial reports to determine what actions and budget amendments, if any, are needed to ensure the district's financial stability without breaking any applicable submission deadline.

CSBA NOTE: The Fiscal Crisis and Management Assistance Team (FCMAT), which advises) is an independent entity created to help districts on avert fiscal insolvency and to provide districts with fiscal management and works with insolvent districts, has assistance. In August 2019, FCMAT revised the 15 identified ~~15~~ predictors of fiscal distress common in districts needing state intervention. These conditions include a governance crisis; absence According to FCMAT's "Indicators of communication to educational community; lack Risk or Potential Insolvency," the indicators of interagency cooperation; failure to recognize year-to-year trends (e.g., declining enrollment or deficit spending); flawed projections for average daily attendance; failure to maintain reserves; insufficient consideration of long-term bargaining agreement effects; flawed multi-year projections; inaccurate revenue and expenditure estimations; poor cash flow analysis and reconciliation; bargaining agreements beyond state cost-of-living adjustment; no integration of employee position control with payroll; risk or potential insolvency

include, but are not limited access to, conditions related to timely personnel, payroll, and unreliable budget control data and reports; escalating general fund encroachment; and lack of regular development, insufficient budget monitoring of categorical programs. See FCMAT's Fiscal Oversight Guide for further information.

When the County Superintendent of Schools reviews or updates, inadequate cash management, mismanaged collective bargaining agreements, increasing and/or unplanned contributions and transfers, continuing deficit spending, mismanaged employee benefits, and inattention to enrollment and attendance reporting.

In reviewing the district's budget (see AR 3100 - Budget), he/she the County Superintendent of Schools is required by Education Code 42127 and 42127.6 to consider whether more than three of these predictors are present. If so any studies, reports, evaluations, or audits of the district that contain evidence of fiscal distress based on the standards and criteria specified in Education Code 33127 or a finding that the district is in moderate or high risk of intervention based on the most common FCMAT indicators of a district needing intervention. In the event of any such evidence or finding, or if the district is showing fiscal distress under state criteria and standards for budgets or interim reports, as specified in 5 CCR 15440-15451 and 15453-15464, the County Superintendent must is required to investigate whether the district may be unable to meet its financial obligations for the current year's or two subsequent fiscal years years' financial obligations.

The Board shall regularly assess the district's financial position and communicate the results to the public, and shall use financial reports to determine the actions and budget amendments, if any, that are needed to ensure the district's financial stability. If district conditions predict fiscal distress or indicate that the district might not be able to meet its fiscal obligations, the Board and Superintendent or designee shall act quickly take action to identify and resolve these conditions: without delay. The Board shall work cooperatively with the County Superintendent of Schools to improve the district's fiscal health and may contract with an external individual or organization to advise provide the district on with needed advice or fiscal matters management or training.

CSBA NOTE: When a district is fiscally insolvent and is considering applying to the state for an emergency apportionment that exceeds 200 percent of the recommended reserve for that district, Education Code 41326 requires the Board to first discuss the need for that apportionment at a regular or special meeting. At that meeting, the Board must receive testimony from parents/guardians, exclusive representatives of employees, and other community members. If the Any district that receives such an apportionment, it is subject to the conditions set forth in Education Code 41326, including assumption of all the Board's legal rights, duties, and powers by a state-appointed administrator.

### **Unaudited Actual Receipts and Expenditures**

On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year. The Superintendent or designee shall prepare this statement using the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42100)

### **Gann Appropriations Limit Resolution**

On or before September 15, the Board shall, at a regular or special meeting, adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year. Documentation used to identify these limits shall be made available to the public on the day of the Board meeting. (Education

## Interim Reports/Certification of Ability to Meet Fiscal Obligations

CSBA NOTE: Education Code 42130 requires that the district issue two interim fiscal reports, as described below, based on the criteria and standards adopted by the State Board of Education (SBE) pursuant to Education Code 33127. These criteria and standards are delineated in 5 CCR 15453-15464. See the accompanying administrative regulation for further information about the contents of the interim reports.

~~The~~ Each fiscal year, the Superintendent or designee shall submit two interim fiscal reports to the Board; ~~the~~. The first report covering shall cover the district's financial and budgetary status for the period ending October 31 and the second report covering shall cover the period ending January 31. ~~The~~ These reports and supporting data shall be made available by the district for public review. (Education Code 42130)

Within 45 days after the close of the period reported, the Board shall approve the interim report and ~~certify~~, on the basis of the interim report and any additional financial information known by the Board, shall certify in writing whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years. The certification shall be classified as one of the following: (Education Code 42130, 42131)

1. "Positive certification" indicating that the district will meet its financial obligations for the current fiscal year and two subsequent fiscal years
2. "Qualified certification" indicating that the district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years
3. "Negative certification" indicating that the district will be unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year

CSBA NOTE: Education Code 42130 and 42131 require that the interim report and certification be submitted to the County Superintendent in a format or on forms prescribed by the Superintendent of Public Instruction (SPI). ~~The~~ CDE requires that these be reported using the SACS software. Pursuant to Education Code 42131, upon receiving the certification, the County Superintendent is required to send any qualified or negative certification, along with the interim report, to the State Controller and the SPI.

The Superintendent or designee shall submit a copy of each interim report and certification to the County Superintendent using the state's SACS software, as prescribed by the SPI. (Education Code 42130, 42131)

CSBA NOTE: Education Code 42131 gives the County Superintendent 75 days after the close of the reporting period to change downgrade the district's positive certification to qualified or negative or, ~~as amended by AB 2662 (Ch. 589, Statutes of 2012), to change the district's a~~ qualified certification to negative. Districts may appeal the County Superintendent's determination to the SPI, who will then determine the certification to be given to the district.

If the district's certification is subsequently changed by the County Superintendent from a positive to a qualified or negative certification, or from a qualified to a negative certification, the Board may appeal the decision to the SPI within five days of receiving the notice of change. (Education Code 42131)

CSBA NOTE: Whenever the district receives a qualified or negative certification, Education Code 42131 requires the County Superintendent, within 75 days after the close of the reporting period, to submit his/her comments on the certification to the State Controller and the SPI and report any remedial action proposed or taken under the authority granted to the County Superintendent by Education Code 42127.6. Pursuant to Education Code 42127.6, the County Superintendent is required to take one or more of the following actions: (1) assign a fiscal expert to advise the district on its~~the~~ financial problems; (2) conduct a study of the ~~district's~~ financial and budgetary conditions of the district including, but not limited to, a review of internal controls; (3) direct the district to submit a financial projection of all fund and cash balances as of June 30 of the current year and subsequent fiscal years; (4) require the district to encumber all contracts and other obligations, prepare appropriate cash flow analyses and monthly or quarterly budget revisions, and appropriately record all receivables and payables; (5) direct the district to submit a proposal for addressing the fiscal conditions that caused the negative or qualified certification; (6) withhold the Board stipend and Superintendent compensation if requested financial information is not provided; and/or (7) assign FCMAT to review and provide recommendations to improve the district's teacher hiring process, teacher retention rate, extent of teacher misassignment, and provision of highly qualified teachers. Education Code 42131 also authorizes the State Controller to conduct an audit or review of the financial condition of any district having a negative or qualified certification.

Pursuant to Education Code 42652, a district that receives a qualified or negative certification also may lose the County Superintendent's or SPI's approval to draw warrants on the county treasury. Furthermore, pursuant to Education Code 42133, a district that receives a qualified or negative certification must have the County Superintendent's approval before issuing any certificates of participation, tax anticipation notes, revenue bonds, or other non-voter-approved debt (see ~~the~~ section entitled "Non-Voter-Approved Debt Report" in the accompanying administrative regulation).

Whenever a district with a qualified or negative certification is negotiating a collective bargaining agreement, it must allow the County Superintendent 10 working days to review and comment on the proposed collective bargaining agreement pursuant to Government Code 3540.2; see BP 4143/4243 - Negotiations/Consultation.

Whenever the district receives a qualified or negative certification from the Board or the County Superintendent, the Superintendent or designee shall cooperate in the implementation of any remedial actions taken or prescribed by the County Superintendent ~~under the authority granted to him/her pursuant to~~ . (Education Code 42131.)

CSBA NOTE: Whenever the district's second interim report is accompanied by a qualified or negative certification, the district must submit another financial statement by June 1 as described below; this report is sometimes referred to as the "third interim report."

If the second interim report is accompanied by a qualified or negative certification, the Board shall, no later than June 1, provide to the County Superintendent, the State Controller, and the SPI a financial statement as of April 30 ("third interim report") that projects the district's fund and cash balances through June 30. (Education Code 42131)

CSBA NOTE: Education Code 42637 authorizes the County Superintendent, upon concluding at any time during the fiscal year if ~~he/she concludes~~, that the district's budget does not comply with criteria and standards adopted by the SBE, to conduct a comprehensive review of the ~~district's~~ financial and budgetary conditions of the district and to report his/her~~the~~ findings to the Board at a public meeting. According to FCMAT's Fiscal Oversight Guide, ~~this provision of the law requires~~ the County Superintendent to must exercise this authority when the district receives a negative certification and ~~authorizes him/her~~ is authorized to do so when the district receives a qualified certification. After

receiving such a the report, the Board ~~must~~ is required to respond to the recommendations within 15 days.

~~At~~ if at any time during the fiscal year ~~when~~, the County Superintendent concludes that the district's budget does not comply with the standards and criteria for financial stability and conducts a comprehensive review of the ~~district's~~ district's financial and budgetary conditions after he/she has determined that the district's budget does not comply with state criteria and standards for fiscal stability, the Board shall review any report of the County Superintendent's Superintendent's findings and recommendations at a public Board meeting. Within 15 days of receiving the report, the district shall notify the County Superintendent and the SPI of ~~its~~ the Board's proposed actions on the recommendation. (Education Code 42637)

## Audit Report

CSBA NOTE: Pursuant to Education Code 41020, the Board must, no later than May 1 of each year, arrange for an audit of all the district's funds. However, if the Board has not provided for an audit by April 1, the County Superintendent must do so at the district's cost. Thus, the paragraph below reflects the April 1 deadline.

Pursuant to Education Code 41020, any district contract for auditing services must be approved by the County Superintendent if the district has a disapproved budget, has received a negative certification on any budget or interim ~~fiscal~~ report during the current fiscal year or either of the two preceding fiscal years, or has otherwise been determined by the County Superintendent to have a lack of going concern; ~~any contract the district enters into for auditing services must be approved by the County Superintendent.~~

By April 1 of each year, the Board shall provide for an annual audit of the district's books and accounts. (Education Code 41020)

CSBA NOTE: Education Code 41020 requires the Board to select an auditor from a directory of certified public accountants and public accountants deemed by the State Controller as qualified to conduct audits of local education agencies. The State Controller is required to publish this directory by December 31 of each year.

In addition, Education Code 41020.5 prohibits the Board from employing any accountant identified by the State Controller as ineligible based on failure of past audits to comply with provisions of the K-12 annual audit guide. The State Controller will annually notify districts of ineligible accountants by March 1.

To conduct the audit, the Board shall select a certified public accountant or public accountant licensed by the State Board of Accountancy from among those deemed qualified by the State Controller. (Education Code 41020, 41020.5)

CSBA NOTE: Education Code 41020 requires that districts rotate auditors as specified below. However, the district may request that the Education Audit Appeals Panel waive this requirement if no otherwise eligible auditor is available to perform the audit.

The Board shall not select any Except when, as determined by the Education Audits Appeal Panel, no otherwise eligible auditor is available, a public accounting firm to provide audit services if the whose lead or coordinating audit partner having primary responsibility for the audit, or the whose audit partner

responsible for reviewing the audit; has performed audit services for the district in each of the six previous fiscal years shall not be selected to perform a district audit. (Education Code 41020)

CSBA NOTE: Education Code 41020.3 requires the Board to review the audit report at an open meeting by January 31 of each year. However, Education Code 41020 requires that the audit report be filed with the County Superintendent, CDE, and State Controller no later than December 15. Thus, it is recommended that the Board conduct its review of the audit prior to December 15 whenever possible.

No later than December 15, the report of the audit for the preceding fiscal year shall be filed with the County Superintendent, the CDE, and the State Controller. (Education Code 41020)

Prior to December 15 whenever possible, but in no case later than January 31, the Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter. (Education Code 41020.3)

The Board shall have an opportunity at the meeting to ask questions of the auditor and request further information about the audit findings.

### **Audit Committee**

CSBA NOTE: The following optional section may be revised to reflect district practice. Although it is the responsibility of district staff to prepare financial statements and the responsibility of the independent auditor to assure that the information in the statements is reliable and fairly presented, establishment of an audit committee provides an additional mechanism to ensure fiscal responsibility, as well as providing an opportunity for community participation. Committees established by Board action are subject to the Brown Act; see BP/AR 1220 - Citizen Advisory Committees and BB 9130 - Board Committees.

The Board may appoint an audit committee composed of staff knowledgeable about fiscal matters, other staff, and representatives of the community.

The committee shall serve in an advisory capacity and may:

1. Make recommendations regarding the selection of the external independent auditor in accordance with Education Code 41020 and 41020.5
2. Review the plan for the audit process with the independent auditor to determine the adequacy of the nature, scope, and timetable of the audit
3. Review the results of the audit and participate with the independent auditor and management in preparing final recommendations and responses
4. Participate with the independent auditor in presenting the audit report to the Board
5. Review Board policies and administrative regulations to recommend any revisions needed to ensure effective financial reporting
6. Provide input on the effectiveness of the independent auditor
7. Periodically report to the Board regarding the status of previous audit recommendations for improving the accounting and internal control systems

**Policy Reference UPDATE Service**

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
2 CCR 1859.104	Leroy F. Greene School Facilities Program; <del>specifically</del> ; reporting requirements
5 CCR 15060	Standardized account code structure
5 CCR 15070	Submission of reports using standardized account code structure
5 CCR 15440-15451	Criteria and standards for school district budgets
5 CCR 15453-15464	Criteria and standards for school district interim reports
5 CCR 19810-19816.1	Audits
Ed. Code 1240	County superintendent of schools; duties
Ed. Code 14500-14508	Financial and compliance audits
Ed. Code 17070.10-17079.30	Leroy F. Greene School Facilities Act
Ed. Code 17150-17150.1	Public disclosure of non-voter-approved debt
Ed. Code 17170-17199.5	California School Finance Authority
Ed. Code 33127	Standards and criteria for local budgets and expenditures
Ed. Code 33128	Standards and criteria; inclusions
Ed. Code 33129	Standards and criteria; use by local agencies
Ed. Code 35035	Powers and duties of the superintendent; transfer authority
Ed. Code 41010-41024	Accounting system and audits
Ed. Code 41326	Emergency apportionment
Ed. Code 41344	Repayment of apportionment significant audit exceptions
Ed. Code 41344.1	Appeals of audit findings
Ed. Code 41455	Examination of financial problems of local districts
Ed. Code 42100-42105	Requirement to prepare and file annual statement
Ed. Code <del>42122</del> <u>42120</u> -42129	Budget requirements
Ed. Code 42130-42134	Financial reports and certifications
Ed. Code 42140-42142	Public disclosure of fiscal obligations
Ed. Code 42637	County superintendent review of district's financial and budgetary conditions

Ed. Code 42652	Revocation or suspension of warrant authority
Ed. Code 48300-48316	Student attendance alternatives; school district of choice program
Ed. Code 52060-52077	Local control and accountability plan
Gov. Code 16429.1	Local agency investment fund
Gov. Code 3540.2	Meeting and negotiating in public educational employment
Gov. Code 53646	Treasurer reports and statements of investment policy
Gov. Code 7900-7914	Appropriations limit
<b>Federal</b>	<b>Description</b>
2 CFR 200.0-200.521	Federal uniform grant guidance
31 USC 7501-7507	Single audits of federal program funds
<b>Management Resources</b>	<b>Description</b>
California Department of Education Communication	New Financial Reporting Requirements for Postemployment Benefits Other than Pensions, February 26, 2007
California Department of Education Communication	Audit Resolution Process: Repayment Plans, December 8, 2000
Fiscal Crisis & Management Assistance Team Pub.	Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006
Governmental Accounting Standards Board Statement	Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009
Governmental Accounting Standards Board Statement	Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015
Governmental Accounting Standards Board Statement	Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999
Governmental Accounting Standards Board Statement	Statement 75, Accounting and Financial Reporting for Post-employment Benefits Other Than Pensions, June 2015
State Controller Publication	Standards and Procedures for Audits of California K-12 Local Educational Agencies ( <del>annual publication</del> )
U.S. Gov. Accountability Office & PCIE Publication	Financial Audit Manual, revised 2008
U.S. Gov. Accountability Office & PCIE Publication	Government Auditing Standards, 2011
Website	CSBA District and County Office of Education Legal Services
Website	Governmental Accounting Standards Board
Website	California State Controller
Website	U.S. Government Accountability Office



Website	California County Superintendents Educational Services Association
Website	California Department of Education, Finance and Grants
Website	Education Audit Appeals Panel
Website	Fiscal Crisis and Management Assistance Team
Website	CSBA
Website	California Association of School Business Officials
Website	Office of Management and Budget
Website	School Services of California, Inc.

## Cross References

<b>Code</b>	<b>Description</b>
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0500	Accountability
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1340	Access To District Records
1340	Access To District Records
3000	Concepts And Roles
3100	Budget
3100	Budget
3110	Transfer Of Funds
3220.1	Lottery Funds
3230	Federal Grant Funds
3230	Federal Grant Funds
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3290	Gifts, Grants And Bequests
3300	Expenditures And Purchases
3312	Contracts
3314	Payment For Goods And Services
3314	Payment For Goods And Services
3314.2	Revolving Funds

3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3430	Investing
3430	Investing
3451	Petty Cash Funds
3452	Student Activity Funds
3470	Debt Issuance And Management
3510	Green School Operations
3551	Food Service Operations/Cafeteria Fund
3551	Food Service Operations/Cafeteria Fund
3580	District Records
3580	District Records
4143	Negotiations/Consultation
4143.1	Public Notice - Personnel Negotiations
4143.1	Public Notice - Personnel Negotiations
4154	Health And Welfare Benefits
4154	Health And Welfare Benefits
4243	Negotiations/Consultation
4243.1	Public Notice - Personnel Negotiations
4243.1	Public Notice - Personnel Negotiations
4254	Health And Welfare Benefits
4254	Health And Welfare Benefits
4312.1	Contracts
4331	Staff Development
4354	Health And Welfare Benefits
4354	Health And Welfare Benefits
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5126	Awards For Achievement
5126	Awards For Achievement
6117	Year-Round Schedules
7210	Facilities Financing
7212	Mello-Roos Districts

7214	General Obligation Bonds
7214	General Obligation Bonds
9000	Role Of The Board
9130	Board Committees
9140	Board Representatives
9322	Agenda/Meeting Materials

**Regulation 3460: Financial Reports And Accountability**

Status: ADOPTED

Original Adopted Date: 04/01/2014 | Last Revised Date: ~~10/12/01/2018~~2022 | Last Reviewed Date:  
~~10/12/01/2018~~2022

**Interim Reports**

CSBA NOTE: Education Code 42130 requires that the district issue two interim-fiscal reports; see the accompanying Board policy for information about the use of these reports to certify whether the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years.

Each interim-fiscal report developed pursuant to Education Code 42130 shall include an assessment of the district budget as revised to reflect current information regarding the adopted state budget, district property tax revenues, if any, and ending balances for the preceding fiscal year. (Education Code 42130, 42131)

CSBA NOTE: Interim reports must be based on the criteria and standards adopted by the State Board of Education (SBE) pursuant to Education Code 33127. These criteria and standards are specified in 5 CCR 15453-15464 and address the areas listed below.

The ~~interim~~Interim reports shall be based on State Board of Education (SBE) criteria and standards which address fund and cash balances, reserves, deficit spending, estimation of average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected local control funding formula (LCFF) revenue, salaries and benefits, other revenues and expenditures, and facilities maintenance. For purposes of assessing projections of LCFF revenue, the first interim report shall be compared to the adopted district budget, and the second interim report shall be compared to the projections in the first interim report. (Education Code 42130; 5 CCR 15453-15464)

The ~~An interim~~ report shall also provide supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, contingent revenues, contributions (i.e., projected contributions from unrestricted general fund resources to restricted general fund resources, projected transfers to or from the general fund to cover operating deficits in the general fund or any other fund, and capital project cost overruns that may impact the general fund budget), long-term commitments, unfunded liabilities, temporary interfund borrowings, the status of labor agreements, and the status of other funds. (Education Code 42130; 5 CCR 15453, 15464)

**Audit Report**

CSBA NOTE: Pursuant to Education Code 41020, each year the district is required to arrange for an independent audit of all the district's funds. The audit must be approved by the Governing Board and submitted to the County Superintendent of Schools, California Department of Education (CDE), and State Controller within specified timelines. See the accompanying Board policy.

The Superintendent or designee shall establish a timetable for the completion and review of the annual audit within the deadlines established by law.

CSBA NOTE: The following paragraph is optional. Governmental Accounting Standards Board (GASB) Statement 34 contains requirements for the contents of the district's annual audited financial reports.

The Superintendent or designee shall provide the necessary financial records and cooperate with the independent auditor selected by the Governing Board to ensure that the audit report contains all information required by law and the Governmental Accounting Standards Board (GASB).

CSBA NOTE: Pursuant to Education Code 41020, the audit must include an audit of income and expenditures for all district funds, as provided below. Additionally, Education Code 41020 requires that the audit include a determination of whether funds were expended in accordance with the district's local control and accountability plan (LCAP). Pursuant to Education Code 52061, the annual update to the LCAP must list expenditures for specific actions to be taken to achieve the goals in the LCAP, including expenditures for services to English learners, foster youth, and students eligible for free and reduced-price meals. See BP/AR 0460 - Local Control and Accountability Plan for requirements pertaining to the LCAP.

The district audit shall include an audit of all income and expenditures by source of funds for all funds of the district, including the student body and cafeteria funds and accounts, state and federal grant funds, and any other funds under the district's control or jurisdiction of the district, as well as an audit of student attendance procedures. The audit shall also include a determination of whether LCFF funds were expended in accordance with the district's local control and accountability plan or an approved annual update of the plan. (Education Code 41020)

CSBA NOTE: The following optional paragraph is for use by districts that elect to participate in the school district of choice program (Education Code 48300-48316); see BP/AR 5117 - Interdistrict Attendance. Pursuant to Education Code 48301, any district that elects to participate in the school district of choice program must ensure that its annual financial audit includes a review of the district's compliance with program requirements to establish a random, unbiased process for student admittance and to provide appropriate and factually accurate parent/guardian communications.

If the district participates in the school district of choice program to accept interdistrict transfers, the Superintendent or designee shall notify the auditor, prior to the commencement of the audit, that the audit must include a review of the district's compliance with specified program requirements. (Education Code 48301)

CSBA NOTE: Pursuant to Education Code 41344 and 41344.1, the district may appeal to the Education Audit Appeals Panel (EAAP) when an audit finding requires the district to repay an apportionment or pay a penalty. If the EAAP finds that there has been substantial compliance with the law, it may waive or reduce repayments or order other remedial measures to induce future compliance.

If an audit finding results in the district being required to repay an apportionment or pay a penalty, the district may appeal the finding to the Education Audit Appeals Panel by making an informal summary appeal within 30 days of receiving the final audit report or initiating a formal appeal within 60 days of receiving the report. (Education Code 41344, 41344.1)

While a public accounting firm is performing the audit of the district, it shall not provide any nonauditing, management, or other consulting services for the district except as provided in Government Auditing Standards, Amendment #3, published by the U.S. Government Accountability Office. (Education Code 41020)

### Report on Expenditures of State Facilities Funds

CSBA NOTE: Pursuant to Education Code 41024, as added by AB 99 (Ch. 15, Statutes of 2017) and amended by AB 1808 (Ch. 32, Statutes of 2018), districts that receive state facilities funding pursuant to the Leroy F. Greene School Facilities Act (Education Code 17070.10-17079.30) must annually report a detailed list of all expenditures of state funds, including interest, and of the district's matching funds for

completed projects. Education Code 41024 requires that an audit of completed facilities projects be submitted within one year of project completion.

Education Code 41024 requires CDE to provide the Office of Public School Construction with a copy of the audit identifying any adjustments to be made in grant funding as a result of the audit findings. the auditor to file the audit of state facilities funds with the State Controller within 60 days of completion of the audit. The State Controller, within 60 days of the receipt of the certified audit and after determining that the audit conforms with reporting standards in the audit guide, is then required to provide a copy of the audit to CDE and the Office of Public School Construction (OPSC), and to notify OPSC of any audit findings required pursuant to Education Code 41024 and of any amounts or adjustments identified on the basis of district's failure to expend the funds in accordance with the School Facilities Act or any accompanying grant agreement signed by district. The district may appeal any finding in accordance with the timelines and process specified in Education Code 41344. However, certain adjustments specified in Education Code 41024 (b)(1)(C)-(G) are not appealable to the Education Audit Appeals Panel.

When the district participates in the school facilities program pursuant to Education Code 17070.10-17079.30, the Superintendent or designee shall annually report a detailed list of all expenditures of state facilities funds, including interest, and of the district's matching funds for completed projects until all such funds are expended. The report shall identify expenditures on a project-by-project basis, reflect completed projects that were reimbursed within that fiscal year, and clearly indicate the list of projects that have been completed. (Education Code 41024; 2 CCR 1859.104)

Audits of facilities projects shall be concluded within one year of project completion; and shall be included as part of the district's audit for the fiscal year in which the project is reported as completed. A project shall be deemed completed when any of the following conditions is met: (Education Code 41024; 2 CCR 1859.104)

1. When the notice of completion for the project has been filed, all outstanding invoices, claims, and change orders have been satisfied, and the facility is currently in use by the district
2. Three years from the date of the final fund release for an elementary school project
3. Four years from the date of the final fund release for a middle or high school project

## Fund Balance

CSBA NOTE: The following optional section reflects GASB Statement 54, which addresses the manner in which fund balances in the general fund must be reported in external financial reports. Pursuant to GASB 54, the Board has sole authority to specify purposes of committed funds (~~item~~Item #3 below) and also must express, or delegate the authority to express, intended purposes of resources resulting in the assigned fund balance (~~item~~Item #4 below); see BP 3100 - Budget.

In accordance with GASB Statement 54, external financial reports shall report fund balances in the general fund within the following classifications based on the relative strength of constraints placed on the purposes for which resources can be used:

1. Nonspendable fund balance, including amounts that are not expected to be converted to cash, such as resources that are not in a spendable form or are legally or contractually required to be maintained intact

2. Restricted fund balance, including amounts constrained to specific purposes by their providers or by law
3. Committed fund balance, including amounts constrained to specific purposes by the Board
4. Assigned fund balance, including amounts which the Board or its designee intends to use for a specific purpose
5. Unassigned fund balance, including amounts that are available for any purpose

### Negative Balance Report

CSBA NOTE: When applicable, Education Code 42127.5 requires districts to report the reasons for a negative unrestricted fund balance or negative cash balance. "Unrestricted funds" are any funds that are not constrained by law to be spent on specific purposes and which therefore may be spent as the Board deems appropriate. Such funds may be reported in the committed fund balance, assigned fund balance, or unassigned fund balance as provided in ~~items~~Items #3-5 in the section "Fund Balance" above.

Whenever the district reports a negative unrestricted fund balance or a negative cash balance in its annual budget or annual audit report, it shall include in the budget a statement that identifies the reasons for the negative unrestricted fund balance or negative cash balance and the steps that have been taken to ensure that the negative balance will not occur at the end of the current fiscal year. (Education Code 42127.5)

### Lease Accounting

CSBA NOTE: To increase the usefulness of government financial statements, the Governmental Accounting Standards Board has issued GASB Statement 87, which defines a lease as a "contract that conveys control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction," and changes the rules related to the recognition, measurement, and related disclosures of leases involving governmental entities. Examples of "nonfinancial assets" include buildings, land, vehicles, and equipment. GASB 87 provisions became effective for the reporting periods beginning after June 15, 2021.

Any lease agreement involving the district, whether as lessor or lessee, shall be classified as a short-term lease, a contract that transfers ownership, or a lease other than short-term lease and contract that transfers ownership. District financial statement disclosures and schedules related to any lease shall comply with the standards specified in GASB 87.

### Non-Voter-Approved Debt Report

CSBA NOTE: The following section addresses notices regarding the issuance of revenue bonds, certificates of participation, and other non-voter-approved debts. Pursuant to Education Code 17150 and 17150.1, the County Superintendent and county auditor may, within 15 days of receiving these notices from the district, comment publicly to the Board regarding the capability of the district to repay the debt obligation.

Pursuant to Education Code 42133, a district that has a qualified or negative certification in any fiscal year cannot issue non-voter-approved debt in that fiscal year or in the next fiscal year unless the County Superintendent determines that the ~~district's~~district's repayment of the debt is probable.

Upon approval by the Board to proceed with the issuance of revenue bonds or any agreement for financing school construction pursuant to Education Code 17170-17199.5, the Superintendent or designee shall notify the County Superintendent of Schools and the county auditor. The Superintendent

or designee shall provide the Board, the county auditor, the County Superintendent, and the public with related repayment schedules and evidence of the ~~district's~~district's ability to repay the obligation. (Education Code 17150)

When the Board is considering the issuance of certificates of participation and other debt instruments that are secured by real property and do not require the approval of the voters of the district, the Superintendent or designee shall provide notice to the County Superintendent and county auditor no later than 30 days before the ~~Board's~~Board's approval to proceed with issuance. -The Superintendent or designee shall provide the Board, the county auditor, the County Superintendent, and the public with information necessary to assess the anticipated effect of the debt issuance, including related repayment schedules, evidence of the ~~district's~~district's ability to repay the obligation, and the issuance costs. (Education Code 17150.1)

### Other Postemployment Benefits Report

CSBA NOTE: The following section reflects GASB Statement 75, which contains reporting requirements pertaining to "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). Under GASB 75, districts that do not provide OPEB through a trust are required to report the total unfunded liability (i.e., OPEBs that are not prefunded), as calculated in the most recent actuary report, in the ~~district's~~district's financial statements. The decision of whether to prefund the benefits, and by how much, is at the ~~Board's~~Board's discretion; see BP 3100 -- Budget.

The ~~SBE's~~SBE's criteria and standards for budget adoption (5 CCR 15440-15451) require districts to estimate unfunded OPEBs as well as the unfunded portion of any self-insured benefits program. Changes to the unfunded liabilities are disclosed at interim reporting periods pursuant to 5 CCR 15453 and 15464. These reports are included in the ~~state's~~state's standardized account code structure software used to develop budget and interim reports.

~~CSBA's~~CSBA's OPEB Solutions Program provides access to qualified actuaries and consultants and a GASB 75-compliant trust to prefund future obligations. See ~~CSBA's~~CSBA's web site for further information.

The following optional section may be revised to reflect district practice and should be deleted by districts that do not provide OPEBs.

In accordance with GASB Statement 75, the ~~district's~~district's financial statements shall report the expense of nonpension other postemployment benefits (OPEBs) on an accrual basis over ~~retirees'~~retirees' active working lifetime, as determined by a qualified actuary procured by the Superintendent or designee. To the extent that these OPEBs are not prefunded, the district shall report a liability on its financial statements.

The Superintendent or designee shall annually present the estimated accrued but unfunded cost of OPEBs and the actuarial report upon which those costs are based at a ~~public~~public open meeting of the Board. (Education Code 42140)

CSBA NOTE: Pursuant to GASB 75, the district must arrange for an actuary to update the valuation of its OPEB obligations every two years. However, GASB 75 includes an option for the use of a specified alternative method in lieu of an actuarial valuation for purposes of determining the total OPEB liability for benefits provided through an OPEB plan with fewer than 100 members. Such districts may modify the following paragraph to reflect district practice.



The district's financial obligation for OPEBs shall be reevaluated every two years in accordance with GASB 75.

### ~~Workers'~~**Workers'** Compensation Claims Report

CSBA NOTE: The following optional section is for use by districts that are self-insured for ~~workers'~~**workers'** compensation claims, either individually or as part of a joint powers agency. See BP 3100 ~~--~~ Budget for provisions related to funding the estimated accrued cost of ~~workers'~~**workers'** compensation claims.

The Superintendent or designee shall annually provide the Board, at a public meeting, information and related actuarial reports showing the estimated accrued but unfunded cost of ~~workers'~~**workers'** compensation claims. The estimate of costs shall be based on an actuarial report completed at least every three years by a qualified actuary. (Education Code 42141)

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<b>State</b>	<b>Description</b>
2 CCR 1859.104	Leroy F. Greene School Facilities Program, <del>specifically</del> reporting requirements
5 CCR 15060	Standardized account code structure
5 CCR 15070	Submission of reports using standardized account code structure
5 CCR 15440-15451	Criteria and standards for school district budgets
5 CCR 15453-15464	Criteria and standards for school district interim reports
5 CCR 19810-19816.1	Audits
Ed. Code 1240	County superintendent of schools, duties
Ed. Code 14500-14508	Financial and compliance audits
Ed. Code 17070.10-17079.30	Leroy F. Greene School Facilities Act
Ed. Code 17150-17150.1	Public disclosure of non-voter-approved debt
Ed. Code 17170-17199.5	California School Finance Authority
Ed. Code 33127	Standards and criteria for local budgets and expenditures
Ed. Code 33128	Standards and criteria; inclusions
Ed. Code 33129	Standards and criteria; use by local agencies
Ed. Code 35035	Powers and duties of the superintendent; transfer authority
Ed. Code 41010-41024	Accounting system and audits
Ed. Code 41326	Emergency apportionment

Ed. Code 41344	Repayment of apportionment significant audit exceptions
Ed. Code 41344.1	Appeals of audit findings
Ed. Code 41455	Examination of financial problems of local districts
Ed. Code 42100-42105	Requirement to prepare and file annual statement
Ed. Code <del>42122</del> <u>42120</u> -42129	Budget requirements
Ed. Code 42130-42134	Financial reports and certifications
Ed. Code 42140-42142	Public disclosure of fiscal obligations
Ed. Code 42637	County superintendent review of district's financial and budgetary conditions
Ed. Code 42652	Revocation or suspension of warrant authority
Ed. Code 48300-48316	Student attendance alternatives; school district of choice program
Ed. Code 52060-52077	Local control and accountability plan
Gov. Code 16429.1	Local agency investment fund
Gov. Code 3540.2	Meeting and negotiating in public educational employment
Gov. Code 53646	Treasurer reports and statements of investment policy
Gov. Code 7900-7914	Appropriations limit
<b>Federal</b>	<b>Description</b>
2 CFR 200.0-200.521	Federal uniform grant guidance
31 USC 7501-7507	Single audits of federal program funds
<b>Management Resources</b>	<b>Description</b>
California Department of Education Communication	New Financial Reporting Requirements for Postemployment Benefits Other than Pensions, February 26, 2007
California Department of Education Communication	Audit Resolution Process: Repayment Plans, December 8, 2000
Fiscal Crisis & Management Assistance Team Pub.	Fiscal Oversight Guide for AB 1200, AB 2756, <u>AB 1840</u> and <del>Subsequent</del> Related Legislation, September 2006 <u>2021</u>
<u>Fiscal Crisis &amp; Management Assistance Team Pub.</u>	<u>Indicators of Risk or Potential Insolvency For K-12 Local Education Agencies</u>
Governmental Accounting Standards Board Statement	Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009
Governmental Accounting Standards Board Statement	Statement 75, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2015
Governmental Accounting Standards Board Statement	Statement 34, Basic Financial Statements and Management's Discussion and Analysis - For State and Local Governments, June 1999

Governmental Accounting Standards Board Statement	Statement 75, Accounting and Financial Reporting for Post-employment Benefits Other Than Pensions, June 2015
<a href="#"><u>Governmental Accounting Standards Board Statement</u></a> State Controller Publication	<a href="#"><u>Statement 87, Leases, June 2017</u></a> Standards and Procedures for Audits of California K-12 Local Educational Agencies (annual publication)
U.S. Gov. Accountability Office & PCIE Publication	Financial Audit Manual, revised 2008
U.S. Gov. Accountability Office & PCIE Publication	Government Auditing Standards, 2011
Website	CSBA District and County Office of Education Legal Services
Website	Governmental Accounting Standards Board
Website	California State Controller
Website	U.S. Government Accountability Office
Website	California County Superintendents Educational Services Association
Website	California Department of Education, Finance and Grants
Website	Education Audit Appeals Panel
Website	Fiscal Crisis and Management Assistance Team
Website	CSBA
Website	California Association of School Business Officials
Website	Office of Management and Budget
Website	School Services of California, Inc.

### Cross References

<b>Code</b>	<b>Description</b>
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0500	Accountability
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1340	Access To District Records
1340	Access To District Records
3000	Concepts And Roles
3100	Budget
3100	Budget
3110	Transfer Of Funds

3220.1	Lottery Funds
3230	Federal Grant Funds
3230	Federal Grant Funds
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3290	Gifts, Grants And Bequests
3300	Expenditures And Purchases
3312	Contracts
3314	Payment For Goods And Services
3314	Payment For Goods And Services
3314.2	Revolving Funds
3400	Management Of District Assets/Accounts
3400	Management Of District Assets/Accounts
3430	Investing
3430	Investing
3451	Petty Cash Funds
3452	Student Activity Funds
3470	Debt Issuance And Management
3510	Green School Operations
3551	Food Service Operations/Cafeteria Fund
3551	Food Service Operations/Cafeteria Fund
3580	District Records
3580	District Records
4143	Negotiations/Consultation
4143.1	Public Notice - Personnel Negotiations
4143.1	Public Notice - Personnel Negotiations
4154	Health And Welfare Benefits
4154	Health And Welfare Benefits
4243	Negotiations/Consultation
4243.1	Public Notice - Personnel Negotiations
4243.1	Public Notice - Personnel Negotiations
4254	Health And Welfare Benefits
4254	Health And Welfare Benefits

4312.1	Contracts
4331	Staff Development
4354	Health And Welfare Benefits
4354	Health And Welfare Benefits
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5126	Awards For Achievement
5126	Awards For Achievement
6117	Year-Round Schedules
7210	Facilities Financing
7212	Mello-Roos Districts
7214	General Obligation Bonds
7214	General Obligation Bonds
9000	Role Of The Board
9130	Board Committees
9140	Board Representatives
9322	Agenda/Meeting Materials

**Policy 3515: Campus Security**

Status: ADOPTED

Original Adopted Date: 03/01/2007 | Last Revised Date: ~~12/01/2019~~ 2022

CSBA NOTE: The following optional policy should be modified to reflect district practice.

The Governing Board is committed to providing a school environment that promotes the safety of students, staff, and visitors to school grounds. The Board also recognizes the importance of protecting district property, facilities, and equipment from vandalism and theft.

The Superintendent or designee shall develop campus security procedures, which may be included in the district's comprehensive safety plan and/or site-level safety plans. Such procedures shall be regularly reviewed to reflect changed circumstances and to assess their effectiveness in achieving safe school objectives.

Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

### **Reporting Threats**

CSBA NOTE: Education Code 49393, as added by SB 906 (Ch. 144, Statutes of 2022), requires the reporting of potential homicidal acts related to school or a school activity, as described below.

Any certificated or classified employee, or other school official, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, shall immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. (Education Code 49390, 49393)

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

Additionally, anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator.

### **Surveillance Systems**

CSBA NOTE: The following optional section is for use by districts that have authorized the use of surveillance systems. Generally, the use of cameras (i.e., a "search" within the meaning of the Fourth Amendment) must be reasonable and the cameras must not be used in areas where there is a "reasonable expectation of privacy" (*New Jersey v. T.L.O.*). To protect reasonable expectations of privacy, cameras should not be located in areas such as bathrooms, locker rooms, or private offices. In addition, Education Code 51512 prohibits the use of a recording device in a classroom without the prior consent of the teacher and principal. Examples of locations where cameras may generally be used include hallways, stairwells, parking lots, and cafeterias. For language about the use of cameras on school buses, see AR 5131.1 - Bus Conduct.

Penal Code 632 prohibits the recording of conversations unless the parties to the conversation may reasonably expect that the communication may be overheard or recorded. Thus, if the district's equipment has audio capability, it should be disabled so that sounds are not recorded.

In consultation with the district's [school site council](#), safety planning committee, other relevant stakeholders, and staff, the Superintendent or designee shall identify appropriate locations for the placement of surveillance cameras. Cameras shall not be placed in areas where students, staff, or community members have a reasonable expectation of privacy. Any audio capability on the district's surveillance equipment shall be disabled so that sounds are not recorded.

CSBA NOTE: According to the National Institute of Justice publication [“The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies;”](#) signage is an important component of a successful surveillance system and can serve as a deterrent. The Institute recommends that the signs state that the system may or may not be actively monitored. Such language is intended to deter potential perpetrators while also not building an expectation among potential victims that a person is watching events live and will be able to provide immediate assistance.

Prior to the operation of the surveillance system, the Superintendent or designee shall ensure that signs are posted at conspicuous and targeted locations around school buildings and grounds. These signs shall state that the facility uses video surveillance equipment for security purposes and that the equipment may or may not be actively monitored at any time. The Superintendent or designee shall also provide prior written notice to students and parents/guardians about the district's surveillance system, including the locations where surveillance may occur and that the recordings may be used in disciplinary proceedings and/or referred to local law enforcement, as appropriate.

CSBA NOTE: Pursuant to 20 USC 1232(g) (Family Educational Rights and Privacy Act), 34 CFR 99.3, and Education Code 49061, any recording or image that is directly related to a student and is maintained by the district or a person acting for the district is considered a "student record" and thus is subject to those laws regarding access, disclosure, and retention. See BP/AR 5125 - Student Records. Also see the [“U.S. Department of Education's FAQs on Photos and Videos under FERPA;”](#) located on its web site.

In addition, a recording or image of a staff member that may be used in a personnel action is subject to the laws regarding personnel records, including an employee's right to comment on derogatory information placed in a personnel file. See AR 4112.6/4212.6/4312.6 - Personnel Files.

To the extent that any images from the district's surveillance system create a student or personnel record, the Superintendent or designee shall ensure that the images are accessed, retained, and disclosed in accordance with law, Board policy, administrative regulation, and any applicable collective bargaining agreements.

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#### **Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
24 CCR 1010.1.11 <del>2</del>	<b>Door operations</b>
24 CCR 1010.1.9 <del>2</del> <b>2.8.2</b>	<b>Lockable doors from the inside</b>
CA Constitution Article 1, Section 28	Right to Safe Schools
Ed. Code 17070.10-17079.30	Leroy F. Greene School Facilities Act

Ed. Code 17583	Classroom security locks; modernization projects
Ed. Code 32020	School gates; entrances for emergency vehicles
Ed. Code 32211	Threatened disruption or interference with classes
Ed. Code 32280-32289.5	School safety plans
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.1	Broad authority of school districts
<a href="#">Ed. Code 35266</a>	<a href="#">Reporting of cyber attacks</a>
Ed. Code 38000-38005	Security departments
Ed. Code 49050-49051	Searches by school employees
Ed. Code 49060-49079	Student records
<a href="#">Ed. Code 49390-49395</a>	<a href="#">Homicide threats</a>
<a href="#">Gov. Code 11549.3</a>	<a href="#">Independent security assessment</a>
Pen. Code 469	Unauthorized making, duplicating or possession of key to public building
Pen. Code 626-626.11	<del>School</del> <a href="#">Weapons on school grounds and other school</a> crimes
<b>Federal</b>	<b>Description</b>
<a href="#">6 USC 665k</a>	<a href="#">Federal Clearinghouse on School Safety Evidence-Based Practices</a>
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.3	Definition of education records
<a href="#">US DOE Publication</a>	<a href="#">FAQs on Photos and Videos under FERPA</a>
<b>Management Resources</b>	<b>Description</b>
Attorney General Opinion	75 Ops.Cal.Atty.Gen. 155 (1992)
Attorney General Opinion	83 Ops.Cal.Atty.Gen. 257 (2000)
Court Decision	Brannum v. Overton County School Board (2008) 516 F. 3d 489
Court Decision	New Jersey v. T.L.O. (1985) 469 U.S. 325
<del>CSBA</del> <a href="#">California Department of Education</a> Publication	Safe Schools: A Planning Guide for Action <a href="#">Workbook</a> , 2002
National Institute of Justice Publication	The Appropriate and Effective Use of Security Technologies in U.S. Schools: A Guide for Schools and Law Enforcement Agencies, rev. 2005 <a href="#">1999</a>
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
<a href="#">Website</a>	<a href="#">U.S. Department of Homeland Security, Fusion Centers (https://www.dhs.gov/fusion-centers)</a>
Website	National Institute of Justice
Website	National School Safety Center
Website	California Department of Education, Safe Schools



Website	<a href="https://calguard.ca.gov/">California Military Department (https://calguard.ca.gov/)</a>
Website	California State Threat Assessment System ( <a href="https://calstas.org/">https://calstas.org/</a> )
Website	CSBA

## Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1330.1	Joint Use Agreements
3000	Concepts And Roles
3440	Inventories
3515.2	Disruptions
3515.2	Disruptions
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.31	School Resource Officers
3515.4	Recovery For Property Loss Or Damage
3515.4	Recovery For Property Loss Or Damage
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3515.7	Firearms On School Grounds
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.2	Bomb Threats
3530	Risk Management/Insurance
3530	Risk Management/Insurance
<a href="#">4112.6</a>	<a href="#">Personnel Files</a>
4119.1	Civil And Legal Rights
4131	Staff Development
4158	Employee Security
4158	Employee Security
<a href="#">4212.6</a>	<a href="#">Personnel Files</a>
4219.1	Civil And Legal Rights

4231	Staff Development
4258	Employee Security
4258	Employee Security
<u>4312.6</u>	<u>Personnel Files</u>
4319.1	Civil And Legal Rights
4331	Staff Development
4358	Employee Security
4358	Employee Security
5112.5	Open/Closed Campus
5116.2	Involuntary Student Transfers
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E (1)	Release Of Directory Information
5131.1	Bus Conduct
5131.1	Bus Conduct
5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5142	Safety
5142	Safety
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.9	Hate-Motivated Behavior

6142.4	Service Learning/Community Service Classes
6164.2	Guidance/Counseling Services
6184	Continuation Education
6184	Continuation Education
7111	Evaluating Existing Buildings
9321	Closed Session
9321-E (1)	Closed Session
9321-E (2)	Closed Session

Regulation 3515: Campus Security

Status: ADOPTED

Original Adopted Date: 06/01/1996 | Last Revised Date: ~~10/01/2019~~ 2022

CSBA NOTE: The following optional administrative regulation may be used as a component of a comprehensive safety plan (~~see BP/AR 0450 - Comprehensive Safety Plan~~) and should be modified to reflect district practice. [See BP/AR 0450 – Comprehensive Safety Plan](#)

[Additionally, 6 USC 665k, as added by the Luke and Alex School Safety Act of 2022 \(P.L. 117-159\), requires the creation of a Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online evidence-based practices and recommendations to improve school safety.](#)

The Superintendent or designee shall develop a campus security plan which contributes to a positive school climate, fosters social and emotional learning and student well-being, and includes strategies to:

1. Secure the campus perimeter and school facilities in order to prevent criminal activity

~~1.~~

These strategies include a risk management analysis of each campus' security system, lighting system, and fencing. Procedures to ensure unobstructed views and eliminate blind spots caused by doorways and landscaping shall also be considered. In addition, parking lot design may be studied, including methods to discourage through traffic.

~~2.~~ 2. Secure buildings and interior spaces from outsiders and discourage trespassing

These strategies may include installing locks, requiring visitor registration, providing staff and student identification tags, and patrolling places used for congregating and loitering.

[CSBA NOTE: Government Code 11549.3, as amended by AB 1352 \(Ch. 593, Statutes of 2021\), authorizes districts, at district expense, to request the Military Department, in consultation with the California Cybersecurity Integration Center, to perform an independent security assessment of the district or individual district school. Districts are encouraged to consult with the California Office of Emergency Services \(OES\) and utilize resources such as the State Threat Assessment System and Regional Fusion Centers to help assess potential threats. For more information see OES' web site.](#)

[Pursuant to Education Code 35266, as added by AB 2355 \(Ch. 498, Statutes of 2022\), districts that experience a cyberattack, as defined, which impacts more than 500 students or personnel, are required to report such cyberattack to the California Cybersecurity Integration Center.](#)

3. [Secure the district's network infrastructure and web applications from cyberattacks](#)

[These strategies may include performing an independent security assessment of the district's network infrastructure and selected web applications.](#)

~~3.~~ 4. Discourage vandalism and graffiti

These strategies may include plans to immediately cover graffiti and implement campus beautification.

4. 5. Control access to keys and other school inventory

6. Detect and intervene with school crime

These strategies may include creating a school watch program, increasing adult presence and supervision, establishing an anonymous crime reporting system, monitoring suspicious and/or threatening digital media content, analyzing school crime incidents, and collaborating with local law enforcement agencies, including providing for law enforcement presence.

CSBA NOTE: Education Code 49390 and 49393, as added by SB 906 (Ch. 144, Statutes of 2022), require certificated and classified employees of the district, or other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, to immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. "Threat or perceived threat" means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

Additionally, all staff shall be made aware of their responsibilities regarding the immediate reporting of potential homicidal acts to law enforcement, and receive training in the assessment and reporting of such threats.

All staff shall receive training in building and grounds security procedures and emergency response.

### Locks

All state-funded new construction and modernization projects shall include locks that allow doors to classrooms and any room with an occupancy of five or more persons to be locked from the inside. Student restrooms and doors that lock from the outside at all times are not required to have locks that can be locked from the inside. (Education Code 17075.50, 17583; 24 CCR 1010.1-92, 1010.1-112.8.2)

### Keys

CSBA NOTE: The following optional section should be modified to reflect district practice.

~~All~~The principal or designee shall be responsible for all keys used in a school ~~shall be the responsibility of the principal or designee.~~ Keys shall be issued only to authorized employees who regularly need a key in order to carry out their job responsibilities.

The principal or designee shall create a key control system with a record of each key assigned and room(s) or building(s) which the key opens.

Keys shall never be loaned to students, parents/guardians, or volunteers, nor shall the master key ever be loaned.

CSBA NOTE: Pursuant to Penal Code 469, a person who knowingly possesses, makes, duplicates, uses, or attempts to use, make, or duplicate a key without authorization may be guilty of a misdemeanor.

Any person issued a key shall be responsible for its safekeeping. The duplication of school keys is prohibited. If a key is lost, the person responsible shall immediately report the loss to the principal or designee and shall pay for a replacement key.

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<b>State</b>	<b>Description</b>
24 CCR 1010.1.11	Lockable doors from the inside
24 CCR 1010.1.9	Door operations
CA Constitution Article 1, Section 28(c)	Right to Safe Schools
Ed. Code 17070.10-17079.30	Leroy F. Greene School Facilities Act
Ed. Code 17583	Classroom security locks; modernization projects
Ed. Code 32020	School gates; entrances for emergency vehicles
Ed. Code 32211	Threatened disruption or interference with classes
Ed. Code 32280-32289.5	School safety plans
Ed. Code 35160	Authority of governing boards
Ed. Code 35160.1	Broad authority of school districts
Ed. Code 38000-38005	Security departments
Ed. Code 49050-49051	Searches by school employees
Ed. Code 49060-49079	Student records
Pen. Code 469	Unauthorized making, duplicating or possession of key to public building
Pen. Code 626-626.11	School crimes
<b>Federal</b>	<b>Description</b>
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
34 CFR 99.3	Definition of education records
<b>Management Resources</b>	<b>Description</b>
Attorney General Opinion	75 Ops.Cal.Atty.Gen. 155 (1992)
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Court Decision	Brannum v. Overton County School Board (2008) 516 F. 3d 489
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CSBA Publication	Safe Schools: A Planning Guide for Action, 2002
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US DOE Publication	FAQs on Photos and Videos under FERPA
Website	CSBA District and County Office of Education Legal Services
Website	U.S. Department of Education, Protecting Student Privacy
Website	National Institute of Justice
Website	National School Safety Center
Website	California Department of Education, Safe Schools
Website	CSBA

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1250	Visitors/Outsiders
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3515.2	Disruptions
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3515.3	District Police/Security Department
3515.31	School Resource Officers
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3515.4	Recovery For Property Loss Or Damage
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3515.7	Firearms On School Grounds
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3516	Emergencies And Disaster Preparedness Plan
3516.2	Bomb Threats

3530	Risk Management/Insurance
3530	Risk Management/Insurance
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4158	Employee Security
4158	Employee Security
4219.1	Civil And Legal Rights
4231	Staff Development
4258	Employee Security
4258	Employee Security
4319.1	Civil And Legal Rights
4331	Staff Development
4358	Employee Security
4358	Employee Security
5112.5	Open/Closed Campus
5116.2	Involuntary Student Transfers
5125	Student Records
5125	Student Records
5125.1	Release Of Directory Information
5125.1	Release Of Directory Information
5125.1-E (1)	Release Of Directory Information
5131.1	Bus Conduct
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5131.2	Bullying
5131.2	Bullying
5131.5	Vandalism And Graffiti
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5142	Safety



5142	Safety
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.12	Search And Seizure
5145.12	Search And Seizure
5145.9	Hate-Motivated Behavior
6142.4	Service Learning/Community Service Classes
6164.2	Guidance/Counseling Services
6184	Continuation Education
6184	Continuation Education
7111	Evaluating Existing Buildings
9321	Closed Session
9321-E (1)	Closed Session
9321-E (2)	Closed Session

## Regulation 3516.2: Bomb Threats

Status: ADOPTED

Original Adopted Date: 09/01/1991 | Last Revised Date: ~~07/12/01/2010~~2022 | Last Reviewed Date: ~~07/12/01/2010~~2022

CSBA NOTE: The following optional administrative regulation may be revised to reflect district practice.

6 USC 665k, as added by the Luke and Alex School Safety Act of 2022 (P.L. 117-159), requires the creation of a Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online evidence-based practices and recommendations to improve school safety.

To maintain a safe and secure environment for district students and staff, the Superintendent or designee shall ensure that the district's emergency and disaster preparedness plan and/or each school's comprehensive safety plan includes procedures for ~~dealing with bomb threats. He/she also shall provide training regarding the procedures to site administrators, safety personnel, and staff members who customarily handle mail, telephone calls, or email.~~managing bomb threats. Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

### Receiving Threats

CSBA NOTE: The U.S. Department of Homeland Security's (DHS) web site provides a "Bomb Threat Checklist," that a ~~person who is receiving~~ can assist in preparing and reacting appropriately to a bomb threat could use to gather information about the threat.

Any staff member receiving a telephoned bomb threat by telephone shall try to keep the caller on the line for as long as possible in order to gather information about the location and timing of the bomb and the person(s) responsible. To the extent possible, the staff member should also take note of the caller's gender, age, any distinctive features of voice or speech, and any background noises such as music, traffic, machinery, or voices. The staff member should not hang up, even if the caller does, and copy the number and/or letters on the telephone's display, if available.

If the bomb threat is received through ~~the regular~~ mail system or in writing, the staff member who receives it should handle the letter, note, or package as minimally as possible. If the threat is received through electronic means, such as email or text messaging, or social media, the staff member should not delete the message.

### Response Procedure

CSBA NOTE: The following optional section includes recommendations from DHS', "Bomb Threat Guidance," and may be deleted if such a procedure is already provided in the district's emergency and disaster preparedness plan; see BP/AR 3516 - Emergencies and Disaster Preparedness Plan.

Education Code 49390 and 49393, as added by SB 906 (Ch. 144, Statutes of 2022), require certificated and classified employees of the district, or other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or

perceived threat of a homicidal act, as defined, to immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. "Threat or perceived threat" means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

Districts are encouraged to consult with the California Office of Emergency Services (OES) and utilize resources such as the State Threat Assessment System and Regional Fusion Centers to help assess potential threats. For more information see OES' web site.

The following procedure shall be followed ~~when~~when a bomb threat is received:

1. Any employee or other school official who receives a bomb threat shall immediately call 911 and report the threat or perceived threat to law enforcement. The employee shall also report the threat to the Superintendent or designee.

If the threat is in writing, the employee shall rewrite the threat exactly as is on another sheet of paper, including the date, time and location the document was found, any conditions surrounding the discovery or delivery of the document, and the full names of any other employees who saw the threat. The employee shall secure the document and not alter it in any way. If the document is small and/or removable, the employee shall place it in a bag or envelope.

- ~~1. If the threat is electronic, the employee shall leave the message in an envelope and take open, and print, photograph, or copy the message and subject line, and note of where the date and by whom it was found.~~  
time of the message.
2. Any student or employee who sees a suspicious package ~~shall promptly~~ should not touch, tamper with, or move the item, and shall immediately notify law enforcement and the Superintendent or designee.
3. The Superintendent or designee shall immediately ~~use fire drill signals~~contact law enforcement if not yet done, assess the situation, ensure the area is secured, and initiate standard evacuation procedures as specified in the emergency plan.
4. The Superintendent or designee shall turn off any two-way radio equipment which is located in a threatened building.

Law enforcement and/or fire department staff shall conduct the bomb search. No school staff, students, parents/guardians, or others on campus shall search for or handle any explosive or incendiary device.

No one shall reenter the threatened building(s) until the Superintendent or designee declares that reentry is safe based on law enforcement and/or fire department clearance.

To the extent possible, the Superintendent or designee shall maintain communications with staff, parents/guardians, the Governing Board, other governmental agencies, and the media during the period of the incident.

Following the incident, the Superintendent or designee shall provide crisis counseling for students and/or staff as needed.

Any employee or student found to have made a bomb threat shall be subject to disciplinary procedures and/or criminal prosecution.

### **Staff Training**

The Superintendent or designee shall provide training regarding the assessment and reporting of potential threats and procedures for managing bomb threats to district and site administrators, safety personnel, teachers, and other staff members, as appropriate.

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#### **Policy Reference Disclaimer:**

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#### **State**

Ed. Code 44810

Ed. Code 48900

[Ed. Code 49390-49395](#)

Ed. Code 51202

Pen. Code 148.1

Pen. Code 17

Pen. Code 245

#### **Federal**

[6 USC 665k](#)

#### **Management Resources**

U.S. Dept. of Homeland Security  
Publication

[U.S. Dept. of Homeland Security  
Publication](#)

Website

Website

[Website](#)

Website

Website

#### **Description**

Willful interference with classroom conduct

Grounds for suspension or expulsion

[Homicide Threats](#)

Instruction in personal and public health and safety

False report of explosive or facsimile bomb

Felony; misdemeanor; classification of offenses

Assault with deadly weapon

#### **Description**

[Federal Clearinghouse on School Safety Evidence-Based  
Practices](#)

#### **Description**

Bomb Threat Checklist

[Bomb Threat Guidance](#)

CSBA District and County Office of Education Legal Services

California Department of Education, Safe Schools

[California State Threat Assessment System  
\(<https://calstas.org/>\)](#)

U.S. Department of Homeland Security

CSBA

### **Cross References**

#### **Code**

#### **Description**

0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1112	Media Relations
1313	Civility
3515	Campus Security
3515	Campus Security
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.31	School Resource Officers
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.1	Fire Drills and Fires
3516.5	Emergency Schedules
4040	Employee Use Of Technology
4040-E(1)	Employee Use Of Technology
4118	Dismissal/Suspension/Disciplinary Action
4118	Dismissal/Suspension/Disciplinary Action
4131	Staff Development
4218	Dismissal/Suspension/Disciplinary Action
4218	Dismissal/Suspension/Disciplinary Action
4231	Staff Development
4331	Staff Development
5131	Conduct
5131.7	Weapons And Dangerous Instruments
5131.7	Weapons And Dangerous Instruments
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
6164.2	Guidance/Counseling Services

**Policy 3540: Transportation**

**Status:** ADOPTED

**Original Adopted Date:** 06/01/1992 | **Last Revised Date:** 05/12/01/2019/2022 | **Last Reviewed Date:** 05/12/01/2019/2022

CSBA NOTE: Pursuant to Education Code 39800, the Governing Board may provide transportation for students to and from school whenever such transportation is advisable and good reasons exist to provide these services. The following optional policy is for use by districts that choose to provide transportation services through their own transportation system, contracting out, or other methods, and should be revised to reflect district practice.

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services.

CSBA NOTE: AB 181 (Ch. 52, Statutes of 2022) provides funding for zero-emission school buses and related infrastructure, such as charging or fueling stations, equipment, site design, and construction, with priority for such funding given to districts serving a high percentage of unduplicated students, districts operating the oldest internal combustion buses, small and rural districts, and those purchasing zero-emission buses with bidirectional charging. More information will become available through the State Air Resources Board and the Energy Commission.

A district is authorized to provide transportation services in an economical and efficient way, as long as the arrangement complies with law. For example, Education Code 39800.1, as added by AB 181, permits partnering with a municipally-owned transit system, in order to provide transportation services to middle and high school students.

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services. The district's transportation services may be provided by means of a joint powers agreement, a cooperative student transportation program, or a consortium, as permitted by law.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

**Transportation Plan**

CSBA NOTE: The following section may be revised to reflect district practice. Education Code 39800.1, as added by AB 181, requires, as a condition of apportionment, a district to adopt a transportation plan in consultation with classified staff, teachers, school administrators, and other stakeholders by April 1, 2023, and to update the plan annually, by April 1. The plan is required to include descriptions of the transportation services to be provided to certain student groups as specified below.

The Superintendent or designee shall develop a transportation plan in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents/guardians, students, and other stakeholders. (Education Code 39800.1)

The transportation plan shall be presented to and adopted by the Board at an open meeting, with the opportunity for in-person and remote public comment, and shall be updated annually by April 1. (Education Code 39800.1)

The transportation plan shall include descriptions of the following: (Education Code 39800.1)

1. The transportation services offered to students
2. How transportation services will be prioritized for low-income students, students in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive
3. The transportation services accessible to students with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 USC 11301)
4. How unduplicated students, as defined in Education Code 42238.02, will be able to access available home-to-school transportation at no cost

### **Transportation Contracts**

CSBA NOTE: The following paragraph may be revised to reflect district practice. Pursuant to Education Code 39800 and 39802, the district may use one or more means to provide transportation, as indicated below. For example, the district may use school buses for its regular home-to-school program and contract with private parties to provide transportation for field trips.

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

### **Expenses and Fees**

CSBA NOTE: The following paragraph is optional. If a district that has been providing transportation decides instead to have alternative transportation provided through an outside

company or volunteers, this action may constitute "contracting out" and be subject to negotiation pursuant to the Educational Employment Relations Act ( Government Code 3540-3549.3).

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)

CSBA NOTE: The following optional paragraph is for use by districts that choose to require parents/guardians of transported students to pay a portion of the cost of transportation as authorized by Education Code 39807.5. Pursuant to Education Code 39807.5, as amended by AB 181, the district must waive the fee for ~~students~~ a student with ~~financial need~~ a disability and ~~students with disabilities whose individualized education program~~ an unduplicated student, as defined in Education Code 42238.02, which includes ~~transportation as a related service necessary~~ a student who is eligible for the student to receive a free appropriate public education, or reduced-price meals, who is an English learner, or who is a foster youth. See BP/AR 3250 - Transportation Fees.

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

### Safety and Monitoring

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

CSBA NOTE: The following optional paragraph is for use by districts that maintain their own transportation system and may be revised to reflect district practice. Pursuant to Penal Code 637.7, the district is authorized, as the registered owner of the school bus, to use electronic tracking systems to determine the location or movement of the vehicle. It is recommended that school bus drivers be notified when a bus is so equipped.

In addition to using a global positioning system (GPS) to locate a bus in an emergency or to track delays, the district may choose to authorize parents/guardians to access the location data so that they may determine when their child has been picked up or dropped off at a bus stop.

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators, and parents/guardians.

CSBA NOTE: The following optional paragraph is for use by districts that maintain their own transportation system.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.



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<b>State</b>	<b>Description</b>
13 CCR 2025	Retrofitting of diesel school buses
5 CCR 14100-14103	Use of school buses and school pupil activity buses
5 CCR 15240-15343	Allowances for student transportation
5 CCR 15253-15272	District records related to transportation
Ed. Code 35330	Field trips and excursions; student fees
Ed. Code 35350	Authority to transport pupils
Ed. Code 39800	Powers of governing board to provide transportation to and from school
Ed. Code 39800-39860	Transportation
Ed. Code 39801	Contract with County Superintendent of Schools to provide transportation
Ed. Code 39802-39803	Bids and contracts for transportation services
Ed. Code 39806	Payments to parents in lieu of transportation
Ed. Code 39807	Food and lodging payments in lieu of transportation
Ed. Code 39807.5	Payment of transportation costs by parents
Ed. Code 39808	Transportation for private school students
<a href="#">Ed. Code 42238.02</a>	<a href="#">Local Control Funding Formula</a>
Ed. Code 41850-41854	Allowances for transportation
Ed. Code 41860-41862	Supplemental allowances for transportation
Ed. Code 45125.1	Criminal records summary; employees of contracting entity
Ed. Code 52311	Regional occupational centers; transportation
Gov. Code 3540-3549.3	Educational Employment Relations Act
Pen. Code 637.7	Electronic tracking devices
Veh. Code 2807	School bus inspection

### Management Resources

### Description

Court Decision	Arcadia Unified School District et. al. v. State Department of Education; <a href="#">(1992)</a> 2 Cal. 4th 251 (1992)
Website	CSBA District and County Office of Education Legal Services
<a href="#">Website</a>	<a href="#">California Air Resources Board</a>
<a href="#">Website</a>	<a href="#">California Energy Commission</a>
Website	CSBA

## Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0470	COVID-19 Mitigation Plan
3000	Concepts And Roles
3100	Budget
3100	Budget
3250	Transportation Fees
3250	Transportation Fees
3311	Bids
3311	Bids
3312	Contracts
3510	Green School Operations
3511	Energy And Water Management
3511	Energy And Water Management
3512	Equipment
3512-E(1)	Equipment
3514	Environmental Safety
3514	Environmental Safety
3515.6	Criminal Background Checks For Contractors
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3541	Transportation Routes And Services
3541.1	Transportation For School-Related Trips

3541.1-E(1)	Transportation For School-Related Trips
3541.1-E(2)	Transportation For School-Related Trips
3541.2	Transportation For Students With Disabilities
3542	School Bus Drivers
3543	Transportation Safety And Emergencies
4112.4	Health Examinations
4112.42	Drug And Alcohol Testing For School Bus Drivers
4112.42	Drug And Alcohol Testing For School Bus Drivers
4212.4	Health Examinations
4212.42	Drug And Alcohol Testing For School Bus Drivers
4212.42	Drug And Alcohol Testing For School Bus Drivers
4231	Staff Development
4312.4	Health Examinations
4312.42	Drug And Alcohol Testing For School Bus Drivers
4312.42	Drug And Alcohol Testing For School Bus Drivers
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5117	Interdistrict Attendance
5117	Interdistrict Attendance
5131.1	Bus Conduct
5131.1	Bus Conduct
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
5148	Child Care And Development
5148	Child Care And Development
5148.2	Before/After School Programs
5148.2	Before/After School Programs
6142.4	Service Learning/Community Service Classes
6173.1	Education For Foster Youth

6173.1	Education For Foster Youth
6178.2	Regional Occupational Center/Program
6181	Alternative Schools/Programs Of Choice
6181	Alternative Schools/Programs Of Choice

**Policy 5131.7: Weapons And Dangerous Instruments**

Status: ADOPTED

Original Adopted Date: 03/01/2008 | Last Revised Date: ~~11/12/01/2011~~2022 | Last Reviewed Date:  
~~11/12/01/2011~~2022

The Governing Board recognizes that students and staff have the right to a safe and secure campus free from physical and psychological harm and desires to protect them from the dangers presented by firearms and other weapons.

**Possession of Weapons**

The Board prohibits any student from possessing weapons, imitation firearms, or other dangerous instruments, as defined in law and administrative regulation, in school buildings, on school grounds or buses, when using district provided transportation, at school-related or school-sponsored activities away from school, or while going to or coming from school.

CSBA NOTE: Education Code 49390 and 49393, as added by SB 906 (Ch. 144, Statutes of 2022), require certificated and classified employees of the district, or other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, to immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. "Threat or perceived threat" means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual. While the law is specific to district staff, the concept also applies to students and anyone else in the school community.

Districts are encouraged to consult with the California Office of Emergency Services (OES) and utilize resources such as the State Threat Assessment System and Regional Fusion Centers to help assess potential threats. For more information see OES' web site.

If a student is in possession of a prohibited weapon, imitation firearm, or dangerous instrument which creates a threat or perceived threat of a homicidal act, any employee or other school official who is alerted to or observes such threat shall immediately report the threat to law enforcement.

Under the power granted to the Board to protect the safety of students, staff, and others on district property and to maintain order and discipline in the schools, any school employee is authorized to confiscate any prohibited weapon, imitation firearm, or dangerous instrument from any student on school grounds.

CSBA NOTE: Pursuant to 20 USC 7961, any district receiving federal funds under the Elementary and Secondary Education Act is mandated to have a policy requiring that any student who brings a firearm to school be referred to the criminal justice or juvenile delinquency system. This mandate reinforces Education Code 48902, which requires the principal or designee to notify law enforcement authorities of violations of Education Code 48900(c) and (d) and Penal Code 245, 626.9, and 626.10. In addition, Education Code 48902 requires the principal or designee to notify law enforcement authorities when a student possesses a firearm or explosive or sells or furnishes a firearm at school. For more information see AR 5144.1 - Suspension and Expulsion/Due Process.

The principal or designee shall notify law enforcement authorities when any student possesses a firearm, explosive, or other prohibited weapon or dangerous instrument without permission, sells or furnishes a firearm, or commits any act of assault with a firearm or other weapon. (Education Code 48902; Penal Code 245, 626.9, 626.10; 20 USC 7961)

CSBA NOTE: Education Code 48915 and 20 USC 7961 require the mandatory expulsion of a student who has possessed a firearm, brandished a knife, or committed any other acts listed in Education Code 48915(c). See AR 5144.1 - Suspension and Expulsion/Due Process for grounds for suspension and expulsion and expulsion procedures.

Unless ~~he/she~~ **the student** has obtained prior written permission as specified below, a student possessing or threatening others with any weapon, dangerous instrument, or imitation firearm shall be subject to suspension and/or expulsion in accordance with law, Board policy, and administrative regulations.

CSBA NOTE: Pursuant to 20 USC 7961, any district receiving federal funds under the Elementary and Secondary Education Act is mandated to have a policy requiring that any student who brings a firearm to school be referred to the criminal justice or juvenile delinquency system. This mandate reinforces Education Code 48902, which requires the principal or designee to notify law enforcement authorities of violations of Penal Code 245, 626.9, and 626.10 and Education Code 48900(c) and (d). In addition, Education Code 48902 requires the principal or designee to notify law enforcement authorities when a student possesses a firearm or explosive or sells or furnishes a firearm at school. See AR 5144.1 - Suspension and Expulsion/Due Process for comparable compliance statements.

All staff shall be made aware of their responsibilities regarding the reporting of potential homicidal acts to law enforcement, and receive training in the assessment and reporting of such threats.

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## Possession of Pepper Spray

CSBA NOTE: Penal Code 22815 allows minors age 16 or older to purchase and possess tear gas or tear gas weapons for purposes of self-defense if they are accompanied by a parent/guardian or have the written consent of ~~their~~a parent/guardian. Option 1 below; is for use by districts that allow students to bring such defensive items to school; and reflects ~~the fact~~ that a student can be disciplined under Education Code 48900 or 48915 if such an item is used for a purpose other than self-defense. Option 2 is for use by districts that prohibit students from bringing such items to school.

### OPTION 2: (Districts that prohibit students from bringing tear gas or tear gas weapons)

To prevent potential misuse that may harm students or staff, students are prohibited from carrying tear gas or tear gas weapons such as pepper spray on campus or at school activities.

## Reporting of Dangerous Objects

CSBA NOTE: Education Code 49335 requires the California Department of Education (CDE) to develop a system, for use by districts, to shield the identity of and provide protection to students who report the presence of "injurious objects" on school grounds. CSBA NOTE: The following section should be modified to reflect district practice. Pursuant to Education Code 49330, an "injurious object" is an object capable of inflicting substantial bodily damage not necessary for the academic purpose of the student and those objects listed in specified sections of the Penal Code; see the accompanying administrative regulation. These weapons include, but are not limited to, firearms, knives, metal knuckles, and explosives.

~~The system developed by the CDE pursuant to Education Code 49335 was a directive for districts to ensure that district policy has been adopted which implements the student reporting protections. The following section should be modified to reflect district practice.~~

The Board encourages students to promptly report the presence of weapons, injurious objects, or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The Superintendent or designee ~~also~~ shall also inform staff, students, and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

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<b>State</b>	<b>Description</b>
Ed. Code 35291	Governing board to prescribe rules for discipline of the schools
Ed. Code 48902	<del>Notification</del> <a href="#">Mandatory notification</a> of law enforcement authorities
Ed. Code 48915	Required recommendation for expulsions
Ed. Code 48916	Readmission
<a href="#">Ed. Code 48980</a>	<a href="#">Parent/Guardian notifications</a>
Ed. Code 49330-49335	Injurious objects
<a href="#">Ed. Code 49390-49395</a>	<a href="#">Homicide threats</a>
Pen. Code 16100- <del>17350</del> <a href="#">17360</a>	Definitions
Pen. Code 22810-23025	Tear gas weapon (pepper spray)
Pen. Code 245	Assault with deadly weapon
Pen. Code 25200-25225	Firearms; access to children
Pen. Code 30310	Prohibition against ammunition on school grounds
Pen. Code 417.4	Imitation firearm; drawing or exhibiting
Pen. Code 626.10	Dirks, daggers, knives, razor or stun gun; bringing or possessing in school
Pen. Code 626.9	Gun-Free School Zone Act of 1995
<del>Pen. Code 653k</del>	<del>Switchblade knife</del>
<b>Federal</b>	<b>Description</b>
<a href="#">6 USC 665k</a>	<a href="#">Federal Clearinghouse on School Safety Evidence-Based Practices</a>
20 USC 6301- <del>7941</del> <a href="#">8961</a>	<del>No Child Left Behind Act</del> <a href="#">Strengthening and Improvement of Elementary and Secondary Schools</a>
20 USC 7961	Gun-Free Schools Act
<b>Management Resources</b>	<b>Description</b>
California Department of Education Communications	0401.01 Protecting Student Identification in Reporting Injurious Objects
CSBA Publication	Safe Schools: Strategies for Governing Boards to Ensure Student Success, Third Edition, October 2011
U.S. Department of Education Publication	Guidance Concerning State and Local Responsibilities Under the Gun-Free Schools Act, <del>January 2004</del> <a href="#">2018</a>
Website	CSBA District and County Office of Education Legal Services
Website	National Alliance for Safe Schools
Website	National School Safety Center



<u>Website</u>	<u>U.S. Department of Education, Safe Schools</u> ( <a href="https://www2.ed.gov/about/offices/list/osers/osep/gtss.html">https://www2.ed.gov/about/offices/list/osers/osep/gtss.html</a> )
<u>Website</u>	<u>U.S. Department of Homeland Security, Fusion Centers</u> ( <a href="https://www.dhs.gov/fusion-centers">https://www.dhs.gov/fusion-centers</a> )
Website	California Department of Education, Safe Schools
<u>Website</u>	<u>California State Threat Assessment System</u> ( <a href="https://calstas.org/">https://calstas.org/</a> )
Website	CSBA

## Cross References

Code	Description
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1313	Civility
3515	Campus Security
3515	Campus Security
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.31	School Resource Officers
3515.7	Firearms On School Grounds
3516.2	Bomb Threats
4158	Employee Security
4158	Employee Security
4258	Employee Security
4258	Employee Security
4358	Employee Security
4358	Employee Security
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5125	Student Records
5125	Student Records
5131	Conduct
5131.41	Use Of Seclusion And Restraint
5136	Gangs
5136	Gangs
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation

5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.12	Search And Seizure
5145.12	Search And Seizure
6184	Continuation Education
6184	Continuation Education

**Regulation 5131.7: Weapons And Dangerous Instruments**

**Status:** ADOPTED

**Original Adopted Date:** 07/01/2001 | **Last Revised Date:** ~~11/12/01/2011~~ 2022 | **Last Reviewed Date:** ~~11/12/01/2011~~ 2022

Prohibited weapons and dangerous instruments include, but are not limited to: (Education Code 48915, 49330; Penal Code 626.10, 16100-~~17350~~ 17360, 30310)

1. Firearms: pistols, revolvers, shotguns, rifles, machineguns, "zip guns," "stun guns," tasers, cane guns, camouflaging firearms, and any other device from which is expelled through a barrel and capable of propelling a projectile by the force of an explosion or other form of combustion
2. Ammunition or reloaded ammunition
3. Knives, razor blades, and box cutters: any dirks, daggers (or concealed dirks or daggers), cane swords, ice picks, or other weapons with a fixed, sharpened blade fitted primarily for stabbing, weapons with a blade fitted primarily for stabbing, weapons with a blade longer than ~~2~~ 3-1/2 inches, folding knives with a blade that locks into place, switchblade knives, and razors with an unguarded blade
4. Explosive and/or incendiary devices: pipe bombs, time bombs, rockets or rocket propelled projectile launchers, cap guns, bullets containing or carrying an explosive agent, containers of inflammable fluids, and other hazardous devices or concealed explosive substances
5. Any instrument that expels a metallic projectile, such as a BB or a pellet, through the force of air pressure, carbon dioxide pressure, or spring action, or any spot marker gun
6. Any other dangerous device, instrument, or weapon, including those defined in Penal Code ~~12020~~ 16000-34370, including a blackjack, slingshot, billy, nunchaku, sandclub, sandbag, metal knuckles, or any metal plate with three or more radiating points with one or more sharp edges designed for use as a weapon
7. Any imitation firearm, defined as a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm

CSBA NOTE: The remainder of this administrative regulation is optional and provides a process for an employee to use when taking possession of a weapon or dangerous instrument from a student. Pursuant to Education Code 49334, a school employee who initially ~~contacts~~ notifies a law enforcement agency about any person possessing an unauthorized weapon or dangerous instrument on campus ~~cannot~~ may not be subject to any civil or administrative proceeding, including any disciplinary action, for doing so, notwithstanding any district policy or regulation to the contrary. The employee must follow any other requirements of district policy or regulation upon notifying the law enforcement agency. See BP 4158/4258/4358 - Employee Security for language regarding employee reports of adults possessing injurious objects.

Any employee may take any weapon or dangerous instrument from the personal possession of a student while the student is on school premises or under the authority of the district. (Education Code 49331, 49332)

In determining whether to take possession of the weapon or dangerous instrument, the employee shall use ~~his/her~~ the employee's own judgment as to the dangerousness of the situation and, based upon this analysis, shall take one of the following actions:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action

CSBA NOTE: Education Code 49390 and 49393, as added by SB 906 (Ch. 144, Statutes of 2022), require certificated and classified employees of the district, or other school officials such as Governing Board members, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle school or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, to immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393, and as reflected in the accompanying board policy.

3. Immediately notify the local law enforcement agency and the principal

When informing the principal about the possession of a weapon or dangerous instrument, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of the possession.

The principal shall report any possession of a weapon or dangerous instrument to the student's parents/guardians by telephone or in person, and shall follow this notification with a letter.

The employee shall retain possession of the instrument until the risk of its use as a weapon has dissipated or, upon the request of the student's parent/guardian, until the parent/guardian appears and personally takes possession. (Education Code 49331, 49332)

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<b>State</b>	<b>Description</b>
Ed. Code 35291	Governing board to prescribe rules for discipline of the schools
Ed. Code 48902	Notification of law enforcement authorities
Ed. Code 48915	Required recommendation for expulsions
Ed. Code 48916	Readmission
Ed. Code 49330-49335	Injurious objects
Pen. Code 16100-17350	Definitions
Pen. Code 22810-23025	Tear gas weapon (pepper spray)

Pen. Code 245	Assault with deadly weapon
Pen. Code 25200-25225	Firearms; access to children
Pen. Code 30310	Prohibition against ammunition on school grounds
Pen. Code 417.4	Imitation firearm; drawing or exhibiting
Pen. Code 626.10	Dirks, daggers, knives, razor or stun gun; bringing or possessing in school
Pen. Code 626.9	Gun-Free School Zone Act of 1995
Pen. Code 653k	Switchblade knife
<b>Federal</b>	<b>Description</b>
20 USC 6301-7941	No Child Left Behind Act
20 USC 7961	Gun-Free Schools Act
<b>Management Resources</b>	<b>Description</b>
California Department of Education Communications	0401.01 Protecting Student Identification in Reporting Injurious Objects
CSBA Publication	Safe Schools: Strategies for Governing Boards to Ensure Student Success, Third Edition, October 2011
U.S. Department of Education Publication	Guidance Concerning State and Local Responsibilities Under the Gun-Free Schools Act, January 2004
Website	CSBA District and County Office of Education Legal Services
Website	National Alliance for Safe Schools
Website	National School Safety Center
Website	U.S. Department of Education, Office of Safe and Drug Free Schools
Website	California Department of Education, Safe Schools
Website	CSBA

## Cross References

<b>Code</b>	<b>Description</b>
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1313	Civility
3515	Campus Security
3515	Campus Security
3515.3	District Police/Security Department
3515.3	District Police/Security Department
3515.31	School Resource Officers
3515.7	Firearms On School Grounds
3516.2	Bomb Threats

4158	Employee Security
4158	Employee Security
4258	Employee Security
4258	Employee Security
4358	Employee Security
4358	Employee Security
5116.1	Intradistrict Open Enrollment
5116.1	Intradistrict Open Enrollment
5125	Student Records
5125	Student Records
5131	Conduct
5131.41	Use Of Seclusion And Restraint
5136	Gangs
5136	Gangs
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.12	Search And Seizure
5145.12	Search And Seizure
6184	Continuation Education
6184	Continuation Education

**Regulation 5141.3: Health Examinations**

**Status:** ADOPTED

**Original Adopted Date:** 06/01/1996 | **Last Revised Date:** 12/01/2014~~2022~~ | **Last Reviewed Date:** 12/01/2014~~2022~~

**Cautionary Notice:** [Government Code 17581.5](#) relieves districts from the obligation to perform specified mandated activities, including scoliosis screening, when the Budget Act does not provide reimbursement during that fiscal year. As a result, districts should determine whether the Budget Act for the current fiscal year allows for the suspension of these requirements, and if so, suspend certain provisions of the following administrative regulation related to scoliosis screening. For more information, the district should consult CSBA's District and County Offices of Education Legal Services or district legal counsel.

CSBA NOTE: Cautionary Notice: Government 17581.5 relieves districts from the obligation to perform specified mandated activities when the Budget Act does not provide reimbursement during that fiscal year. The Budget Act of 2018 (SB 840, Ch. 29, Statutes of 2018) extends the suspension of these requirements through the 2018-19 fiscal year. As a result, certain provisions of the following administrative regulation related to scoliosis screening may be suspended.

**CSBA NOTE:** 20 USC 1232h, the Protection of Pupil Rights Amendment, mandates that any district receiving funds from a program administered by the U.S. Department of Education adopt a policy regarding physical examinations and screenings that the district may administer; see BP/AR 5022 - Student and Family Privacy Rights for language implementing this mandate. 20 USC 1232h also requires districts to notify parents/guardians, at the beginning of the school year, of the dates during the school year when physical exams or screenings are scheduled and of the process to opt their children out of participation.

The principal at each school shall notify parents/guardians of the rights of students and parents/guardians related to health examinations. (Education Code 48980; 20 USC 1232h)

A parent/guardian may annually file with the principal a written statement withholding consent to the **child's** physical examination of his/her child. Any such student shall be exempt from any physical examination but shall be subject to exclusion from attendance when contagious or infectious disease is reasonably suspected. (Education Code 49451; 20 USC 1232h)

**Vision Tests**

CSBA NOTE: The following section is for use by districts that maintain any of grades K-8.

Education Code 49455 requires vision appraisals every three years through grade 8. SB 1172 (Ch. 925, Statutes of 2014) amended Education Code 49455 to specify the grade levels at which such vision tests must be conducted.

Each student's vision shall be appraised, by the school nurse or other personnel authorized under Education Code 49452, during the kindergarten year or upon first enrollment or entry in a district elementary school and subsequently in grades 2, 5, and 8. However, a student who is tested upon first enrollment or entry in the district in grade 4 or 7 shall not be required to be appraised in the next immediate year. (Education Code 49455)

CSBA NOTE: SB 1172 (Ch. 925, Statutes of 2014) amended Education Code 49455 to require that vision appraisals include near-vision screening.

Education Code 49455 also requires male students to be tested for color vision in grade 1 or later. It may be most efficient to conduct the color vision screening during the regularly scheduled testing in grade 2, 5, or 8.

The vision appraisal shall include tests for visual acuity, including near vision. Male students shall also be tested once for color vision in grade 1 or later and the results of the appraisal shall be entered in the student's health record. (Education Code 49455)

Appraisal of a student's vision may be waived under either of the following conditions: (Education Code 49455)

1. The student's parent/guardian requests a waiver and presents a certificate from a physician/surgeon, physician assistant, or optometrist showing the results of an examination of the student's vision, including visual acuity and, in male students, color vision.
2. The student's parents/guardians file with the principal a written statement that they adhere to the faith or teachings of any well-recognized religious sect, denomination, or organization and, in accordance with its creed, tenets, or principles depend for healing upon prayer in the practice of their religion.

Visual defects or any other defects found as a result of the vision examination shall be reported to the parent/guardian with a request that remedial action be taken to correct or cure the defect. The report of a visual defect, if made in writing, shall be made on a form prescribed by the Superintendent of Public Instruction. The report shall not include a referral to any private practitioner. However, the student may be referred to a public clinic or diagnostic and treatment center operated by a public hospital or by the state, county, or city department of public health. (Education Code 49456)

In addition to the vision appraisals described above, the school nurse and/or classroom teacher shall continually and regularly observe students' eyes, appearance, behavior, visual performance, and perception that may indicate vision difficulties. (Education Code 49455)

### Eye Examinations for the Purpose of Eyeglasses

CSBA NOTE: Education Code 49455.5, as added by AB 2329 (Ch. 911, Statutes of 2022), authorizes districts to enter into a memorandum of understanding with a nonprofit eye examination provider to provide eye examinations and eyeglasses to students at district schools. Such examinations may only be provided for the purpose of providing eyeglasses and not take the place of the general vision appraisals described above. Schools that allow these examinations on their school site must notify parents/guardians of the eye examinations and provide a form to opt out of the examination. Pursuant to Education Code 49455.5, as added by AB 2329, the California Department of Education (CDE) is required to, by March 1, 2023, develop and post on its web site a model opt out form for such purpose.

In addition to the vision appraisals described above, the district may enter into a memorandum of understanding with a nonprofit eye examination provider, including a mobile provider, to provide noninvasive eye examinations at a district school exclusively for the purpose of providing eyeglasses. (Education Code 49455.5)

Prior to any eye examination, the school shall notify parents/guardians of the upcoming eye examination and include a form that allows them to opt their child out of the examination. Parents/guardians who have submitted a general opt-out written statement in accordance with Education Code 49451 are deemed to have opted out. (Education Code 49455.5)

Parents/guardians whose child receives an eye examination shall be provided a report by the provider in accordance with Education Code 49456. (Education Code 49455.5)

### Hearing Tests



CSBA NOTE: Procedures for conducting school hearing tests are contained in 17 CCR 2951 and the California Department of Health Care Services (DHCS) Manual for the School Audiometrist.

The Superintendent or designee shall provide for the administration of hearing tests to district students by personnel authorized to conduct such testing pursuant to Education Code 49452 and 49454 and in accordance with the procedures specified in 17 CCR 2951.

CSBA NOTE: Items #1-5 below may be revised to reflect district practice and the grade levels offered by the district.

Pursuant to 17 CCR 2951, the district may annually request that DHCS waive the requirement for the hearing screening test for grade 10 and/or 11. The waiver request must include the dates of the school year for which the waiver is requested and an alternative testing plan that ensures each student at risk of hearing loss (i.e., students who are exposed to loud noises, including loud music; ~~are referred for testing by a parent/guardian or teacher;~~ have a previously documented problem; have not had a hearing test for three years; or are enrolled for the first time in the district,) is referred for testing by a parent/guardian or teacher.

Each student shall be given a hearing screening test at the following times: (17 CCR 2951)

1. Kindergarten or grade 1
2. Grade 2
3. Grade 5
4. Grade 8
5. Grade 10 or 11
6. Upon first entry into the California public school system

Each student enrolled in a special education program, other than those enrolled because of a hearing problem, shall be given a hearing test when enrolled in the program and every third year thereafter. Hearing tests may be given more frequently as needed, based on the individualized education program team's evaluation of the student. (17 CCR 2951)

A follow-up hearing threshold test shall be administered to any student who fails to respond to any of the required frequencies in the screening test or is otherwise determined to need further evaluation. (17 CCR 2951)

The Superintendent or designee shall provide written notification of test results to the parents/guardians of any student who fails the hearing tests. When the test results fall within the levels specified in 17 CCR 2951 or there is evidence of pathology, such as an infection of the outer ear, chronic drainage, or a chronic earache, the notification shall include a recommendation that a further medical and audiological evaluation be obtained. (17 CCR 2951)

The dates and results of all screening tests and copies of threshold tests shall be included in the student's health records. (17 CCR 2951)

The principal or designee shall prepare an annual report of the school hearing testing program, using forms provided by the Department of Health Services, with copies to the Superintendent and the County Superintendent of Schools. (17 CCR 2951)

### **Scoliosis Screening**

CSBA NOTE: The following optional section is for use by districts that maintain grades 7-8.

Each female student in grade 7 and each male student in grade 8 shall be screened for scoliosis. (Education Code 49452.5)

The parent/guardian of any student suspected of having scoliosis shall receive a notice which includes an explanation of scoliosis and describes the significance of treatment at an early age. This notice shall also describe the public services available for treatment and include a referral to appropriate community resources. (Education Code 49452.5)

### Type 1 Diabetes Information

CSBA NOTE: The following section is for use by districts that serve elementary school students.

Education Code 49452.6, as added by SB 97 (Ch. 674, Statutes of 2021), requires districts, beginning January 1, 2023, to make type 1 diabetes informational materials developed by CDE available to parents/guardians, as described below. Pursuant to Education Code 49452.6, as added by SB 97, CDE is required to develop and post the informational materials on its web site, for use by districts.

The Superintendent or designee shall provide parents/guardians of children enrolled in elementary school for the first time, or with the annual notifications pursuant to Education Code 48980, an information sheet developed by the California Department of Education (CDE) regarding type 1 diabetes as specified in Education Code 49452.6.

### **Type 2 Diabetes Information**

CSBA NOTE: The following optional section is for use by districts that offer grade 7 but may be used by districts that wish to increase diabetes awareness among parents/guardians and students at other grade levels. Pursuant to Education Code 49452.7, the California Department of Education CDE has developed an information sheet for use by districts and has posted the sheet on its web site.

Because type 2 diabetes in children is a preventable and treatable disease, parents/guardians are encouraged to have their child screened by an authorized health care practitioner for risk factors of the disease, including excess weight, and to request tests of their ~~child's~~ child's blood glucose to determine if ~~he/she~~ the child has type 2 diabetes or pre-diabetes.

The Superintendent or designee shall provide parents/guardians of incoming students in grade 7, or with the annual notifications pursuant to Education Code 48980, an information sheet developed by ~~the~~ CDE regarding type 2 diabetes, which includes: (Education Code 49452.7)

1. A description of the disease and its risk factors and warning signs
2. A recommendation that students displaying or possibly suffering from risk factors or warning signs associated with type 2 diabetes be screened for the disease
3. A description of the different types of diabetes screening tests available
4. A description of treatments and prevention methods

~~The information sheet may be provided with the annual parental notifications required pursuant to Education Code 48980.~~ (Education Code 49452.7)

CSBA NOTE: The following optional paragraph reflects legislative intent expressed in Education Code 49452.7.

The Superintendent or designee may provide information to parents/guardians regarding public or private sources from which they may receive diabetes screening and education services for free or at reduced costs.

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<b>State</b>	<b>Description</b>
17 CCR 2950-2951	Hearing tests
5 CCR 3027	Hearing and vision screening for special education
5 CCR 3028	Audiological screening
5 CCR 590-596	Vision screening
Ed. Code 44871-44879	Employment qualifications
Ed. Code 48980	Parent/Guardian notifications
Ed. Code 49400-49414.5	Student health; general powers of school boards
Ed. Code 49422	Supervision of health and physical development
Ed. Code 49450-49458	Physical examinations (of students)
Ed. Code 49460-49466	Development of standardized health assessments
<a href="#"><u>Gov. Code 17581.5</u></a>	<a href="#"><u>Specific costs mandated by the state</u></a>
H&S Code 120325-120380	Immunization against communicable diseases
H&S Code 121475-121520	Tuberculosis tests for students
H&S Code 124025-124110	Child Health and Disability Prevention Program
H&S Code 1685-1686	Audiometrists
<b>Federal</b>	<b>Description</b>
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1232h	Privacy rights
<b>Management Resources</b>	<b>Description</b>
CA Department of Health Care Services Publication	Manual for the School Audiometrist
California Department of Education Publication	Standards for Scoliosis Screening in California Public Schools, 2007
California Department of Education Publication	A Guide for Vision Testing in California Public Schools, 2005
CSBA Publication	Expanding Access to School Health Services: Policy Considerations for Governing Boards, November 2008
CSBA Publication	Promoting Oral Health for California's Students: New Roles, New Opportunities for Schools, November 2008

U.S. Department of Education Publication	Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education, Type 2 Diabetes Information
Website	California Department of Education, Health Services and School Nursing
Website	California Department of Health Care Services
Website	CSBA

## Cross References

<b>Code</b>	<b>Description</b>
0470	COVID-19 Mitigation Plan
4231	Staff Development
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5022	Student And Family Privacy Rights
5022	Student And Family Privacy Rights
5030	Student Wellness
5111	Admission
5111	Admission
5112.2	Exclusions From Attendance
5125	Student Records
5125	Student Records
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.23	Asthma Management
5141.23	Asthma Management
5141.26	Tuberculosis Testing
5141.31	Immunizations
5141.31	Immunizations
5141.32	Health Screening For School Entry
5141.33	Head Lice
5141.6	School Health Services
5141.6	School Health Services
5143	Insurance
5143	Insurance

5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6145.2	Athletic Competition
6145.2	Athletic Competition
6164.5	Student Success Teams
6164.5	Student Success Teams
6170.1	Transitional Kindergarten

**Policy 5142: Safety**

**Status:** ADOPTED

Original Adopted Date: 11/01/2002 | Last Revised Date: ~~12/01/2019~~ 2022

CSBA NOTE: The following optional policy should be modified to reflect district practice.

Under the California Tort Claims Act (Government Code 810-996.6), a district may be held liable for personal injuries caused by dangerous conditions on school property and for its employees' failure to use reasonable care to prevent foreseeable injuries resulting from school activities. The court in *Dailey v. Los Angeles Unified School District* held that, within the scope of their employment, school staff must exercise the degree of care "which a person of ordinary prudence, charged with (comparable) duties, would exercise under the same circumstances." In *J.H. v. Los Angeles Unified School District*, the court held that the district had a duty to use ordinary care in supervising the after-school program.

With regard to athletic activities, the court in *Kahn v. East Side Union High School District* held that schools have no legal duty to eliminate risks inherent in the activity itself because students are deemed to assume those risks by participating in the activity. However, schools do have a duty to exercise due care not to increase the risks over and above those inherent in the sport.

The Governing Board recognizes the importance of providing a safe school environment that is conducive to learning and promotes student safety and well-being. Appropriate measures shall be implemented to minimize the risk of harm to students, including, but not limited to, protocols for maintaining safe conditions on school grounds, promoting safe use of school facilities and equipment, and guiding student participation in educational programs and school-sponsored activities.

CSBA NOTE: 6 USC 665k, as added by the Luke and Alex School Safety Act of 2022 (P.L. 117-159), requires the creation of a Federal Clearinghouse on School Safety Evidence-Based Practices to serve as a federal resource to identify and publish online evidence-based practices and recommendations to improve school safety.

Additionally, the Superintendent or designee shall regularly review current guidance regarding cybersecurity and digital media awareness and incorporate recommended practices into the district's processes and procedures related to the protection of the district's network infrastructure, and the monitoring and response to suspicious and/or threatening digital media content.

School staff shall be responsible for the proper supervision of students at all times when students are subject to district rules, including, but not limited to, during school hours, school-sponsored activities, before and after-school programs, morning drop-off and afternoon pick-up, and while students are using district provided transportation.

The Superintendent or designee shall ensure that students receive appropriate instruction on topics related to safety and emergency procedures, as well as injury and disease prevention.

### **Crossing Guards/Student Safety Patrol**

CSBA NOTE: The following section is optional. School crossing guards may be employed by the Governing Board pursuant to Education Code 45450-45451 and by cities and counties pursuant to Vehicle Code 42200 and 42201. Education Code 49300 authorizes the Board to establish a student safety patrol at any district school for the purpose of assisting students in safely crossing streets. See the accompanying administrative regulation for requirements pertaining to safety patrols.

To assist students in safely crossing streets adjacent to or near school sites, the Board may employ crossing guards and/or establish a student safety patrol at any district school. The Superintendent or designee shall periodically examine traffic patterns within school attendance areas in order to identify locations where crossing assistance may be needed.

### Student Identification Cards and Safety Information

CSBA NOTE: The following section is for use by districts that serve students in grades 7-12.

Education Code 215.5 requires districts that issue student identification cards to have printed on either side of the card the telephone number of the National Suicide Prevention Lifeline (1-800-273-8255) and the National Domestic Violence Hotline (1-800-799-7233), and allows to have printed on the card the Crisis Text Line (texting HOME to 741741) and/or a local suicide prevention hotline telephone number.

~~Effective October 1, 2020, Education Code 215.5, as amended by SB 316 (Ch. 270, Statutes of 2019), requires districts to have the telephone number of the National Domestic Violence Hotline (1-800-799-7233) on either side of student identification cards.~~

If, as of January 1, 2020, the district has a supply of unissued student identification cards that do not comply with the above requirements, the cards may be issued until the supply is depleted.

Student identification cards of students in grades 7-12 shall have printed on them safety information, including the following: (Education Code 215.5; ~~217~~)

1. The National Suicide Prevention Lifeline telephone number and, at the district's discretion, the Crisis Text Line and/or a local suicide prevention hotline telephone number
2. The National Domestic Violence Hotline

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<b>State</b>	<b>Description</b>
5 CCR 14030	Preliminary procedure; planning and approval of school facilities
5 CCR 14103	Authority of the driver
5 CCR 202	Exclusion of students with a contagious disease
5 CCR 5531	Supervision of extracurricular activities of <del>pupils</del> <u>students</u>
5 CCR 5552	Playground supervision
5 CCR 5570	When school shall be open and teachers present
5 CCR 570-576	School safety patrols
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
Ed. Code 17365-17374	Field Act; fitness for occupancy; liability of board members
<u>Ed. Code 215.5</u>	<u>Student identification cards; safety information</u>

Ed. Code 32001	Fire alarms and drills
Ed. Code 32020	School gates; entrances for emergency vehicles
Ed. Code 32030-32034	Eye safety
Ed. Code 32040	Duty to equip school with first aid kit
Ed. Code 32225-32226	Communications devices in classrooms
Ed. Code 32240-32245	Lead-Safe Schools Protection Act
Ed. Code 32250-32254	CDE school safety <a href="#">School Safety</a> and security resources unit <a href="#">Security Resource Unit</a>
Ed. Code 32280-32289.5	School safety plans
Ed. Code 35179.6	School-sponsored on-campus event in or around swimming pool
<a href="#">Ed. Code 38134</a>	<a href="#">Use of school property</a>
Ed. Code 44807	Teachers' duty concerning conduct of students
Ed. Code 44808	Exemption from liability when students are not on school property
Ed. Code 44808.5	Permission for <a href="#">high school</a> students to leave school grounds; notice ( <del>high school</del> )
Ed. Code 45450-45451	Crossing guards
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 49300-49307	School safety patrols
Ed. Code 49330-49335	Injurious objects
Ed. Code 49341	Hazardous materials in school science laboratories
<a href="#">Ed. Code 49390-49395</a>	<a href="#">Homicide threats</a>
Ed. Code 51202	Instruction in personal and public health and safety
<a href="#">Ed. Code 51860</a>	<a href="#">Time and facilities for bicycle and scooter safety instruction</a>
Ed. Code 8482-8484.6 <del>65</del>	After School Education and Safety Program
Gov. Code 810-996.6	California Tort Claims Act
H&S Code 115725-115735	Playground safety
H&S Code 115775-115800	Wooden playground equipment
H&S Code 116046	Issuance of best practices guidelines for K-12 pool safety
Pen. Code 245.6	Hazing
Pub. Res. Code 5411	Purchase of <a href="#">playground</a> equipment usable by persons with disabilities
<a href="#">Streets and Highways Code 894</a>	<a href="#">Statewide safety and training programs; electric bicycles</a>
Veh. Code 21100	Rules and regulations; crossing guards
Veh. Code 21212	Use of helmets
Veh. Code 42200	Fines and forfeitures; disposition by cities



Veh. Code 42201

Fines and forfeitures; disposition by counties

Vehicle Code 21201

Rules for operation of bicycle on roadway

**Federal**

**Description**

6 USC 665k

Federal Clearinghouse on School Safety Evidence- Based Practices

**Management Resources**

**Description**

American Society for Testing and Materials Publication

ASTM F1 1487-0521, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use, 2017

California Department of Education Publication

Science Safety Handbook for California Public Schools, 2014

Court Decision

Knight v. Jewett, (1992) 3 Cal.4th 296; 313

Court Decision

Lane v. City of Sacramento, (2010) 183 Cal. App. 4th: 1337

Court Decision

J.H. v. Los Angeles Unified School District, (2010) 183 Cal.App.4th 123

Court Decision

Kahn v. East Side Union High School District, (2003) 31 Cal.4th 990

Court Decision

Dailey v. Los Angeles Unified School District, (1970) 2 Cal 3d 741

Court Decision

Hoyem v. Manhattan Beach City School District, (1978) 22 Cal. 3d 508

Court Decision

Wiener v. Southcoast Childcare Centers, (2004) 32 Cal.4th 1138

U.S. Consumer Product Safety Comm Publication

Public Playground Safety Handbook, 2010

Website

CSBA District and County Office of Education Legal Services

Website

National Recreation and Park Association, Certified Playground Safety Inspector Certification

Website

U.S. Department of Education, Safe Schools

Website

American Society for Testing and Materials

Website

U.S. Consumer Product Safety Commission

Website

U.S. Department of Homeland Security, Fusion Centers  
(<https://www.dhs.gov/fusion-centers>)

Website

U.S. Environmental Protection Agency

Website

California Department of Education, Safe Schools

Website

California Department of Public Health

Website

California State Threat Assessment System  
(<https://calstas.org/>)

Website

Centers for Disease Control and Prevention

Website

CSBA

**Cross References**

<b>Code</b>	<b>Description</b>
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1330.1	Joint Use Agreements
3260	Fees And Charges
3260	Fees And Charges
3452	Student Activity Funds
3512	Equipment
3512-E(1)	Equipment
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3515	Campus Security
3515	Campus Security
3515.21	Unmanned Aircraft Systems (Drones)
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan
3516.5	Emergency Schedules
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4119.42	Exposure Control Plan For Bloodborne Pathogens
4119.42	Exposure Control Plan For Bloodborne Pathogens
4119.42-E(1)	Exposure Control Plan For Bloodborne Pathogens
4219.42	Exposure Control Plan for Bloodborne Pathogens
4219.42	Exposure Control Plan for Bloodborne Pathogens
4219.42-E(1)	Exposure Control Plan for Bloodborne Pathogens
4319.42	Exposure Control Plan for Bloodborne Pathogens
4319.42	Exposure Control Plan for Bloodborne Pathogens
4319.42-E(1)	Exposure Control Plan for Bloodborne Pathogens
5020	Parent Rights And Responsibilities

5020	Parent Rights And Responsibilities
5021	Noncustodial Parents
5131	Conduct
5131.1	Bus Conduct
5131.1	Bus Conduct
5131.4	Student Disturbances
5131.4	Student Disturbances
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141	Health Care And Emergencies
5141	Health Care And Emergencies
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.23	Asthma Management
5141.23	Asthma Management
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5141.7	Sun Safety
5142.1	Identification And Reporting Of Missing Children
5142.2	Safe Routes To School Program
5142.2	Safe Routes To School Program
5143	Insurance
5143	Insurance
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.11	Questioning And Apprehension By Law Enforcement
5145.13	Response To Immigration Enforcement
5145.13	Response To Immigration Enforcement
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.93	Science Instruction

6145.2	Athletic Competition
6145.2	Athletic Competition
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6163.2	Animals At School
6163.2	Animals At School
7110	Facilities Master Plan

**Regulation 5142: Safety**

**Status:** ADOPTED

**Original Adopted Date:** 07/01/2006 | **Last Revised Date:** 03/12/01/2022

CSBA NOTE: The following optional administrative regulation may be revised to reflect district practice.

At each school, the principal or designee shall establish emergency procedures, rules for student conduct, and rules for the safe and appropriate use of school facilities, equipment, and materials, consistent with law, Board policy, and administrative regulation. The rules shall be communicated to students, distributed to parents/guardians, and readily available at the school at all times.

**Release of Students**

CSBA NOTE: The following optional section may be revised to reflect district practice. For release of students during an emergency, see AR 3516 - Emergencies and Disaster Preparedness Plan.

Students shall be released during the school day only to the custody of an adult who is one of the following:

1. The student's custodial parent/guardian
2. An adult authorized on the student's emergency card as an individual to whom the student may be released when the custodial parent/guardian cannot be reached, provided the principal or designee verifies the adult's identity
3. An authorized law enforcement officer acting in accordance with law
4. An adult taking the student to emergency medical care at the request of the principal or designee

**Supervision of Students**

CSBA NOTE: The following optional section may be revised to reflect district practice.

Pursuant to 5 CCR 5570, teachers are required to be present at their rooms and admit students not less than 30 minutes before school starts unless otherwise provided by rule of the Governing Board. The district's collective bargaining agreement may include supervision of students. The following paragraph may be revised to maintain consistency with the district's collective bargaining agreement and/or district practice.

Teachers shall be present at their respective rooms and shall open them to admit students before the time that school starts. (5 CCR 5570)

Every teacher shall hold students to a strict account for their conduct on the way to and from school, on the playgrounds, and during recess. (Education Code 44807)

The principal or designee shall require all individuals supervising students to remain alert for unauthorized persons and dangerous conditions, and promptly report any unusual incidents to the principal or designee

and file a written report as appropriate.

CSBA NOTE: Education Code 49393, as added by SB 906 (Ch. 144, Statutes of 2022), requires the reporting of potential homicidal acts related to school or a school activity, as described below.

Districts are encouraged to consult with the California Office of Emergency Services (OES) and utilize resources such as the State Threat Assessment System and Regional Fusion Centers to help assess potential threats. For more information see OES' web site.

Any certificated or classified employee, or other school official, whose duties bring the employee or other school official in contact on a regular basis with students in any of grades 6-12, as part of a middle or high school, who are alerted to or observe any threat or perceived threat of a homicidal act, as defined, shall immediately report the threat or perceived threat to law enforcement in accordance with Education Code 49393. (Education Code 49390, 49393)

Threat or perceived threat means any writing or action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity. This may include possession, use, or depictions of firearms, ammunition, shootings, or targets in association with infliction of physical harm, destruction, or death in a social media post, journal, class note, or other media associated with the student. It may also include a warning by a parent, student, or other individual.

Additionally, anyone who receives or learns of a health or safety threat related to school or a school activity is encouraged to report the threat to a school or district administrator.

**In arranging for appropriate supervision on playgrounds, the principal or designee shall:**

1. Clearly identify supervision zones and require all playground supervisors to remain at a location from which they can observe their entire zone of supervision and be observed by students in the supervision zone
2. Consider the size of the playground area, the number of areas that are obstructed from open view, and the age of the students to determine the ratio of playground supervisors to students

At any school where playground supervision is not otherwise provided, the principal or designee shall provide for certificated employees to supervise the conduct and safety, and direct the play, of students who are on school grounds before and after school and during recess and other intermissions. (5 CCR 5552)

The Superintendent or designee shall ensure that teachers, teacher aides, playground supervisors, yard aides, and volunteers who supervise students receive training in safety practices and in supervisory techniques that will help prevent problems and resolve conflicts among students. Such **Additionally, all staff and other school officials shall be made aware of their responsibilities regarding the reporting of potential homicidal acts to law enforcement, and receive training in the assessment and reporting of such threats.** The training shall be documented and kept on file.

### **Student Safety Patrols**

CSBA NOTE: The following section is optional.

A school safety patrol shall be composed of students of the school selected by the principal or designee and shall be allowed to serve only with written consent of the students and their parents/guardians. Patrol members shall be at least 10 years old and ~~at least~~ in the fifth grade. (Education Code 49302; 5 CCR 571)

School safety patrols shall be used only at those locations where the nature of traffic will permit their safe

operation. The locations where school safety patrols are used should be determined jointly with the local law enforcement agency. (5 CCR 572)

Patrol members shall be under the supervision and control of the principal or designee and shall receive training in proper procedures, including, but not limited to, the operations specified in 5 CCR 573-574. Whenever on duty, patrol members shall wear the standard uniform required by 5 CCR 576.

### Playground Safety

CSBA NOTE: Health and Safety Code 115725 defines "playground" to include fall zones, surface materials, access ramps, and all areas within and including the designated enclosure and barriers.

Any new playground or any replacement of equipment or modification of components inside an existing playground shall conform to standards set forth by the American Society for Testing and Materials and the guidelines set forth by the U.S. Consumer Product Safety Commission. The Superintendent or designee shall have a playground safety inspector certified by the National Playground Safety Institute conduct an initial inspection to aid compliance with applicable safety standards. (Health and Safety Code 115725)

### Activities with Safety Risks

CSBA NOTE: The following optional section lists activities that might be prohibited by the district because of high risk to student safety and should be revised to reflect district practice.

Pursuant to Government Code 831.7, public entities, including districts, are not liable to participants in a hazardous recreational activity, those who assist participants, or spectators for any damage to person or property arising out of the hazardous recreational activity when the person knew or reasonably should have known that the hazardous recreational activity created a substantial risk of injury and was voluntarily in the place of risk or having the ability to leave but failed to do so. Government Code 831.7 defines a "hazardous recreational activity" as a recreational activity conducted on school grounds that creates a substantial risk of injury, as distinguished from a minor, trivial, or insignificant risk of injury. The list below includes, but is not limited to, some of the hazardous recreational activities listed in Government Code 831.7. Prior to authorizing such activities, it is recommended that districts consult with their insurance carrier or joint powers authority or, for those who self-insure, with [CSBA District and County Offices of Education Legal Services or district](#) legal counsel. See BP/AR 3530 - Risk Management/Insurance.

Due to concerns about the risk to student safety, the principal or designee shall not permit the following activities on campus or during school-sponsored events unless the activity is properly supervised, students wear protective gear as appropriate, and each participant has insurance coverage:

1. Trampolining
2. Scuba diving
3. Skateboarding or use of scooters
4. In-line or roller skating or use of skate shoes
5. Sailing, boating, or water skiing

6. Cross-country or downhill skiing

7. Motorcycling

8. Target shooting

9. Horseback riding

10. Rodeo

11. Archery

12. Mountain bicycling

13. Rock climbing

14. Rocketeering

15. Surfing

16. Body Contact Sports

17. Other activities determined by the principal to have a high risk to student safety



## Events In or Around a Swimming Pool

CSBA NOTE: The following section is optional. Any district that chooses to sponsor or host an on-campus event that is not part of an interscholastic athletic program in or around a swimming pool is required to comply with the following paragraph, pursuant to Education Code 35179.6, as amended by SB 722 (Ch. 679, Statutes of 2021).

When any on-campus event that is not part of an interscholastic athletic program is sponsored or hosted by the district and is to be held in or around a swimming pool, at least one adult with a valid certification of cardiopulmonary resuscitation training shall be present throughout the duration of the event. (Education Code 35179.6)

## Laboratory Safety

CSBA NOTE: The following optional section reflects the Legislature's intent as stated in Education Code 49341, and the California Department of Education's Science Safety Handbook for Public Schools.

The principal of each school offering laboratory work shall develop procedures for laboratory safety and designate a trained certificated employee to ~~implement and~~ regularly review, update, and implement these procedures.

Students in a laboratory shall be under the supervision of a certificated employee. Students shall be taught laboratory safety, and safety guidelines and procedures shall be posted in science classrooms. Students shall receive continual reminders about general and specific hazards.

Hazardous materials shall be properly used, stored, and disposed of in accordance with law and the district's chemical hygiene plan.

Bloodborne pathogens shall be handled in accordance with the district's exposure control plan.

The district's emergency plan, emergency contact numbers, and first aid supplies shall be readily accessible.

Parents/guardians shall be made aware of the kinds of laboratory activities that will be conducted during the school year.

## Hearing Protection

CSBA NOTE: The following optional section may be revised to reflect district practice.

The Superintendent or designee shall monitor students' exposure to excessive noise in classrooms and provide protection as necessary. The Superintendent or designee may also provide hearing conservation education to teach students ways to protect their hearing.

## Eye Safety Devices

CSBA NOTE: Education Code 32031 addresses circumstances under which eye protection devices must be used.

The Superintendent or designee shall provide schools with eye safety devices for use whenever students, teachers, or visitors are engaged in or observing an activity or using hazardous substances likely to cause injury to the eyes. Eye safety devices may be sold to students for an amount not to exceed the actual<sup>49</sup>

cost to the district. (Education Code 32030, 32031, 32033)

## Protection Against Insect Bites

CSBA NOTE: The following optional section may be revised to reflect district practice.

To help protect students against insect bites or stings that may spread disease or cause allergic reactions, students shall be allowed to apply insect repellent provided by their parents/guardians, when engaging in outdoor activities. Any application of insect repellent shall occur under the supervision of school personnel, and in accordance with the manufacturer's directions.

### Policy Reference UPDATE Service

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### Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 14030	Preliminary procedure, planning and approval of school facilities
5 CCR 14103	Authority of the driver
5 CCR 202	Exclusion of students with a contagious disease
5 CCR 5531	Supervision of extracurricular activities of pupils
5 CCR 5552	Playground supervision
5 CCR 5570	When school shall be open and teachers present
5 CCR 570-576	School safety patrols
Ed. Code 17280-17317	Field Act; approval of plans and supervision of construction
Ed. Code 17365-17374	Field Act; fitness for occupancy; liability of board members
Ed. Code 32001	Fire alarms and drills
Ed. Code 32020	School gates; entrances for emergency vehicles
Ed. Code 32030-32034	Eye safety
Ed. Code 32040	Duty to equip school with first aid kit
Ed. Code 32225-32226	Communications devices in classrooms
Ed. Code 32240-32245	Lead-Safe Schools Protection Act
Ed. Code 32250-32254	CDE school safety and security resources unit
Ed. Code 32280-32289.5	School safety plans
Ed. Code 35179.6	School-sponsored on-campus event in or around swimming pool
Ed. Code 44807	Teachers' duty concerning conduct of students
Ed. Code 44808	Exemption from liability when students are not on school property

Ed. Code 44808.5	Permission for students to leave school grounds; notice (high school)
Ed. Code 45450-45451	Crossing guards
Ed. Code 48900	Grounds for suspension or expulsion
Ed. Code 49300-49307	School safety patrols
Ed. Code 49330-49335	Injurious objects
Ed. Code 49341	Hazardous materials in school science laboratories
<a href="#">Ed. Code 49390-49395</a>	<a href="#">Homicide threats</a>
Ed. Code 51202	Instruction in personal and public health and safety
Ed. Code 8482-8484.6	After School Education and Safety Program
Gov. Code 810-996.6	California Tort Claims Act
H&S Code 115725-115735	Playground safety
H&S Code 115775-115800	Wooden playground equipment
H&S Code 116046	Issuance of best practices guidelines for K-12 pool safety
Pen. Code 245.6	Hazing
Pub. Res. Code 5411	Purchase of equipment usable by persons with disabilities
Veh. Code 21100	Rules and regulations; crossing guards
Veh. Code 21212	Use of helmets
Veh. Code 42200	Fines and forfeitures; disposition by cities
Veh. Code 42201	Fines and forfeitures; disposition by counties
Vehicle Code 21201	Rules for operation of bicycle on roadway

**Management Resources**

American Society for Testing and Materials

California Department of Education Publication

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

Court Decision

**Description**

F 1487-05, Standard Consumer Safety Performance Specification for Playground Equipment for Public Use, 2017

Science Safety Handbook for California Public Schools, 2014

Knight v. Jewett, (1992) 3 Cal.4th 296, 313

Lane v. City of Sacramento, (2010) 183 Cal. App. 4th. 1337

J.H. v. Los Angeles Unified School District, (2010) 183 Cal.App.4th 123

Kahn v. East Side Union High School District, (2003) 31 Cal.4th 990

Dailey v. Los Angeles Unified School District, (1970) 2 Cal 3d 741

Hoyem v. Manhattan Beach City School District, (1978) 22 Cal. 3d 508

Wiener v. Southcoast Childcare Centers, (2004) 32 Cal.4th 1138

U.S. Consumer Product Safety Comm Publication	Public Playground Safety Handbook, 2010
Website	CSBA District and County Office of Education Legal Services
Website	National Recreation and Park Association, Certified Playground Safety Inspector Certification
Website	U.S. Department of Education, Safe Schools
Website	American Society for Testing and Materials
Website	U.S. Consumer Product Safety Commission
Website	U.S. Environmental Protection Agency
Website	California Department of Education, Safe Schools
Website	California Department of Public Health
Website	Centers for Disease Control and Prevention
Websites	CSBA

## Cross References

<b>Code</b>	<b>Description</b>
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
1250	Visitors/Outsiders
1250	Visitors/Outsiders
1330.1	Joint Use Agreements
3260	Fees And Charges
3260	Fees And Charges
3452	Student Activity Funds
3512	Equipment
3512-E(1)	Equipment
3514	Environmental Safety
3514	Environmental Safety
3514.1	Hazardous Substances
3514.1	Hazardous Substances
3515	Campus Security
3515	Campus Security
3515.21	Unmanned Aircraft Systems (Drones)
3515.5	Sex Offender Notification
3515.5	Sex Offender Notification
3516	Emergencies And Disaster Preparedness Plan
3516	Emergencies And Disaster Preparedness Plan

3516.5	Emergency Schedules
3530	Risk Management/Insurance
3530	Risk Management/Insurance
4119.42	Exposure Control Plan For Bloodborne Pathogens
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5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5021	Noncustodial Parents
5131	Conduct
5131.1	Bus Conduct
5131.1	Bus Conduct
5131.4	Student Disturbances
5131.4	Student Disturbances
5137	Positive School Climate
5138	Conflict Resolution/Peer Mediation
5141	Health Care And Emergencies
5141	Health Care And Emergencies
5141.22	Infectious Diseases
5141.22	Infectious Diseases
5141.23	Asthma Management
5141.23	Asthma Management
5141.4	Child Abuse Prevention And Reporting
5141.4	Child Abuse Prevention And Reporting
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5141.7	Sun Safety
5142.1	Identification And Reporting Of Missing Children
5142.2	Safe Routes To School Program

5142.2	Safe Routes To School Program
5143	Insurance
5143	Insurance
5144	Discipline
5144	Discipline
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.11	Questioning And Apprehension By Law Enforcement
5145.13	Response To Immigration Enforcement
5145.13	Response To Immigration Enforcement
6142.8	Comprehensive Health Education
6142.8	Comprehensive Health Education
6142.93	Science Instruction
6145.2	Athletic Competition
6145.2	Athletic Competition
6153	School-Sponsored Trips
6153	School-Sponsored Trips
6163.2	Animals At School
6163.2	Animals At School
7110	Facilities Master Plan

**Regulation 5142.2: Safe Routes To School Program**

**Status:** ADOPTED

**Original Adopted Date:** 07/01/2009 | **Last Revised Date:** ~~06/12/01/2021~~ 2022 | **Last Reviewed Date:** ~~06/12/01/2021~~ 2022

CSBA NOTE: The following optional administrative regulation should be revised to reflect district practice. The strategies listed below are organized around the "fundamental E's" recommended for inclusion in local programs by the U.S. Department of Transportation's Federal Highway Administration (NHTSA) and the National Center for Safe Routes to School's online resource guide. NHTSA's ["Advancing Pedestrian and Bicyclist Safety: A Primer for Highway Safety Professionals,"](#) states that the most often addressed E's are engineering, education, and enforcement, with encouragement and engagement, evaluation, emerging technologies, emergency response, and equity as other important E's to consider.

District strategies to improve student safety along routes to school and to promote walking, bicycling, and other forms of active transport to school by students may include:

1. Education activities that promote safety and awareness, such as:

CSBA NOTE: To enable the district to provide students safety instruction related to using electric, motorized, or nonmotorized bicycles and scooters, Education Code 51860, as amended by AB 2028 (Ch. 116, Statutes of 2022), authorizes the Governing Board to assist local law enforcement, nonprofit associations or organizations specified in Education Code 38134, such as the Girls Scouts, Boys Scouts, parent-teacher associations, and public agencies that provide such safety instruction in providing safety instruction to district students.

Additionally, Streets and Highways Code 894, as added by AB 1946 (Ch. 147, Statutes of 2022), requires the Department of the California Highway Patrol to develop and post on its website, by September 1, 2023, statewide safety and training programs for users of electric bicycles, including, but not limited to, general electric bicycle riding safety, emergency maneuver skills, rules of the road, and laws pertaining to electric bicycles.

- a. Instructing students about pedestrian, ~~bicycle~~, and personal safety related to the use of electric or motorized and nonmotorized bicycles or scooters, including by local law enforcement, organizations specified in Education Code 38134, and public agencies that provide safety instructions on such bicycles and scooters.
  - b. Instructing students about the health, academic, and environmental benefits of walking, bicycling, and other forms of active transport to school
  - c. Offering driver safety information to high school students, parents/guardians, and the community to promote safety around school campuses and routes
2. Encouragement strategies designed to generate interest in active transport to school, such as:

- a. Organizing or facilitating "walking school buses" and/or "bicycle trains" whereby students walk or bike to school in groups escorted by parents/guardians or other volunteers as needed
  - b. Organizing special events and activities, such as Walk or Bike to School Day, International Walk to School Month, or year-round competitions
  - c. Publicizing the district's efforts in order to build support of parents/guardians and the community, including providing information about the district's safe routes to school program in parent/guardian communications and in any notifications about transportation options
3. Enforcement strategies to deter unsafe behaviors of drivers, pedestrians, and bicyclists, such as:
- a. Initiating or expanding crossing guard, student safety patrol, and/or parent/guardian safety patrol programs
  - b. Partnering with local law enforcement to help ensure that traffic laws are obeyed in the vicinity of schools and to implement appropriate measures such as placement of speed feedback monitors, ticketing, and/or driver safety campaigns
  - c. Monitoring to ensure that students who bicycle to school or who use skateboards, skates, or nonmotorized scooters wear helmets in accordance with Vehicle Code 21212
4. Engineering strategies that address the design, implementation, operation, and maintenance of traffic control devices or physical measures, such as:
- a. Working with local government agencies, parents/guardians, school staff, and others as appropriate to gather data about environmental conditions and hazards along routes to school
  - b. Working with local government agencies to make operational and physical improvements that reduce or eliminate hazards, such as reducing motor vehicle traffic speeds in the area and establishing safer and fully accessible crosswalks, walkways, trails, and bikeways
  - c. Assessing the adequacy, accessibility, and safety of bicycle parking at schools and making modifications as needed, such as increasing the number of or relocating bicycle racks and/or equipment storage areas
  - d. Considering safe routes to school when making decisions about siting and designing of new schools



CSBA NOTE: See the accompanying Board policy for additional information about program evaluation, including examples of indicators that may be used to measure program implementation and effectiveness.

5. Evaluation to assess progress toward program goals, including:
  - a. Gathering and interpreting data based on indicators established by the Superintendent and the Governing Board
  - b. Presenting data to the Board, program partners, and the public
  - c. Recommending program modifications as needed
6. Emerging technologies that aid in the prevention and mitigation of accidents
7. Emergency response in managing injuries after an accident occurs, including, but not limited to, training staff, crossing guards, student and/or parent/guardian safety patrols, and other volunteers who assist with drop-off and pick-up in emergency procedures
8. Equity, such that resources are distributed in a manner that provides safe access and participation in an equitable manner [across the community](#)

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<b>State</b>	<b>Description</b>
Ed. Code 32282	Comprehensive safety plan
<a href="#">Ed. Code 38134</a>	<a href="#">Use of school property</a>
Ed. Code 44808	Liability when students are not on school property
Ed. Code 45450-45451	Crossing guards
<a href="#">Ed. Code 51860</a>	<a href="#">Time and facilities for bicycle and scooter safety instruction</a>
Gov. Code 65352.2	General planning; communication between cities, counties and school districts
S&H Code 2380-2385	Active Transportation Program
<a href="#">S&amp;H Code 894</a>	<a href="#">Statewide safety and training programs; electric bicycles</a>

[Veh. Code 312.5](#)

[Veh. Code 406](#)

[Veh. Code 407.5](#)

Veh. Code 21200-21213

Veh. Code 21212

Veh. Code 21949-21971

### **Federal**

23 USC 133

23 USC 148

42 USC 1758b

### **Management Resources**

California Dept of Transportation  
Publication

California Dept of Transportation  
Publication

Court Decision

~~Natl~~ [Natl](#) Center for Safe Routes to  
School Publication

~~National~~ [Natl](#) Highway Traffic Safety  
Admin Publication

Safe Routes to School Natl Partnership  
Publication

Safe Routes to School Natl Partnership  
Publication

Website

Website

Website

Website

Website

Website

Website

[Electric bicycle](#)

[Moped or motorized bicycle](#)

[Motorized scooter](#)

Operation of bicycles

Helmet required for bicycle, nonmotorized scooter,  
skateboard, skates

Pedestrian rights and duties

### **Description**

Surface transportation block grant program

Highway safety improvement program

Local wellness policy

### **Description**

ATP Purpose and Goals as Defined by the State Legislature  
and SB 99, March 2015

Active Transportation Program Fact Sheet, January 2020

Cerna v. City of Oakland (2008) 161 Cal.App.4th 1340

Safe Routes to School Guide

Advancing Pedestrian and Bicyclist Safety: A Primer for  
Highway Safety Professionals, April 2016

Safe Routes to School by the Numbers: Using Data to Foster  
Walking and Biking to School, June 2016

Safe Routes to School 2009 Policy Report: Moving to the  
Future: Building on Early Achievements, March 2009

CSBA District and County Office of Education Legal Services

National Center for Safe Routes to School

Safe Routes Partnership

U.S. Department of Transportation, Federal Highway  
Administration, Safe Routes to School

California Department of Transportation, Safe Routes to  
School

National Highway Traffic Safety Administration

CSBA

## **Cross References**

### **Code**

0415

### **Description**

Equity

0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0470	COVID-19 Mitigation Plan
0500	Accountability
1112	Media Relations
1114	District-Sponsored Social Media
1114	District-Sponsored Social Media
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1230	School-Connected Organizations
1230	School-Connected Organizations
1260	Educational Foundation
1400	Relations Between Other Governmental Agencies And The Schools
1700	Relations Between Private Industry And The Schools
3100	Budget
3100	Budget
3290	Gifts, Grants And Bequests
3470	Debt Issuance And Management
3471	Parcel Taxes
3510	Green School Operations
3514	Environmental Safety
3514	Environmental Safety
3540	Transportation
3541	Transportation Routes And Services
5030	Student Wellness
5142	Safety
5142	Safety
6020	Parent Involvement
6020	Parent Involvement
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.8	Comprehensive Health Education

6142.8	Comprehensive Health Education
7110	Facilities Master Plan
7111	Evaluating Existing Buildings
7150	Site Selection And Development
7150	Site Selection And Development

**Policy 5148.2: Before/After School Programs**

**Status:** ADOPTED

**Original Adopted Date:** 11/01/2006 | **Last Revised Date:** 12/01/2021~~2021~~2022 | **Last Reviewed Date:** 12/01/2021~~2021~~2022

CSBA NOTE: The following optional policy is for use by districts providing expanded learning opportunities beyond the regular school day, including before-school and/or after-school, summer, vacation, and/or intersessional programs, and should be revised to reflect the program(s) offered by the district. For eligible programs in grades ~~TK~~TK-9, the district may apply for funding from the state's After School Education and Safety Program (ASES) (Education Code 8482-8484.65) and/or the federal 21st Century Community Learning Center~~Centers~~ Program (21st CCLC) (Education Code 8484.7-8484.9; 20 USC 7171-7176). The federal 21st Century High School After School Safety and Enrichment for Teens Program (ASSETs) (Education Code 8420-8428; 20 USC 7171-7176) provides funding for eligible programs in grades 9-12. These programs are optional and have different requirements.

Education Code 46120, as added~~amended~~ by AB ~~130~~181 (Ch. ~~445~~2, Statutes of ~~2021~~), ~~establishes~~2022 and AB ~~185~~ (Ch. ~~571~~571, Statutes of ~~2022~~), provides for the Expanded Learning Opportunities (ELO) Program and allocates funding to districts under a formula based on a district's average daily attendance and percentage of unduplicated students ~~and average daily attendance.~~ , defined as any student who is eligible for free or reduced-price meals, who is an English learner, or who is a foster youth. For the ~~2021-22~~2022-23 school year, districts receiving funds are required to offer access to ELO programs to all unduplicated students in grades TK-6 and to provide access to such programs to at least 50 percent of enrolled unduplicated students. Commencing ~~in~~with the ~~2022-23~~2023-24 school year, districts ~~receiving funds~~with a prior fiscal year local control funding formula (LCFF) unduplicated pupil percentage (UPP) of at least 75 percent are required to offer access to ELO programs to all classroom-based students in grades TK-6 inclusive, and to ensure that access is provided to any student whose parent/guardian requests placement in an ELO program. Commencing with the 2023-24 school year, districts with a prior fiscal year LCFF UPP of less than 75 percent are required to offer access to ELO programs to all unduplicated students in grades TK-6, inclusive, and ensure that access is provided to any unduplicated student whose parent/guardian requests placement in an ELO program. Pursuant to Education Code 46120, on school days, ELO programs must include in-person before or after school programs and, on non-school days, ~~intersession~~intersessional programs of specified lengths of time as described below and in the accompanying administrative regulation. Student participation in an ELO program is optional; however, districts may not opt out of the ELO Program.

See the accompanying administrative regulation for major requirements of each program.

The following policy is applicable to all four programs, unless otherwise noted, and may be adapted by districts that offer other programs through district funding or alternative sources. If the district does not offer ~~both a before-~~any programs beyond the regular school and ~~after-school program~~day, it may modify the following policy as appropriate.

The Governing Board desires to provide ~~before~~ learning opportunities for students beyond the regular school and/or ~~after-school enrichment programs~~ day that support the regular education program in a supervised environment. In order to increase academic achievement of participating students, the content of such programs shall be coordinated with the district's vision and goals for student learning, local control and accountability plan, curriculum, and academic standards.

CSBA NOTE: The following paragraph reflects a ~~requirement for~~ requirements related to collaborative planning for ~~both~~ the programs offered by the district. The ASES program (Education Code 8482.5) and), ASSETs program (Education Code 8422), ), 21st CCLC programs must be developed in program (Education Code 8484.75), and ELO program (Education Code 46120) have different collaboration with the school(s) the students attend, but collaboration with other entities is at requirements; see the discretion of the district. Districts offering only 21st CCLC programs may revise the following paragraph to reflect district practice accompanying administrative regulation.

The district's Each program offered by the district shall be planned through a collaborative process that includes parents/guardians, students, and representatives of participating schools, governmental agencies including city and county parks and recreation departments, local as required by law enforcement, community organizations, and, if appropriate, the private sector. (Education Code 8422, 8482.5, 8484.75, 46120)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice. Pursuant to Education Code 46120, as added by AB 130, districts are required to prioritize ELO programs at school sites in the lowest income communities, as determined by prior year percentages of students eligible for free and reduced-price meals, while maximizing the number of schools and neighborhoods with expanded learning opportunities ELO programs across their attendance area. In addition, pursuant to Education Code 8482.5, in awarding funding for ASES programs, the state gives priority to schools with at least 50 percent of students eligible for free or reduced-price meals. Pursuant to 20 USC 7174, funding for the 21st CCLC and ASSETs programs is restricted to schools receiving federal Title I funding. In addition, 20 USC 7174 and Education Code 8422 and 8484.8 give competitive priority for these federal programs to applications jointly submitted by school districts and community organizations for programs that (1) are located in schools that are implementing comprehensive or targeted support and improvement activities pursuant to 20 USC 6311 or other schools determined by the district to be in need of intervention and support to improve student academic achievement and other outcomes; (2) serve students at risk for academic failure, dropping out of school, involvement in criminal or delinquent activities, or lacking strong positive role models; (3) provide activities not otherwise accessible to participating students or expand accessibility to high-quality services that may be available in the community; (4) continue or expand existing grants; and (5) for 21st CCLC programs, provide year-round expanded learning programming. For a further description of competitive priority for funding, see the California Department of Education's (CDE) "21st CCLC and ASSETs FAQs" and "Request for Applications for Programs Proposing to Serve High School Students." 21st CCLC & ASSETs.

To the extent feasible, the district shall give priority to establishing ~~before~~ expanded learning opportunities beyond the regular school and/or ~~after-school programs~~ day in low-performing schools and/or programs that serve low-income and other at-risk students.

Any expanded learning opportunities, including but not limited to After School Education and Safety Program (ASES), 21st Century Community Learning Center Program (21st CCLC), 21st Century High School After School Safety and Enrichment for Teens Program (ASSETs), or Expanded Learning Opportunities Program (ELO) or any other program to be established pursuant to Education Code 8421, 8482.3 or, 8484.75, or 46120, shall be approved by the Board and the principal of each participating school.

CSBA NOTE: The following optional paragraph is applicable to all programs. Pursuant to Education Code 8483.4 (applicable to both ASES and, 21st CCLC, and ELO programs), the program administrator is required to establish qualifications for each staff position that, at a minimum, ensure that all staff members who directly supervise students meet the minimum qualifications for an instructional aide pursuant to district policies; see the accompanying administrative regulation. A district offering an ASSETs program must establish its expectations for staff qualifications.

The Superintendent or designee shall ensure that all staff who directly supervise students in the district's ~~before-school and/or after-school program~~ expanded learning opportunity programs possess appropriate knowledge and experience. As needed, staff and volunteers shall receive ongoing training related to their job responsibilities.

~~Each~~ Each before-school, after-school, summer, vacation or intersessional expanded learning opportunity program shall include academic and enrichment elements in accordance with law and administrative regulation. In addition, each program may include support services that reinforce the educational component and promote student health and well-being.

CSBA NOTE: Education Code 8482.6 (applicable to ASES, 21st CCLC, and ELO programs) and Education Code 8422 (applicable to ASSETs programs) authorize the district to charge fees to participating families with certain exceptions as described below.

Option 1 below is for use by districts that choose not to charge family fees. Option 2 is for use by districts that will charge a permissible family fee to cover unfunded costs of the program.

**OPTION 1: (For districts that do not charge family fees)**

No fee shall be charged for participation in the program.

CSBA NOTE: The following paragraph is for use by districts selecting Option 2 that offer an ASSETs program, and may be modified to reflect program(s) offered by the district. Pursuant to Education Code 8422, ASSETs programs that charge fees to participating families are required to waive or reduce the fees for families with students who are eligible for free or reduced-price meals.

However, for the ASSETs program, a family fee shall be waived or reduced for families with students who are eligible for free or reduced-price meals. (Education Code 8422)

CSBA NOTE: The following optional paragraph may be revised to reflect district practice.

To assist in evaluations of program effectiveness, the district may refer to the CDE ~~CDE's~~, "Quality Standards for Expanded Learning in California: Creating and Implementing a Shared Vision of Quality: " In addition, CDE's ~~publication~~, "A Crosswalk Between the Quality Standards for Expanded Learning and Program Quality Assessment Tools" describes available assessment tools that are closely aligned with the program standards. ~~These publications are available on CDE's web site.~~

To the extent consistent with state and federal privacy laws, Education Code 8484.1 authorizes the district to share specified student data (i.e., school day attendance data, statewide assessment scores English language development test placement or reclassification scores, California Healthy Kids Survey results in aggregate form, student engagement and behavioral data, and other academic measures, including grades and course completion) with the operator of an after-school program with which the district has a contract that includes a confidentiality agreement. The



district should consult with [CSBA District and County Office of Education Legal Services or district](#) legal counsel if it has any questions regarding the sharing of student data.

In addition, Education Code 8427 and 8484 require the after-school program to submit data on school and program attendance and program quality to the CDE; see the section "Reports" in the accompanying administrative regulation.

The Board and the Superintendent or designee shall monitor student participation rates and shall identify multiple measures that shall be used to evaluate program effectiveness. Such measures may include, but are not limited to, student outcome data; program self-assessments; feedback from staff, participating students, and parents/guardians; and observations of program activities.

CSBA NOTE: The following paragraph is for use by districts that offer an ASES, 21st CCLC, and/or ELO program, and may be adapted by districts that offer ASSETs or other programs. Pursuant to Education Code 8482.3 and 46120, as added by AB 130, ~~require districts offering a~~ [district that offers](#) an ASES, 21st CCLC, and/or ELO program [is required](#) to review program goals, program content, and outcome measures, selected from among those listed in Education Code 8484, every three years and to retain documentation for five years.

Every three years, the Superintendent or designee shall review the after-school program plan, including, but not limited to, program goals, program content, and outcome measures. Documentation of the program plan shall be maintained for a minimum of five years.

#### Policy Reference UPDATE Service

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#### Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
Ed. Code 17260-17268	Plans and specifications for school facilities
Ed. Code 17264	New construction; accommodation of before- and after-school programs
Ed. Code 35021.3	After-school physical recreation instructors
Ed. Code 45125	Criminal record check
Ed. Code 45330	Paraprofessionals; instructional aides
Ed. Code 45340-45349	Paraprofessionals; instructional aides
Ed. Code 46120	Expanded Learning Opportunities Program
Ed. Code 49024	Activity Supervisor Clearance Certificate
Ed. Code 49430-49434	Nutrition standards

Ed. Code 49540-49546	Child care food program
Ed. Code 49553	Free or reduced-price meals
Ed. Code 69430-69460	Cal Grant program
Ed. Code 8263	Eligibility and priorities for subsidized child development services
<del>Ed. Code 8263.4</del>	<del>Enrollment of students ages 11-12 years</del>
Ed. Code 8273.1	Family fees; exemptions
Ed. Code <del>8281.5</del> <a href="#">8322</a>	California Prekindergarten Planning and Implementation Grant Program
Ed. Code 8295-8305	Child development program ; personnel qualifications
Ed. Code 8350-8359.1	Programs for CalWORKS recipients
Ed. Code 8360-8370	Personnel qualifications
Ed. Code 8420-8428	21st Century <a href="#">High School</a> After-School <a href="#">Safety and Enrichment</a> Program for Teens
Ed. Code 8482-8484.65	After School Education and Safety Program
Ed. Code 8484.7-8484.9	21st Century Community Learning Centers
Ed. Code 8490-8490.7	Distinguished After School Health Recognition Program
W&I Code 10207-10490	Child Care and Development Services Act
W&I Code 10273	Preferred placement for otherwise eligible children ages 11 or 12

**Federal**

20 USC 6311

20 USC 6314

20 USC 7171-7176

42 USC 11434a

42 USC 1766-1766a

7 CFR 226.17

**Management Resources**

California Department of Education Publication

California Department of Education Publication

**Description**

State plan

Title I schoolwide program

21st Century Community Learning Centers

Education for homeless children and youths

Child and Adult Care Food Program

Child care center nutrition standards

**Description**

Quality Program Improvement Plan Instructions: Instructions for Completing a Quality Program Improvement Plan for Expanded Learning Programs in California, ~~August 2020~~[January 2022](#)

21st CCLC and ASSETs FAQs, ~~September 2020~~[October 2022](#)

California Department of Education Publication	Request for Applications: 21st Century High School <a href="#">Community Learning Centers</a> and After School Safety and Enrichment for Teens, September 2020 <a href="#">2022</a>
California Department of Education Publication	Request for Applications: 21st Century Community Learning Centers Elementary/Middle Schools, September 2020
California Department of Education Publication	Expanded Learning Opportunities Program FAQs, October 2021 <a href="#">July 2022</a>
California Department of Education Publication	A Crosswalk Between the Quality Standards for Expanded Learning and Program Quality Assessment Tools, 2014
<a href="#">California Department of Education Publication</a>	<a href="#">Early Release and Late Arrival Guidance, December 2021</a>
California Department of Education Publication	California After School Physical Activity Guidelines, 2009
California Department of Education Publication	Quality Standards for Expanded Learning in California: Creating and Implementing a Shared Vision of Quality, 2014
U.S. Department of Education Publication	21st Century Community Learning Centers, Nonregulatory Guidance, February 2003
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education, Expanded Learning
Website	U.S. Department of Agriculture
<a href="#">Website</a>	<a href="#">California Afterschool Network</a>
Website	California School-Age Consortium
Website	Partnership for Children and Youth
Website	California Healthy Kids Survey
Website	Commission on Teacher Credentialing
Website	CSBA
Website	U.S. Department of Education

## Cross References

<b>Code</b>	<b>Description</b>
0000	Vision
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan

0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
0500	Accountability
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1330	Use Of School Facilities
1330	Use Of School Facilities
1330-E(1)	Use Of School Facilities
1330.1	Joint Use Agreements
1400	Relations Between Other Governmental Agencies And The Schools
1700	Relations Between Private Industry And The Schools
3260	Fees And Charges
3260	Fees And Charges
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3540	Transportation
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
3552	Summer Meal Program
3552	Summer Meal Program
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3554	Other Food Sales
3554	Other Food Sales
3580	District Records

3580	District Records
4112.4	Health Examinations
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4131	Staff Development
4212.4	Health Examinations
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4222	Teacher Aides/Paraprofessionals
4222	Teacher Aides/Paraprofessionals
4231	Staff Development
4312.4	Health Examinations
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4331	Staff Development
5030	Student Wellness
5131.6	Alcohol And Other Drugs
5131.6	Alcohol And Other Drugs
5131.62	Tobacco
5131.62	Tobacco
5137	Positive School Climate
5141.21	Administering Medication And Monitoring Health Conditions
5141.21	Administering Medication And Monitoring Health Conditions
5141.23	Asthma Management
5141.23	Asthma Management
5141.27	Food Allergies/Special Dietary Needs
5141.27	Food Allergies/Special Dietary Needs
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5144	Discipline
5144	Discipline

5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.9	Hate-Motivated Behavior
5147	Dropout Prevention
5148	Child Care And Development
5148	Child Care And Development
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6142.4	Service Learning/Community Service Classes
6142.6	Visual And Performing Arts Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6145	Extracurricular And Cocurricular Activities
6145	Extracurricular And Cocurricular Activities
6154	Homework/Makeup Work
6159	Individualized Education Program
6159	Individualized Education Program
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth

6173.1	Education For Foster Youth
6175	Migrant Education Program
6175	Migrant Education Program
6176	Weekend/Saturday Classes
6177	Summer Learning Programs
6178	Career Technical Education
6178	Career Technical Education
6179	Supplemental Instruction

**Regulation 5148.2: Before/After School Programs**

**Status:** ADOPTED

**Original Adopted Date:** 07/01/2015 | **Last Revised Date:** 12/01/2021 ~~2022~~ | **Last Reviewed Date:** 12/01/2021 ~~2022~~

CSBA NOTE: The district should revise the following administrative regulation to reflect the expanded learning opportunity programs, including before and/or after school program(s), it offers and the grade levels at which the programs are offered. In addition to the program requirements described below, before-school and after-school programs may be subject to other district policies such as BP/AR 5148 - Child Care and Development, AR 3514.2 - Integrated Pest Management, and BP/AR 3550 - Food Service/Child Nutrition Program. The district should consult CSBA District and County Office of Education Legal Services or district legal counsel if it has questions regarding the applicability of other laws to the district's programs.

**Definitions**

*Expanded learning opportunities* means before school, after school, summer, ~~or intersession~~ vacation, and/or intersessional learning programs that focus on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences. Expanded learning opportunities does not mean an extension of instructional time, but rather, opportunities to engage students in enrichment, play, nutrition, and other developmentally appropriate activities. (Education Code 8482.1, 46120)

Offer access, with regard to an Expanded Learning Opportunities (ELO) program, means to recruit, advertise, publicize, or solicit through culturally and linguistically effective and appropriate communication channels. (Education Code 46120)

Provide access, with regard to an ELO program, means to register or enroll a student in an ELO program. (Education Code 46120)

*Unduplicated student* means a student enrolled in a district who is either classified as an English learner, eligible for a free or reduced-price meal, or is a foster youth. (Education Code 42238.02, 46120)

**Grades ~~K~~TK-9**

CSBA NOTE: The following section is for use by districts providing before-school and/or after-school programs funded by the state After School Education and Safety Program (ASES) (Education Code 8482-8484.65), the federal 21st Century Community Learning Center ~~program~~ Program (21st CCLC) (Education Code 8484.7-8484.9; 20 USC 7171-7176), or the Expanded Learning Opportunities Program (ELO) ~~program~~ (Education Code 46120).

ASES and 21st CCLC programs serve students who are in grades K-9 in an elementary, middle, or junior high school.



The district's After School Education and Safety (ASES) program or 21st Century Community Learning Center (21st CCLC) program shall serve students in any of grades ~~K~~TK-9 as the district may determine based on local needs. (Education Code 8482.3, 8484.7, 8484.75, 8484.8)

The district's 21st CCLC program shall primarily serve students in Title I schoolwide programs. (Education Code 8484.8; 20 USC 7173)

The district's ELO program shall serve students in grades TK-6. (Education Code 46120)

CSBA NOTE: The following paragraphs reflect the extent to which a before/after school programs, including ASES, 21st CCLC and ELO programs, require collaborative planning. Districts may revise the following paragraphs to reflect programs offered by the district.]

The district's programs shall be planned through a collaborative process that includes parents/guardians, students, and representatives of participating schools, governmental agencies, including city and county parks and recreation departments, local law enforcement, community organizations, and the private sector. As appropriate, the Superintendent or designee may include other stakeholders in such collaborative process. (Education Code 8482.5, 8484.75, 46120)

CSBA NOTE: Education Code 46120, as added ~~amended~~ by AB ~~130~~181 (Ch. 4452, Statutes of ~~2021~~), ~~establishes~~2022) and AB 185 (Ch. 571, Statutes of 2022), ~~provides for the Expanded Learning Opportunities (ELO) Program~~ program and allocates funding to districts under a formula based on a district's percentage of unduplicated students and average daily attendance. For the ~~2021-22~~2022-23 school year, districts receiving funds are required to offer access to ELO programs to all unduplicated students in grades TK-6 and to provide access to such programs to at least 50 percent of enrolled unduplicated students. ~~For~~Commencing with the 2022-232023-24 school year, districts ~~receiving funds~~with a prior fiscal year local control funding formula (LCFF) unduplicated pupil percentage (UPP) of at least 75 percent are required to offer access to ELO programs to all classroom-based students in grades TK-6 ~~access to ELO programs~~, and to ensure that access is provided to any student whose parent/guardian requests placement in an ELO program. Commencing with the 2023-24 school year, districts with a prior fiscal year LCFF UPP of less than 75 percent are required to offer access to ELO programs to all unduplicated students in grades TK-6 and ensure that access is provided to any unduplicated student whose parent/guardian requests placement in an ELO program. Districts are required to prioritize services at school sites in the lowest income communities, as determined by prior year percentages of students eligible for free and reduced-price meals, while maximizing the number of schools and neighborhoods with ELO programs across their attendance area.

The following paragraph is for districts that receive ELO funds and should be deleted by districts that do not receive such funds. However, the California Department of Education's (CDE), "Expanded Learning Opportunities Program FAQs," clarifies that districts that receive funds for classroom-based instructional programs that serve grades TK-6 cannot opt-out of the ELO program funding.

The district's Expanded Learning Opportunities (ELO) program shall serve students in grades TK-6. ~~For the 2021-22~~For the 2022-23 school year, the district shall offer access to ELO programs to all unduplicated students in grades TK-6 and provide access to such programs to at least 50 percent of enrolled unduplicated students. ~~Commencing with the 2022-23 school year, the district shall offer all students in grades TK-6 access to ELO programs, and ensure that access is provided to any student whose parent/guardian requests placement in a program.~~ -(Education Code 46120)

(For districts with a prior fiscal year local control funding formula unduplicated pupil percentage of less than 75 percent)

The district shall offer access to the ELO program to all classroom-based unduplicated students in grades TK-6. The district shall provide access to any unduplicated student whose parent/guardian requests placement in an ELO program.

CSBA NOTE: Education Code 8281.5, as added by AB 130 and amended by AB 167 (Ch. 252, Statutes of 2021), requires districts receiving grants through the The California Prekindergarten Planning and Implementation Grant Program, established pursuant to develop a plan Education Code 8322, provides for consideration by the Board at a public meeting on or before June 30, 2022 for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten that meet the needs of parents/guardians, including through partnerships with the district's ELO program, ASES Program, California a state preschool program, Head Start programs, and other community-based early learning and care programs. initiative with the goal of expanding access to classroom-based prekindergarten programs. See BP 6170.1 - Transitional Kindergarten.

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education Code ~~8281.5~~8322)

CSBA NOTE: Pursuant to Education Code 8484.75, programs funded through the 21st CCLC program are generally subject to the same program requirements applicable to ASES programs, with the exception of specified provisions primarily related to allocation of funds- collaboration, and data collection. In contrast, ELO programs are explicitly subject to some but not all of the ASES requirements pursuant to Education Code 46120. However, the California Department of Education's (CDE) Expanded Learning Opportunities FAQs, emphasizes that districts are expected to uniformly apply the stricter ASES requirements to all programs since ASES, 21st CCLC, and ELO programs should be considered a single, comprehensive program. As such, the following section reflects the expectation that ELO programs will comply with all the requirements for ASES and 21st CCLC programs.

The following section applies to ASES, 21st CCLC, and ELO programs, except where otherwise noted, and should be revised to reflect the program(s) offered by the district.

The district's ASES, 21st CCLC, and ELO program(s) shall be operated in accordance with the following:

## 1. Program Elements

- a. The program shall include an educational and literacy element in which tutoring or homework assistance is provided in language arts, mathematics, history and social science, computer training, and/or science. (Education Code 8482.3, 8484.75, 46120)

CSBA NOTE: Education Code 8482.3 requires that the program include an educational enrichment component which may include physical fitness. Pursuant to Education Code 8483.55 and 8484.8, the CDE has developed voluntary California After School Physical Activity Guidelines which are available on its web site.

- b. The program shall include an educational enrichment element which may include, but is not limited to, fine arts, career technical education, recreation, technology, physical fitness, and prevention activities. (Education Code 8482.3, 8484.75, 46120)

CSBA NOTE: Pursuant to Education Code ~~8482~~8483.3, after-school expanded learning opportunity programs may be required to offer a nutritional snack, meal, or both. Education Code 8482.3 requires that such snacks or meals ~~that~~ conform to applicable state or federal nutrition standards. Reimbursement for providing snacks is available through the National School Lunch Program and the Child and Adult Care Food Program (CACFP) for participating districts. Pursuant to the Healthy, Hunger-Free Kids Act of 2010 (42 USC 1766-1766a), after-school programs participating in the at-risk after-school care component of the CACFP may be reimbursed for serving full meals. Further information is available on the web sites of ~~the~~ CDE and the U.S. Department of Agriculture.

## 2. Nutrition

- a. ~~If snacks~~Snacks or meals ~~are~~ made available in the program, ~~they~~ shall conform to nutrition standards specified in Education Code 49430-49434 or 42 USC 1766 as applicable. (Education Code 8482.3, 8484.75, 46120; 42 USC 1766-1766a; 7 CFR 226.17)
- b. The district's before-school program shall offer a breakfast meal as described in Education Code 49553 for all program participants. (Education Code 8483.1, 8484.75)

CSBA NOTE: Education Code 8482.3 provides that a program may be offered at one or multiple school sites. Program applications and U.S. Department of Education (USDOE) nonregulatory guidance, "21st Century Community Learning Centers;" state that programs may be located off campus as long as the facility is as available and accessible to students as if it were located at a school.

## 3. Location of Program

- a. The program may be offered at one or multiple school sites and/or at an easily available and accessible off-campus facility. (Education Code 8482.3, 8484.75)

- b. When there is a significant barrier to student participation in either the before-school or after-school component of a program at the school of attendance, the Superintendent or designee may, with the approval of the Superintendent of Public Instruction, provide services at another school site. Such transfer of services shall occur only if the school to which the program will be transferred agrees to receive students from the transferring school and has an existing grant of the same type as the transferring school, or does not have a 10-percent lower percentage of students eligible for free or reduced-price meals than the transferring school. A significant barrier includes any of the following: (Education Code 8482.8, 8484.75)

- i. Fewer than 20 students participating in the program component
- ii. Extreme transportation constraints, including, but not limited to, desegregation busing, busing for magnet or open enrollment schools, or student dependence on public transportation
- iii. A reduction in the program grant of an existing school due to its merging into a new school opened by the district or the splitting of its students with a new school

In such cases, the district shall arrange for safe, supervised transportation between school sites; ensure communication among staff in the regular school program, staff in the before-school or after-school program, and parents/guardians; and ensure alignment of the educational and literacy elements with the regular school program of participating students. (Education Code 8482.8, 8484.75)

#### 4. Staffing

- a. All staff members who directly supervise students shall, at a minimum, meet the qualifications for an instructional aide. (Education Code 8483.4, 8484.75, 45330, 45344, 45344.5)

CSBA NOTE: Pursuant to Education Code 8483.4, program staff and volunteers are required to meet health screening and fingerprint clearance requirements. Education Code 49024 provides that the requirement to obtain an Activity Supervisor Clearance Certificate prior to beginning a paid or volunteer position is satisfied by clearing a Department of Justice and Federal Bureau of Investigation criminal background check.

- b. All program staff and volunteers shall be subject to the health screening and fingerprint clearance requirements in law and Board policy. (Education Code 8483.4, 8484.75)
- c. The student-to-staff ratio shall be no more than 20 to 1, except that programs serving transitional kindergarten or kindergarten students shall maintain a student-to-staff member ratio of no more than 10 to 1 (Education Code 8483.4, 8484.75, 46120)

#### 5. Hours of Operation

~~5. CSBA NOTE: Pursuant to Education Code 46120, ELO programs must provide in-person before or after school expanded learning opportunities offered on school days that, when added to daily instructional minutes, recess, and meals, meet certain hourly requirements, as specified. Item #5(a) and 5(b) below do not apply to ELO programs offered pursuant to Education Code 46120.~~

- a. A before-school program shall not operate for less than one and one-half hours per regular school day. (Education Code 8483.1, 8484.75)

CSBA NOTE: Pursuant to Education Code 8483, as amended by AB 2622 (Ch. 265, Statutes of 2018), ASES programs that operate at a school site located in an area that has a population density of less than 11 persons per square mile may end operating hours not earlier than 5 p.m. The following paragraph can be revised to reflect district programs.

- b. An after-school program shall begin immediately upon the conclusion of the regular school day and shall operate a minimum of 15 hours per week and at least until 6 p.m. on every regular school day. (Education Code 8483, 8484.75)

~~CSBA NOTE: Pursuant to Education Code 46120, as added AB 130 and amended by AB 167, ELO programs must provide in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, are no less than nine hours of combined instructional time and expanded learning opportunities per instructional day.~~

- c. An ELO program shall provide in-person before or after school expanded learning opportunities that, when added to daily instructional minutes, shall not be less than nine hours of combined instructional time and expanded learning opportunities per instructional day. (Education Code 46120)

## 6. Admissions

- a. Every student attending a school operating a program is eligible to participate in the program, subject to program capacity. (Education Code 8482.6, 8484.75)
- b. If the number of students wishing to participate in the program exceeds program capacity, students shall be selected for enrollment based on the following guidelines:
  - i. First priority for enrollment shall be given to students who are identified as homeless youth, as defined by the McKinney-Vento Homeless Assistance Act (42 USC 11434a), at the time they apply for enrollment or at any time during the school year, to students who are identified by the program as being in foster care, and to students who are eligible for free or reduced-price meals. (Education Code 8483, 8483.1, 8484.75)

The district is not required to disenroll a current student in order to secure the enrollment of a student who has priority for enrollment. (Education Code 8483, 8483.1)

The district shall inform the parent/guardian of a homeless or foster youth, or student eligible for free or reduced price meals, of the right of the child to receive priority enrollment and how to request priority enrollment. (Education Code 8483, 8484.75)

CSBA NOTE: Item #(2) below is for use by districts that maintain middle or junior high schools.

- ii. Second priority for enrollment of middle or junior high school students shall be given to students who attend daily. (Education Code 8483, 8483.1, 8484.75)

CSBA NOTE: Items #(3)-(5) are optional and may be revised or expanded to include enrollment priorities established by the district.

- iii. Third priority for enrollment shall be given to students identified as in need of academic remediation or support in accordance with Board policy or administrative regulation.
- iv. Any remaining capacity shall be filled by students selected at random.
- v. A waiting list shall be established to accommodate additional students if space becomes available.

#### 7. Attendance/Early Release

CSBA NOTE: Education Code 8483 and 8483.1 express legislative intent that elementary students attend the full program day of either the before-school or after-school program every day in which they participate- and districts are mandated to establish a policy regarding reasonable early daily release of students from the after-school program and reasonable late arrival to a before-school program. Education Code 8483 and 8483.1 allow districts to implement a flexible attendance schedule for students in middle or junior high school. Education Code 8483.1 specifies that, for before-school programs, students who attend less than one-half of the daily program hours may not be counted for attendance purposes.

Pursuant CDE's, "Early Release and Late Arrival Guidance," recommends that late arrival and early release policies be implemented by establishing codes for various reasons of early release or late arrival and includes sample codes.

In contrast, CDE's, "Expanded Learning Opportunities Program FAQ," explains that ELO Programs offered pursuant to Education Code ~~8483,46120~~ do not have an attendance requirement, but rather districts offering an after-school program are mandated encouraged to establish a policy regarding reasonable early daily release of students from the after-school program. Education Code 8483.1 mandates districts offering a before-school program to establish a policy regarding reasonable late daily arrival of students. track student attendance for safety and continuous quality improvement purposes.

The following items should be revised to reflect district practice.

- a. Each student admitted into a district program shall be expected to attend the full number of hours that the program is in operation every day that the student participates. An ELO program offered pursuant to Education Code 46120 does not

have an attendance requirement, but the district may track student attendance for safety and continuous quality improvement purposes.

- b. When necessary, a student's parent/guardian may request, in writing, that the Superintendent or designee approve the reasonable late daily arrival for the before-school program or the reasonable early daily release from the after-school program. The Superintendent or designee shall not approve such a request if the student would be attending less than one-half of the daily program hours.

CSBA NOTE: Item #8 below is for use by districts that offer a program during summer, intersession, or vacation periods. Pursuant to Education Code 8483.76, a school that establishes a before-school or after-school program is eligible to receive a supplemental grant to operate the program in excess of 180 regular school days or during any combination of summer, weekends, intersession, or vacation periods for a maximum of 30 percent of the total grant amount awarded, per school year, to the school.

Pursuant to Education Code 46120, ELO programs are required to offer no less than nine hours of in-person expanded learning opportunities per day for at least 30 non-school days during intersessional periods.

#### 8. Summer/Intersession/Vacation Programs

- a. ELO programs shall offer no less than nine hours of in-person expanded learning opportunities per day for at least 30 non-school days, during intersessional periods.
- b. A before-school program operating during summer, intersession, and/or vacation days shall be offered for a minimum of two hours per day. An after-school program offered during summer, intersession, and/or vacation days may be operated for either three hours or six hours per day in accordance with Education Code 8483.76. When both before-school and after-school programs are offered for the same students on such days, they shall be operated for a minimum of four and one-half hours per day. (Education Code 8483, 8483.1, 8483.2, 8483.76)
- c. A program offered during summer, intersession, and/or vacation periods may open eligibility to every student attending a school in the district, with priority for enrollment given to students enrolled in the school that received the grant. (Education Code 8483.76)
- d. To address the needs of students and school closures, the program may be conducted at an off-site location or an alternate school site. The program shall notify the California Department of Education (CDE) of the change of location and shall include a plan to provide safe transportation pursuant to Education Code 8484.6. (Education Code 8483.76)
- e. Any program operating for six hours per day shall provide at least one nutritionally adequate free or reduced-price meal to each eligible student during each program day. (Education Code 8483.76)

CSBA NOTE: Education Code 8483.76 mandates that a district operating a six-hour program adopt an attendance and early release policy for the program that is consistent with the district's early

release policy for the regular school day; see item #7 above. This policy must be included in the program plan submitted to CDE.

- f. For any program operating six hours per day, district procedures pertaining to student attendance and early release as specified in item #7 above shall apply. (Education Code 8483.76)





## Reports

CSBA NOTE: The following section applies to ASES, 21st CCLC, and ASSETs programs.

Pursuant to Education Code 8426 and 8484, CDE may terminate a grant if, for three consecutive years, the program fails to demonstrate measurable program outcomes or fails to attain 75 percent of its proposed attendance levels. For this purpose, CDE may consider a comparison of participating and nonparticipating students at the same school site or other factors.

The Superintendent or designee shall annually submit to CDE outcome-based data, including, but not limited to: (Education Code 8427, 8482.3, 8484)

1. For participating students, school day attendance on an annual basis and program attendance on a semi-annual basis

CSBA NOTE: Education Code 8427 requires programs to submit evidence of a program quality improvement process that is based on standards developed by CDE. ~~CDE's~~ Such program quality standards, can be found in CDE's, "Quality Standards for Expanded Learning in California: Creating and Implementing a Shared Vision of Quality, are available on its web site."

2. Evidence of a program quality improvement process that is data driven and based on CDE program quality standards

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
Ed. Code 17260-17268	Plans and specifications for school facilities
Ed. Code 17264	New construction; accommodation of before- and after-school programs
Ed. Code 35021.3	After-school physical recreation instructors
Ed. Code 45125	Criminal record check
Ed. Code 45330	Paraprofessionals; instructional aides
Ed. Code 45340-45349	Paraprofessionals; instructional aides
Ed. Code 46120	Expanded Learning Opportunities Program
Ed. Code 49024	Activity Supervisor Clearance Certificate
Ed. Code 49430-49434	Nutrition standards
Ed. Code 49540-49546	Child care food program
Ed. Code 49553	Free or reduced-price meals
Ed. Code 69430-69460	Cal Grant program
Ed. Code 8263	Eligibility and priorities for subsidized child development services
<del>Ed. Code 8263.4</del>	<del>Enrollment of students ages 11-12 years</del>
Ed. Code 8273.1	Family fees; exemptions
Ed. Code <del>8281.5</del> <a href="#">8322</a>	California Prekindergarten Planning and Implementation Grant Program
Ed. Code 8295-8305	Child development program; personnel qualifications
Ed. Code 8350-8359.1	Programs for CalWORKS recipients
Ed. Code 8360-8370	Personnel qualifications
Ed. Code 8420-8428	21st Century After-School Program for Teens
Ed. Code 8482-8484.65	After School Education and Safety Program
Ed. Code 8484.7-8484.9	21st Century Community Learning Centers
Ed. Code 8490-8490.7	Distinguished After School Health Recognition Program

W&I Code 10207-10490

Child Care and Development Services Act

W&I Code 10273

Preferred placement for otherwise eligible children ages 11 or 12

### **Federal**

### **Description**

20 USC 6311

State plan

20 USC 6314

Title I schoolwide program

20 USC 7171-7176

21st Century Community Learning Centers

42 USC 11434a

Education for homeless children and youths

42 USC 1766-1766a

Child and Adult Care Food Program

7 CFR 226.17

Child care center nutrition standards

### **Management Resources**

### **Description**

California Department of Education  
Publication

Quality Program Improvement Plan Instructions: Instructions for Completing a Quality Program Improvement Plan for Expanded Learning Programs in California, ~~August 2020~~ [January 2022](#)

California Department of Education  
Publication

21st CCLC and ASSETs FAQs, ~~September 2020~~ [October 2022](#)

California Department of Education  
Publication

Request for Applications: 21st Century ~~High School~~ [Community Learning Centers](#) and After School Safety and Enrichment for Teens, September ~~2020~~ [2022](#)

~~California Department of Education  
Publication~~

~~Request for Applications: 21st Century Community Learning Centers Elementary/Middle Schools, September 2020~~

California Department of Education  
Publication

Expanded Learning Opportunities Program FAQs, ~~October 2021~~ [July 2022](#)

California Department of Education  
Publication

A Crosswalk Between the Quality Standards for Expanded Learning and Program Quality Assessment Tools, 2014

California Department of Education  
Publication

California After School Physical Activity Guidelines, 2009

California Department of Education  
Publication

Quality Standards for Expanded Learning in California: Creating and Implementing a Shared Vision of Quality, 2014

U.S. Department of Education  
Publication

21st Century Community Learning Centers, Nonregulatory Guidance, February 2003

Website

CSBA District and County Office of Education Legal Services

Website

California Department of Education, Expanded Learning

Website

U.S. Department of Agriculture

[Website](#)

[California Child and Adult Care Food Program](#)

Website

California School-Age Consortium

Website	Partnership for Children and Youth
<a href="#">Website</a>	<a href="#">California Afterschool Network</a>
Website	California Healthy Kids Survey
Website	Commission on Teacher Credentialing
Website	CSBA
Website	U.S. Department of Education

## Cross References

<b>Code</b>	<b>Description</b>
0000	Vision
0200	Goals For The School District
0410	Nondiscrimination In District Programs And Activities
0450	Comprehensive Safety Plan
0450	Comprehensive Safety Plan
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
0500	Accountability
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E(1)	Uniform Complaint Procedures
1312.3-E(2)	Uniform Complaint Procedures
1330	Use Of School Facilities
1330	Use Of School Facilities
1330-E(1)	Use Of School Facilities
1330.1	Joint Use Agreements
1400	Relations Between Other Governmental Agencies And The Schools
1700	Relations Between Private Industry And The Schools

3260	Fees And Charges
3260	Fees And Charges
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3540	Transportation
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
3552	Summer Meal Program
3552	Summer Meal Program
3553	Free And Reduced Price Meals
3553	Free And Reduced Price Meals
3554	Other Food Sales
3554	Other Food Sales
3580	District Records
3580	District Records
4112.4	Health Examinations
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4131	Staff Development
4212.4	Health Examinations
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4222	Teacher Aides/Paraprofessionals
4222	Teacher Aides/Paraprofessionals
4231	Staff Development
4312.4	Health Examinations
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4331	Staff Development
5030	Student Wellness
5131.6	Alcohol And Other Drugs

5131.6	Alcohol And Other Drugs
5131.62	Tobacco
5131.62	Tobacco
5137	Positive School Climate
5141.21	Administering Medication And Monitoring Health Conditions
5141.21	Administering Medication And Monitoring Health Conditions
5141.23	Asthma Management
5141.23	Asthma Management
5141.27	Food Allergies/Special Dietary Needs
5141.27	Food Allergies/Special Dietary Needs
5141.52	Suicide Prevention
5141.52	Suicide Prevention
5144	Discipline
5144	Discipline
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5145.9	Hate-Motivated Behavior
5147	Dropout Prevention
5148	Child Care And Development
5148	Child Care And Development
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6142.4	Service Learning/Community Service Classes
6142.6	Visual And Performing Arts Education
6142.7	Physical Education And Activity
6142.7	Physical Education And Activity
6142.91	Reading/Language Arts Instruction
6142.92	Mathematics Instruction
6142.93	Science Instruction
6145	Extracurricular And Cocurricular Activities

6145	Extracurricular And Cocurricular Activities
6154	Homework/Makeup Work
6159	Individualized Education Program
6159	Individualized Education Program
6163.4	Student Use Of Technology
6163.4-E(1)	Student Use Of Technology
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E(1)	Education For Homeless Children
6173-E(2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6175	Migrant Education Program
6175	Migrant Education Program
6176	Weekend/Saturday Classes
6177	Summer Learning Programs
6178	Career Technical Education
6178	Career Technical Education
6179	Supplemental Instruction



Policy 5148.3: Preschool/Early Childhood Education

Status: ADOPTED

Original Adopted Date: 11/01/2012 | Last Revised Date: 12/01/2021 [2022](#) | Last Reviewed Date: 12/01/2021 [2022](#)

CSBA NOTE: The following optional policy may be used by districts that operate their own preschool/early childhood education programs and/or collaborate to provide preschool opportunities within the community. CSBA's publication, ["What Boards of Education Can Do about Kindergarten Readiness,"](#) provides information about [the](#) characteristics of effective preschool programs and actions that the district and Governing Board can take to encourage and/or provide high-quality preschool education.

Pursuant to AB 131 (Ch. 116, Statutes of 2021), the statutes that govern the California State Preschool Program (CSPP) were renumbered within the Education Code. In addition, pursuant to AB 131, the statutes that govern child care programs under the Child Care and Development Services Act were repealed from the Education Code and reenacted in the Welfare and Institutions Code. Education Code 8207, as added by AB 131, clarifies that the Superintendent of Public Instruction (SPI) and the California Department of Education (CDE) retain administrative supervision of the CSPP.

In December 2020, the SPI initiated the rulemaking process for revised implementing regulations for the CSPP. Once final, these regulations may affect this policy and the accompanying administrative regulation.

[Education Code 8281.5, as added by AB 130 \(Ch. 44, Statutes of 2021\)](#) [Education Code 8320, as added by AB 210 \(Ch. 62, Statutes of 2022\) and amended by AB 185 \(Ch. 571, Statutes of 2022\), establishes the California Universal Preschool Planning Grant Program, with the goal of expanding access to preschool programs for 3-year old and 4-year-old children universally across the state, through a mixed-delivery system by a variety of providers, programs, and settings such as Head Start agencies and other public, private, or proprietary agencies. Under the program, grants are awarded per county, based on collaborative planning among the local child care and development planning council, school districts and other local educational agencies, public and private agencies, and other community members, to ensure that activities conducted under the grant meet community needs for universal preschool in a mixed-delivery system which are not already addressed.](#)

[Education Code 8322, as renumbered by SB 1380 \(Ch. 28, Statutes of 2022\)](#), establishes the California Prekindergarten Planning and Implementation Grant Program as an early learning initiative with the goal of expanding access to classroom-based prekindergarten programs at districts. The program allocates funding to all districts that operate kindergarten programs through minimum base grants, enrollment grants based on a district's kindergarten enrollment, and supplemental grants based on a district's percentage of unduplicated students. Grant funds may be used for costs associated with creating or expanding CSPP programs or transitional kindergarten (TK) programs, or to establish or strengthen partnerships with other providers of prekindergarten education within the district, including Head Start programs, to ensure that high-quality options for prekindergarten education are available for four-year-old children. Allowable costs include, but are not necessarily limited to, planning costs, hiring and recruitment costs, staff training and professional development, classroom materials, and supplies.

Pursuant to AB 131, the Legislature allocated additional funds to provide subsidized child care and CSPP programs with COVID-19 pandemic-related assistance. Education Code 8252, as amended and renumbered by AB 131, requires [210](#), districts [are required](#) to waive family fees for all families receiving

subsidized child care services from CSPP programs during the ~~2021-22~~2022-23 school year. See the accompanying administrative regulation for more information regarding waiver of fees.

The Governing Board recognizes the value of high-quality preschool experiences to enhance children's social-emotional development; and acquisition of instructional knowledge, skills, and abilities. The Board desires to provide a supervised; and cognitively rich learning environment designed to facilitate the transition to kindergarten for three- and four-year-old children.

CSBA NOTE: The following optional paragraphs may be used by all districts, regardless of whether they provide their own preschool programs, and may be revised to reflect district practice.

Welfare and Institutions Code 10480-10487 establish county-level child care and development planning councils, with members selected by the County Board of Supervisors and County Superintendent of Schools, to identify local priorities for child care, including preschool programs, and to develop policies to meet identified needs; see BP 5148 - Child Care and Development. Such councils may also develop centralized student eligibility lists; see the section on "Enrollment Priority" in the accompanying administrative regulation.

The Superintendent or designee shall collaborate with the local child care and development planning council, the county office of education, other public agencies, organizations, and/or private preschool providers to assess the availability of preschool programs in the community and the extent to which the community's preschool needs are being met. The Board encourages the development of a comprehensive districtwide and/or countywide plan to increase children's access to high-quality preschool programs.

The Superintendent or designee shall provide information about preschool options in the community to parents/guardians upon request.

CSBA NOTE: Pursuant to 5 CCR 17745, as adopted in Register 2022, No. 26, in addition to other eligibility requirements, a child and the child's parents/guardians must live in California while the child is receiving services.

To receive preschool services, a child and the child's parent(s)/guardian(s) shall be required to provide evidence of residency in California. However, any person identified as experiencing homelessness shall only be required to submit a declaration that the person resides in California. (5 CCR 17745)

Preschool eligibility determinations shall be made without regard to a child's immigration status or that of the child's parent(s)/guardian(s) unless the child or the child's parent(s)/guardian(s) are under a final order of deportation from the United States Department of Homeland Security. (5 CCR 17745)

### District Preschool Programs

CSBA NOTE: The following optional section is for use by districts that choose to provide preschool/early childhood education programs for ~~three-year-old~~ and four-year-old children and should be revised to reflect district practice.

The district may contract with CDE to offer a program through the CSPP pursuant to Education Code 8200-8340. ~~Three-year-old~~ and four-year-old children from low-income or otherwise disadvantaged families may be eligible for subsidized services. See the accompanying administrative regulation for major program requirements for CSPP.

Pursuant to Education Code 8207, ~~as amended by AB 131~~, CSPP programs may be part-day or full-day programs that are age and developmentally appropriate. See the accompanying administrative regulation for details.

Preschool programs may also receive funding through the state migrant child care and development program (Welfare and Institutions Code 10235-10238), child care and development services for children with special needs program (Welfare and Institutions Code 10260-10263), federal Head Start program (42 USC 9831-~~9852~~9852c), Title I preschool program (20 USC 6311-6322), or other funding sources available to the district.

When the Board determines that it is feasible, the district may contract with the California Department of Education (CDE) to provide preschool services in facilities at or near district schools, either directly or through a subcontract with a public or private provider.

CSBA NOTE: Pursuant to Health and Safety Code 1596.792, CSPP programs that are operated in a school building by a school district under contract with CDE are exempted from licensure and regulation requirements of Health and Safety Code 1596.70-1597.21. However, such CSPP programs are required to comply with other specified health and safety requirements, including the Field Act, California Building Standards Code, requirements for kindergarten classrooms specified in 5 CCR 14001-~~14306~~14036, and requirements for CSPP programs specified in 5 CCR ~~18000-18308~~.

Pursuant 17700-17833.

Education Code 8207, as amended by SB 1047 (Ch. 923, Statutes of 2022), requires any CSPP program to provide early learning and care and comply with Health and Safety Code 1596.955 and all other applicable statutory and regulatory requirements, including, but not limited to, the requirement of Education Code 8205, as amended and renumbered by AB 131, that any child under four years of age shall be served only in a CSPP facility licensed in accordance with Title 22 of the California Code of Regulations.

District preschool programs shall comply with all health and safety laws and regulations, including, when applicable, licensure requirements pursuant to 22 CCR 101156.

CSBA NOTE: Pursuant to 5 CCR ~~18130~~ specifies the state regulations for child care and development programs that are applicable to CSPP programs, including the requirement 17701, as adopted in 5 CCR ~~18271~~ that Register 2022, No. 26, the Board is required to approve a written philosophical statement, goals, and objectives, and requirements addressing each program component specified in 5 CCR ~~18272-18281~~. 17701-17711, as adopted in Register 2022, No. 26. See the accompanying administrative regulation and AR 5148 - Child Care and Development for further information about these required program components.

The Board shall approve, for the district's preschool program, a written philosophical statement, goals, and objectives that reflect the cultural and linguistic characteristics of the families to be served and address the program components specified in 5 CCR ~~18272-18281~~ 17701-17711 and the accompanying administrative regulation. (5 CCR ~~18271~~ 17701)

The Board shall set priorities for establishing or expanding services as resources become available, giving consideration to the benefits of providing early education programs for at-risk children and/or children residing in the attendance areas of the lowest performing district schools.

CSBA NOTE: Pursuant to Education Code 17375, as amended by AB 130 and AB 167 (Ch. 252, Statutes of 2021), districts may be awarded grants for the construction of new preschool classrooms or the modernization of existing preschool classrooms pursuant to the California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program.

Preschool classroom needs shall be addressed in the district's facilities master plan, including an assessment as to whether adequate and appropriate space exists on school sites. As necessary, the Superintendent or designee shall provide information to the Board regarding facilities financing options

for preschool classrooms and/or facilities available through partnering organizations or agencies.

Because parents/guardians are essential partners in supporting the development of their children, the Superintendent or designee shall involve them in program planning.

CSBA NOTE: The following optional paragraph provides for coordination of the preschool program with the TK program and may be revised to reflect district practice. ~~Education Code 48000, as amended by AB 130 and AB 167, requires districts receiving TK apportionment to offer to any child whose fifth birthday is between September 2 and December 2 a TK program as the first year of a two-year kindergarten program and~~ Education Code 48000 revises the timespans for mandatory admittance requirements to be phased in starting in the 2022-23 school year to the 2025-2026 school year; see BP 6170.1 - Transitional Kindergarten.

The Superintendent or designee shall coordinate the district's preschool program, transitional kindergarten program (TK), and elementary education program to provide a developmental continuum that builds upon children's growing skills and knowledge.

CSBA NOTE: Pursuant to Education Code 48000, ~~as amended by AB 130 and AB 167~~, a child's eligibility for TK enrollment may not impact family eligibility for a preschool or childcare program. Education Code 8205, ~~as renumbered and amended by AB 131~~, clarifies that four-year-old children who are eligible to participate in a CSPP program include those children whose 5th birthday occurs after September 1 of the fiscal year in which they are enrolled in a CSPP program and whose parent or guardian has opted to retain or enroll them in a CSPP program.

A child's eligibility for TK enrollment shall not impact family eligibility for a preschool or child care program. (Education Code 8205, 48000)

CSBA NOTE: CDE has developed voluntary "preschool learning foundations" which describe the knowledge, skills, and competencies that children are expected to exhibit as they complete their first or second year of preschool. These standards address essential skills in the subject areas listed below. The standards and companion preschool curriculum frameworks are available on CDE's web site.

The district's program shall be aligned with preschool learning foundations and curriculum frameworks developed by CDE which identify the knowledge, skills, and competencies that children typically attain as they complete their first or second year of preschool. The program shall be designed to facilitate children's development in essential skills in the areas of language and literacy, mathematics, physical development, health, visual and performing arts, science, history-social science, English language development, and social-emotional development.

~~CSBA NOTE: Education Code 8203, as amended by AB 1363 (Ch. 498, Statutes of 2021),~~ CSBA NOTE: Pursuant to Education Code 8241.5, as amended by AB 210 and AB 185, preschool providers are required to identify dual language learners enrolled in specified preschool programs through a family language instrument and a family language and interest interview, and to report child and program data related to dual language learners to CDE. Education Code 8203 requires the quality indicators for CSPP programs to include activities and services that meet the needs of dual language learners for support in the development of their home language and English, and is reflected in the following paragraph.

The Superintendent or designee shall identify dual language learners in district preschool programs, and shall collect and report related data to CDE as required by Education Code 8241.5. The district's preschool program shall include activities and services that meet the needs of dual language learners for support in the development of their home language and English. (Education Code 8203)

CSBA NOTE: The following paragraph reflects Education Code 8208, as amended by AB 210 and SB 1047, which provides that, starting July 1, 2022 – June 30, 2023, at least 5 percent of enrollment into

subsidized preschool must be reserved for children with exceptional needs and increases the number to 7.5 percent on July 1, 2023 and 10 percent from July 1, 2024.

The district's preschool program shall serve children with exceptional needs as required by Education Code 8208. Children with exceptional needs attending any CSPP program shall be educated in the least restrictive environment in accordance with 20 USC 1412.

The district's preschool program shall provide appropriate services to support the needs of at-risk children.

CSBA NOTE: Pursuant to Education Code 8207, as amended and renumbered by AB 131, CSPP programs must include certain required components, as reflected in the accompanying administrative regulation.

To maximize the ability of children to succeed in the preschool program, the program shall support children's health through proper nutrition and physical activity and shall provide or make referrals to available health and social services as needed.

The district shall encourage volunteerism by families participating in the program and shall communicate frequently with parents/guardians of enrolled children regarding their child's progress.

CSBA NOTE: The Commission on Teacher Credentialing issues permits for child development program directors, site supervisors, ~~master~~and teachers, ~~teachers~~, ~~associate teachers~~, and ~~assistants~~ pursuant to criteria established in Education Code 8205 and 8298, as renumbered and amended by AB 131, and 5 CCR ~~80105-80125~~. 17717-17721, as adopted in Register 2022, No. 26. The district may request from CDE a waiver of the qualification requirements for a site supervisor upon demonstration of a compelling need, in accordance with Education Code 8205 and 5 CCR ~~18295~~17719.

Health and Safety Code 1596.7995 requires that employees and volunteers at a day care center be immunized against influenza, pertussis, and measles, with specified exemptions. In addition, Health and Safety Code 1597.055 requires that teachers in a day care center obtain a tuberculosis clearance. See the accompanying administrative regulation.

The Superintendent or designee shall ensure that administrators, teachers, and paraprofessionals in district preschool programs possess the appropriate permit(s) issued by the Commission on Teacher Credentialing, meet any additional qualifications established by the Board, and participate in professional development opportunities designed to continually enhance their knowledge and skills.

CSBA NOTE: Pursuant to 5 CCR ~~18130~~, CSPP programs are subject to the requirements of 5 CCR ~~18105~~. 5 CCR ~~18105~~17743, as adopted in Register 2022, No. 26, mandates that districts offering a CSPP program develop written admissions policies and procedures that conform to the requirements of 22 CCR 101218.1, as provided in the following paragraph. See the accompanying administrative regulation for additional language that fulfills this mandate.

Preschool admissions policies and procedures shall be in writing and available to the public. Such policies and procedures shall include criteria designating those children whose needs can be met by the program and services, the ages of children who will be accepted, program activities, any supplementary services provided, any field trip provisions, any transportation arrangements, food service provisions, and a health examination requirement. (5 CCR ~~18105~~17743; 22 CCR 101218.1)

CSBA NOTE: Education Code 8208, 8210, and 8211, as amended and renumbered by AB ~~131~~210 and 185, and 5 CCR ~~18106~~ establish 17746-17748 revised eligibility criteria and enrollment priorities for subsidized preschool services, as provided below and in the accompanying administrative regulation.

Eligibility is generally limited to children who reside within district boundaries. However, Education Code 8267, as amended and renumbered by AB 131, and 5 CCR 18107 authorize authorizes the Board to enter into an agreement with the boards of other districts to serve children who reside within those districts. The district may revise the following paragraph to reflect any such agreement approved by the Board.

The Superintendent or designee shall ensure that subsidized preschool is provided to eligible families to the extent that state and/or federal funding is available and shall establish enrollment priorities in accordance with Education Code 8208, 8210, and 8211 and 5 CCR ~~18106~~17746-17748.

CSBA NOTE: The following paragraph is optional. Pursuant to Education Code 8207, as amended and renumbered by AB 131, programs operated under the CSPP may be part-day or full-day programs.

The Superintendent or designee shall recommend strategies to link the district's preschool program with other available child care and development programs in the district or community in order to assist families whose child care needs extend beyond the length of time that the district's preschool program is offered.

CSBA NOTE: Education Code 8281.5, as added by AB 130 and amended by AB 167, requires districts receiving grants through the California Prekindergarten Planning and Implementation Grant Program to develop a plan for consideration by the board at a public meeting on or before June 30, 2022 for how all children in the attendance area of the district will have access to full-day learning programs the year before kindergarten that meet the needs of parents/guardians, including through partnerships with the local educational agency's expanding learning offerings, the After School Education and Safety Program, the CSPP, Head Start programs, and other community-based early learning and care programs. See BP 6170.1 - Transitional Kindergarten.

The Superintendent or designee shall ensure that the plan to provide access to full-day learning programs the year before kindergarten addresses the needs of preschool children and their families as specified in BP 6170.1 - Transitional Kindergarten. (Education Code ~~8281.5~~8322)

CSBA NOTE: Pursuant AB 131, the Legislature allocated additional funds to provide subsidized child care and CSPP programs with COVID-19 pandemic-related assistance. To receive the additional funding, a CSPP program that is funded to be operational, but which is physically closed by local or state public health order or guidance due to the COVID-19 pandemic, is required to provide distance learning services as specified by CDE in Management Bulletin 21-11, Reopening, Reimbursement, Distance Learning Plans, and Distance Learning Requirements for California State Preschool Program Contractors. CSBA NOTE: Pursuant to 5 CCR 17709-17711, as adopted in Register 2022, No. 26, the district is required to conduct an annual self-evaluation that includes, but is not limited to, an assessment of the program by staff and the Board, a parent/guardian survey, and an environment rating scale using forms identified in 5 CCR 17700, as adopted in Register 2022, No. 26. In addition, pursuant to 5 CCR 17794, as adopted in Register 2022, No. 26, CDE conducts a Federal Program Monitoring/Contract Monitoring Review (FPM/CMR) of each contract agency at least once every four years. The FPM/CMR instrument is available on CDE's web site.

Education Code 8203.1 establishes the early learning quality rating and improvement system (QRIS) block grant to support continuous local improvement efforts that increase the number of low-income children in high-quality preschool programs. Grant funds may be awarded to eligible local consortia, which then allocate funds to districts and other agencies contracting to provide CSPP programs. Pursuant to Education Code 8203.1, QRIS is based on a tiered rating structure with progressively higher quality standards for each tier. It is designed to (1) provide supports and incentives for programs, teachers, and administrators to reach higher levels of quality; (2) monitor and evaluate program impacts on child outcomes; and (3) disseminate information to parents/guardians and the public about program quality.

[For further information about the QRIS block grant, see CDE's web site and its publication, "Dream Big for Our Youngest Children."](#)

When a district CSPP program is physically closed by local or state public health order due to the COVID-19 pandemic, the district shall provide distance learning to preschool children when required to do so as a condition of funding or when required by law.

CSBA NOTE: 5 CCR 18279-18281 require an annual evaluation using CDE's standardized "Desired Results for Children and Families" system. The system requires a self-evaluation that includes, but is not limited to, an assessment of the program by staff and the Board, a parent/guardian survey, and an environment rating scale using forms selected by CDE. In addition, every three years, CDE conducts a Federal Program Monitoring/Contract Monitoring Review (FPM/CMR) process with each contract agency which reviews compliance with program requirements. The FPM/CMR instrument is available on CDE's web site.

Education Code 8203.1 establishes the early learning quality rating and improvement system (QRIS) block grant to support continuous local improvement efforts that increase the number of low-income children in high-quality preschool programs. Grant funds may be awarded to eligible local consortia, which then allocate funds to districts and other agencies contracting to provide CSPP programs. Pursuant to Education Code 8203.1, QRIS is based on a tiered rating structure with progressively higher quality standards for each tier. It is designed to (1) provide supports and incentives for programs, teachers, and administrators to reach higher levels of quality; (2) monitor and evaluate program impacts on child outcomes; and (3) disseminate information to parents/guardians and the public about program quality. For further information about the QRIS block grant, see CDE's web site and its publication Dream Big for Our Youngest Children.

The Superintendent or designee shall develop and implement an annual plan of evaluation which conforms to state requirements. (5 CCR ~~18279~~ [17709-17711](#))

CSBA NOTE: The following paragraph is for use by districts that offer a CSPP program and may be revised to reflect the type(s) of programs offered by the district. Education Code 8212, as renumbered by AB 131, requires districts to use the uniform complaint procedures, with modifications as necessary, to investigate and resolve health and safety complaints in license-exempt CSPP programs. Pursuant to 5 CCR 4610 requires that such complaints be addressed through [17781, license-exempt CSPP programs are required to comply with](#) the procedures described in 5 CCR 4690-4694, as added by Register 2020, No. 21. See BP/AR 1312.3 - Uniform Complaint Procedures.

The district's uniform complaint procedures, with modifications as necessary, shall be used to investigate and resolve complaints alleging violation of applicable health or safety requirements for license-exempt programs operating under the California State Preschool Program. However, licensed programs shall refer complaints alleging health and safety violations to the California Department of Social Services. (Education Code 8212; 5 CCR 4610, 4611, 4690-4694, [17781](#))

The Superintendent or designee shall regularly report to the Board regarding enrollment in district preschool programs and the effectiveness of the programs in preparing preschoolers for transition into the elementary education program.

#### Policy Reference UPDATE Service

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Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
22 CCR 101151- <del>101163</del> <a href="#">101191</a>	Licensing and application procedures
22 CCR 101151-101239.2	General requirements; licensed child care centers
22 CCR 101212-101231	Continuing requirements
22 CCR 101237-101239.2	Facilities and equipment
5 CCR <del>18000-18434</del> <a href="#">14001-14036</a>	<del>Child care and development programs</del> <a href="#">School housing</a>
5 CCR <del>18130-18136</del> <a href="#">17700-17833</a>	California State Preschool Program
5 CCR <del>18272-18281</del> <a href="#">17701-17711</a>	General Program Requirements
<a href="#">5 CCR 17746-17748</a>	<a href="#">Enrollment priorities</a>
5 CCR 18295	Waiver of qualifications for site supervisor
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4690-4694	Complaints regarding health and safety issues in license-exempt preschool programs
5 CCR 80105-80125	Commission on Teacher Credentialing; child care and development permits
Ed. Code 17375	California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program
Ed. Code 44065	Issuance of and functions requiring credentials
Ed. Code 44256	Authorization for teaching credentials
Ed. Code 48000	Transitional kindergarten
Ed. Code 48985	Notices to parents in language other than English
Ed. Code 8200-8340	California State Preschool Program
Ed. Code 8203.5	Contracts to provide <del>child care and development</del> <a href="#">preschool</a> services
Ed. Code 8205	Definitions
Ed. Code 8207	California State Preschool Program administration
Ed. Code 8208	Eligibility of three- or four-year-old child for state preschool program
Ed. Code 8209	Physical examination and immunizations
Ed. Code 8210	Priority for part-day programs
Ed. Code 8211	Priority for full-day programs
Ed. Code 8212	Complaints related to preschool health and safety issues
Ed. Code 8213	Income eligibility



Ed. Code 8214	Order of disenrollment
Ed. Code 8217	Enrollment of <u>three- and</u> four-year-old children in state preschool programs
Ed. Code 8220-8221	Family literacy services
Ed. Code 8241	Staffing ratios for center-based program
Ed. Code 8252-8254	Family fees
Ed. Code <del>8281.5</del>	<del>California Prekindergarten Planning and Implementation Grant Program</del>
Ed. Code 8298	Program director qualifications
<u>Ed. Code 8322</u>	<u>California Prekindergarten Planning and Implementation Grant Program</u>
H&S Code 120325-120380	Immunization against communicable diseases
H&S Code 1596.70-1596.895	California Child Day Care Act
H&S Code 1596.90-1597.21	Day care centers
W&I Code 10207-10215	General provisions
W&I Code 10207-10490	Child Care and Development Services Act
W&I Code 10217-10224.5	Resource and referral programs
W&I Code 10225-10234	Alternative payment programs
W&I Code 10235-10238	Migrant child care and development programs
W&I Code 10240-10243	General child care and development programs
W&I Code 10250-10252	Family child care home education networks
W&I Code 10260-10263	Child care and development services for children with special needs
W&I Code 10480-10487	Local planning councils
<b>Federal</b>	<b>Description</b>
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 6311-6322	Title I, relative to preschool
<del>20 USC 6371-6376</del>	<del>Early Reading First</del>
<del>20 USC 6381-6381k</del>	<del>Even Start Family Literacy Program</del>
20 USC 6391-6399	Education for migrant students <u>of migratory children</u>
42 USC 9831-9852c	Head Start programs
42 USC 9857-9858r	Child Care and Development Block Grant
45 CFR 1301.1-1305.2	Head Start
<b>Management Resources</b>	<b>Description</b>
California Department of Education Publication	<del>Management Bulletin 21-11, Reopening, Reimbursement, Distance Learning Plans, and Distance Learning</del>

	Requirements for California State Preschool Program Contractors, September 17, 2021 <a href="#">First Class: A Guide for Early Primary Education, 1999</a>
California Department of Education Publication	Management Bulletin 21-12, Guidance on Family Fees for Fiscal Year (FY) 2021-22, September 17, 2021
California Department of Education Publication	Management Bulletin 21-13, Guidance on Implementation of the California State Preschool Program Quality Requirements During the COVID-19 Pandemic, September 29, 2021
California Department of Education Publication	Prekindergarten Learning Development Guidelines, 2000
California Department of Education Publication	Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2nd ed., 2009
California Department of Education Publication	California Preschool Learning Foundations
California Department of Education Publication	Dream Big for Our Youngest Children: Final Report of the California Early Learning Quality Improvement System Advisory Committee, 2010
<a href="#">California Department of Education Publication</a>	<a href="#">Prekindergarten Learning Development Guidelines, 2000</a>
<a href="#">California Department of Education Publication</a>	<a href="#">Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2nd ed., 2009</a>
CSBA Publication	What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016
U.S. Department of Education Publication	Good Start, Grow Smart, April 2002
U.S. Department of Education Publication	Policy Statement on Expulsion and Suspension Policies in Early Childhood Settings, 2016
Website	<a href="#">CSBA District and County Office of Education Legal Services</a>
Website	<a href="#">National Institute for Early Education Research</a>
Website	<a href="#">California Head Start Association</a>
Website	<a href="#">California Preschool Instructional Network</a>
Website	<a href="#">Child Development Policy Institute</a>
Website	<a href="#">California Association for the Education of Young Children</a>
Website	<a href="#">First 5 California</a>
Website	<a href="#">California Department of Social Services</a>
Website	<a href="#">California County Superintendents Educational Services Association</a>
Website	<a href="#">Cities Counties and Schools Partnership</a>
Website	<a href="#">CSBA</a>
Website	<a href="#">U.S. Department of Education</a>

**Cross References**

<b>Code</b>	<b>Description</b>
0415	Equity
0470	COVID-19 Mitigation Plan
0500	Accountability
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E (1)	Uniform Complaint Procedures
1312.3-E (2)	Uniform Complaint Procedures
1330	Use Of School Facilities
1330	Use Of School Facilities
1330-E(1)	Use Of School Facilities
1330.1	Joint Use Agreements
1340	Access To District Records
1340	Access To District Records
1400	Relations Between Other Governmental Agencies And The Schools
1700	Relations Between Private Industry And The Schools
3260	Fees And Charges
3260	Fees And Charges
3280	Sale Or Lease Of District-Owned Real Property
3280	Sale Or Lease Of District-Owned Real Property
3523	Electronic Signatures
3523	Electronic Signatures
3541	Transportation Routes And Services
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
3580	District Records
3580	District Records
4112	Appointment And Conditions Of Employment

4112.4	Health Examinations
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4131	Staff Development
4212.4	Health Examinations
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4222	Teacher Aides/Paraprofessionals
4222	Teacher Aides/Paraprofessionals
4231	Staff Development
4312.4	Health Examinations
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4331	Staff Development
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5030	Student Wellness
5111	Admission
5111	Admission
5125	Student Records
5125	Student Records
5141.23	Asthma Management
5141.23	Asthma Management
5141.26	Tuberculosis Testing
5141.31	Immunizations
5141.31	Immunizations
5141.32	Health Screening For School Entry
5141.6	School Health Services
5141.6	School Health Services
5144.1	Suspension And Expulsion/Due Process

5144.1	Suspension And Expulsion/Due Process
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6159	Individualized Education Program
6159	Individualized Education Program
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E (1)	Education For Homeless Children
6173-E (2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families
6174	Education For English Learners
6174	Education For English Learners
6175	Migrant Education Program
6175	Migrant Education Program
6200	Adult Education
6200	Adult Education
7110	Facilities Master Plan
7210	Facilities Financing

**Regulation 5148.3: Preschool/Early Childhood Education**

Status: ADOPTED

Original Adopted Date: 07/01/2015 | Last Revised Date: 12/01/2021~~2022~~ | Last Reviewed Date: 12/01/2021~~2022~~

CSBA NOTE: The following administrative regulation reflects the major requirements of the California State Preschool Program (CSPP) pursuant to Education Code 8200-8340, as renumbered and amended by AB 131 (Ch. 116, Statutes of 2021), and 5 CCR 17700-17833, as adopted in Register 2022, No. 26.

The following administrative regulation does not reflect all requirements for other state and federally funded preschool program(s). The district may revise this administrative regulation to reflect other preschool program(s) it offers, such as the state migrant child care and development program (Welfare and Institutions Code 10235-10238, as renumbered and amended by AB 131), child care and development services for children with special needs program (Welfare and Institutions Code 10260-10263, as renumbered and amended by AB 131), federal Head Start program (42 USC 9831-9852~~9852c~~), Title I preschool program (20 USC 6311-6322), or preschool program developed and funded by the district.

In addition to the program requirements described below, other district policies may be applicable to preschool programs as contained throughout the district's policy manual: may be applicable to preschool programs. See BP/AR 1240 - Volunteer Assistance, AR 3514.2 - Integrated Pest Management, BP/AR 3550 - Food Service/Child Nutrition Program, and BP/AR 5148 - Child Care and Development. Districts should consult CSBA District and County Office of Education Legal Services or district legal counsel if they have there are questions regarding the applicability of other laws to the district's preschool program.

Education Code 8205, as amended by AB 131, clarifies that four-year-old children who are eligible to participate in a CSPP program include those children whose fifth birthday occurs after September 1 of the fiscal year in which they are enrolled in a California State Preschool Program (CSPP) and whose parent/guardian has opted to retain or enroll such child in a CSPP program.

Children with exceptional needs means either of the following:

1. Children under three years of age who have been determined to be eligible for early intervention services pursuant to the California Early Intervention Services Act (Government Code 95000-95029.5) and its implementing regulations. These children include an infant or toddler with a developmental delay or established risk condition, or who is at high risk of having a substantial developmental disability, as defined in Government Code 95014. These children shall have active individualized family service plans (IFSP) and shall be receiving early intervention services.
2. Children 3 to 21 years of age, inclusive, who have been determined to be eligible for special education and related services by an individualized education program team according to the special education requirements contained in Education Code 56000-56865, and who meet eligibility criteria described in Education Code 56026 and 56333-56338 and 5 CCR 3030-3031. These children shall have an active individualized education program (IEP) and shall be receiving early intervention services or appropriate special education.

Dual language learner children means children whose first language is a language other than English or children who are developing two or more languages, one of which may be English.

*Three-year-old children* means children who will have their third birthday on or before December 1 of the fiscal year in which they are enrolled in a program approved by the California Department of Education (CDE) under the California State Preschool Program (CSPP). Children who have their third birthday on or after December 2 of the fiscal year, may be enrolled in a CSPP program on or after their third birthday. (Education Code 8205)

*Four-year-old children* means children who will have their fourth birthday on or before December 1 of the fiscal year in which they are enrolled in a CSPP program, or a child whose fifth birthday occurs after September 1 of the fiscal year in which they are enrolled in a CSPP program and whose parent or guardian has opted to retain or enroll them in a CSPP program. (Education Code 8205)

When approved by CDE under the CSPP, the district may operate one or more part-day or full-day preschool programs in accordance with law and the terms of its contract with CDE.

CSBA NOTE: Pursuant to Education Code 8207, as amended and renumbered by AB 131, CSPP programs must include certain required components, as reflected in Items 1-7 below. Item 8 is a recommended practice that may be revised to reflect the district's program.

The district's CSPP program shall include all of the following: (Education Code 8207)

1. Age and developmentally appropriate activities for children
2. Supervision
3. Parenting education and parent engagement
4. Social services that include, but are not limited to, identification of child and family needs and referral to appropriate agencies
5. Health services
6. Nutrition
7. Training and career ladder opportunities, documentation of which shall be provided to CDE
8. Physical activity to support children's health

CSBA NOTE: 5 CCR 18130 specifies the state regulations for child care and development programs that are applicable to CSPP programs. These requirements include, but are not limited to, the program components are listed in 5 CCR 18272-18281. See AR 5148 - Child Care and Development for details regarding these required program components. [17701-17711, as adopted in Register 2022, No. 26.](#)

Pursuant to Education Code 8203.5, as amended and renumbered by AB 131, contracts between the California Department of Education (CDE) and districts for CSPP programs must include a requirement that a developmental profile be maintained for each child.

The district's preschool program shall include all required program components for satisfy all the requirements described in 5 CCR 17701-17711, including, but not limited to, those related to the program philosophy, goals, and objectives, the educational program, the creation of a developmental profile for each child, staff development, parent involvement family engagement and education strengthening, community involvement, health and social services, nutrition, and program evaluation, as described in 5 CCR 18272-18281 and AR 5148 - Child Care and Development.

## Minimum Hours/Days of Operation

CSBA NOTE: Pursuant to Education Code 8207, as amended and renumbered by AB 131, CSPP programs may be part-day or full-day. The following section may be revised to reflect district programs.

The district's part-day preschool program shall operate a minimum of three hours, and up to three hours and 59 minutes, per day, excluding time for home-to-school transportation, and for a ~~minimum of~~ at least 175 days per year unless otherwise specified in the program's contract with CDE. (Education Code 8207; 5 CCR ~~18136~~17727)

CSBA NOTE: The following paragraph reflects Education Code 48000, as amended by AB 185 (Ch. 571, Statutes of 2022).

However, a part-day preschool program may also offer transitional kindergarten (TK) or kindergarten children whose families meet the requirements of Education Code 8208 less than four hours of wraparound childcare services and a part-day preschool program operating on a school site may be allowed flexibility in the operational hours. (Education Code 48000)

The district's full-day program shall operate for a minimum of 246 days per year, unless the contract specifies a lower number of days of operation. ~~(Education Code 8207, and for the number of operational hours reasonably necessary to meet the preschool needs of the families in the community. (Education Code 8207; 5 CCR 17728)~~

## Staffing

CSBA NOTE: Education Code 8241, as amended and renumbered by AB 131, provides staffing ratios that apply until the Superintendent of Public Instruction (SPI) promulgates regulations to establish such ratios for center-based programs. Pursuant to Education Code 8241, CSPP programs must maintain a ratio of at least one adult to every eight children and at least one teacher to every 24 children.

The preschool program shall maintain an adult-child ratio of at least one adult for every eight children and a teacher-child ratio of at least one teacher for every 24 children. (Education Code 8241, 5 CCR ~~18135, 18290~~17713-17716)

CSBA NOTE: Health and Safety Code 1596.7995 requires employees and volunteers at a day care center to be immunized against influenza, pertussis, and measles, with specified exemptions. Health and Safety Code 1597.055 adds a requirement for such teachers to obtain a tuberculosis clearance. Pursuant to Health and Safety Code 1596.76, a day care center includes a preschool. See AR 5148 - Child Care and Development for further information regarding immunization requirements for staff and volunteers. Districts that have not adopted AR 5148 - Child Care and Development may revise the following paragraph accordingly and expand it to include the exemptions specified in Health and Safety Code 1596.7995.

Any person employed at a district preschool and any volunteer who provides care and supervision to children at a preschool shall, unless exempted by law, be immunized against influenza, pertussis, and measles in accordance with Health and Safety Code 1596.7995 and AR 5148 - Child Care and Development. Documentation of required immunizations, or applicable exemptions, shall be maintained in the employee's personnel file. (Health and Safety Code 1596.7995)



In addition, preschool teachers shall present evidence of a current tuberculosis clearance and meet other requirements as specified in Health and Safety Code 1597.055.

### **Family Literacy Services**

CSBA NOTE: The following paragraph is optional and may be revised to reflect district practice. Education Code 49406 requires school volunteers, with certain authorized exceptions, to submit to a tuberculosis risk assessment as developed by the California Department of Public Health. If risk factors are identified, then the volunteer is required to submit to an intradermal (skin) tuberculin test or other tuberculin test recommended by the Centers for Disease Control and Prevention.

The district may require any volunteer who is to provide care and supervision to district preschool children to provide evidence that the volunteer is free of infectious tuberculosis.

### **Family Literacy Services**

CSBA NOTE: The following section is optional. Contingent upon funding in the state Budget Act, Education Code 8220 and 8221, as renumbered by AB 131, provide for the SPI to distribute family literacy supplemental grant funds to qualifying CSPP contractors for the purposes described below.

When any district part-day preschool program receives funding for family literacy services pursuant to Education Code 8221, the Superintendent or designee shall coordinate the provision of: (Education Code 8220)

1. Opportunities for parents/guardians to work with their children on interactive literacy activities, including activities in which parents/guardians actively participate in facilitating their children's acquisition of prereading skills through guided activities such as shared reading, learning the alphabet, and basic vocabulary development
2. Parenting education for parents/guardians of children in participating classrooms to support their child's development of literacy skills, including, but not limited to, parent education in:
  - a. Providing support for the educational growth and success of their children
  - b. Improving parent-school communications and parental understanding of school structures and expectations
  - c. Becoming active partners with teachers in the education of their children
  - d. Improving parental knowledge of local resources for the identification of and services for developmental disabilities, including, but not limited to, contact information for the district special education referral
3. Referrals to providers of adult education and instruction in English as a second language as necessary to improve academic skills of parents/guardians
4. Staff development for teachers in participating classrooms that includes, but is not limited to:
  - a. Development of a pedagogical knowledge, including, but not limited to, improved instructional and behavioral strategies
  - b. Knowledge and application of developmentally appropriate assessments of the prereading skills of children in participating classrooms

- c. Information on working with families, including the use of on-site coaching, for guided practice in interactive literacy activities
- d. Providing targeted interventions for all young children to improve kindergarten readiness upon program completion

**Eligibility and Enrollment Priorities Criteria for Part-Day CSPP Programs**

CSBA NOTE: ~~Education Code 8208, as amended and renumbered by AB 131, revises the eligibility criteria and enrollment priorities for part-day CSPP programs and adds eligibility criteria and enrollment priorities for full-day CSPP programs.~~ The following section reflects eligibility criteria and enrollment priorities for the part-day CSPP programs pursuant to state law and regulations. See the section on "Eligibility and Enrollment Priorities for Full-Day CSPP Programs" below for full-day program requirements.

5 CCR ~~18105~~17743, as adopted in Register 2022, No. 26, mandates that a district operating a CSPP program develop written admissions policies and procedures that conform to the requirements of 22 CCR 101218.1, including, but not limited to, criteria designating those children whose needs can be met by the program and services and the ages of children who will be accepted.

A ~~three-year-old~~ or four-year-old child is eligible for a part-day CSPP program if the child's family is one of the following: (Education Code 8208)

- 1. A current aid recipient
- 2. Income eligible
- 3. Homeless
- 4. One whose children are recipients of child protective services, or whose children have been identified as being abused, neglected, or exploited, or at risk of being abused, neglected or exploited

CSBA NOTE: Education Code 8208, as amended by AB 210 (Ch. 62, Statutes of 2022), has expanded eligibility for participation in CSPP to include families with a child with exceptional needs, as defined in Education Code 8205.

- 5. One who has children with exceptional needs, as defined in Education Code 8205

CSBA NOTE: Education Code 8208, as amended by SB 1047 (Ch. 923, Statutes of 2022), further expands eligibility for participation in CSPP to families specified in Item #6 below.

- 6. One with a household member who is certified to receive benefits from Medi-Cal, CalFresh, the California Food Assistance Program, the California Special Supplemental Nutrition Program for Women, Infants, and Children, the federal Food Distribution Program on Indian Reservations, Head Start, Early Head Start, or any other designated means-tested government program, as determined by CDE

After all eligible three- and four-year-old children have been enrolled as provided above, a part-day CSPP program may provide services to children in families whose income is no more than 15 percent above the income eligibility threshold, as described in Education Code 8213. No more than 10 percent of all the children enrolled in the CSPP program shall be from families above the income eligibility threshold.

(Education Code 8208)

In addition, after all otherwise eligible children have been enrolled as provided in the paragraphs above, a part-day CSPP program may provide services to three- and four-year-old children in families whose income is above the income eligibility threshold if those children are children with ~~disabilities~~ exceptional needs. Such children with ~~disabilities enrolled in part-day CSPP program~~ exceptional needs shall not count towards the 10-percent limit on enrollment of families with income above the income eligibility threshold described above. (Education Code 8208)

CSBA NOTE: Education Code 8217, as amended by AB 185, further expands eligibility to part-day CSPP to three-year old children in the circumstances specified in the following paragraph.

A CSPP program operating within the attendance boundary of a school where at least 80 percent of students are eligible for free and reduced ~~price~~ lunch may enroll ~~three- and~~ four-year-old children after all otherwise eligible children have been enrolled as provided in the paragraphs above. (Education Code 8208 and 8217)

CSBA NOTE: Pursuant to Education Code 8208, as amended by AB 210, at certification or recertification, a child is deemed eligible for part-day CSPP for the remainder of the program year and the following program year so long as the child continues to meet the age-eligibility requirements.

The district shall certify eligibility and enroll families into ~~their~~ the part-day preschool program within 120 calendar days prior to the first day of the beginning of the new preschool year. Subsequent to a child's enrollment, ~~a~~ the child shall be deemed eligible for ~~a~~ the part-day CSPP program for the remainder of the program year- and for the following program year, provided applicable age-eligibility requirements are met, as specified in Education Code 8205 and 48000. (Education Code 8208)

The district shall give priority for part-day CSPP programs as follows: (Education Code 8210)  
Enrollment Priorities for Part-Day CSPP Programs

CSBA NOTE: Education Code 8210, as amended by AB 210 and AB 185, revised and reordered the priority ranking for part-day CSPP, as provided in Items 1-6 below.

The district shall give priority for part-day CSPP programs as follows: (Education Code 8210)

1. The first priority for services shall be given to ~~three-year-old~~ or four-year-old children who are recipients of child protective services or who are at risk of being neglected, abused, or exploited and for whom there is a written referral from a legal, medical, or social service agency. If the district is unable to enroll a child in this first priority category, the district shall refer the child's parent/guardian to local resources and referral services so that services for the child can be located.

CSBA NOTE: Education Code 8208, as amended by AB 210, requires that, starting July 1, 2022, a percentage of part-day preschool enrollment be reserved for children with exceptional needs. For the period July 1, 2022 until June 30, 2023, a minimum 5 percent is required, starting July 1, 2023, to June 30, 2024, 7.5 percent must be reserved, and from July 1, 2024, at least 10 percent must be reserved for children with exceptional needs. Education Code 8210, as amended by AB 321 (Ch. 903, Statutes of 2022), clarifies that when enrollment of children with exceptional needs has reached the number reserved, second priority must be given to three- and four-year old children with exceptional needs from families who are below the income eligibility threshold.

2. When the number of three- or four-year old children with exceptional needs required to be enrolled pursuant to Education Code 8208 have been enrolled and there are additional children with exceptional needs who are interested in enrolling, the second priority for services shall be given to eligible all three- and four-year- old children who are not enrolled with exceptional needs from families with incomes below the income eligibility threshold, as described in a state-funded transitional kindergarten (TK) program. Education Code 8213. Within this priority category, eligible children with exceptional needs from families with the lowest income according to the income ranking on the most recent schedule of income ceiling eligibility table, as published by the Superintendent of Public Instruction (SPI) at the time of enrollment, shall be enrolled first.

If two or more families have the same income ranking according to the most recent schedule of income ceiling eligibility table, a child with disabilities shall be enrolled first. If there are no families with a child with disabilities, the child that has been on the waiting list for the longest time shall be admitted first.

3. The third priority shall be given to eligible ~~three~~four-year-old children: who are not enrolled in a state-funded transitional kindergarten (TK) program. This priority shall not include children eligible for enrollment as children with exceptional needs pursuant to Education Code 8208 (a)(1)(E), who are from families with incomes above the income eligibility threshold, as described in Education Code 8213. Within this priority category, eligible children with the lowest income according to the income ranking on the most recent schedule of income ceiling eligibility table, as published by the Superintendent ~~SPI~~ at the time of enrollment, shall be enrolled first.

CSBA NOTE: In keeping with the legislative intent of AB 321 to prioritize access to CSPP and childcare and development services for children who reside in homes in which the primary language is not English, Education Code 8210, as amended by AB 321, provides that within the third priority category, children from such families be enrolled first when there are two or more families with the same income ranking.

If two or more families have the same income ranking according to the most recent schedule of income ceiling eligibility table, a child from a family in which the primary home language is a language other than English shall be enrolled first. If there are no children from such a family, the child that has been on the waiting list for the longest time shall be admitted first.

4. The fourth priority shall be given to eligible three-year-old children. This priority shall not include children eligible for enrollment as children with exceptional needs pursuant to Education Code 8208 (a)(1)(E), who are from families with incomes above the income eligibility threshold, as described in Education Code 8213. Enrollment determinations within this priority category shall be made in the same way as for third priority in Item #3 above.

4.—The fifth priority, after all otherwise eligible children have been enrolled, shall be given to children from families whose income is no more than 15 percent above the eligibility income threshold, as described in Education Code 8213. Within this priority category, priority shall be given to three- and four-year-old children ~~before three-year-old children.~~

5. The fifth priority, after all otherwise eligible children have been with exceptional needs interested in enrolling beyond those already enrolled; shall be a child with disabilities whose family's income is above in the income eligibility threshold, as described in 10 percent of funded enrollment set aside pursuant to Education Code 8213. Within this priority category, priority shall be given 8208, then to four-year- old children before three-year-old children without exceptional needs.

6. After all otherwise eligible children have been enrolled in the first through fifth priority categories, as described in Items #1-5 above, the district may enroll other children in the following order:

6. a. A CSPP program site operating within the attendance boundary of a school where at least 80 percent of students are eligible for free and reduced ~~price lunch~~ meals as described in Education Code 8217 may enroll any three- or four-year-old children whose families reside within the attendance boundary of the qualified elementary school. These children shall, to the extent possible, be enrolled by lowest to highest income according to the most recent schedule of income ceiling eligibility table.

- b. Children enrolling in a CSPP program that provides expanded learning and care to TK or kindergarten students, pursuant to Education Code 48000

CSBA NOTE: The following paragraph reflects Education Code 8210 as amended by AB 210.

Regardless of the priorities listed above, until the district attains the percent of funded enrollment set aside for children with exceptional needs pursuant to Education Code 8208, children with exceptional needs shall be enrolled without regard to the priorities listed above. Within this category, eligible children with the lowest income according to the income ranking on the most recent schedule of income ceiling eligibility table, as published by the SPI at the time of enrollment, shall be enrolled first. If two or more families have the same income ranking, the child that has been on the waiting list for the longest time shall be admitted first. (Education Code 8210)

### Eligibility and Enrollment Priorities for Full-Day CSPP Programs

CSBA NOTE: Pursuant to the following section reflects the eligibility criteria for full-day CSPP, pursuant to Education Code 8208, as amended and renumbered by AB 131, districts may operate full-day CSPP programs. 210, and the priority ranking for enrollment, pursuant to Education Code 8211, as added amended by AB 131, sets eligibility criteria 210 and enrollment priorities for full-day CSPP programs AB 185.

A ~~three-year-old~~ or four-year-old child is eligible for a full-day CSPP program if the family meets both of the following requirements: (Education Code 8208)

1. The child's family is one of the following:
  - a. A current aid recipient, income eligible, or homeless, ~~or one~~
  - b. One whose children are recipients of child protective services, or whose children have been identified as being abused, neglected, or exploited, or at risk of being abused, neglected, or exploited.
  - c. One who has children with exceptional needs, as defined in Education Code 8205

CSBA NOTE: Education Code 8208, as amended by SB 1047, further expands eligibility for participation in CSPP to families specified in the following paragraph.

1. d. One with a household member who is certified to receive benefits from Medi-Cal, CalFresh, the California Food Assistance Program, the California Special Supplemental Nutrition Program for Women, Infants, and Children, the federal Food Distribution Program on Indian Reservations, Head Start, Early Head Start, or any other designated means-tested government program, as determined by CDE
2. The child's family needs the childcare services because of either the following:

- a. The child is identified by a legal, medical, or social services agency, the district liaison for homeless students, a Head Start program, or an emergency or transitional shelter as being a recipient of protective services; as being or at risk of being neglected, abused, or exploited; or as being homeless
- b. The parents/guardians are participating in vocational training leading directly to a recognized trade, paraprofession, or profession; are engaged in an educational program for English language learners or to attain a high school diploma or general educational development certificate; are employed or seeking employment; are seeking permanent housing for family stability; or are incapacitated

After all families meeting the criteria specified in Items #1 and 2

CSBA NOTE: The following paragraph reflects Education Code 8208, as amended by AB 185.

After all eligible three- and four-year-old children have been enrolled as provided above, a full-day CSPP program may provide services to children in families whose income is no more than 15 percent above the income eligibility threshold, as described in Education Code 8213. No more than 10 percent of all the children enrolled in the CSPP program shall be from families above the income eligibility threshold. (Education Code 8208)

After all families meeting the criteria specified in the paragraphs above have been enrolled, a full-day CSPP program may provide services to three- and four-year-old children in families who do not meet at least one of the criteria in Item #2 above. (Education Code 8208)

After all otherwise eligible children have been enrolled as provided above, a CSPP program operating within the attendance boundary of a school where at least 80 percent of students are eligible for free and reduced price lunch meals as described in Education Code 8217 may enroll any four-year-old child. (Education Code 8208)

CSBA NOTE: Education Code 8211, as amended by AB 210 and AB 185, revised and reordered the priority ranking for full-day CSPP. The priority ranking is almost identical to the ranking for part-day CSPP, as provided in “Enrollment Priorities for Part-Day CSPP Programs” section above.

For full-day CSPP programs, the district shall use the same priority ranking specified in Items #1-#4 of “Enrollment Priorities for Part-Day CSPP Programs” above, and the following: (Education Code 8211)

1. After all otherwise eligible children based on Items 1-4 of “Enrollment Priorities for Part-Day CSPP Programs” have been enrolled, fifth priority shall be given to children from families whose income is no more than 15 percent above the eligibility income threshold, as described in Education Code 8213. Within this priority category, priority shall be given to three- and four-year-old children with an IFSP or IEP, then to four-year old children before three-year-old children without IFSP or IEP.
2. After all otherwise eligible children based on Items 1-4 of “Enrollment Priorities for Part-Day CSPP Programs” and Item #1 above have been enrolled, the district may enroll other children in the following order:
  - a. Three- and four-year old children from families who do not meet at least one of the need requirements in Item #2 above. Within this priority, families shall be enrolled in income ranking order, lowest to highest, and within income ranking order, four-year old children before three-year old children

b. When a CSPP program site operates within the attendance boundary of a school where at least 80 percent of students are eligible for free and reduced-price meals as described in Education Code 8217, three- or four-year-old children whose families reside within the attendance boundary of the school may be enrolled without establishing eligibility or a need for services. Such children shall, to the extent possible, be enrolled by lowest to highest income ranking order.

**CSBA NOTE:** The following paragraph reflects Education Code 8211 as amended by AB 210.

Regardless of the priorities listed above, until the district attains the percent of funded enrollment set aside for children with exceptional needs pursuant to Education Code 8208, children with exceptional needs shall be enrolled without regard to the priorities listed above. Within this category, eligible children with the lowest income according to the income ranking on the most recent schedule of income ceiling eligibility table, as published by the SPI at the time of enrollment, shall be enrolled first. If two or more families have the same income ranking, the child that has been on the waiting list for the longest time shall be admitted first. (Education Code 8211)

**CSBA NOTE:** Pursuant to Education Code 8208, as amended by AB 210, a determination of eligibility for participation in a full-day CSPP program now lasts for 24 months, as specified in the following paragraph.

Upon establishing initial eligibility or ongoing eligibility for a full-day CSPP program, a family shall be considered to meet all eligibility and need requirements for those services for not less than ~~12~~24 months. Such families shall receive those services for not less than ~~12~~24 months before having eligibility or need recertified, and shall not be required to report changes to income or other changes for at least ~~12~~24 months. If the eligibility period ends before the end of a program year, eligibility shall be extended until the end of the program year, provided age-eligibility requirements are met, as specified in Education Code 8205. However, a family that establishes initial eligibility or ongoing eligibility on the basis of income shall report increases in income that exceed the threshold for ongoing income eligibility, as described in Education Code 8213, and the family's ongoing eligibility for services shall at that time be recertified. In addition, a family may, at any time, voluntarily report income or other changes. This information shall be used, as applicable, to reduce the family's fees, increase the family's services, or extend the period of the family's eligibility before recertification. (Education Code 8208)

### **Waiting List**

**CSBA NOTE:** The following paragraph~~section~~ may be revised to reflect district practice. Unless state funding is allocated Pursuant to support the "centralized eligibility list" established 5 CCR 17744, as adopted in each county pursuant Register 2022, No. 26, a district is required to Welfare maintain a current waiting list based on enrollment priorities for part-day and Institutions Code 10231, such lists will be maintained only if locally funded. In situations where there is no locally funded full-day preschool programs. The district may satisfy this requirement by participating in a "county child care centralized eligibility list" if one is available. When such centralized eligibility list is not available or the district elects not to participate in the local list, the district must establish its own waiting list in accordance with admission enrollment priorities pursuant to 5 CCR 18106.

The Superintendent or designee shall maintain a district waiting list in accordance with admission~~applicable~~ enrollment priorities. As vacancies occur, applicants~~applicant~~ families shall be contacted in order of their priority: on the waiting list. (5 CCR ~~18106~~) 17744)

### **Notice of Action**

## Combined Preschool/Transitional Kindergarten Classroom

CSBA NOTE: Pursuant to 5 CCR 18082-18083, the parent/guardian must submit an application for services which contains specified information and documentation. [CSBA NOTE: Education Code 8207 and 48000 allow districts to place 4-year-old children enrolled in a CSPP program into a TK program and to commingle children from both programs in the same classroom as long as all of the requirements of each program are met and the district adheres to the requirements listed in the following section. See BP 6170.1 - Transitional Kindergarten for eligibility requirements pertaining to the TK program pursuant to Education Code 48000.](#) The application form is available on CDE's web site. Upon receiving an application, a person designated by the district must certify the family's or child's eligibility.

CSBA NOTE: Pursuant to 5 CCR 18130, CSPP programs are subject to 5 CCR 18094 and 18118, which require the district to provide written notification to parents/guardians as to whether their application for subsidized services has been approved or denied. For this purpose, the district should use the Notice of Action form available on CDE's web site. If the services are denied, the parent/guardian may appeal the decision in accordance with 5 CCR 18120-18122; see section "Parent Hearing" below. (5 CCR 18094, 18095, 18118)

CSBA NOTE: 5 CCR 18095 and 18119 require the district to notify a parent/guardian of any change in services or fees as described below. For such notification, the district should use the Notice of Action form available on CDE's web site. Parents/guardians may appeal such actions pursuant to 5 CCR 18120-18122; see section "Parent Hearing" below.

Subsequently, the Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 18095, 18119) (5 CCR 18081, 18084, 18130, 18133)

CSBA NOTE: Education Code 8207, as amended and renumbered by AB 131, and 48000 allow districts to place 4-year-old children enrolled in a CSPP program into a TK program and to commingle children from both programs in the same classroom as long as all of the requirements of each program are met and the district adheres to the requirements listed in the following section. See BP 6170.1 - Transitional Kindergarten for eligibility requirements pertaining to the TK program pursuant to Education Code 48000.

When a child is eligible for both the preschool program and the district's TK program, the district may place the child in a classroom which is commingled with children from both programs as long as the commingled program meets all of the requirements of each program as well as the following requirements: (Education Code 8207, 48000)

1. An early childhood environment rating scale, as specified in 5 CCR 18281, shall be completed for the classroom.
2. All children enrolled for 10 or more hours per week shall be evaluated using the Desired Results Developmental Profile, as specified in 5 CCR 18272.
3. The classroom shall be taught by a teacher who holds a credential issued by the Commission on Teacher Credentialing in accordance with Education Code 44065 and 44256.
4. The classroom shall comply with the adult-child ratio specified in Education Code 8264.8.



5. Contractors of the district shall report the services, revenues, and expenditures for children in the preschool program in accordance with 5 CCR 18068.
6. The classroom shall not include children enrolled in TK for a second year or children enrolled in a regular kindergarten classroom.

### **Fees and Charges**

Fees for participation in the district's full-day CSPP program shall be assessed and collected in accordance with the fee schedule established by the SPI in conjunction with the California Department of Social Services. (Education Code 8252; ~~5 CCR 18078~~)

CSBA NOTE: Pursuant to AB 131, the Legislature allocated additional funds to provide subsidized child care to families and to provide CSPP programs with COVID-19 pandemic-related assistance. Education Code 8252, as amended by AB 131, provides that 210, family fees may not be collected for families receiving subsidized child care services from CSPP programs administered by CDE for the ~~2021-2022~~ school year.

According to CDE Management Bulletin 21-12, Guidance on Family Fees for Fiscal Year (FY) 2021-22, families must promptly receive a refund for any fees collected for the month of July 2021 and any families disenrolled due to delinquent family fees for fiscal year 2021-22 must be promptly reenrolled if the family so desires. 2022-2023 school year.

However, for the ~~2021-2022~~-2023 school year, family fees shall not be collected as specified in Education Code 8252.

In addition, no fee shall be charged to an eligible family whose child is enrolled in a part-day preschool program or a family that is receiving CalWORKs cash aid. (Education Code 8253; 5 CCR ~~18110~~17735)

A family may be exempt from the fees for up to 12 months if ~~the~~for any child ~~qualifies for~~enrolled in full-day preschool on the basis of being the recipient of child protective services or as being, or at risk of being, abused or neglected. (Education Code 8253)

CSBA NOTE: Education Code 8254, ~~as amended and renumbered by AB 131~~, authorizes a district offering a CSPP program to charge a fee for field trips and/or to require parents/guardians to provide diapers, but mandates that the district adopt policy to include parents/guardians in the decision-making about such fees, as provided below. Pursuant to Education Code 8254, the fees cannot exceed \$25 per child in the contract year. The following paragraph may be modified to delete diapers as appropriate for the age of the children served.

The Superintendent or designee shall establish a process that involves parents/guardians in determining whether to require parents/guardians to provide diapers and/or whether and how much to charge parents/guardians for field trip expenses, within the limit specified in law. A child shall not be denied participation in a field trip due to the parent/guardian's inability or refusal to pay the fee, and no adverse action shall be taken against a parent/guardian for that inability or refusal. (Education Code 8254)

### **Disenrollment Based on Reduced Funding**

CSBA NOTE: Education Code 8214, ~~as amended and renumbered by AB 131~~, specifies the order by which families will be disenrolled from subsidized preschool services when funding levels are reduced.

When necessary to disenroll families from subsidized preschool services, families shall be disenrolled in reverse order of the priority order for services as specified in Education Code 8210 and 8211 and as described above in the sections "Eligibility and Enrollment Priority" for Part-Day CSPP Programs and "Eligibility and Enrollment Priority" for Full-Day CSPP Programs." (Education Code 8214; 5 CCR 17744)

### Expulsion/Unenrollment and Suspension Based on Behavior

CSBA NOTE: AB 2806 (Ch. 915, Statutes of 2022), repealed Education Code 8222 and added Education Code 8489-8489.1. Education Code 8489.1, as added, recasts provisions relating to expulsion or unenrollment of children from a CSPP program and establishes new requirements for the use of suspensions in such programs.

A district preschool program shall not expel or unenroll a child or persuade or encourage a child's parents/guardians to voluntarily unenroll from the program based on the child's behavior, unless the district first takes the following actions to address the child's behavior: (Education Code ~~8222~~8489.1)

1. ~~Inform~~In writing, inform the parents/guardians of the child's persistent and serious challenging behaviors and consult with the parents/guardians and teacher in an effort to maintain the child's safe participation in the program
2. If the child has an individualized family service plan (IFSP) or individualized education program (IEP), contact, with written parent/guardian consent, ~~contact~~ the agency or district employee responsible for such plan or program to seek consultation in regard to serving the child
3. If the child does not have an IFSP or IEP appropriate, consider if it is appropriate to ~~complete~~completing a universal comprehensive screening of the child, including, but not limited to, screening the child's social and emotional development, referring the parents/guardians to community resources, and implementing behavior supports within the program; ~~and considering an IEP for the child~~

If the district has taken the actions specified in ~~items~~Items #1-3 above and the child's ~~child's~~ continued enrollment would present a serious safety threat to the child or other enrolled children, the district shall refer the parents/guardians to other potentially appropriate placements, the local child care resource and referral agency, or any other referral service available in the local community. The district shall, to the greatest extent possible, support direct transition to a more appropriate placement. The district may then unenroll the child. The district shall have up to 180 days to complete the actions described above. (Education Code ~~8222~~8489.1)

CSBA NOTE: Pursuant to Education Code 8489.1, as added by AB 2806, a child enrolled in a CSPP program may only be suspended as a last resort in extraordinary circumstances where there is a serious safety threat that cannot be eliminated or reduced without removal of the child. To suspend a child, the district must comply with specified requirements, including, collaborating with the child's parents/guardians before determining that suspension is necessary and using appropriate community resources to determine that no other reasonable option is appropriate.

A child shall not be suspended from a CSPP program, nor shall a child's parent/guardian be encouraged or persuaded to prematurely pick up a child before the program day ends, except as a last resort in extraordinary circumstances, when a safety threat exists that cannot be eliminated or reduced without the removal of the child.

Before determining that a suspension is necessary, the district shall collaborate with the child's parents/guardians and, as needed, shall use appropriate community resources to determine that no other reasonable option is appropriate.

When suspension is deemed necessary, the district shall help the child return to full participation in the program as soon as possible while ensuring safety, by doing the following:

1. Continuing to engage with the child's parents/guardians and continuing to use appropriate community resources
2. Developing a written plan to document the action and supports needed
3. Providing referrals to appropriate community resources
4. If the child has an IFSP or IEP, contacting, with written parent/guardian consent, the agency responsible for the child's IFSP or IEP, to seek consultation on servicing the child

Upon enrollment, the parents/guardians of each child shall be notified, in writing, of the limitations on expulsion, suspension, or any form of disenrollment and how the parents/guardians may file an appeal to CDE in the event of expulsion or suspension. If the district suspends or expels a child from any CSPP program, the district shall, at least 24 hours before the effective date of the suspension or expulsion, issue the child's parents/guardians a written "Notice of Action, Recipient of Services," as described in 5 CCR 17783, informing the parents/guardians of the right to file an appeal of the action directly with CDE no later than 14 calendar days after receiving the notice.

CSBA NOTE: A joint statement by the U.S. Department of Education and U.S. Department of Health and Human Services, "Policy Statement on Expulsion and Suspension Policies in Early Childhood Settings," clarifies that preschool children with ~~disabilities~~exceptional needs who are eligible for services under the Individuals with Disabilities Education Act (IDEA) (20 USC 1400-1482) are entitled to the same disciplinary protections that apply to all other IDEA-eligible students with disabilities, may not be subjected to impermissible disciplinary changes of placement for misconduct that is caused by or related to their disability, and must continue to receive educational services consistent with their right to a free appropriate public education. The statement indicates the need for the child's individualized education program (IEP) team to consider the use of positive behavioral interventions and supports when developing or modifying the IEP to reduce the need for discipline of a child with disabilities and avoid suspension or expulsion from a preschool program.

Children with ~~disabilities~~exceptional needs may only be suspended or expelled in conformance with the procedures and limitations of the Individuals with Disabilities Education Act.

### Notice of Action

CSBA NOTE: Pursuant to 5 CCR 17757, as adopted in Register 2022, No. 26, a parent/guardian must submit an application for services which contains specified information and documentation. The application form is available on CDE's web site. Upon receiving an application, a person designated by the district must certify the family's or child's eligibility. CSBA NOTE: Pursuant to 5 CCR 18130, districts are subject to the requirements of 5 CCR 18120-18122 to provide due process to parents/guardians who disagree with certain district actions, such as when services are denied, there is a change in services or fees, or their child is disenrolled.

Upon receiving a parent/guardian's application for services, the Superintendent or designee shall review the application and documentation and shall certify the eligibility of the family or child.

CSBA NOTE: Pursuant to 5 CCR 17782, as adopted in Register 2022, No. 26, the district is required to provide written notification to parents/guardians as to whether their application for subsidized services has been approved or denied. For this purpose, the district should use the Notice of Action form available on CDE's web site. If the services are denied, the parent/guardian may appeal the decision in accordance with 5 CCR 17784-17785, as adopted in Register 2022, No. 26; see section "Parent Hearing" below.

The district's decision to approve or deny a child's enrollment shall be communicated to the family through a written Notice of Action mailed or delivered within 30 days from the date the application is signed by the parent/guardian. (5 CCR 17782)

CSBA NOTE: 5 CCR 17783, as adopted in Register 2022, No. 26, requires the district to notify a parent/guardian of any change in services or fees as described below. For such notification, the district should use the Notice of Action form available on CDE's web site. Parents/guardians may appeal such actions pursuant to 5 CCR 17784; see section "Parent Hearing" below.

Subsequently, the Superintendent or designee shall mail or deliver a Notice of Action to a parent/guardian at least 14 calendar days before any intended change in services, including, but not limited to, an increase or decrease in fees, an increase or decrease in the amount of services, or termination of services, due to any of the following circumstances: (5 CCR 17783)

1. A determination during recertification or update of the application that the need or eligibility requirements are no longer being met or the fee or amount of service needs to be modified
2. Failure of the parent/guardian to document the family's need or eligibility after the district requested such documentation in writing
3. An indication by the parent/guardian that the parent/guardian no longer wants the service
4. The death of a parent/guardian or child
5. The conclusion of a limited-term agreement, provided that the parent/guardian has been informed in writing of the date that the services would terminate

For each child enrolled in the district's preschool program, the Superintendent or designee shall maintain a family data file including, but not limited to, a completed and signed application for services, documentation of income eligibility, and a copy of all Notices of Action. For each child not receiving subsidized services, the family data file shall also include records of the specific reason(s) for enrolling each child, the child's family income, and evidence that the district has made a diligent search for children eligible for subsidized services. (5 CCR 17758)

## Parent Hearing

CSBA NOTE: 5 CCR 17784-17786, as adopted in Register 2022, No. 26, require districts to provide due process to parents/guardians who disagree with certain district actions, such as when services are denied, there is a change in services or fees, or their child is disenrolled.

If a parent/guardian disagrees with any district action to deny the child's eligibility for subsidized preschool services, disenroll the child due to a funding shortage, increase or decrease fees, increase or decrease the amount of services, terminate services, or otherwise change the level of services, the parent/guardian may file a request for a hearing with the Superintendent or designee within 14 calendar days of the date the Notice of Action was received. Within 10 calendar days of receiving the request for

a hearing, the Superintendent or designee shall notify the parent/guardian of the time and place of the hearing, which, to the extent possible, shall be convenient for the parent/guardian. (5 CCR ~~18120~~[17784](#))

The hearing shall be conducted in accordance with the procedures specified in 5 CCR ~~18120~~[17784](#) by a district administrator who is at a staff level higher in authority than the staff person who made the contested decision. Within 10 calendar days after the hearing, the district administrator shall mail or deliver a written decision to the parent/guardian. If the parent/guardian disagrees with the written decision, the parent/guardian may, within 14 calendar days, appeal the decision to CDE. (5 CCR ~~18120-18122~~[17785-17786](#))

#### Policy Reference UPDATE Service

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#### Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
22 CCR 101151-101163	Licensing and application procedures
22 CCR 101151-101239.2	General requirements, licensed child care centers
22 CCR 101212-101231	Continuing requirements
22 CCR 101237-101239.2	Facilities and equipment
<del>5 CCR 18000-18434</del>	<del>Child care and development programs</del>
5 CCR <del>18130-18136</del> <a href="#">17700-17833</a>	California State Preschool Program
5 CCR <del>18272-18281</del> <a href="#">17701-17711</a>	General Program Requirements
<a href="#">5 CCR 17746-17748</a>	<a href="#">Enrollment Priorities</a>
5 CCR 18295	Waiver of qualifications for site supervisor
5 CCR 4600-4670	Uniform complaint procedures
5 CCR 4690-4694	Complaints regarding health and safety issues in license-exempt preschool programs
5 CCR 80105-80125	Commission on Teacher Credentialing; child care and development permits
Ed. Code 17375	California Preschool, Transitional Kindergarten, and Full-Day Kindergarten Facilities Grant Program
Ed. Code 44065	Issuance of and functions requiring credentials
Ed. Code 44256	Authorization for teaching credentials
Ed. Code 48000	Transitional kindergarten
Ed. Code 48985	Notices to parents in language other than English
Ed. Code 8200-8340	California State Preschool Program
Ed. Code 8203.5	Contracts to provide child care and development services

Ed. Code 8205	Definitions
Ed. Code 8207	California State Preschool Program administration
Ed. Code 8208	Eligibility of three- or four-year-old child for state preschool program
Ed. Code 8209	Physical examination and immunizations
Ed. Code 8210	Priority for part-day programs
Ed. Code 8211	Priority for full-day programs
Ed. Code 8212	Complaints related to preschool health and safety issues
Ed. Code 8213	Income eligibility
Ed. Code 8214	Order of disenrollment
Ed. Code 8217	Enrollment of four-year-old children in state preschool programs
Ed. Code 8220-8221	Family literacy services
Ed. Code 8241	Staffing ratios for center-based program
Ed. Code 8252-8254	Family fees
Ed. Code 8281.5	California Prekindergarten Planning and Implementation Grant Program
Ed. Code 8298	Program director qualifications
<a href="#"><u>Ed. Code 8489-8489.1</u></a>	<a href="#"><u>Expulsion and Suspension Procedures</u></a>
H&S Code 120325-120380	Immunization against communicable diseases
H&S Code 1596.70-1596.895	California Child Day Care Act
H&S Code 1596.90-1597.21	Day care centers
W&I Code 10207-10215	General provisions
W&I Code 10207-10490	Child Care and Development Services Act
W&I Code 10217-10224.5	Resource and referral programs
W&I Code 10225-10234	Alternative payment programs
W&I Code 10235-10238	Migrant child care and development programs
W&I Code 10240-10243	General child care and development programs
W&I Code 10250-10252	Family child care home education networks
W&I Code 10260-10263	Child care and development services for children with special needs
W&I Code 10480-10487	Local planning councils
<b>Federal</b>	<b>Description</b>
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 6311-6322	Title I, relative to preschool

20 USC 6371-6376	Early Reading First
20 USC 6381-6381k	Even Start Family Literacy Program
20 USC 6391-6399	Education for migrant students <a href="#">of migratory children</a>
42 USC 9831-9852c	Head Start programs
42 USC 9857-9858r	Child Care and Development Block Grant
45 CFR 1301.1-1305.2	Head Start
<b>Management Resources</b>	<b>Description</b>
California Department of Education Publication	Management Bulletin 21-11, Reopening, Reimbursement, Distance Learning Plans, and Distance Learning Requirements for California State Preschool Program Contractors, September 17, 2021 <a href="#">First Class: A Guide for Early Primary Education, 1999</a>
California Department of Education Publication	Management Bulletin 21-12, Guidance on Family Fees for Fiscal Year (FY) 2021-22, September 17, 2021
California Department of Education Publication	Management Bulletin 21-13, Guidance on Implementation of the California State Preschool Program Quality Requirements During the COVID-19 Pandemic, September 29, 2021
California Department of Education Publication	Prekindergarten Learning Development Guidelines, 2000
California Department of Education Publication	Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2nd ed., 2009
California Department of Education Publication	California Preschool Learning Foundations
California Department of Education Publication	Dream Big for Our Youngest Children: Final Report of the California Early Learning Quality Improvement System Advisory Committee, 2010
California Department of Education Publication	<a href="#">First Class: A Guide for Early Primary Education, 1999</a> <a href="#">Prekindergarten Learning Development Guidelines, 2000</a>
<a href="#">California Department of Education Publication</a>	<a href="#">Preschool English Learners: Principles and Practices to Promote Language, Literacy, and Learning, 2nd ed., 2009</a>
CSBA Publication	What Boards of Education Can Do About Kindergarten Readiness, Governance Brief, May 2016
U.S. Department of Education Publication	Good Start, Grow Smart, April 2002
U.S. Department of Education Publication	Policy Statement on Expulsion and Suspension Policies in Early Childhood Settings, 2016
Website	CSBA District and County Office of Education Legal Services
Website	National Institute for Early Education Research
Website	California Head Start Association
Website	California Preschool Instructional Network

Website	Child Development Policy Institute
Website	California Association for the Education of Young Children
Website	First 5 California
Website	California Department of Social Services
Website	California County Superintendents Educational Services Association
Website	Cities Counties and Schools Partnership
Website	CSBA
Website	U.S. Department of Education
Website	California Department of Education

### Cross References

Code	Description
0415	Equity
0470	COVID-19 Mitigation Plan
0500	Accountability
1240	Volunteer Assistance
1240	Volunteer Assistance
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E (1)	Uniform Complaint Procedures
1312.3-E (2)	Uniform Complaint Procedures
1330	Use Of School Facilities
1330	Use Of School Facilities
1330-E(1)	Use Of School Facilities
1330.1	Joint Use Agreements
1340	Access To District Records
1340	Access To District Records
1400	Relations Between Other Governmental Agencies And The Schools
1700	Relations Between Private Industry And The Schools
3260	Fees And Charges
3260	Fees And Charges
3280	Sale Or Lease Of District-Owned Real Property



3280	Sale Or Lease Of District-Owned Real Property
3523	Electronic Signatures
3523	Electronic Signatures
3541	Transportation Routes And Services
3550	Food Service/Child Nutrition Program
3550	Food Service/Child Nutrition Program
3580	District Records
3580	District Records
4112	Appointment And Conditions Of Employment
4112.4	Health Examinations
4112.5	Criminal Record Check
4112.5-E(1)	Criminal Record Check
4112.6	Personnel Files
4131	Staff Development
4212.4	Health Examinations
4212.5	Criminal Record Check
4212.5-E(1)	Criminal Record Check
4212.6	Personnel Files
4222	Teacher Aides/Paraprofessionals
4222	Teacher Aides/Paraprofessionals
4231	Staff Development
4312.4	Health Examinations
4312.5	Criminal Record Check
4312.5-E(1)	Criminal Record Check
4312.6	Personnel Files
4331	Staff Development
5020	Parent Rights And Responsibilities
5020	Parent Rights And Responsibilities
5030	Student Wellness
5111	Admission
5111	Admission
5125	Student Records
5125	Student Records

5141.23	Asthma Management
5141.23	Asthma Management
5141.26	Tuberculosis Testing
5141.31	Immunizations
5141.31	Immunizations
5141.32	Health Screening For School Entry
5141.6	School Health Services
5141.6	School Health Services
5144.1	Suspension And Expulsion/Due Process
5144.1	Suspension And Expulsion/Due Process
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications
5148	Child Care And Development
5148	Child Care And Development
6011	Academic Standards
6020	Parent Involvement
6020	Parent Involvement
6159	Individualized Education Program
6159	Individualized Education Program
6164.4	Identification And Evaluation Of Individuals For Special Education
6164.4	Identification And Evaluation Of Individuals For Special Education
6170.1	Transitional Kindergarten
6171	Title I Programs
6171	Title I Programs
6173	Education For Homeless Children
6173	Education For Homeless Children
6173-E (1)	Education For Homeless Children
6173-E (2)	Education For Homeless Children
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families
6173.2	Education Of Children Of Military Families

6174	Education For English Learners
6174	Education For English Learners
6175	Migrant Education Program
6175	Migrant Education Program
6200	Adult Education
6200	Adult Education
7110	Facilities Master Plan
7210	Facilities Financing

**Regulation 6164.4: Identification And Evaluation Of Individuals For Special Education**

Status: ADOPTED

Original Adopted Date: 03/01/2007 | Last Revised Date: ~~09/12/01/2021~~2022 | Last Reviewed Date: ~~09/12/01/2021~~2022

CSBA NOTE: Pursuant to Education Code 56303, a student should be referred for special education instruction and services only after the resources of the regular education program such as Response to Instruction and Intervention (RtI2) strategies have been considered and, where appropriate, utilized. However, the U.S. Department of Education's Office of Special Education Programs (OSEP) Memorandum 11-07 emphasizes that districts have an obligation to ensure that evaluations of children suspected of having a disability are not delayed or denied because of the implementation of response to intervention strategies.

In the 1, 2 "Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act," OSEP encourages districts to reexamine the efficacy of existing child find practices and initiate new activities in light of the educational disruptions caused by the COVID-19 pandemic, including through additional screenings; efforts to increase awareness about special education supports and the effects of the COVID-19 pandemic on students' academic performance and social-emotional, behavioral, and mental health needs; public awareness campaigns about developmental screenings in settings frequented by families such as health departments, physician's offices, public parks, amusement parks, shopping malls, and children's stores; social media campaigns on multiple online platforms; partnering with stakeholders such as parent-teacher organizations; and holding screening events in the community.

Additionally, OSEP emphasizes that students who are experiencing long-term COVID-19 effects must be referred for special education evaluation if their symptoms (such as fatigue, mood changes, or difficulty concentrating) are adversely impacting their ability to participate and learn in the general curriculum.

The obligation of a district to refer a student for special education evaluation is a fact-specific determination that must be made on a case-by-case basis.

The Superintendent or designee shall ensure that the district's child find process includes the collection of data and, at reasonable intervals, the screening of such data to determine if students are making adequate progress, as appropriate.

A student shall be referred for special education instruction and services only after the resources of the regular education program have been considered and used where appropriate. (Education Code 56303)

However, the district shall ensure that evaluations of children suspected of having a disability are not delayed or denied because of the implementation of response to intervention strategies.

CSBA NOTE: Pursuant to 34 CFR 300.301, a parent/guardian or district may request an initial evaluation to determine if a student is a student with a disability. OSEP Memorandum 11-07 emphasizes that if a parent/guardian requests an evaluation, and the district agrees with the parent/guardian that the student may be eligible for special education and related services, the district must evaluate the child. If the district does not suspect that the child has a disability and denies the

request for an initial evaluation, the district must provide written notice to the parent/guardian, pursuant to 34 CFR ~~300~~300.503, explaining the basis for such decision.

A parent/guardian or the district may initiate a request for an initial evaluation to determine if the student is a student with a disability. (34 CFR 300.301)

When a verbal referral is made, staff shall offer assistance to the individual to make the request in writing and shall assist the individual if the individual requests such assistance. (5 CCR 3021)

All referrals from school staff for an initial evaluation shall include a brief reason for the referral and description of the regular program resources that were considered and/or modified for use with the student and, when appropriate, the results of intervention. This documentation shall not delay the timelines for completing the assessment plan or assessment. (5 CCR 3021)

### **Initial Evaluation for Special Education Services**

Before the initial provision of special education and related services to a student with a disability, the district shall conduct a ~~full and an~~ individual initial evaluation of the ~~student~~student's educational needs related to all areas of suspected disability. (Education Code 56320; 34 CFR 300.301)

Upon receipt of a referral of any student for special education and related services, a proposed evaluation plan shall be developed within 15 calendar days, not counting days between the student's regular school sessions or terms or calendar days of school vacation in excess of five school days, unless the parent/guardian agrees, in writing, to an extension. If the referral is made within 10 days or less prior to the end of the student's regular school year or term, the proposed evaluation plan shall be developed within 10 days after the beginning of the next regular school year or term. (Education Code 56043, 56321)

The proposed evaluation plan shall meet all of the following requirements: (Education Code 56321)

1. Be in a language easily understood by the general public

CSBA NOTE: 34 CFR 300.29 defines "native language" as the language normally used by the individual.

2. Be provided in the native language of the parent/guardian or other mode of communication used by the parent/guardian unless it is clearly not feasible
3. Explain the types of evaluation to be conducted
4. State that no individualized education program (IEP) will result from the evaluation without parent/guardian consent

A copy of the notice of a parent/guardian's rights and procedural safeguards shall be attached to the evaluation plan. (Education Code 56321)

The proposed written evaluation plan shall include a description of recent assessments conducted, including available independent assessments and assessment information requested by the parent/guardian to be considered, as well as information indicating the student's primary language and the student's primary language proficiency as determined by Education Code section 52164.1. (5 CCR 3022)

CSBA NOTE: 34 CFR 300.504 requires the district to provide parents/guardians with written notice prior to conducting the initial evaluation. For contents of the prior written notice, see AR 6159.1 -

## Procedural Safeguards and Complaints for Special Education.

Education Code 56329 clarifies the factors to consider when making a determination of eligibility (~~reflected in~~ Item #2 below) and specifies circumstances in which a parent/guardian may be entitled to an independent educational evaluation (IEE) (~~reflected in~~ Items #4 and #5 below).

Before conducting an initial evaluation, the district shall provide the parent/guardian with prior written notice in accordance with 34 CFR 300.503. In addition, as part of the evaluation plan, the parent/guardian shall receive written notice that includes all of the following information: (Education Code 56329; 34 CFR 300.304, 300.502, 300.504)

1. Upon completion of the administration of tests and other evaluation materials, an IEP team meeting that includes the parent/guardian or the parent/guardian's representative shall be scheduled pursuant to Education Code 56341. At this meeting, the team shall determine whether or not the student is a student with disabilities, as defined in Education Code 56026, and shall discuss the evaluation, the educational recommendations, and the reasons for the recommendations.
2. When making a determination of eligibility for special education, the district shall not determine that the student is disabled if the primary factor for such determination is lack of appropriate instruction in reading, including the essential components of reading instruction as defined in 20 USC 6368, lack of appropriate instruction in mathematics, or limited English proficiency, if the student does not otherwise meet the eligibility criteria under 34 CFR 300.8.
3. A copy of the evaluation report and the documentation of determination of eligibility shall be given to the parent/guardian.
4. If the parent/guardian disagrees with an evaluation obtained by the district, the parent/guardian has the right to obtain, at public expense, an independent educational evaluation (IEE) of the student from qualified specialists, in accordance with 34 CFR 300.502. The parent/guardian is entitled to only one such evaluation at public expense each time the district conducts an assessment with which the parent/guardian disagrees.

If the district observed the student in conducting its evaluation, or if its evaluation procedures make it permissible to have in-class observation of the student, an equivalent opportunity shall apply to the IEE. This equivalent opportunity shall apply to the student's current placement and setting as well as observation of the district's proposed placement and setting, if any, regardless of whether the IEE is initiated before or after the filing of a due process hearing proceeding.

5. The district may initiate a due process hearing pursuant to Education Code 56500-56508 to show that its evaluation is appropriate. If the final decision resulting from the due process hearing is that the evaluation is appropriate, the parent/guardian maintains the right for an IEE, but not at public expense.

If the parent/guardian obtains an IEE at private expense, the results of the IEE shall be considered by the district with respect to the provision of a free appropriate public education (FAPE) to the student, and may be presented as evidence at a due process hearing regarding the student. If the district observed the student in conducting its evaluation, or if its evaluation procedures make it permissible to have in-class observation of a student, an equivalent opportunity shall apply to an IEE of the student in the student's current educational placement and setting and in any educational placement and setting proposed by the district, regardless of whether the IEE is initiated before or after the filing of a due process hearing.

6. If the parent/guardian proposes a publicly financed placement of the student in a nonpublic school, the district shall have an opportunity to observe the proposed placement and, if the student has already been unilaterally placed in the nonpublic school by the student's

parent/guardian, the student in that proposed placement. Any such observation shall only be of the student who is the subject of the observation and shall not include the observation or evaluation of any other student in the proposed placement unless that other student's parent/guardian consents to the observation or evaluation. The results of any observation or evaluation of another student in violation of Education Code 56329(d) shall be inadmissible in any due process or judicial proceeding regarding FAPE of that other student.

### Parent/Guardian Consent for Evaluations

CSBA NOTE: Pursuant to Education Code 56321 and 34 CFR 300.300, the district must first obtain ~~informed~~ parent/guardian consent before conducting (1) an initial evaluation to determine if the student is a student with a disability or (2) a reevaluation to determine if the student continues to be a student with a disability. See AR 6159 - Individualized Education Program for language regarding parent/guardian consent for the provision of special education services, including the right to revoke such consent.

In *M.M. v. Lafayette School District*, the Ninth Circuit Court of Appeals concluded that the district had a procedural duty to provide the parents with their child's response to instruction (RTI) data when the district sought to obtain their ~~informed~~ consent for the initial evaluation. The district's failure to provide the parents with the RTI data as part of the initial evaluation resulted not only in a procedural violation but also a substantive violation of the Individuals with Disabilities Education Act ([IDEA](#)) since the failure prevented the parents from meaningfully participating in the IEP process.

Consent (Education Code 56321; 34 CFR 300.300)

~~Informed parental consent~~ means that the parent/guardian: (Education Code 56021.1; 34 CFR 300.9)

1. Has been fully informed, in the parent/guardian's native language or other mode of communication, of all information relevant to the activity for which consent is sought
2. Understands and agrees, in writing, to the carrying out of the activity for which parent/guardian consent is sought and the consent describes that activity and lists the records (if any) that will be released and to whom
3. Understands that the granting of consent is voluntary on the parent/guardian's part and may be revoked at any time
4. Understands that if the parent/guardian revokes consent, that revocation is not retroactive (i.e., it does not negate an action that has occurred after the consent was given and before the consent was revoked). The district is not required to amend the education records of a student to remove any reference to the student's receipt of special education and services if the student's parent/guardian submits a written revocation of consent after the initial provision of special education and related services to the student.

~~The district shall make reasonable efforts to obtain the informed~~ **Upon receiving the proposed evaluation plan, the parent/guardian shall have at least 15 days to decide whether to consent to the initial evaluation. The district shall not interpret parent/guardian consent for initial evaluation as consent for initial placement or initial provision of special education services. ([Education Code 56321; 34 CFR 300.300](#))**

The district shall make reasonable efforts to obtain the consent of the parent/guardian for an initial evaluation or reevaluation of a student. (Education Code 56321; 34 CFR 300.300, 300.322)

CSBA NOTE: It is recommended that the district maintain a record of its attempts to obtain consent, as provided in Items #1-3 below.

The district shall maintain a record of its attempts to obtain consent, which may include: such as: (Education Code 56341.5)

1. Detailed records of telephone calls made or attempted and the results of those calls
2. Copies of correspondence sent to the parent/guardian and any responses received
3. Detailed records of visits made to the parent/guardian's home or place of employment and the results of those visits

CSBA NOTE: Education Code 56321 and 34 CFR 300.300 provide that if a parent/guardian refuses to consent to an evaluation, the district may, but is not required to, utilize the due process procedures to pursue the evaluation. However, if the district declines to pursue the evaluation, the district does not violate its child find obligations under state and federal law.

If a parent/guardian refuses to consent to the initial evaluation or fails to respond to a request to provide consent, the district may, but is not required to, pursue an evaluation by utilizing the procedural safeguards, including the mediation and due process procedures pursuant to 20 USC 1415 and 34 CFR 300.506-300.516. (Education Code 56321; 34 CFR 300.300)

For a student who is a ward of the state and not residing with the student's parent/guardian, the district shall make reasonable efforts to obtain the ~~informed~~ consent from the parent/guardian of the student for an initial evaluation to determine whether the student is a student with a disability. The district may conduct an initial evaluation without obtaining ~~informed~~ consent if any of the following situations exists: (Education Code 56321.1; 20 USC 1414; 34 CFR 300.300)

1. Despite reasonable efforts to do so, the district cannot discover the whereabouts of the parent/guardian of the student;
2. The rights of the parent/guardian of the student have been terminated in accordance with state law;
3. The rights of the parent/guardian to make educational decisions have been subrogated by a judge in accordance with state law and consent for an initial evaluation has been given by an individual appointed by the judge to represent the student.

The district need not obtain parent/guardian consent before reviewing existing data as part of an evaluation or reevaluation, or before administering a test or other evaluation that is administered to all students, unless consent is required from the parents/guardians of all students. (Education Code 56321; 34 CFR 300.300)

### **Conduct of the Evaluation**

Within 60 calendar days of receiving parental consent for the initial assessment of a student, not counting days between the student's regular school sessions, terms, or days of school vacation in excess of five schooldays, a determination whether the student is eligible for special education and the educational needs of the student shall be made, an IEP team meeting shall occur, and an IEP shall be developed, unless the parent/guardian agrees in writing to an extension, pursuant to Education Code 56344. If the 60-day time is interrupted by a student school vacation, the 60-day time shall recommence on the date that student schooldays reconvene and a meeting to develop an IEP for the student shall be conducted within 30 days of a determination that the student needs special education and related



services. (Education Code 56043, 56344)

However, when a referral has been made for a student 30 days or less prior to the end of the regular school year, an IEP required as a result of an assessment of the student shall be developed within 30 days after the commencement of the subsequent regular school year. (Education Code 56043, 56344; 34 CFR 300.301, 300.323)

The evaluation shall be conducted by qualified personnel who are competent to perform the assessment as determined by the district. (Education Code ~~56320~~, 56322)

In addition, evaluations and reevaluations shall be administered by qualified personnel who are competent in the oral or sign language skills and written skills of the student's primary language or mode of communication and have a knowledge and understanding of the cultural and ethnic background of the student. If it is clearly not feasible to do so, an interpreter shall be used, and the assessment report shall document this condition and note that the validity of the assessment may have been affected. The normal process of second-language acquisition, as well as manifestations of dialect and sociolinguistic variance shall not be diagnosed as a disabling condition. (5 CCR 3023)

The screening of a student by a teacher or specialist to determine appropriate instructional strategies for curriculum implementation shall not be considered to be an evaluation for eligibility for special education and related services. (Education Code 56321; 20 USC 1414; 34 CFR 300.302)

In conducting the evaluation, the district shall use a variety of assessment tools and strategies to gather relevant functional, developmental, and academic information about the student. The district shall also use any information provided by the parent/guardian that may assist the district in making the determination as to whether the student is a student with a disability and, if so, the necessary components of the student's IEP when the IEP is developed, including information related to enabling the student to be involved in and to progress in the general education curriculum. (34 CFR 300.304)

The district's evaluation shall not use any single measure or assessment as the sole criterion for determining whether a student is a student with a disability and for determining the appropriate educational program for the student. The assessment shall use technically sound instruments that may assess the relative contribution of cognitive and behavioral factors in addition to physical or developmental factors. (~~Education Code 56320~~; 34 CFR 300.304)

The district shall also ensure that assessments and other evaluation materials provide relevant information that assists in determining the student's educational needs and are: (Education Code 56320; 34 CFR 300.304)

1. Selected and administered so as not to be discriminatory on a racial, cultural, or sexual basis
2. Provided and administered in the student's native language or other mode of communication and in the form most likely to yield accurate information on what the student knows and can do academically, developmentally, and functionally, unless it is clearly not feasible to so provide or administer
3. Used for the purposes for which the assessments or measures are valid and reliable
4. Administered by trained and knowledgeable personnel except that individually administered tests of intellectual or emotional functioning shall be administered by a credentialed school psychologist

5. Administered in accordance with any instructions provided by the producer of the assessments
6. Tailored to assess specific areas of educational need and not merely designed to provide a single general intelligence quotient
7. If administered to a student with impaired sensory, manual, or speaking skills, selected and administered to best ensure that the results accurately reflect the student's aptitude or achievement level or whatever other factors the test purports to measure, rather than reflecting the child's impaired sensory, manual, or speaking skills (unless those skills are the factors that the test purports to measure).

Students shall be assessed in all areas related to the suspected disability, including, if appropriate, health and development, vision (including low vision), hearing, motor abilities, language function, general intelligence, academic performance, communicative status, self-help, orientation and mobility skills, career and vocational abilities and interests, and social and emotional status. When appropriate, a developmental history shall be obtained. For students with residual vision, a low vision assessment shall be provided in accordance with guidelines established pursuant to Education Code 56136. The district shall ensure that the evaluation is sufficiently comprehensive to identify all of the student's special education and related service needs, whether or not commonly linked to the disability category in which the student has been classified. (Education Code 56320; 34 CFR 300.304)

As part of the initial evaluation and any reevaluation, the IEP team and other qualified professionals shall, if appropriate, review existing evaluation data on the student, including evaluations and information provided by the parents/guardians, current classroom-based local or state assessments and classroom-based observations, and observations by teachers and related services providers. On the basis of that review and input from the student's parent/guardian, the team shall identify what additional data, if any, are needed to determine: (Education Code 56381; 34 CFR 300.305)

1. Whether the student is a student with a disability, or in the case of a reevaluation, whether the student continues to have a disability, and the educational needs of the student
2. The present levels of academic achievement and related developmental needs of the student
3. Whether the student needs, or continues to need, special education and related services
4. Whether any additions or modifications to the special education and related services are needed to enable the student to meet the measurable annual goals set out in the student's IEP and to participate, as appropriate, in the general education curriculum

If a student has transferred from another district in the same school year or leaves this district, the district shall coordinate with the student's prior or subsequent district as necessary and as expeditiously as possible to ensure prompt completion of full evaluations. ([Education Code 56320](#); 34 CFR 300.304)

### **Evaluation Report**

The personnel who evaluate the student shall prepare a written report of the results of each evaluation. The report shall include, but not be limited to, the following: (Education Code 56327)

1. Whether the student may need special education and related services
2. The basis for making the determination
3. The relevant behavior noted during the observation of the student in an appropriate setting

4. The relationship of that behavior to the student's academic and social functioning
5. The educationally relevant health, developmental, and medical findings, if any
6. For students with learning disabilities, whether there is such a discrepancy between achievement and ability that it cannot be corrected without special education and related services
7. A determination concerning the effects of environmental, cultural, or economic disadvantage, where appropriate
8. The need for specialized services, materials, and equipment for students with low incidence disabilities, consistent with Education Code 56136

### Eligibility Determination

CSBA NOTE: The following section contains procedures for determining a student's eligibility for special education and related services. Education Code 56334-56338 and 34 CFR 300.307-300.311 provide additional procedures for conducting the evaluation and making the determination for eligibility of a student with specific learning disabilities.

Upon completion of the administration of assessments and other evaluation measures, a group of qualified professionals and the parent/guardian shall determine whether the student is a student with a disability as defined in 5 CCR 3030 and 34 CFR 300.8 and, if so, the student's educational needs. In interpreting the data, the group shall draw information from a variety of sources, including aptitude and achievement tests, parent/guardian input, and teacher recommendations, as well as information about the student's physical condition, social or cultural background, and adaptive behavior. The group shall ensure that the information obtained from these sources is documented and carefully considered. (34 CFR 300.306)

CSBA NOTE: Education Code 56329 requires districts to provide notice about specific factors in making the determination of eligibility as part of the district's evaluation plan. See section above entitled "Initial Evaluation for Special Education Services."

When making a determination of eligibility for special education and related services, the district shall not determine that a student is disabled if the primary factor for such determination is a lack of appropriate instruction in reading, including the essential components of reading instruction pursuant to 20 USC 6368, lack of instruction in mathematics, limited English proficiency, or that the student does not otherwise meet the eligibility criteria. (Education Code 56329; 34 CFR 300.306)

The normal process of second-language acquisition, as well as manifestations of dialect and sociolinguistic variance, shall not be diagnosed as a disabling condition. (5 CCR 3023)

### Independent Educational Evaluation

CSBA NOTE: 34 CFR 300.502 requires the district to provide parents/guardians, upon request for an IEE, information about where an IEE may be obtained and the district's criteria for the evaluation, including the location of the evaluation, qualifications of the examiner, and timelines for obtaining the evaluation. These criteria must be the same as the criteria that the district uses for district-initiated evaluations. In addition, Education Code 56329 requires districts to provide notice about parent/guardian rights to an IEE as part of the proposed evaluation plan; see section above entitled "Initial Evaluation for Special Education Services." Districts may wish to modify the following section to include specific criteria developed by the district or special education local plan area, as appropriate.

An *independent educational evaluation* is defined as an evaluation conducted by a qualified examiner who is not employed by the district. (34 CFR 300.502)

*Public expense* means that the district either pays for the full cost of the IEE or ensures that the evaluation is otherwise provided at no cost to the parent/guardian. (34 CFR 300.502)

The parents/guardians of a student with a disability have the right to obtain an IEE at public expense under the same criteria, including the location of the evaluation and the qualifications of the examiner, that the district uses for a district-initiated evaluation. (34 CFR 300.502)

The parent/guardian is entitled to only one IEE at public expense each time the district conducts an evaluation with which the parent/guardian disagrees. (Education Code 56329; 34 CFR 300.502)

If a parent/guardian has requested an IEE, the district may ask for the reason that the parent/guardian objects to the district's evaluation. However, the parent/guardian is not required to provide an explanation and the district may not unreasonably delay either providing the IEE at public expense or filing a due process complaint to request a due process hearing to defend the public evaluation. (34 CFR 300.502)

Upon receiving the request for an IEE, the district shall, without unnecessary delay, either: (34 CFR 300.502)

1. File a due process complaint to request a hearing to show that its evaluation is appropriate
2. Ensure that an IEE is provided at public expense, unless the district demonstrates at a hearing that the evaluation obtained by the parent/guardian did not satisfy the district's criteria

If a due process hearing decision determines that the district's evaluation is appropriate, then the parent/guardian may obtain an IEE but not at public expense. (Education Code 56329; 34 CFR 300.502)

In any decision made with respect to providing FAPE to a student with a disability, the result of any IEE obtained by the student's parent/guardian shall be considered by the district if it meets district criteria. Any such result also may be presented as evidence at a hearing on a due process complaint. (Education Code 56329; 34 CFR 300.502)

### **Coordinating Transitions**

CSBA NOTE: Government Code 95008, as amended by SB 188 (Ch. 49, Statutes of 2022), requires each district to designate a main point of contact for coordinating and completing, with other agencies and persons, the transition of a child and family from infant/toddler programs to preschool (Part C to Part B of IDEA), including establishing practices to educate and support families during the transition.

The district designates the individual listed below as the main point of contact for coordinating and completing, with other agencies and persons, the transition of a child and family from infant/toddler programs to preschool (Part C to Part B of the federal Individuals with Disabilities Education Act), including establishing practices to educate and support families during the transition: (Government Code 95008)

Director of Special Education  
445 Montezuma Street  
Rio Vista, CA 94571  
(707) 374-1729  
DirectorSpEd@rdusd.org

## Reevaluation

A reevaluation shall be conducted when the district determines that the educational or related service needs of the student, including improved academic achievement and functional performance, warrant a reevaluation or if the student's parent/guardian or teacher requests reevaluation. Such reevaluations shall occur every three years, unless the parent/guardian and district agree in writing that a reevaluation is unnecessary. A reevaluation may not occur more than once a year, unless the parent/guardian and the district agree otherwise. (Education Code 56043, 56381; 34 CFR 300.303)

The district shall ensure that any reevaluations of the student are conducted in accordance with the evaluation procedures pursuant to 34 CFR 300.304-300.311. (34 CFR 300.303)

CSBA NOTE: The following paragraph is for use by districts that offer grades K-1.

Before entering kindergarten or first grade, as the case may be, children with disabilities who are in a preschool program shall be reevaluated to determine if they still need special education and services. IEP teams shall identify a means of monitoring the continued success of children who are determined to be eligible for less intensive special education programs. (Education Code 56445)

CSBA NOTE: The district's point of contact, identified pursuant to Government Code 95008, as amended by SB 188, for coordinating and completing the transition of a child and family from infant/toddler programs to preschool, may coordinate the reevaluation of children with disabilities who are in a preschool program and the progress of children who are determined to be eligible for less intensive special education programs, as described below.

The district's point of contact for coordinating and completing the transition of a child and family from infant/toddler programs to preschool, may coordinate the reevaluation and monitoring as described above for kindergarten or first grade.

### Policy Reference UPDATE Service

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#### Policy Reference Disclaimer:

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 3021-3029	Identification, referral and assessment
5 CCR 3030-3031	Eligibility criteria
Ed. Code 44265.5	Professional preparation for teachers of impaired students
Ed. Code 56000-56885	Special education programs
Ed. Code 56043	Special education; timelines
Ed. Code 56195.8	Adoption of policies

Ed. Code 56300-56305	Identification of individuals with disabilities
Ed. Code 56320-56330	Assessment
Ed. Code 56333-56338	Eligibility for specific learning disabilities
Ed. Code 56340-56347	Individualized education program teams
Ed. Code 56381	Reassessment of students
Ed. Code 56425-56432	Early education for individuals with disabilities
Ed. Code 56441.11	Eligibility criteria; children ages 3-5
Ed. Code 56445	Transition to grade school; reassessment
Ed. Code 56500-56509	Procedural safeguards
Gov. Code 95000-95029.5	California Early Intervention Services Act
<b>Federal</b>	<b>Description</b>
20 USC 1232g	Family Educational Rights and Privacy Act (FERPA) of 1974
20 USC 1400-1482	Individuals with Disabilities Education Act
20 USC 1412	State eligibility
20 USC 1415	Procedural safeguards
34 CFR 104.35	Evaluation and placement
34 CFR 104.36	Procedural safeguards
34 CFR 300.1-300.818	Individuals with Disabilities Education Act
34 CFR 300.301-300.306	Evaluations and reevaluations
34 CFR 300.323	When IEPs must be in effect
34 CFR 300.502	Independent educational evaluation of student with disability
34 CFR 303.1-303.734	Early Intervention Program for Infants and Toddlers with Disabilities
<b>Management Resources</b>	<b>Description</b>
California Department of Education Publication	California Practitioners' Guide for Educating English Learners with Disabilities, 2019
Court Decision	N.B. and C.B v. Hellgate Elementary School District (9th Cir. 2008) 541 F.3d 1202
Court Decision	Compton Unified School District v. Addison, (9th Cir. 2010) 598 F.3d 1181
Court Decision	Timothy O. v. Paso Robles Unified School District (9th Cir. 2016) 822 F.3d 1105
Court Decision	M.M. v. Lafayette School District (9th Cir. 2014) 767 F.3d 842
Court Decision	Hood v. Encinitas Union School District, (2007) 486 F.3d 1099

Federal Register	Rules and Regulations, August 14, 2006, Vol. 71, Number 156, pages 46539-46845
U.S. Department Of Education Publication	Long COVID under Section 504 and the IDEA: A Resource to Support Children, Students, Educators, Schools, Service Providers, and Families, July 2021
U.S. Department Of Education Publication	Return to School Roadmap: Child Find Under Part B of the Individuals with Disabilities Education Act, August 2021
U.S. Department of Education Publication	A Response to Intervention (RTI) Process Cannot Be Used to Delay-Deny an Evaluation for Eligibility under the Individuals with Disabilities Education Act (IDEA): Memorandum 11-07, January 2011
Website	CSBA District and County Office of Education Legal Services
Website	California Department of Education, Special Education
Website	U.S. Department of Education, Office of Special Education Programs
Website	CSBA

## Cross References

Code	Description
0410	Nondiscrimination In District Programs And Activities
0430	Comprehensive Local Plan For Special Education
0430	Comprehensive Local Plan For Special Education
0460	Local Control And Accountability Plan
0460	Local Control And Accountability Plan
0470	COVID-19 Mitigation Plan
1312.3	Uniform Complaint Procedures
1312.3	Uniform Complaint Procedures
1312.3-E (1)	Uniform Complaint Procedures
1312.3-E (2)	Uniform Complaint Procedures
3541.2	Transportation For Students With Disabilities
3552	Summer Meal Program
3552	Summer Meal Program
4112.23	Special Education Staff
5144.2	Suspension And Expulsion/Due Process (Students With Disabilities)
5145.6	Parent/Guardian Notifications
5145.6-E(1)	Parent/Guardian Notifications

5148	Child Care And Development
5148	Child Care And Development
5148.3	Preschool/Early Childhood Education
5148.3	Preschool/Early Childhood Education
6120	Response To Instruction And Intervention
6146.4	Differential Graduation And Competency Standards For Students With Disabilities
6159	Individualized Education Program
6159	Individualized Education Program
6159.1	Procedural Safeguards And Complaints For Special Education
6159.1	Procedural Safeguards And Complaints For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.2	Nonpublic, Nonsectarian School And Agency Services For Special Education
6159.3	Appointment Of Surrogate Parent For Special Education Students
6159.3	Appointment Of Surrogate Parent For Special Education Students
6162.5	Student Assessment
6162.51	State Academic Achievement Tests
6162.51	State Academic Achievement Tests
6163.2	Animals At School
6163.2	Animals At School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.41	Children With Disabilities Enrolled By Their Parents In Private School
6164.5	Student Success Teams
6164.5	Student Success Teams
6164.6	Identification And Education Under Section 504
6164.6	Identification And Education Under Section 504
6173.1	Education For Foster Youth
6173.1	Education For Foster Youth
6173.2	Education Of Children Of Military Families



6173.2

Education Of Children Of Military Families

6183

Home And Hospital Instruction

**Bylaw 9220: Governing Board Elections**

**Status:** ADOPTED

**Original Adopted Date:** 06/01/2006 | **Last Revised Date:** ~~07/12/01/2017~~2022 | **Last Reviewed Date:**  
~~07/12/01/2017~~2022

**Board Member Qualifications**

CSBA NOTE: The following bylaw is optional. The filling of elective offices involves serious issues of constitutional and statutory concerns. Any district with questions related to local elections should consult CSBA District and County Office of Education Legal Services or district legal counsel.

Board Member Qualifications

CSBA NOTE: Education Code 35107 and Elections Code 20 detail eligibility for Governing Board membership as specified below. In 81 Ops.Cal.Atty.Gen. 98 (1998), the Attorney General opined that the residency requirement in Education Code 35107 is a continuing requirement for holding the office during the entire term of the Board member.

A person is who is not registered to vote is ineligible to hold public office if he/she is not registered to vote. Elections Code 2201 lists the causes for cancelling an individual's voter registration and making him/her that person ineligible to hold public office, including, but not limited to, legally established mental incompetency, proof that the person is presently imprisoned or on parole for conviction of a felony, or official notification that the voter is registered to vote in another country or state.

Any person is eligible to be a member of the Governing Board, without further qualifications, if he/she the person is 18 years of age or older, a citizen of California, a resident of the school district or, if applicable, the trustee area, a registered voter, and not legally disqualified from holding civil office. Any person who has been convicted of a felony involving the giving, accepting, or offering of a bribe, embezzlement or theft of public funds, extortion, perjury, or conspiracy to commit any such crime, under California law or the law of another state, the United States of America, or another country, is not eligible to be a candidate for office or elected as a Board member except when he/she the person has been granted a pardon in accordance with law. (Education Code 35107; Elections Code 20)

CSBA NOTE: Pursuant to Education Code 35107, a district employee elected to serve on the district Board must resign his/her from the employment before being sworn into office as a Board member.

Pursuant to Education Code 1006, employees of a school district are eligible to run for the county board of education seat as long as their school district employer is not within the jurisdiction of the county board.

A district employee elected to the Board shall resign his/her from district employment before being sworn in or shall have his/her the employment automatically terminated upon being sworn into office. (Education Code 35107)

CSBA NOTE: The following paragraph is optional. See CSBA's web site for information about school board service that may be shared with candidates.

The Board encourages all candidates to become knowledgeable about the role of board members. The Superintendent or designee shall provide all candidates with information that will enable them to understand the responsibilities and expectations of being a Board member, including information

regarding available workshops, seminars, and/or training. The Superintendent or designee shall provide all candidates with the county election official's contact information and general information about school programs, district operations, and Board responsibilities.

### Recalling a Board Member

CSBA NOTE: The following section is optional. Government Code 1770 lists events that may create a vacancy in an elective office, including removal from office, while Elections Code 11000 provides for recall as the means for effecting such removal of a Board member. Pursuant to Elections Code 11006, recall proceedings may be initiated by the service, filing, and publication or posting of a notice of intention to circulate a recall petition by proponents who must be registered voters of the board member's electoral jurisdiction. Elections Code 11020, as amended by AB 2584 (Ch. 792, Statutes of 2022), specifies the number of proponents that must be listed on the notice, depending on the number of registered voters in the electoral jurisdiction involved.

A Board member may be recalled as permitted by Elections Code 11000. Proponents of a recall are required to serve, file, and publish or post a notice of intention to circulate the recall petition and to comply with other applicable law and formalities and county elections official directives. The petition, pursuant to Elections Code 11041, is required to be in the format provided by the Secretary of State and to include an estimate of the cost of conducting the special election, as determined by the county elections official, in consultation with the district.

CSBA NOTE: Pursuant to Elections Code 11242, as amended by AB 2584 (Ch. 792, Statutes of 2022), after the Board orders an election, the recall election must be held within the period specified in the following paragraph, unless an extension beyond the specified period is necessary in order to consolidate the recall election with a regularly scheduled election.

Within 14 days after the meeting at which the Board receives a certificate of sufficiency of signatures on a recall petition from the county elections official, the Board shall order an election to be held to determine whether the Board member named in the petition shall be recalled. The election shall be held not less than 88, nor more than 125, days after the date that the Board orders the election. However, the election may be conducted within 180 days after the issuance of the Board's order to consolidate the election with a regularly scheduled election.

Recall elections shall be conducted in accordance with Elections Code 11381-11386.

### **Consolidation of Elections**

CSBA NOTE: The following optional section is for districts that currently hold their Board elections at a time that is not concurrent with municipal or statewide elections.

Education Code 5000 and Elections Code 1302 require the regular election of Board members to be held on the first Tuesday after the first Monday in November of each odd-numbered year. However, in accordance with Elections Code 1302 and 10404.5, districts are authorized to request consolidation of their Board elections with the local municipal or state primary or general election by adopting a Board resolution and submitting it to the County Board of Supervisors for approval. Within 30 days following approval by the County Board of Supervisors, the elections official will notify all registered voters in the district of the change of election date.

To reduce costs associated with conducting elections, the Board may consolidate Board elections with the local municipal or statewide primary or general election in accordance with Elections Code 1302.

CSBA NOTE: Pursuant to Elections Code 14051-14052, as added by SB 415 (Ch. 235, Statutes of 2015), districts are required to hold elections concurrent with statewide elections if holding nonconcurrent elections has previously resulted in a "significant decrease" in voter turnout. Pursuant to Elections Code 14051, a significant decrease has occurred when voter turnout for a regularly scheduled election held on a nonconcurrent date is at least 25 percent less than the average local turnout for the previous four statewide general elections. A district that holds Board elections other than on a statewide elections date may only delay the consolidation if, by January 1, 2018, it has adopted a plan to consolidate elections by November 8, 2022. It is recommended that districts with nonconcurrent elections review the voter turnout for their recent elections, consult with legal counsel, and, as necessary, prepare and approve a plan by January 1, 2018 to move their election to a statewide election date. For a further analysis of SB 415, see CSBA's "Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections."

Districts consolidating their elections due to low voter turnout should follow the procedures specified in Elections Code 1302, including the adoption of a Board resolution.

In addition, if a regularly scheduled Board election held other than on a statewide election date results in a decrease in local voter turnout of 25 percent or more compared to the average local turnout for the previous four statewide general elections, the Board shall take action to consolidate Board elections with statewide elections. The district shall move its election to the next state statewide election date, unless the Board has adopted a plan by January 1, 2018 to consolidate Board elections not later than the November 8, 2022 statewide general election. (Elections Code 14051, 14052)

In order to consolidate elections based on either circumstance described above, the Board shall adopt a resolution and submit it to the County Board of Supervisors for approval not later than 240 days prior to the date of the currently scheduled district election. (Elections Code 10404.5)

Whenever a regularly scheduled Board election is changed due to consolidation of elections, the terms of office of incumbent Board members shall be extended to align with the next applicable election. (Elections Code 10404.5)

### Elections Process and Procedures

CSBA NOTE: Any district that selects Option 2 or 3 should ensure that its decision is consistent with Elections Code 14025-14032 (the California Voting Rights Act (CVRA)), which prohibits the use of the "at-large" voting method for elections within jurisdictions with a history of "racially polarized voting" (i.e., difference between voters of a protected class and voters in the rest of the jurisdiction in the choice of candidates preferred). Any district seeking more information about the CVRA and its possible effects should consult legal counsel.

#### OPTION 1: (Election by trustee area)

The district is divided into trustee areas and each trustee area shall be represented by a Board member who resides in and is elected by voters residing within that trustee area. Trustee areas shall be balanced by population as required by state and federal law.

Prior to March 1 following the year in which the results of each decennial federal census are released, the Board shall adjust the boundaries of the district's trustee areas based on population figures as validated by the Population Research Unit of the Department of Finance. (Education Code 5019.5)

#### OPTION 1 ENDS HERE

CSBA NOTE: Converting from an "at-large" (Option 2) to a "by trustee area" (Option 1) voting method involves complex issues of law regarding matters such as the redrawing of maps, required approvals, and transition dates. Elections Code 10010, as amended by AB 350 (Ch. 737, Statutes of 2016), requires the Board to hold hearings before and after drawing maps of the proposed district boundaries to allow for public input. If Board members will be elected at different times for staggered terms of office, hearings held after publishing the draft map(s) are required to include an opportunity for public input regarding the proposed sequence of elections. ~~Any district that is considering switching to a "by trustee area" election method should consult legal counsel as necessary.~~

~~If~~When the district's election method is to be changed, the Board determines that a change is necessary, ~~it~~ shall hold public hearings in accordance with Elections Code 10100 before adopting a resolution at an

open meeting specifying the change(s), and shall, in accordance with Education Code 5019, obtain approval from the county committee on school district organization having jurisdiction over the district.

CSBA NOTE: The remainder of this section is for all districts. The Attorney General opined in 105 Ops.Cal.Atty.Gen. 182 (2022) that when the boundaries of a district's trustee areas are adjusted or the district changes from "at-large elections" to "by-trustee area elections," and a vacancy then arises in a seat held by a Board member whose term of office began prior to the change in boundaries or election method, the vacancy should be filled using the boundaries or election method by which the incumbent Board member was elected. Any district that has already adopted a "by-trustee" election method should revise the following paragraph accordingly.

The election method or trustee-area boundaries in effect at the beginning of a Board member's term shall be used when any vacancy that occurs during that term is to be filled, even if, during the term, the district has adopted "by-trustee area" election method or trustee area boundaries have been adjusted.

CSBA NOTE: Pursuant to Education Code 5091, as amended by SB 1061 (Ch. 831, Statutes of 2022), any petition for a special election must contain the county elections official's estimate of the cost of conducting the special election, expressed on a per-student basis.

Any petition for a special election ordered pursuant to Education Code 5091 shall contain the county election official's estimate of the cost of conducting the special election, expressed on a per-student basis. (Education Code 5091)

## Campaign Conduct

CSBA NOTE: Education Code 35177 has long authorized boards, by resolution, to limit campaign expenditures and/or contributions for candidates in board elections. However, in June 2006, the U.S. Supreme Court held in *Randall v. Sorrell* that limits on campaign expenditures are unconstitutional and violate a candidate's right to free speech. The court did hold that limits on contributions to candidates could be constitutional if such limits are not overly restrictive, allow candidates to compete in the race, and do not operate to protect incumbents. However, because Education Code 35177 provides no mechanism for the district to enforce any contribution limits set by the Board, such limits would be completely voluntary, and other candidates and/or the Board would have no recourse in the event of noncompliance by a candidate. It is strongly recommended that, before adopting voluntary contribution limits under the authority granted in Education Code 35177, the Board consult CSBA District and County Office of Education Legal Services or district legal counsel, in order to ensure that the district's limits satisfy legal restrictions.

All candidates, including current Board members running as incumbents, shall abide by local, county, state, and federal requirements regarding campaign donations, funding, and expenditures.

CSBA NOTE: The following paragraph is optional. Government Code 85300 generally prohibits the expenditure of public funds for the purpose of seeking elective office. However, as amended by SB 1107 (Ch. 837, Statutes of 2016), Government Code 85300 permits a candidate to expend or accept public funds for the purpose of seeking elective office if the Board establishes a dedicated fund for that purpose, provided that both (1) the public funds are available to all qualified, voluntarily participating candidates for the same office without regard to incumbency or political party preference, and (2) the Board has established criteria for determining a candidate's qualifications. For school board elections, candidate qualifications are specified in state law (see section "Board Member Qualifications" above), and districts should not establish additional qualification requirements. ~~It is recommended that the district consult legal counsel when establishing a dedicated fund for those seeking election to the Board.~~

A Board member shall not expend, and a candidate shall not accept, any public money for the purpose of seeking elective office. However, the district may establish a dedicated fund for those seeking election to the Board, provided that the funds are available to all candidates who are qualified pursuant to Education Code 35107 without regard to incumbency or political preference. (Government Code 85300)

CSBA NOTE: Pursuant to Elections Code 20440, county election officials are required to present each candidate running for public office with a voluntary Code of Fair Campaign Practices for the candidate to sign. The pledge states the candidate's intent to conduct ~~his/her~~the campaign openly and fairly and provides that the candidate may not use or permit negative prejudice based on another candidate's race, religion, physical or mental disability, sex, gender, gender identity, gender expression, sexual orientation, or any other prohibited category of discrimination listed in Government Code 12940. Although neither the district nor opposing candidates have authority to enforce the pledge if it is violated, a candidate's signature is a matter of public record. The following optional paragraph expresses the Board's desire that candidates for Board membership sign and abide by the terms of the pledge.

In order to help protect the public's trust in the electoral process as well as the public's confidence in the Board and district, the Board encourages all candidates to sign and adhere to the principles in the Code of Fair Campaign Practices pursuant to Elections Code 20440.

### Statement of Qualifications

On the 125th day prior to the day fixed for the general district election, the Board secretary or ~~his/her~~ designee shall deliver a notice, bearing the secretary's signature and district seal, to the county elections official describing both of the following: (Elections Code 10509)

1. The elective offices of the district to be filled at the general election and which offices, if any, are for the balance of an unexpired term
2. Whether the district or the candidate is to pay for the publication of a statement of qualifications pursuant to Elections Code 13307

CSBA NOTE: Pursuant to Elections Code 13307, the candidate statement is limited to 200 words (Option 1 below), unless the Board has authorized an increase to a 400-word maximum (Option 2 below).

#### OPTION 1: (200 Words Limit)

Candidates for the Board may submit a candidate statement to the elections official for inclusion in the voter's pamphlet. Candidate statements shall be limited to no more than 200 words. (Elections Code 13307)

#### OPTION 1 ENDS HERE

CSBA NOTE: Prior to the beginning of the nominating period, Elections Code 13307, as amended by AB 2010 (Ch. 128, Statutes of 2016), requires the Board to determine whether to have the district assume the costs of producing candidate statements or to charge candidates for the costs, regardless of whether the statements are for hard copy or electronic distribution. In 85 Ops.Cal.Atty.Gen. 49 (2002), the Attorney General opined that Elections Code 13307, which authorizes the district to pay for the distribution of candidate statements for nonpartisan elective offices, does not conflict with Education Code 7054, which prohibits the use of district resources for campaign purposes. According to the Attorney General, distributing campaign statements cannot be considered campaigning for any particular candidate in a partisan manner so as to conflict with the Education Code prohibition.

Option 1 below is for districts that assume the costs associated with producing candidate statements, and Option 2 is for districts that charge candidates for the costs. The following options may be revised to reflect the method of distribution (i.e., electronic and/or hard copy) used by the district.

**OPTION 2: (Candidate Statement Paid by Candidate)**

The district shall assume no part of the cost of printing, handling, translating, mailing, or electronically distributing candidate statements filed pursuant to Elections Code 13307. As a condition of having candidate statements included in the hard copy and/or electronic voter's pamphlet, the district may require candidates to pay their estimated pro rata share of these costs to the district in advance pursuant to Elections Code 13307.

**OPTION 2 ENDS HERE**

**Tie Votes in Board Member Elections**



CSBA NOTE: Education Code 5016 requires the Board to decide, before conducting any election, whether a potential tie will be resolved by lot or by a runoff election. Option 1 provides for the use of lots to determine the winner in case of a tie in every election, Option 2 provides for a runoff election in every election, and Option 3 is for use by districts that will make this determination prior to each election.

Education Code 5016 requires the County Superintendent of Schools to provide certification of a tie vote in an election to the district Board.

**OPTION 1: (Tie Decided by Lot)**

Whenever a tie makes it impossible to determine which of two or more candidates has been elected to the Board, the Board shall immediately notify the candidates who received the tie votes of the time and place where the candidates or their representatives should appear before the Board. The Board at that time shall determine the winner by lot. (Education Code 5016)

**OPTION 1 ENDS HERE**

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<b>State</b>	<b>Description</b>
CA Constitution Article 2, Section 2	Voters; qualifications
CA Constitution Article 7, Section 7	Conflicting offices
CA Constitution Article 7, Section 8	Disqualification from office
Ed. Code 1006	Prohibition against school district employees serving on county board of education

Ed. Code 35107	School district employees
Ed. Code 35177	Campaign expenditures or contributions
Ed. Code 35239	Compensation of governing board member of districts with less than 70 ADA
Ed. Code 5000-5033	Election of school district board members
<a href="#">Ed. Code 5091</a>	<a href="#">Vacancies; petition for special election</a>
Ed. Code 5220-5231	Elections
Ed. Code 5300-5304	General provisions (}; conduct of elections}
Ed. Code 5320-5329	Order and call of elections
Ed. Code 5340-5345	Consolidation of elections
Ed. Code 5360-5363	Election notice
Ed. Code 5380	Compensation ( <del>of</del> ; election officer}
Ed. Code 5390	Qualifications of voters
Ed. Code 5420-5426	Cost of elections
Ed. Code 5440-5442	Miscellaneous provisions
Ed. Code 7054	Use of district property; campaign purposes
Elec. Code 10010	District boundaries
Elec. Code 10400-10418	Consolidation of elections
Elec. Code 10509	Notice of election by secretary
Elec. Code 10600-10604	School district elections
<a href="#">Elec. Code 11000</a>	<a href="#">Recall of officers</a>
Elec. Code 1302	Local elections; school district election
Elec. Code 13307	Candidate's statement
Elec. Code 13308	Candidate's statement contents
Elec. Code 13309	Candidate's statement; indigence
Elec. Code 14025-14032	California Voting Rights Act
Elec. Code 14050-14057	California Voter Participation Rights Act
Elec. Code 20	Public office eligibility
Elec. Code 20440	Code of Fair Campaign Practices
Elec. Code 2201	Grounds for cancellation
Elec. Code 4000-4008	Elections conducted wholly by mail
Gov. Code 1021	Conviction of crime
Gov. Code 1097	Illegal participation in public contract

Gov. Code 12940	Unlawful discriminatory employment practices
<a href="#">Gov. Code 1770</a>	<a href="#">Vacancy of office</a>
Gov. Code 81000-91014	Political Reform Act of 1974
Pen. Code 424	Embezzlement and falsification of accounts by public officers
Pen. Code 661	Removal for neglect or violation of official duty
Pen. Code 68	Bribes
Pen. Code 74	Acceptance of gratuity
<b>Federal</b>	<b>Description</b>
52 USC 10301-10508	Voting Rights Act
<b>Management Resources</b>	<b>Description</b>
<a href="#">Attorney General Opinion</a>	<a href="#">105 Ops.Cal.Atty.Gen. 182 (2022)</a>
Attorney General Opinion	69 Ops.Cal.Atty.Gen. 290 (1986)
Attorney General Opinion	81 Ops.Cal.Atty.Gen. 98 (1998)
Attorney General Opinion	83 Ops.Cal.Atty.Gen. 181 (2000)
Attorney General Opinion	85 Ops.Cal.Atty.Gen. 49 (2002)
CSBA Publication	Legal Alert on the Impact of Senate Bill No. 415 on School Board Elections, January 2017
Court Decision	Dusch v. Davis (1967) 387 U.S. 112
Court Decision	Randall v. Sorrell (2006) 126 S.Ct. 2479
Court Decision	Rey v. Madera Unified School District (2012) 203 Cal. App. 4th 1223
Court Decision	Sanchez v. City of Modesto (2006) 145 Cal. App. 4th 660
Website	CSBA District and County Office of Education Legal Services
Website	Institute for Local Government
Website	Fair Political Practices Commission
Website	California Secretary of State's Office
Website	CSBA

### Cross References

<b>Code</b>	<b>Description</b>
0410	Nondiscrimination In District Programs And Activities
9005	Governance Standards
9110	Terms Of Office
9223	Filling Vacancies
9224	Oath Or Affirmation

9230	Orientation
9240	Board Training
9270	Conflict Of Interest
9270-E (1)	Conflict Of Interest
9320	Meetings And Notices

**Bylaw 9223: Filling Vacancies**

**Status:** ADOPTED

**Original Adopted Date:** 09/01/1989 | **Last Revised Date:** 08/12/01/2014/2022 | **Last Reviewed Date:** 08/12/01/2014/2022

**Events Causing a Vacancy**

A vacancy on the Governing Board may occur for arise from any of the following events:

1. The death of an incumbent (Government Code 1770)
2. The adjudication pursuant to a quo warranto proceeding declaring that an incumbent is physically or mentally incapacitated due to disease, illness, or accident and that there is reasonable cause to believe that the incumbent will not be able to perform the duties of his/her/the office for the remainder of his/her/the term (Government Code 1770)
3. A Board member's resignation (Government Code 1770)

A vacancy resulting from resignation occurs when the written resignation is filed with the County Superintendent of Schools having jurisdiction over the district, except where a deferred effective date is specified in the resignation so filed, in which case the resignation shall become operative on that date. A Board member may not defer the an effective date of his/her resignation for more than 60 days after he/she files the date the resignation is filed with the County Superintendent. Upon being filed with the County Superintendent, a written resignation, whether specifying a deferred effective date or otherwise, shall be irrevocable. (Education Code 5090, 5091)

4. A Board member's removal from office; ~~including~~ by recall (Elections Code ~~11384~~ 11000; Government Code 1770)
5. A Board member's ceasing to be a resident of the district (Government Code 1770)

CSBA NOTE: The following paragraph is for use by districts that have established trustee areas. In 105 Ops.Cal.Atty.Gen 182 (2022), the Attorney General has opined that when the boundaries of a district's trustee areas are adjusted or the district changes from "at-large elections" to "by-trustee area elections," and a vacancy then arises in a seat held by a Board member whose term of office began prior to the change in boundaries or election method, the vacancy should be filled using the boundaries or election method by which the incumbent Board member was elected. See BB 9220 – Governing Board Elections.

6. A vacancy on the Board also occurs when a A Board member ceases to inhabit the trustee area ~~which he/she represents~~ represented on the Board. (58 Ops.Cal.Atty.Gen. 888 (1975))

However, a vacancy does not arise when the district adjusts the trustee area boundaries or changes from "at-large" to "by-trustee area" election method during a Board member's term.

7. A Board member's absence from the state for more than 60 days, except in the following situations: (Government Code 1064, 1770)
  - a. Upon district business with the approval of the Board
  - b. With the consent of the Board for an additional period not to exceed a total absence of 90 days

CSBA NOTE: AB 334 (Ch. 54, Statutes of 2011) amended Government Code 1064 to authorize the Governing Board to extend an out-of-state absence for an unlimited duration when the absence is due to illness or other urgent necessity.

- c. In the case of illness or other urgent necessity, and upon a proper showing thereof, the time limited for absence from the state may be extended by the Board.
- d. For federal military deployment, not to exceed an absence of a total of six months, as a member of the armed forces of the United States or the California National Guard

If the absence of the Board member for this purpose exceeds six months, the Board may approve an additional six-month absence upon a showing that there is a reasonable expectation that the member will return within the second six-month period, and the Board may appoint an interim member to serve in his/her during the absence. If two or more members of the Board are absent by reason of these circumstances, and those absences result in the inability to establish a quorum at a regular meeting, the Board may immediately appoint one or more interim members as necessary to enable the Board to conduct business and discharge its responsibilities. The term of an interim member appointed in these circumstances shall not extend beyond the return of the absent Board member or beyond the next regularly scheduled election for that office, whichever occurs first.

8. A Board member's ceasing to discharge the duties of his/her the office for the period of three consecutive months, except when prevented by illness or when absent from the state with the permission required by law (Government Code 1770)

CSBA NOTE: Board members forfeit office and, in some cases, are disqualified from holding public office upon conviction of designated crimes as specified in the Constitution and various other state laws. Examples of crimes that result in forfeiture of office include, but are not limited to, convictions for felonies, offenses that involve a violation of official duties, bribery, selling appointments, intoxication in the discharge of official duties, misuse of public funds, conflict of interest violations, and a false claim of receipt of any military decoration or medal.

9. A Board member's conviction of a felony or any offense involving a violation of his/her official duties or conviction of a designated crime resulting in a forfeiture of office (Government Code 1770, 3000-3003)
10. A Board member's refusal or neglect to file his/her the required oath within the time prescribed (Government Code 1770)
11. The decision of a competent tribunal declaring void a Board member's election or appointment (Government Code 1770)
12. A Board member's commitment to a hospital or sanitarium as a drug addict, dipsomaniac, inebriate, or stimulant addict by a court of competent jurisdiction, in which case the office shall not be deemed vacant until the order of commitment has become final (Government Code 1770)

CSBA NOTE: Pursuant to Education Code 5090, a vacancy is declared when there has been a "failure to elect," meaning that the County Registrar of Voters has determined that an election will not be held because either no candidate or an insufficient number of candidates have filed to run for a Board seat(s). Education Code 5328 authorizes the Board to make an appointment in such circumstances.

13. A "failure to elect" in which no candidate or an insufficient number of candidates have filed to run for a Board seat(s) (Education Code 5090, 5326, 5328)

## Timelines for Filling a Vacancy

When a vacancy occurs, the Board shall take the following action, as appropriate:

1. When a vacancy occurs within four months of the end of a Board member's term, the Board shall take no action. (Education Code 5093)

CSBA NOTE: Pursuant to Education Code 5091, when a vacancy occurs or when a deferred resignation has been filed four or more months before the end of a Board member's term, the Board shall take action, as specified below. In the event that the Board fails to make a provisional appointment or order an election within 60 days, the County Superintendent of Schools must call an election to fill the vacancy.

- ~~3.2.~~ When a vacancy occurs longer than four months before the end of a Board member's term, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment, unless a special election is mandated as described in item #3 below. When a vacancy occurs from six months to 130 days before a regularly scheduled Board election at which the position is not scheduled to be filled, a special election to fill the position shall be consolidated with the regular election. The person so elected shall take office at the first regularly scheduled Board meeting following the certification of the election and shall serve only until the end of the term of the position which ~~he/she~~ the person was elected to fill. (Education Code 5093)

3. When a vacancy occurs outside of the statutory time windows identified in Items #1 and #2 above, the Board shall, within 60 days of the date of the vacancy or the filing of the member's deferred resignation, either order an election or make a provisional appointment. (Education Code 5091, 5093)

## Eligibility

CSBA NOTE: Persons applying or nominated for a Board position must meet the legal qualifications for Board members as detailed in Education Code 35107. Education Code 35107 also provides that a district employee appointed or elected to the Board must resign ~~his/her~~ from district employment before being sworn in or ~~have his/her~~ the employment will be automatically terminated upon being sworn into office. See BB 9220 - Governing Board Elections.

In order to be appointed or elected to fill a vacancy on the Board, a person must meet the eligibility requirements specified in Education Code 35107, as described in BB 9220 - Governing Board Elections.

## Provisional Appointments

CSBA NOTE: The following optional paragraph should be modified to reflect district practice. The Board is authorized to make a provisional appointment to fill a vacancy pursuant to ~~item #2~~ item #3 in the section ~~above entitled "Timelines for Filling a Vacancy."~~ above. The law does not specify procedures for making provisional appointments for vacancies caused by reasons other than a failure to elect; however, such procedures must comply with the requirements of the Brown Act (Government Code 54950-54963). Secret ballots are prohibited by Government Code 54953.

~~The following optional paragraph should~~ In addition, only an individual who meets the eligibility requirements specified in Education Code 35107 may be modified appointed to reflect district practice. fill a vacancy.

See CSBA's publication ["Filling a Board Vacancy"](#) for additional information about provisional appointments, including sample questions for interviewing and evaluating candidates.

When authorized by law to make a provisional appointment to fill a vacancy on the Board, the Board shall advertise in the local media to solicit candidate applications or nominations. A committee consisting of less than a quorum of the Board shall ensure that applicants are eligible for Board membership and announce the names of the eligible candidates. The Board shall interview the candidates at a public meeting, accept oral or written public input, and select the provisional appointee by a majority vote.

Within 10 days after the appointment is made, the Board shall post notices of the actual vacancy, or the filing of a deferred resignation, and the provisional appointment. The notice shall be published in the local newspaper pursuant to Government Code 6061 and posted in at least three public places within the district. (Education Code 5092)

The notice shall contain: (Education Code 5092)

1. The date of the occurrence of the vacancy or the date of the filing of, and the effective date of, the resignation
2. The full name of the appointee
3. The date of appointment
4. A statement notifying the voters that unless a petition calling for a special election pursuant to Education Code 5091 is filed in the office of the County Superintendent within 30 days of the provisional appointment, it shall become an effective appointment

The person appointed shall hold office until the next regularly scheduled election for district Board members and shall be afforded all the powers and duties of a Board member upon appointment. (Education Code 5091)

CSBA NOTE: Pursuant to Education Code 5091, the County Superintendent of Schools is required to terminate a provisional appointment and order a special election if, within 30 days of the appointment, a petition requesting a special election to fill the vacancy is submitted by registered voters. Pursuant to Education Code 5091, as amended by SB 1061 (Ch. 831, Statutes of 2022), any such petition for a special election must contain the county elections official's estimate of the cost of conducting the special election, expressed on a per-student basis. Education Code 5091, as amended, also requires such special election to be conducted not less than 88, nor more than 125, days following the County Superintendent's order of the election, unless the election may be consolidated with a regularly scheduled election which is to take place within 180 days after the issuance of the County Superintendent's order. For the conduct of Board elections, See BB 9220 – Governing Board Elections.

If within 30 days of the Board's appointment, registered voters of the district or, where elections are by trustee areas, of the trustee area submit a petition for special election which the County Superintendent determines to be legally sufficient, the provisional appointment is terminated, and a special election shall be held in accordance with Education Code 5091 to fill the vacancy.

### Appointment Due to Failure to Elect

CSBA NOTE: The following procedure applies when an appointment is being made because of a failure to elect pursuant to Education Code 5090, 5326, and 5328 (item ~~item~~ #12 in section entitled "Events Causing a Vacancy" above).



When a vacancy occurs because no candidate or an insufficient number of candidates have been nominated (i.e., a failure to elect) and a district election will not be held, the Board shall appoint a qualified person to the office. This appointment shall be made at a meeting prior to the day fixed for the election and the appointee shall be seated at the organizational meeting as if elected at the district election. (Education Code 5328)

When an appointment is being made because of a failure to elect, the district shall publish a notice once in a newspaper of general circulation published in the district, or if no such newspaper exists, in a newspaper having general circulation within the district. This notice shall state that the Board intends to make an appointment and shall inform persons of the procedure available for applying for the appointment. (Education Code 5328.5)

The procedure for selecting and interviewing candidates shall be the same as the procedures for "Provisional Appointments," as specified above.

**Policy Reference UPDATE Service**

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
Ed. Code 35107	School district employees
Ed. Code 35178	Resignation with deferred effective date
Ed. Code 5000-5033	Election of school district board members
Ed. Code 5090-5095	Vacancies on the board
Ed. Code 5200- <del>5208</del>	Districts governed by boards of education
Ed. Code 5300-5304	General provisions (i conduct of elections)
Ed. Code 5320-5329	Order and call of elections
Ed. Code 5340-5345	Consolidation of elections
Ed. Code 5360-5363	Election notice
Ed. Code 5420-5426	Cost of elections
Ed. Code 5440-5442	Miscellaneous provisions
Elec. Code 10600-10604	School district elections
Elec. Code <del>11381</del> <u>11000</u> -11386	Candidates for recall
Gov. Code 1064	Absence from state
Gov. Code 1770	Vacancy on the board
Gov. Code 3000-3003	Forfeiture of office
Gov. Code 3060-3075	Removal other than by impeachment
Gov. Code 54950-54963	The Ralph M. Brown Act

Gov. Code 6061

Manner of notice as prescribed in designated section

Pen. Code 88

Bribery; forfeiture from office

**Federal**

**Description**

18 USC 704

Military medals or decorations

**Management Resources**

**Description**

[Attorney General Opinion](#)

[105 Ops.Cal.Atty.Gen 182 \(2022\)](#)

Attorney General Opinion

58 Ops.Cal.Atty.Gen. 888 (1975)

CSBA Publication

Filling a Board Vacancy, rev. ~~December 2010~~ [2022](#)

Website

CSBA District and County Office of Education Legal Services

Website

California State Attorney General's Office, Quo Warranto Applications

Website

CSBA

**Cross References**

**Code**

**Description**

1340

Access To District Records

1340

Access To District Records

9100

Organization

9110

Terms Of Office

9130

Board Committees

9220

Governing Board Elections

9222

Resignation

9224

Oath Or Affirmation

9230

Orientation

9323.2

Actions By The Board

9323.2-E (1)

Actions By The Board

9323.2-E (2)

Actions By The Board

**Bylaw 9323: Meeting Conduct**

**Status:** ADOPTED

**Original Adopted Date:** 11/01/2006 | **Last Revised Date:** ~~10/12/01/2019~~2022 | **Last Reviewed Date:** ~~10/12/01/2019~~2022

CSBA NOTE: Education Code 35010 mandates the Governing Board to "prescribe and enforce" rules for its own governance. These rules must not be inconsistent with law or with regulations prescribed by the State Board of Education. The following bylaw provides suggested rules and procedures for meeting conduct and reflects provisions of law as applicable.

**Meeting Procedures**

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

CSBA NOTE: The law does not specify that a particular set of procedures must govern Board meetings. Although Robert's Rules of Order can serve as a useful guide, the Board may adopt any procedure that allows for the efficient and consistent conduct of meetings.

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

CSBA NOTE: The following optional paragraph limits the length of Board meetings and should be revised to reflect district practice.

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned ~~at~~by 10:30 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and, if necessary, may subsequently ~~may~~ be adjourned to a later date.

CSBA NOTE: In *Rubin v. City of Burbank*, an appellate court held that inclusion of "sectarian prayer" at city council meetings, which communicated a preference for a particular religious faith and advanced one faith over another, was unconstitutional by directing the prayer "in the name of Jesus." The court held that it would be constitutional to require the city to advise those people conducting the prayer of this limitation. This opinion is consistent with an unpublished 9th Circuit federal court opinion which stated that an invocation "in the name of Jesus" was unconstitutional in that it displayed allegiance to a particular faith.

Some general guidelines for invocations can be found in an Attorney General's opinion (76 Ops.Cal.Atty.Gen. 281 (1993)) which stated that a county board of supervisors could open its sessions with an invocation when the invocation is (1) not required by law as a condition to the official proceedings, (2) not part of the deliberative agenda, (3) not offered, supervised, or approved as to content by a public officer, (4) not officially limited to a particular religion, (5) not

disparaging of others, and (6) not directed towards proselytizing. However, because this is an unsettled area of law that is subject to frequent litigation, it is strongly recommended that districts consult [CSBA District and County Office of Education Legal Services or district](#) legal counsel if they wish to open meetings with an invocation. Note that a different legal analysis applies to student-led or student-initiated prayer; see BP 5127 - Graduation Ceremonies and Activities.

### Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

CSBA NOTE: According to an ~~Attorney General opinion~~ [opined in](#) 61 Ops.Cal.Atty.Gen. 243 (1978), [that](#) members of a public body have a duty to vote on issues before them so that the public is represented and receives the services which the public body was created to provide. Issues arise when a motion is tied and one Board member has abstained. The general parliamentary rule is that an abstention is counted as agreeing with the action taken by the majority of those who vote, whether affirmatively or negatively (66 Ops.Cal.Atty.Gen. 336 (1983)). However, a stronger argument could be made that the parliamentary rule is in conflict with Education Code 35164 which requires a majority vote of all of the membership of the Board in order for the Board to act (i.e., a majority of all of the membership of the Board must vote affirmatively in order to approve any action). In 55 Ops.Cal.Atty.Gen. 26 (1972), the Attorney General opined that, when a statutory requirement exists that requires an affirmative action of at least a majority of the members of the Board, the general rule that members not voting were deemed to have agreed with the action taken by the majority of those that voted is not applicable.

The following optional paragraph is consistent with CSBA's opinion that a majority of the Board must vote affirmatively for a motion to carry, but the law is not settled and contrary legal opinions may exist. It is strongly recommended that the district consult with [CSBA District and County Office of Education Legal Services or district](#) legal counsel and modify the following paragraph to ensure consistency with district practice.

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, the abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

CSBA NOTE: The following paragraph applies only to districts with seven member boards and should be deleted by districts with a three or five member board.

Provided the Board typically has seven members and there are no more than two vacancies on the Board, the vacant position(s) shall not be counted for purposes of determining how many members of the Board constitute a majority. In addition, whenever any provisions of the Education Code require unanimous action of all or a specific number of the members, the vacant position(s) shall not be counted for purposes of determining the total membership constituting the Board. (Education Code 35165)

### Public Participation

CSBA NOTE: Pursuant to Government Code 54953.3, members of the public cannot be required to register their names, complete a questionnaire, or provide other information as a condition of attending a Board meeting-, [except that if the meeting is conducted using remote public](#)

participating or with a Board member attending remotely pursuant to Government Code 54953, a member of the public desiring to provide comment through the use of a third party internet website or online platform may be required to register as required by the third party provider. If an attendance list or similar document is posted near the entrance or circulated during the meeting, it must clearly state that signing or completing the document is voluntary.

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting, except that if the meeting is conducted using remote public participation or with a Board member attending remotely pursuant to Government Code 54953, a member of the public desiring to provide comment through the use of a third party internet website or online platform may be required to register as required by the third party provider.

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

CSBA NOTE: Education Code 35145.5 mandates the Board to adopt regulations which ensure that the public can address the Board regarding agenda items, as specified below.

District employees have the same right as members of the public to address the Board during a public Board meeting. In 90 Ops.Cal.Atty.Gen. 47 (2007), the Attorney General opined that, under the Ralph M. Brown Act, an administrative district employee cannot be prohibited from attending a Board meeting or from speaking during the public comment period, including comments on an employment-related issue.

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5; Government Code 54954.3)
2. At a time so designated on the agenda at a regular meeting, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5; Government Code 54954.2)
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, Board members or staff members may ask a question for clarification, make a brief announcement, or make a brief report on their own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the

public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

CSBA NOTE: Government Code 54954.3 authorizes reasonable regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker. Such reasonable regulations must ensure that the intent of allowing the public an adequate opportunity to speak to the Board is carried out. The following paragraph should be revised to reflect district practice.

In general, individual speakers will be allowed three minutes to address the Board on each agenda or nonagenda item, and the Board will limit the total time for public input on each item to 20 minutes. However, in exceptional circumstances when necessary to ensure full opportunity for public input, the Board president may, with Board consent, adjust the amount of time allowed for public input and/or the time allotted for each speaker. Any such adjustment shall be done equitably so as to allow a diversity of viewpoints. The president may also ask members of the public with the same viewpoint to select a few individuals to address the Board on behalf of that viewpoint.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:
  - a. If a topic would be suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.
  - b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts, or omissions. (Government Code 54954.3)

CSBA NOTE: The following optional item addresses the issue of specific charges or complaints against district employees in open Board meetings. Although the Board may inform the speaker of appropriate district complaint procedures, it cannot prohibit criticisms of the district and its employees, no matter how harsh. Board members and staff may briefly respond to the concerns raised by the complainant at the meeting.

In *Baca v. Moreno Valley Unified School District*, a federal district court issued a preliminary injunction against the district prohibiting it from enforcing its policy barring criticism of employees at public Board meetings. The court found that the district's policy violated the plaintiff's First Amendment rights by restricting the

content of her speech. The court further noted that the district could not legally prevent a person from speaking in open session, even if the speech was clearly defamatory. It is recommended that the Board consult [CSBA District and County Office of Education Legal Services or district](#) legal counsel if a question arises regarding public criticism of a district employee.

- c. The Board shall not prohibit public criticism of district employees. However, whenever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant of the appropriate complaint procedure.

CSBA NOTE: As provided in item #7 below, Government Code 54957.9 authorizes the Board to remove persons who willfully disrupt or disturb a meeting. Examples of disruptive conduct might include conduct that is extremely loud, disturbing, or creates a health or safety risk. In *McMahon v. Albany Unified School District*, the court held that a speaker's constitutional rights were not violated when he was removed from a Board meeting after dumping a substantial amount of garbage on the floor of the meeting room. Because the speaker was not removed based on the content of his speech, the court upheld his conviction for a willful disruption of a public meeting. In *City of San Jose v. Garbett*, the court held that a legislative body may exclude from a meeting a person who has expressed a credible threat of violence that would place reasonable persons in fear for their safety or the safety of their immediate family and that serves no legitimate purpose.

However, the courts have found that a person's conduct must actually disrupt the meeting in order to warrant ejection. In *Norse v. City of Santa Cruz*, the court held that the city council improperly ejected a member of the public who gave the council a silent Nazi salute, on the grounds that the action did not interfere with the proceedings of the meeting.

7. ~~The Board president shall not permit any disturbance or willful interruption~~ actual disruption of Board meetings. ~~Persistent~~ Actual disruption by an individual or group or any conduct or statements that threaten the safety of any person(s) at the meeting shall be grounds for the president to terminate the privilege of addressing the Board-

~~The Board may remove disruptive individuals and~~ and remove the individual from the meeting.

CSBA NOTE: Government Code 54957.95, as added by SB 1100 (Ch. 171, Statutes of 2022), authorizes the presiding member of the Board or designee to remove an individual for disrupting a Board meeting, and establishes a procedure for warning the individual prior to removal, as specified below. However, no warning is required before removing an individual if their behavior constitutes a use of force or a true threat of force.

Because of the potential impact on the public's access to open meetings, it is recommended that the Board consult CSBA District and County Office of Education Legal Services or district legal counsel if a question arises regarding the procedures for removing a disruptive individual, or if an individual's behavior warrants removal from a meeting.

The Board President or designee may remove an individual for actually disrupting the meeting. Prior to removal, the individual shall be warned that their behavior is disrupting the meeting and that failure to cease the disruptive behavior may result in removal. If, after

being warned, the individual does not promptly cease the disruptive behavior, the Board president, or designee, may then remove the individual from the meeting. (Government Code 54957.95)

When an individual's behavior constitutes the use of force or a true threat of force, the individual shall be removed from a Board meeting without a warning. (Government Code 54957.95)

Disrupting means engaging in behavior during a Board meeting that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to, a failure to comply with reasonable and lawful regulations adopted by a legislative body pursuant to Section 54954.3 or any other law, or engaging in behavior that constitutes use of force or a true threat of force. (Government Code 54957.95)

7. True threat of force means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat. (Government Code 54957.95)

Additionally, the Board may order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individuals not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement as necessary.

When disruptive conduct occurs, the Board may decide to recess the meeting to help restore order, or if removing the disruptive individual(s) or clearing the room is infeasible, move the meeting to another location. The Board may direct the Superintendent or designee to contact local law enforcement as necessary.

## Recording by the Public

CSBA NOTE: Government Code 54953.5 provides that any person attending an open meeting may record it with an audio or video recorder or a still or motion picture camera unless the Board makes a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view which would persistently disrupt the meeting. Government Code 54953.6 requires a similar finding before the Board can prohibit or restrict a broadcast of its meetings.

The following paragraph extends the right to record an open meeting to include recordings made by other devices such as a cell phone.

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee may designate locations from which members of the public may make such recordings without causing a distraction.

If the Board finds that noise, illumination, or obstruction of view related to these activities would



persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

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#### Policy Reference Disclaimer:

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<b>State</b>	<b>Description</b>
CCP. 527.8	Workplace violence safety
Ed. Code 32210	Willful disturbance of public school or meeting
Ed. Code 35010	Control of district; prescription and enforcement of rules
Ed. Code 35145.5	Agenda; public participation; <u>and</u> regulations
Ed. Code 35163	Official actions; <u>minutes and journal</u>
Ed. Code 35164	Actions by majority vote
Ed. Code 35165	Effect of vacancies upon majority and unanimous votes by seven member board
Ed. Code 5095	Powers of remaining board members and new appointees
<u>Elec. Code 18340</u>	<u>Prevention or hinderance of electors assembling in public meeting</u>
Gov. Code 54953.3	<del>Prohibition against conditions for attending a board meeting</del> <u>Meetings to be open and public; remote attendance</u>
Gov. Code 54953.5	Audio or video recording of proceedings
Gov. Code 54953.6	Broadcasting of proceedings
Gov. Code 54954.2	Agenda posting requirements; <u>board actions</u>
Gov. Code 54954.3	Opportunity for public to address legislative body
Gov. Code 54957	Closed session personnel matters
Gov. Code 54957.9	Disorderly conduct of general public during meeting; clearing of room
<u>Gov. Code 54957.95</u>	<u>Opening meetings; orderly conduct</u>
Pen. Code 403	Disruption of assembly or meeting
<b>Management Resources</b>	<b>Description</b>
Attorney General Opinion	55 Ops.Cal.Atty.Gen. 26 (1972)
Attorney General Opinion	61 Ops.Cal.Atty.Gen. 243, 253 (1978)

Attorney General Opinion	63 Ops.Cal.Atty.Gen. 215 (1980)
Attorney General Opinion	66 Ops.Cal.Atty.Gen. 336 (1983)
Attorney General Opinion	76 Ops.Cal.Atty.Gen. 281 (1993)
Attorney General Opinion	90 Ops.Cal.Atty.Gen. 47 (2007)
Attorney General Opinion	59 Ops.Cal.Atty.Gen. 532 (1976)
Attorney General Publication	The Brown Act: Open Meetings for Legislative Bodies, rev. 2003
Court Decision	Baca v. Moreno Valley Unified School District, (1996) 936 F. Supp. 719
Court Decision	City of San Jose v. William Garbett, (2010) 190 Cal. App. 4th 526
Court Decision	McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275
Court Decision	Norse v. City of Santa Cruz, (9th Cir. 2010) 629 F3d 966
Court Decision	Rubin v. City of Burbank, (2002) 101 Cal.App.4th 1194
CSBA Publication	The Brown Act: School Boards and Open Meeting Laws, rev. 2019
CSBA Publication	Call to Order: A Blueprint for Great Board Meetings, 2018
Website	CSBA District and County Office of Education Legal Services
Website	California Attorney General's Office
Website	CSBA

## Cross References

Code	Description
1000	Concepts And Roles
1100	Communication With The Public
1220	Citizen Advisory Committees
1220	Citizen Advisory Committees
1312.1	Complaints Concerning District Employees
1312.1	Complaints Concerning District Employees
1313	Civility
3100	Budget
3100	Budget

3270	Sale And Disposal Of Books, Equipment And Supplies
3270	Sale And Disposal Of Books, Equipment And Supplies
3312	Contracts
9005	Governance Standards
9100	Organization
9121	President
9130	Board Committees
9200	Limits Of Board Member Authority
9230	Orientation
9270	Conflict Of Interest
9270-E(1)	Conflict Of Interest
9310	Board Policies
9320	Meetings And Notices
9321	Closed Session
9321-E(1)	Closed Session
9321-E(2)	Closed Session
9322	Agenda/Meeting Materials
9323.2	Actions By The Board
9323.2-E(1)	Actions By The Board
9323.2-E(2)	Actions By The Board
9324	Minutes And Recordings

**Policy 4218.1: Dismissal/Suspension/Disciplinary Action (Merit System)**

Status: DRAFT

Original Adopted Date: 10/08/2019 | Last Revised Date: Pending | Last Reviewed Date: 10/08/2019

The Board of Trustees expects all employees to perform their jobs satisfactorily and exhibit professional and appropriate conduct. A classified employee may be disciplined for unprofessional conduct or unsatisfactory performance in accordance with law, any applicable collective bargaining agreement, Board policy and administrative regulation, and the rules of the personnel commission. Disciplinary actions shall be based on the particular facts and circumstances involved and the severity of the employee's conduct or performance. Disciplinary actions may include, but are not limited to, verbal and written warnings, involuntary reassignment, demotion, suspension without pay, reduction of pay step in class, compulsory leave, and dismissal. The Superintendent or designee shall ensure that disciplinary actions are taken in a consistent, nondiscriminatory manner and are appropriately documented. A probationary classified employee may be dismissed by the Superintendent or designee at any time prior to the expiration of the probationary period. Any classified employee designated as a permanent employee shall be subject to disciplinary action only for cause as specified in administrative regulation. (Education Code 45302)

**Procedures for Disciplinary Proceedings** If a permanent classified employee receives a notice from the Superintendent or designee of a recommended suspension, demotion, involuntary reassignment, or dismissal, the employee may request a hearing on the matter. If the employee fails to request a hearing within the time specified in the notice, the employee shall be deemed to have waived the right to do so, and the Board may order the recommended disciplinary action into effect immediately. If a timely request is submitted, the hearing shall be held at the earliest convenient date, taking into consideration the established schedule of the Board and the availability of legal counsel and witnesses. The parties shall be notified of the time and place of the hearing. The matter shall be heard by the Board in closed session, unless the employee requests that the matter be heard in an open session meeting. (Government Code 54957) The employee shall be entitled to appear personally, produce evidence, and be represented by legal counsel. The Board may use the services of its legal counsel in ruling upon procedural questions, objections to evidence, and issues of law. The Board may review and consider the records of any prior personnel action proceedings against the employee in which a disciplinary action was ultimately sustained and any records that were contained in the employee's personnel files and introduced into evidence at the hearing. The Board shall not be bound by rules of evidence used in California courts. Informality in any such hearing shall not invalidate any order or decision made by the Board. At any time before a matter is submitted to the Board for decision, the Superintendent or designee may, with the consent of the Board, serve on the employee and file with the Board an amended or supplemental recommendation of disciplinary action. If the amended or supplemental recommendation includes new causes or allegations, the employee shall be afforded a reasonable opportunity to prepare a defense. Any new causes or allegations shall be deemed controverted and any objections to the amended or supplemental causes or allegation may be made orally at the hearing and shall be noted on the record. An employee may appeal the Board's decision to the personnel commission in accordance with Education Code 45305-45307. The decision of the personnel commission shall be final. (Education Code 45306) However, if the matter involves an allegation of egregious misconduct as defined in Education Code 44932 and involves a minor, the matter shall be referred to an administrative law judge to determine whether sufficient cause exists for disciplinary action against the employee. The ruling of the administrative law judge shall be binding on the district and the employee. (Education Code 45312)

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
CA Constitution Article 1, Section 1	Inalienable rights
Civ. Code 1286.2	<a href="#">Grounds for vacating decision of arbitrator</a>
Ed. Code 11500-11506	<a href="#">Programs to encourage parent involvement</a>
Ed. Code 35161	Board delegation of any powers or duties
Ed. Code 44009	Conviction of specified crimes
Ed. Code 44010	Sex offense; definitions
Ed. Code 44011	Controlled substance offense
Ed. Code 44031	Personnel file contents and inspection
Ed. Code 44940	Compulsory leave of absence for certificated persons
Ed. Code 44940.5	Procedures when employees are placed on compulsory leave of absence
Ed. Code 44990-44994	Testimony of minor witnesses at dismissal or suspension hearings
Ed. Code 45101	Definitions; disciplinary action and cause
Ed. Code 45109	Fixing of duties
Ed. Code 45123	Employment after conviction of controlled substance offense
Ed. Code 45124	Dismissal of sexual psychopath
Ed. Code 45202	Transfer of accumulated sick leave and other benefits
Ed. Code 45240-45320	Merit system
Ed. Code 45302-45307	Suspension, dismissal, or other disciplinary action; classified employees
Gov. Code 12900-12996	Fair Employment and Housing Act
Gov. Code 54957	Complaints against employees; right to open session
H&S Code 11054	Schedule I; substances included
H&S Code 11055	Schedule II; substances included
H&S Code 11056	Schedule III; substances included
H&S Code 11357-11361	Marijuana
H&S Code 11363	Peyote
H&S Code 11364	Opium
H&S Code 11370.1	Possession of controlled substances with a firearm

Pen. Code 11165.2-11165.6	Child abuse or neglect; definitions
Pen. Code 1192.7	Plea bargaining limitation
Pen. Code 187	Murder
Pen. Code 667.5	Prior prison terms; enhancement of prison terms
Pen. Code 830.32	School district and community college police
Veh. Code 1808.8	School bus drivers; dismissal for safety-related cause
<b>Federal</b>	<b>Description</b>
42 USC 12101-12213	Americans with Disabilities Act
U.S. Constitution	Amendment 1, Free exercise, free speech, and establishment clauses
<b>Management Resources</b>	<b>Description</b>
CA School Personnel Comm Association Publication	Merit Rules and Regulations: CSPCA Recommended Personnel Policies and Procedures Manual for California School Merit Systems, 2014
Court Decision	Kennedy v. Bremerton (2022) 142 S.Ct. 2407
Court Decision	California School Employees Association v. Personnel Commission (1970) 3 Cal.3d 139
Court Decision	California School Employees Association v. Bonita Unified School District (2008) No. B200141
Court Decision	California School Employees v. Livingston Union School District (2007) 149 Cal. App. 4th 391
Court Decision	CSEA v. Foothill Community College District (1975) 52 Cal. App. 3rd 150
Court Decision	Skelly v. California Personnel Board (1975) 15 Cal.3d 194
Website	<a href="#">Office of the Attorney General</a>
Website	<a href="#">Office of Administrative Hearings</a>
Website	<a href="#">Department of General Services, About Teacher Dismissal Case Type</a>
Website	<a href="#">CSBA District and County Office of Education Legal Services</a>
Website	<a href="#">California School Personnel Commissioners Association</a>

## Cross References

Code	Description
1312.1	<a href="#">Complaints Concerning District Employees</a>
1312.1	<a href="#">Complaints Concerning District Employees</a>
3230	<a href="#">Federal Grant Funds</a>
3230	<a href="#">Federal Grant Funds</a>

4000	<a href="#">Concepts And Roles</a>
4030	<a href="#">Nondiscrimination In Employment</a>
4030	<a href="#">Nondiscrimination In Employment</a>
4112.5	<a href="#">Criminal Record Check</a>
4112.5-E PDF(1)	<a href="#">Criminal Record Check</a>
4112.6	<a href="#">Personnel Files</a>
4119.1	<a href="#">Civil And Legal Rights</a>
4119.11	<a href="#">Sexual Harassment</a>
4119.11	<a href="#">Sexual Harassment</a>
4119.21	<a href="#">Professional Standards</a>
4119.21-E PDF(1)	<a href="#">Professional Standards</a>
4119.24	<a href="#">Maintaining Appropriate Adult-Student Interactions</a>
4141	<a href="#">Collective Bargaining Agreement</a>
4200	<a href="#">Classified Personnel</a>
4200	<a href="#">Classified Personnel</a>
4212.5	<a href="#">Criminal Record Check</a>
4212.5-E PDF(1)	<a href="#">Criminal Record Check</a>
4212.6	<a href="#">Personnel Files</a>
4216	<a href="#">Probationary/Permanent Status</a>
4219.1	<a href="#">Civil And Legal Rights</a>
4219.11	<a href="#">Sexual Harassment</a>
4219.11	<a href="#">Sexual Harassment</a>
4219.21	<a href="#">Professional Standards</a>
4219.21-E PDF(1)	<a href="#">Professional Standards - Employment Responsibilities</a>
4219.24	<a href="#">Maintaining Appropriate Adult-Student Interactions</a>
4241	<a href="#">Collective Bargaining Agreement</a>
4312.5	<a href="#">Criminal Record Check</a>
4312.5-E PDF(1)	<a href="#">Criminal Record Check</a>
4312.6	<a href="#">Personnel Files</a>
4319.1	<a href="#">Civil And Legal Rights</a>
4319.11	<a href="#">Sexual Harassment</a>
4319.11	<a href="#">Sexual Harassment</a>
4319.21	<a href="#">Professional Standards</a>

4319.21-E PDF(1)

[Professional Standards](#)

4319.24

[Maintaining Appropriate Adult-Student Interactions](#)



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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Tammy Busch, Asst. Supt. of Business

Item Number: 13.

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

**SUBJECT:**

Request to Approve the Second Interim Financial Report for FY 2022-23

**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 Second Interim Report reflects the financial activity from July 1, 2022 through January 31, 2023. Upon board review and adoption the report is sent to the Sacramento County Office of Education for review and approval.

**PRESENTER:**

Tammy Busch, Asst. Supt. of Business

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

**COST AND FUNDING SOURCES: NOT APPLICABLE: N/A**

**RECOMMENDATION:**

That the Board approves the Second Interim Financial Report for FY 2022-23

Time allocated: 10 minutes



# RIVER DELTA UNIFIED SCHOOL DISTRICT

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

## 2<sup>nd</sup> Interim Budget Assumptions as of 2/15/2023

### Revenue:

LCFF - total for 2022-23 is \$22,650,029. This includes EPA and property taxes.

Enrollment – Project for 2023-24 is 30 less for out years, depending on Brann Ranch with ADA calculated at 93%. The possibility of increased transportation services will also help with ADA percentage.

Educational Protection Act (EPA) – Original budget was \$365,229. The LCFF calculator has it at \$463,469 with prior year carryover of \$180,084 for a total of \$643,533.

Transportation – There is reimbursement funding at 60% of expenses. This was left at the reimbursement percentage is at 40% until more information is provided from CDE.

One-time state funding for 2022-23:

Learning Recovery Emergency Block Grant - \$2,320,013

Arts, Music & Instructional Materials Block Grant - \$1,101,057 – The district has received \$549,183, which is 50% of original allocation. The district is not anticipating receiving more than what has been received.

COVID funds still available - \$3,280,706

Not all available funds are in the 2<sup>nd</sup> Interim budget as the district is reimbursed on a quarterly basis as the funding sources are expended. \$400,000 needs to be expended by 9/30/2023 and the remaining by 9/30/2024.

### Expenditures:

Salary and benefits for Fund 01:	22/23	23/24	24/25
Unrestricted and Restricted – Certificated Salaries -	\$10,722,974	\$11,444,662	\$12,288,001
Classified Salaries -	\$ 4,603,113	\$4,841,206	\$4,986,442
Benefits -	\$ 5,717,644	\$6,039,172	\$6,370,347
 Unassigned Fund 01	 \$9,002,101	 \$9,943,941	 \$9,577,504
 Cafeteria Fund Ending Balance:	 \$280,948	 \$165,321	 \$64,712

*Creating Excellence To Ensure That All Students Learn*

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

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	21,611,984.00	23,360,842.00	12,327,663.79	23,360,842.00	0.00	0.0%
2) Federal Revenue		8100-8299	17,680.00	17,680.00	0.00	17,680.00	0.00	0.0%
3) Other State Revenue		8300-8599	347,179.00	650,313.34	229,410.81	650,313.34	0.00	0.0%
4) Other Local Revenue		8600-8799	609,479.00	276,863.00	159,143.95	276,863.00	0.00	0.0%
5) TOTAL, REVENUES			22,586,322.00	24,305,698.34	12,716,218.55	24,305,698.34		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	7,865,290.00	7,444,224.65	4,545,385.98	7,444,224.65	0.00	0.0%
2) Classified Salaries		2000-2999	2,556,595.00	2,765,039.22	1,636,011.94	2,765,039.22	0.00	0.0%
3) Employee Benefits		3000-3999	3,316,000.00	3,843,786.97	2,221,957.47	3,843,786.97	0.00	0.0%
4) Books and Supplies		4000-4999	867,255.00	805,819.17	212,754.28	805,819.17	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	2,388,594.00	2,743,314.08	1,805,830.66	2,743,314.08	0.00	0.0%
6) Capital Outlay		6000-6999	15,000.00	71,250.00	15,585.97	71,250.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	78,054.00	78,054.00	25,776.00	78,054.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(75,504.00)	(75,595.79)	0.00	(75,595.79)	0.00	0.0%
9) TOTAL, EXPENDITURES			17,011,284.00	17,675,892.30	10,463,302.30	17,675,892.30		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			5,575,038.00	6,629,806.04	2,252,916.25	6,629,806.04		
<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	223,720.00	719,398.98	687,435.19	719,398.98	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	(4,493,512.00)	(4,923,011.61)	0.00	(4,923,011.61)	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(4,717,232.00)	(5,642,410.59)	(687,435.19)	(5,642,410.59)		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			857,806.00	987,395.45	1,565,481.06	987,395.45		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	9,582,140.43	9,582,140.43		9,582,140.43	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)			9,582,140.43	9,582,140.43		9,582,140.43		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			9,582,140.43	9,582,140.43		9,582,140.43		
2) Ending Balance, June 30 (E + F1e)			10,439,946.43	10,569,535.88		10,569,535.88		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	15,500.00	15,500.00		15,500.00		
Stores		9712	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)
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	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	1,437,355.00	1,437,355.00		1,549,100.00		
Unassigned/Unappropriated Amount		9790	8,987,091.43	9,116,680.88		9,004,935.88		
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	10,123,779.00	10,166,236.00	5,566,897.00	10,166,236.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	365,229.00	463,469.00	729,933.00	463,469.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	708,288.00	(426,384.53)	708,288.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	70,622.00	69,314.00	19,304.52	69,314.00	0.00	0.0%
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	10,984,465.00	11,712,249.00	6,074,720.12	11,712,249.00	0.00	0.0%
Unsecured Roll Taxes		8042	863,376.00	909,453.00	897,041.19	909,453.00	0.00	0.0%
Prior Years' Taxes		8043	36,283.00	(13,788.00)	43,691.54	(13,788.00)	0.00	0.0%
Supplemental Taxes		8044	129,272.00	207,686.00	52,697.24	207,686.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	419,199.00	351,841.00	364,324.52	351,841.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	737,364.00	802,904.00	175,964.32	802,904.00	0.00	0.0%
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	245.00	245.00	389.66	245.00	0.00	0.0%
Other In-Lieu Taxes		8082	2,280.00	2,280.00	300.21	2,280.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			23,732,114.00	25,380,177.00	13,498,878.79	25,380,177.00	0.00	0.0%
LCFF Transfers								
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	(2,120,130.00)	(2,019,335.00)	(1,171,215.00)	(2,019,335.00)	0.00	0.0%
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			21,611,984.00	23,360,842.00	12,327,663.79	23,360,842.00	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 Column B & D (F)
<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						
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						
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 5630	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	17,680.00	17,680.00	0.00	17,680.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>17,680.00</b>	<b>17,680.00</b>	<b>0.00</b>	<b>17,680.00</b>	<b>0.00</b>	<b>0.0%</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	83,086.00	83,086.00	77,637.00	83,086.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	261,289.00	261,289.00	133,643.47	261,289.00	0.00	0.0%
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		

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)
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	2,804.00	305,938.34	18,130.34	305,938.34	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>347,179.00</b>	<b>650,313.34</b>	<b>229,410.81</b>	<b>650,313.34</b>	<b>0.00</b>	<b>0.0%</b>
<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	5,450.00	8,081.73	8,153.32	8,081.73	0.00	0.0%
Interest		8660	147,982.00	147,982.00	54,456.67	147,982.00	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	43,238.00	43,238.00	0.00	43,238.00	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		

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)
All Other Local Revenue		8699	392,809.00	21,563.81	60,536.50	21,563.81	0.00	0.0%
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	35,997.46	35,997.46	35,997.46	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>609,479.00</b>	<b>276,863.00</b>	<b>159,143.95</b>	<b>276,863.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>22,586,322.00</b>	<b>24,305,698.34</b>	<b>12,716,218.55</b>	<b>24,305,698.34</b>	<b>0.00</b>	<b>0.0%</b>
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	6,480,561.00	5,698,504.11	3,492,608.20	5,698,504.11	0.00	0.0%
Certificated Pupil Support Salaries		1200	513,091.00	606,406.13	349,004.77	606,406.13	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	871,174.00	1,138,850.41	703,773.01	1,138,850.41	0.00	0.0%
Other Certificated Salaries		1900	464.00	464.00	0.00	464.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>7,865,290.00</b>	<b>7,444,224.65</b>	<b>4,545,385.98</b>	<b>7,444,224.65</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	140,417.00	67,305.50	36,046.10	67,305.50	0.00	0.0%
Classified Support Salaries		2200	1,080,053.00	1,062,085.49	633,915.44	1,062,085.49	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	137,635.00	210,767.88	135,647.88	210,767.88	0.00	0.0%
Clerical, Technical and Office Salaries		2400	1,069,057.00	1,231,763.97	733,326.67	1,231,763.97	0.00	0.0%
Other Classified Salaries		2900	129,433.00	193,116.38	97,075.85	193,116.38	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>2,556,595.00</b>	<b>2,765,039.22</b>	<b>1,636,011.94</b>	<b>2,765,039.22</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	1,433,701.00	1,339,485.21	813,587.86	1,339,485.21	0.00	0.0%
PERS		3201-3202	659,625.00	714,917.58	405,286.62	714,917.58	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	301,982.00	355,205.00	199,357.91	355,205.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	660,227.00	1,091,338.72	576,190.41	1,091,338.72	0.00	0.0%
Unemployment Insurance		3501-3502	49,938.00	56,630.30	34,288.37	56,630.30	0.00	0.0%
Workers' Compensation		3601-3602	132,542.00	131,875.72	80,358.48	131,875.72	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	63,745.04	62,201.63	63,745.04	0.00	0.0%
OPEB, Active Employees		3751-3752	77,985.00	89,672.74	49,958.51	89,672.74	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	916.66	727.68	916.66	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>3,316,000.00</b>	<b>3,843,786.97</b>	<b>2,221,957.47</b>	<b>3,843,786.97</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</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)
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	451.00	767.93	514.47	767.93	0.00	0.0%
Materials and Supplies		4300	820,145.00	731,939.85	177,980.64	731,939.85	0.00	0.0%
Noncapitalized Equipment		4400	46,659.00	73,111.39	34,259.17	73,111.39	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>867,255.00</b>	<b>805,819.17</b>	<b>212,754.28</b>	<b>805,819.17</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	141,803.00	109,663.60	53,369.80	109,663.60	0.00	0.0%
Travel and Conferences		5200	71,132.00	86,217.31	30,477.30	86,217.31	0.00	0.0%
Dues and Memberships		5300	46,852.00	81,843.22	72,154.88	81,843.22	0.00	0.0%
Insurance		5400-5450	204,419.00	205,590.00	147,351.30	205,590.00	0.00	0.0%
Operations and Housekeeping Services		5500	938,831.00	972,606.00	633,848.34	972,606.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	21,662.00	22,062.00	3,223.52	22,062.00	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	755,095.00	1,006,676.21	649,362.79	1,006,676.21	0.00	0.0%
Communications		5900	208,800.00	258,655.74	216,042.73	258,655.74	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>2,388,594.00</b>	<b>2,743,314.08</b>	<b>1,805,830.66</b>	<b>2,743,314.08</b>	<b>0.00</b>	<b>0.0%</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%
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	15,000.00	71,250.00	15,585.97	71,250.00	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>15,000.00</b>	<b>71,250.00</b>	<b>15,585.97</b>	<b>71,250.00</b>	<b>0.00</b>	<b>0.0%</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	78,054.00	78,054.00	25,776.00	78,054.00	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%



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)
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%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			78,054.00	78,054.00	25,776.00	78,054.00	0.00	0.0%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	(58,382.00)	(58,473.79)	0.00	(58,473.79)	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(75,504.00)	(75,595.79)	0.00	(75,595.79)	0.00	0.0%
TOTAL, EXPENDITURES			17,011,284.00	17,675,892.30	10,463,302.30	17,675,892.30	0.00	0.0%
<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	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	223,720.00	719,398.98	687,435.19	719,398.98	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			223,720.00	719,398.98	687,435.19	719,398.98	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%

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>Long-Term Debt Proceeds</b>								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from 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>			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%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	(4,493,512.00)	(4,923,011.61)	0.00	(4,923,011.61)	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>			(4,493,512.00)	(4,923,011.61)	0.00	(4,923,011.61)	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			(4,717,232.00)	(5,642,410.59)	(687,435.19)	(5,642,410.59)	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 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	4,191,610.00	4,987,714.66	977,520.30	4,987,714.66	0.00	0.0%
3) Other State Revenue		8300-8599	2,170,315.00	6,598,352.99	3,388,914.70	6,598,352.99	0.00	0.0%
4) Other Local Revenue		8600-8799	861,545.00	943,212.28	465,625.04	943,212.28	0.00	0.0%
5) TOTAL, REVENUES			7,223,470.00	12,529,279.93	4,832,060.04	12,529,279.93		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,979,830.00	3,278,749.81	2,037,723.15	3,278,749.81	0.00	0.0%
2) Classified Salaries		2000-2999	1,671,063.00	1,838,074.42	1,039,920.84	1,838,074.42	0.00	0.0%
3) Employee Benefits		3000-3999	1,340,622.00	1,873,857.83	1,050,060.06	1,873,857.83	0.00	0.0%
4) Books and Supplies		4000-4999	4,656,686.02	3,688,450.70	453,243.52	3,688,450.70	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	1,962,332.00	1,758,676.10	657,659.26	1,758,676.10	0.00	0.0%
6) Capital Outlay		6000-6999	66,900.00	90,430.15	45,226.27	90,430.15	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	58,382.00	58,473.79	0.00	58,473.79	0.00	0.0%
9) TOTAL, EXPENDITURES			11,735,815.02	12,586,712.80	5,283,833.10	12,586,712.80		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(4,512,345.02)	(57,432.87)	(451,773.06)	(57,432.87)		
<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	4,493,512.00	4,923,011.61	0.00	4,923,011.61	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			4,493,512.00	4,923,011.61	0.00	4,923,011.61		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(18,833.02)	4,865,578.74	(451,773.06)	4,865,578.74		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	2,365,169.74	2,365,169.74		2,365,169.74	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)			2,365,169.74	2,365,169.74		2,365,169.74		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,365,169.74	2,365,169.74		2,365,169.74		
2) Ending Balance, June 30 (E + F1e)			2,346,336.72	7,230,748.48		7,230,748.48		
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		

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)
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	2,629,318.72	7,233,583.29		7,233,583.29		
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	(282,982.00)	(2,834.81)		(2,834.81)		
<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		
LCFF Transfers								
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>								

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)
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	326,920.00	326,920.00	.46	326,920.00	0.00	0.0%
Special Education Discretionary Grants		8182	25,897.00	98,393.00	16,636.66	98,393.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	48,032.41	48,032.41	48,032.41	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	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%
Title I, Part A, Basic	3010	8290	405,904.00	663,741.04	264,221.11	663,741.04	0.00	0.0%
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	72,247.00	72,247.00	41,736.00	72,247.00	0.00	0.0%
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	39,475.00	85,387.00	15,030.00	85,387.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 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	3,321,167.00	3,692,994.21	591,863.66	3,692,994.21	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>4,191,610.00</b>	<b>4,987,714.66</b>	<b>977,520.30</b>	<b>4,987,714.66</b>	<b>0.00</b>	<b>0.0%</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	0.00	0.00	0.00	0.00		
Lottery - Unrestricted and Instructional Materials		8560	114,335.00	110,282.00	24,002.28	110,282.00	0.00	0.0%
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%

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)
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	399,508.00	457,836.40	251,607.19	457,836.40	0.00	0.0%
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	241,191.00	241,191.00	187,911.71	241,191.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	15,381.07	15,381.07	15,381.07	0.00	0.0%
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	127,495.19	157,495.19	127,495.19	0.00	0.0%
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	1,415,281.00	5,646,167.33	2,752,517.26	5,646,167.33	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>2,170,315.00</b>	<b>6,598,352.99</b>	<b>3,388,914.70</b>	<b>6,598,352.99</b>	<b>0.00</b>	<b>0.0%</b>
<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	(3,793.79)	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	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	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%) 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%

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 Column B & D (F)
All Other Local Revenue		8699	347,528.00	429,195.28	149,968.61	429,195.28	0.00	0.0%
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	319,450.22	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>861,545.00</b>	<b>943,212.28</b>	<b>465,625.04</b>	<b>943,212.28</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>7,223,470.00</b>	<b>12,529,279.93</b>	<b>4,832,060.04</b>	<b>12,529,279.93</b>	<b>0.00</b>	<b>0.0%</b>
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	1,515,219.00	2,191,540.26	1,411,300.29	2,191,540.26	0.00	0.0%
Certificated Pupil Support Salaries		1200	325,344.00	758,187.30	432,221.33	758,187.30	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	139,017.00	328,212.25	193,641.53	328,212.25	0.00	0.0%
Other Certificated Salaries		1900	250.00	810.00	560.00	810.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>1,979,830.00</b>	<b>3,278,749.81</b>	<b>2,037,723.15</b>	<b>3,278,749.81</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	932,504.00	1,037,211.82	564,491.52	1,037,211.82	0.00	0.0%
Classified Support Salaries		2200	476,407.00	532,116.79	307,087.56	532,116.79	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	43,691.00	63,314.61	34,931.46	63,314.61	0.00	0.0%
Clerical, Technical and Office Salaries		2400	162,125.00	162,274.30	105,873.71	162,274.30	0.00	0.0%
Other Classified Salaries		2900	56,336.00	43,156.90	27,536.59	43,156.90	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>1,671,063.00</b>	<b>1,838,074.42</b>	<b>1,039,920.84</b>	<b>1,838,074.42</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	227,365.00	513,428.86	324,079.08	513,428.86	0.00	0.0%
PERS		3201-3202	406,973.00	478,998.90	281,125.63	478,998.90	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	131,105.00	209,411.22	124,728.46	209,411.22	0.00	0.0%
Health and Welfare Benefits		3401-3402	513,644.00	541,057.28	242,961.08	541,057.28	0.00	0.0%
Unemployment Insurance		3501-3502	11,828.00	27,055.83	16,597.23	27,055.83	0.00	0.0%
Workers' Compensation		3601-3602	32,863.00	63,769.06	39,612.38	63,769.06	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	16,844.00	40,136.68	20,956.20	40,136.68	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>1,340,622.00</b>	<b>1,873,857.83</b>	<b>1,050,060.06</b>	<b>1,873,857.83</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</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)
Approved Textbooks and Core Curricula Materials		4100	117,235.00	180,227.28	157,459.38	180,227.28	0.00	0.0%
Books and Other Reference Materials		4200	650.00	588.65	0.00	588.65	0.00	0.0%
Materials and Supplies		4300	4,499,394.02	3,446,572.56	248,008.75	3,446,572.56	0.00	0.0%
Noncapitalized Equipment		4400	39,407.00	61,062.21	47,775.39	61,062.21	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>4,656,686.02</b>	<b>3,688,450.70</b>	<b>453,243.52</b>	<b>3,688,450.70</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	1,457,550.00	1,110,734.43	392,242.19	1,110,734.43	0.00	0.0%
Travel and Conferences		5200	26,296.00	49,489.54	31,005.84	49,489.54	0.00	0.0%
Dues and Memberships		5300	3,426.00	6,750.00	6,450.00	6,750.00	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	250.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	38,063.00	16,063.00	1,266.22	16,063.00	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	427,497.00	564,339.13	224,661.11	564,339.13	0.00	0.0%
Communications		5900	9,500.00	11,300.00	1,783.90	11,300.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>1,962,332.00</b>	<b>1,758,676.10</b>	<b>657,659.26</b>	<b>1,758,676.10</b>	<b>0.00</b>	<b>0.0%</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%
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	66,900.00	75,899.55	30,695.67	75,899.55	0.00	0.0%
Equipment Replacement		6500	0.00	14,530.60	14,530.60	14,530.60	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>66,900.00</b>	<b>90,430.15</b>	<b>45,226.27</b>	<b>90,430.15</b>	<b>0.00</b>	<b>0.0%</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	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%



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)
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	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%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	58,382.00	58,473.79	0.00	58,473.79	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			58,382.00	58,473.79	0.00	58,473.79	0.00	0.0%
TOTAL, EXPENDITURES			11,735,815.02	12,586,712.80	5,283,833.10	12,586,712.80	0.00	0.0%
<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	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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	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%

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)
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from 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	4,493,512.00	4,923,011.61	0.00	4,923,011.61	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			4,493,512.00	4,923,011.61	0.00	4,923,011.61	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			4,493,512.00	4,923,011.61	0.00	4,923,011.61	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 Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	21,611,984.00	23,360,842.00	12,327,663.79	23,360,842.00	0.00	0.0%
2) Federal Revenue		8100-8299	4,209,290.00	5,005,394.66	977,520.30	5,005,394.66	0.00	0.0%
3) Other State Revenue		8300-8599	2,517,494.00	7,248,666.33	3,618,325.51	7,248,666.33	0.00	0.0%
4) Other Local Revenue		8600-8799	1,471,024.00	1,220,075.28	624,768.99	1,220,075.28	0.00	0.0%
5) TOTAL, REVENUES			29,809,792.00	36,834,978.27	17,548,278.59	36,834,978.27		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	9,845,120.00	10,722,974.46	6,583,109.13	10,722,974.46	0.00	0.0%
2) Classified Salaries		2000-2999	4,227,658.00	4,603,113.64	2,675,932.78	4,603,113.64	0.00	0.0%
3) Employee Benefits		3000-3999	4,656,622.00	5,717,644.80	3,272,017.53	5,717,644.80	0.00	0.0%
4) Books and Supplies		4000-4999	5,523,941.02	4,494,269.87	665,997.80	4,494,269.87	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	4,350,926.00	4,501,990.18	2,463,489.92	4,501,990.18	0.00	0.0%
6) Capital Outlay		6000-6999	81,900.00	161,680.15	60,812.24	161,680.15	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	78,054.00	78,054.00	25,776.00	78,054.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
9) TOTAL, EXPENDITURES			28,747,099.02	30,262,605.10	15,747,135.40	30,262,605.10		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			1,062,692.98	6,572,373.17	1,801,143.19	6,572,373.17		
<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	223,720.00	719,398.98	687,435.19	719,398.98	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)	(719,398.98)	(687,435.19)	(719,398.98)		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			838,972.98	5,852,974.19	1,113,708.00	5,852,974.19		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	11,947,310.17	11,947,310.17		11,947,310.17	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)			11,947,310.17	11,947,310.17		11,947,310.17		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			11,947,310.17	11,947,310.17		11,947,310.17		
2) Ending Balance, June 30 (E + F1e)			12,786,283.15	17,800,284.36		17,800,284.36		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	15,500.00	15,500.00		15,500.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Items		9713	0.00	0.00		0.00		

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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 Column B & D (F)
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	2,629,318.72	7,233,583.29		7,233,583.29		
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	1,437,355.00	1,437,355.00		1,549,100.00		
Unassigned/Unappropriated Amount		9790	8,704,109.43	9,113,846.07		9,002,101.07		
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	10,123,779.00	10,166,236.00	5,566,897.00	10,166,236.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	365,229.00	463,469.00	729,933.00	463,469.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	708,288.00	(426,384.53)	708,288.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	70,622.00	69,314.00	19,304.52	69,314.00	0.00	0.0%
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	10,984,465.00	11,712,249.00	6,074,720.12	11,712,249.00	0.00	0.0%
Unsecured Roll Taxes		8042	863,376.00	909,453.00	897,041.19	909,453.00	0.00	0.0%
Prior Years' Taxes		8043	36,283.00	(13,788.00)	43,691.54	(13,788.00)	0.00	0.0%
Supplemental Taxes		8044	129,272.00	207,686.00	52,697.24	207,686.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	419,199.00	351,841.00	364,324.52	351,841.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	737,364.00	802,904.00	175,964.32	802,904.00	0.00	0.0%
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	245.00	245.00	389.66	245.00	0.00	0.0%
Other In-Lieu Taxes		8082	2,280.00	2,280.00	300.21	2,280.00	0.00	0.0%
Less: Non-LCFF								
(50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			23,732,114.00	25,380,177.00	13,498,878.79	25,380,177.00	0.00	0.0%
LCFF Transfers								
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	(2,120,130.00)	(2,019,335.00)	(1,171,215.00)	(2,019,335.00)	0.00	0.0%
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			21,611,984.00	23,360,842.00	12,327,663.79	23,360,842.00	0.00	0.0%
<b>FEDERAL REVENUE</b>								

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Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	326,920.00	326,920.00	.46	326,920.00	0.00	0.0%
Special Education Discretionary Grants		8182	25,897.00	98,393.00	16,636.66	98,393.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	48,032.41	48,032.41	48,032.41	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	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%
Title I, Part A, Basic	3010	8290	405,904.00	663,741.04	264,221.11	663,741.04	0.00	0.0%
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	72,247.00	72,247.00	41,736.00	72,247.00	0.00	0.0%
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	39,475.00	85,387.00	15,030.00	85,387.00	0.00	0.0%
Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3040, 3060, 3061, 3110, 3150, 3155, 3180, 3182, 4037, 4123, 4124, 4126, 4127, 4128, 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	3,338,847.00	3,710,674.21	591,863.66	3,710,674.21	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>4,209,290.00</b>	<b>5,005,394.66</b>	<b>977,520.30</b>	<b>5,005,394.66</b>	<b>0.00</b>	<b>0.0%</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	83,086.00	83,086.00	77,637.00	83,086.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	375,624.00	371,571.00	157,645.75	371,571.00	0.00	0.0%
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%

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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	399,508.00	457,836.40	251,607.19	457,836.40	0.00	0.0%
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	241,191.00	241,191.00	187,911.71	241,191.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690, 6695	8590	0.00	15,381.07	15,381.07	15,381.07	0.00	0.0%
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	127,495.19	157,495.19	127,495.19	0.00	0.0%
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	1,418,085.00	5,952,105.67	2,770,647.60	5,952,105.67	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>2,517,494.00</b>	<b>7,248,666.33</b>	<b>3,618,325.51</b>	<b>7,248,666.33</b>	<b>0.00</b>	<b>0.0%</b>
<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	(3,793.79)	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	5,450.00	8,081.73	8,153.32	8,081.73	0.00	0.0%
Interest		8660	147,982.00	147,982.00	54,456.67	147,982.00	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	52,123.00	52,123.00	0.00	52,123.00	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%

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 Column B & D (F)
All Other Local Revenue		8699	740,337.00	450,759.09	210,505.11	450,759.09	0.00	0.0%
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	319,450.22	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	35,997.46	35,997.46	35,997.46	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>1,471,024.00</b>	<b>1,220,075.28</b>	<b>624,768.99</b>	<b>1,220,075.28</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>29,809,792.00</b>	<b>36,834,978.27</b>	<b>17,548,278.59</b>	<b>36,834,978.27</b>	<b>0.00</b>	<b>0.0%</b>
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	7,995,780.00	7,890,044.37	4,903,908.49	7,890,044.37	0.00	0.0%
Certificated Pupil Support Salaries		1200	838,435.00	1,364,593.43	781,226.10	1,364,593.43	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	1,010,191.00	1,467,062.66	897,414.54	1,467,062.66	0.00	0.0%
Other Certificated Salaries		1900	714.00	1,274.00	560.00	1,274.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>9,845,120.00</b>	<b>10,722,974.46</b>	<b>6,583,109.13</b>	<b>10,722,974.46</b>	<b>0.00</b>	<b>0.0%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	1,072,921.00	1,104,517.32	600,537.62	1,104,517.32	0.00	0.0%
Classified Support Salaries		2200	1,556,460.00	1,594,202.28	941,003.00	1,594,202.28	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	181,326.00	274,082.49	170,579.34	274,082.49	0.00	0.0%
Clerical, Technical and Office Salaries		2400	1,231,182.00	1,394,038.27	839,200.38	1,394,038.27	0.00	0.0%
Other Classified Salaries		2900	185,769.00	236,273.28	124,612.44	236,273.28	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>4,227,658.00</b>	<b>4,603,113.64</b>	<b>2,675,932.78</b>	<b>4,603,113.64</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	1,661,066.00	1,852,914.07	1,137,666.94	1,852,914.07	0.00	0.0%
PERS		3201-3202	1,066,598.00	1,193,916.48	686,412.25	1,193,916.48	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	433,087.00	564,616.22	324,086.37	564,616.22	0.00	0.0%
Health and Welfare Benefits		3401-3402	1,173,871.00	1,632,396.00	819,151.49	1,632,396.00	0.00	0.0%
Unemployment Insurance		3501-3502	61,766.00	83,686.13	50,885.60	83,686.13	0.00	0.0%
Workers' Compensation		3601-3602	165,405.00	195,644.78	119,970.86	195,644.78	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	63,745.04	62,201.63	63,745.04	0.00	0.0%
OPEB, Active Employees		3751-3752	94,829.00	129,809.42	70,914.71	129,809.42	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	916.66	727.68	916.66	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>4,656,622.00</b>	<b>5,717,644.80</b>	<b>3,272,017.53</b>	<b>5,717,644.80</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								

2022-23 Second 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 Column B & D (F)
Approved Textbooks and Core Curricula Materials		4100	117,235.00	180,227.28	157,459.38	180,227.28	0.00	0.0%
Books and Other Reference Materials		4200	1,101.00	1,356.58	514.47	1,356.58	0.00	0.0%
Materials and Supplies		4300	5,319,539.02	4,178,512.41	425,989.39	4,178,512.41	0.00	0.0%
Noncapitalized Equipment		4400	86,066.00	134,173.60	82,034.56	134,173.60	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>5,523,941.02</b>	<b>4,494,269.87</b>	<b>665,997.80</b>	<b>4,494,269.87</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	1,599,353.00	1,220,398.03	445,611.99	1,220,398.03	0.00	0.0%
Travel and Conferences		5200	97,428.00	135,706.85	61,483.14	135,706.85	0.00	0.0%
Dues and Memberships		5300	50,278.00	88,593.22	78,604.88	88,593.22	0.00	0.0%
Insurance		5400-5450	204,419.00	205,590.00	147,351.30	205,590.00	0.00	0.0%
Operations and Housekeeping Services		5500	938,831.00	972,606.00	634,098.34	972,606.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	59,725.00	38,125.00	4,489.74	38,125.00	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	1,182,592.00	1,571,015.34	874,023.90	1,571,015.34	0.00	0.0%
Communications		5900	218,300.00	269,955.74	217,826.63	269,955.74	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>4,350,926.00</b>	<b>4,501,990.18</b>	<b>2,463,489.92</b>	<b>4,501,990.18</b>	<b>0.00</b>	<b>0.0%</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%
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	66,900.00	75,899.55	30,695.67	75,899.55	0.00	0.0%
Equipment Replacement		6500	15,000.00	85,780.60	30,116.57	85,780.60	0.00	0.0%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>81,900.00</b>	<b>161,680.15</b>	<b>60,812.24</b>	<b>161,680.15</b>	<b>0.00</b>	<b>0.0%</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	78,054.00	78,054.00	25,776.00	78,054.00	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%



2022-23 Second 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 Column B & D (F)
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	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%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			78,054.00	78,054.00	25,776.00	78,054.00	0.00	0.0%
<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	(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(17,122.00)	(17,122.00)	0.00	(17,122.00)	0.00	0.0%
TOTAL, EXPENDITURES			28,747,099.02	30,262,605.10	15,747,135.40	30,262,605.10	0.00	0.0%
<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	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	223,720.00	719,398.98	687,435.19	719,398.98	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			223,720.00	719,398.98	687,435.19	719,398.98	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%

2022-23 Second 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 Column B & D (F)
<b>Long-Term Debt Proceeds</b>								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from 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>			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%
<b>(d) TOTAL, USES</b>			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		
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			(223,720.00)	(719,398.98)	(687,435.19)	(719,398.98)	0.00	0.0%

Resource	Description	2022-23 Projected Totals
2600	Expanded Learning Opportunities Program	290,092.43
3010	ESSA: Title I, Part A, Basic Grants Low-Income and Neglected	191,686.04
3212	Elementary and Secondary School Emergency Relief II (ESSER II) Fund	164,598.84
3214	Elementary and Secondary School Emergency Relief III (ESSER III) Fund: Learning Loss	1,825.95
3218	Expanded Learning Opportunities (ELO) Grant: ESSER III State Reserve Emergency Needs	33,821.00
3219	Expanded Learning Opportunities (ELO) Grant: ESSER III State Reserve Learning Loss	58,302.00
3308	Special Ed: ARP IDEA Part B, Sec. 619, Preschool Grants	485.77
3310	Special Ed: IDEA Basic Local Assistance Entitlement, Part B, Sec 611	3,176.68
3315	Special Ed: IDEA Preschool Grants, Part B, Sec 619	690.92
3327	Special Ed: IDEA Mental Health Allocation Plan, Part B, Sec 611	3,481.11
4035	ESSA: Title II, Part A, Supporting Effective Instruction	3,623.66
4203	ESSA: Title III, English Learner Student Program	4,683.65
5634	American Rescue Plan - Homeless Children and Youth II (ARP HCY II)	1,865.79
5810	Other Restricted Federal	3,063.00
6010	After School Education and Safety (ASES)	52,618.40
6053	Child Dev: Universal Prekindergarten (UPK) Planning and Implementation Grant Program - Universal Prekindergarten Planning Grants	100,339.17
6300	Lottery: Instructional Materials	193,072.42
6500	Special Education	176,109.96
6547	Special Education Early Intervention Preschool Grant	148,760.00
6690	Tobacco-Use Prevention Education: Grades Six Through Twelve	15,406.12
6762	Arts, Music, and Instructional Materials Discretionary Block Grant	1,101,057.00
7028	Child Nutrition: Kitchen Infrastructure Upgrade Funds	17,451.07
7311	Classified School Employee Professional Development Block Grant	6,533.11
7370	Supplementary Programs: Specialized Secondary	123,717.89
7412	A-G Access/Success Grant	100,769.00
7413	A-G Learning Loss Mitigation Grant	75,000.00
7415	Classified School Employee Summer Assistance Program	16,298.34
7422	In-Person Instruction (IPI) Grant	31,440.60
7425	Expanded Learning Opportunities (ELO) Grant	51,102.75
7426	Expanded Learning Opportunities (ELO) Grant: Paraprofessional Staff	7,807.00
7435	Learning Recovery Emergency Block Grant	2,320,013.00
7690	On-Behalf Pension Contributions	970,185.00
7810	Other Restricted State	17,896.00
8150	Ongoing & Major Maintenance Account (RMA: Education Code Section 17070.75)	319,806.05
8210	Student Activity Funds	200,200.62
9010	Other Restricted Local	426,602.95
Total, Restricted Balance		7,233,583.29

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 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	92,140.00	98,630.00	55,935.00	98,630.00	0.00	0.0%
4) Other Local Revenue		8600-8799	400.00	400.00	535.67	400.00	0.00	0.0%
5) TOTAL, REVENUES			92,540.00	99,030.00	56,470.67	99,030.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	20,999.00	61,450.00	11,028.29	61,450.00	0.00	0.0%
2) Classified Salaries		2000-2999	19,919.00	26,000.00	11,297.68	26,000.00	0.00	0.0%
3) Employee Benefits		3000-3999	23,269.00	23,269.00	7,734.20	23,269.00	0.00	0.0%
4) Books and Supplies		4000-4999	7,826.00	7,826.00	3,421.68	7,826.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	16,256.00	16,256.00	20,598.82	16,256.00	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	4,271.00	4,271.00	0.00	4,271.00	0.00	0.0%
9) TOTAL, EXPENDITURES			92,540.00	139,072.00	54,080.67	139,072.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	(40,042.00)	2,390.00	(40,042.00)		
<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		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	(40,042.00)	2,390.00	(40,042.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	87,922.01	87,922.01		87,922.01	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)			87,922.01	87,922.01		87,922.01		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			87,922.01	87,922.01		87,922.01		
2) Ending Balance, June 30 (E + F1e)			87,922.01	47,880.01		47,880.01		
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	87,922.01	47,880.01		47,880.01		
c) Committed								

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)
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		
<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%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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	90,326.00	96,816.00	55,935.00	96,816.00	0.00	0.0%
All Other State Revenue	All Other	8590	1,814.00	1,814.00	0.00	1,814.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			92,140.00	98,630.00	55,935.00	98,630.00	0.00	0.0%
<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	400.00	400.00	535.67	400.00	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%
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%
TOTAL, OTHER LOCAL REVENUE			400.00	400.00	535.67	400.00	0.00	0.0%
TOTAL, REVENUES			92,540.00	99,030.00	56,470.67	99,030.00		
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries								
		1100	0.00	52,000.00	6,410.00	52,000.00	0.00	0.0%
Certificated Pupil Support Salaries								
		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries								
		1300	18,549.00	7,000.00	2,578.29	7,000.00	0.00	0.0%
Other Certificated Salaries								
		1900	2,450.00	2,450.00	2,040.00	2,450.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			20,999.00	61,450.00	11,028.29	61,450.00	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 Column B & D (F)
<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	18,219.00	24,000.00	11,297.68	24,000.00	0.00	0.0%
Other Classified Salaries		2900	1,700.00	2,000.00	0.00	2,000.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			19,919.00	26,000.00	11,297.68	26,000.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	4,011.00	4,011.00	2,028.86	4,011.00	0.00	0.0%
PERS		3201-3202	5,167.00	5,167.00	2,866.21	5,167.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	1,831.00	1,831.00	1,007.45	1,831.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	11,137.00	11,137.00	1,295.54	11,137.00	0.00	0.0%
Unemployment Insurance		3501-3502	205.00	205.00	118.08	205.00	0.00	0.0%
Workers' Compensation		3601-3602	576.00	576.00	288.66	576.00	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	342.00	342.00	129.40	342.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			23,269.00	23,269.00	7,734.20	23,269.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	2,500.00	2,500.00	2,405.30	2,500.00	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	4,326.00	4,326.00	1,016.38	4,326.00	0.00	0.0%
Noncapitalized Equipment		4400	1,000.00	1,000.00	0.00	1,000.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			7,826.00	7,826.00	3,421.68	7,826.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	2,939.00	2,939.00	3,139.40	2,939.00	0.00	0.0%
Travel and Conferences		5200	5,241.00	5,241.00	1,654.42	5,241.00	0.00	0.0%
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	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	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and								
Operating Expenditures		5800	3,076.00	3,076.00	15,805.00	3,076.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			16,256.00	16,256.00	20,598.82	16,256.00	0.00	0.0%
<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%
Lease Assets		6600	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>								

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)
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%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	4,271.00	4,271.00	0.00	4,271.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			4,271.00	4,271.00	0.00	4,271.00	0.00	0.0%
TOTAL, EXPENDITURES			92,540.00	139,072.00	54,080.67	139,072.00		
<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%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<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 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%
(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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
6391	Adult Education Program	46,066.01
7690	On-Behalf Pension Contributions	1,814.00
Total, Restricted Balance		47,880.01



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	9,600.00	9,600.00	0.00	9,600.00	0.00	0.0%
3) Other State Revenue		8300-8599	278,852.00	478,328.00	189,124.44	478,328.00	0.00	0.0%
4) Other Local Revenue		8600-8799	250.00	850.00	806.00	850.00	0.00	0.0%
5) TOTAL, REVENUES			288,702.00	488,778.00	189,930.44	488,778.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	5,616.00	6,958.42	4,230.58	6,958.42	0.00	0.0%
2) Classified Salaries		2000-2999	174,478.00	177,775.36	111,308.29	177,775.36	0.00	0.0%
3) Employee Benefits		3000-3999	115,112.00	98,336.60	47,138.62	98,336.60	0.00	0.0%
4) Books and Supplies		4000-4999	1,777.00	1,777.00	427.49	1,777.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	1,491.00	1,491.00	0.00	1,491.00	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	12,851.00	12,851.00	0.00	12,851.00	0.00	0.0%
9) TOTAL, EXPENDITURES			311,325.00	299,189.38	163,104.98	299,189.38		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(22,623.00)	189,588.62	26,825.46	189,588.62		
<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		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(22,623.00)	189,588.62	26,825.46	189,588.62		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	762.30	762.30		762.30	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)			762.30	762.30		762.30		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			762.30	762.30		762.30		
2) Ending Balance, June 30 (E + F1e)			(21,860.70)	190,350.92		190,350.92		
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) Restricted		9740	12,493.30	190,350.92		190,350.92		
c) Committed								

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)
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	(34,354.00)	0.00		0.00		
<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	9,600.00	9,600.00	0.00	9,600.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			9,600.00	9,600.00	0.00	9,600.00	0.00	0.0%
<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	476,197.00	189,124.44	476,197.00	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%
TOTAL, OTHER STATE REVENUE			278,852.00	478,328.00	189,124.44	478,328.00	0.00	0.0%
<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	250.00	500.00	456.00	500.00	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	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%
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	350.00	350.00	350.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			250.00	850.00	806.00	850.00	0.00	0.0%
TOTAL, REVENUES			288,702.00	488,778.00	189,930.44	488,778.00		
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	5,616.00	6,958.42	4,230.58	6,958.42	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			5,616.00	6,958.42	4,230.58	6,958.42	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	152,742.00	148,087.30	98,031.45	148,087.30	0.00	0.0%
Classified Support Salaries		2200	3,932.00	4,634.06	2,891.28	4,634.06	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	17,804.00	25,054.00	10,385.56	25,054.00	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 Column B & D (F)
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			174,478.00	177,775.36	111,308.29	177,775.36	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	1,073.00	7,115.34	3,458.30	7,115.34	0.00	0.0%
PERS		3201-3202	45,540.00	45,540.00	18,913.84	45,540.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	13,435.00	13,539.13	7,660.80	13,539.13	0.00	0.0%
Health and Welfare Benefits		3401-3402	49,777.00	26,777.00	14,165.68	26,777.00	0.00	0.0%
Unemployment Insurance		3501-3502	905.00	968.31	648.46	968.31	0.00	0.0%
Workers' Compensation		3601-3602	2,576.00	2,585.46	1,501.99	2,585.46	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	1,806.00	1,811.36	789.55	1,811.36	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>			115,112.00	98,336.60	47,138.62	98,336.60	0.00	0.0%
<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	1,777.00	1,777.00	427.49	1,777.00	0.00	0.0%
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>			1,777.00	1,777.00	427.49	1,777.00	0.00	0.0%
<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%
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	1,462.00	1,462.00	0.00	1,462.00	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>			1,491.00	1,491.00	0.00	1,491.00	0.00	0.0%
<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%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			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								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	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 Column B & D (F)
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%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	12,851.00	12,851.00	0.00	12,851.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			12,851.00	12,851.00	0.00	12,851.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			311,325.00	299,189.38	163,104.98	299,189.38		
<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%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<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 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%
(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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(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)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
5059	Child Development: ARP California State Preschool Program One- time Stipend	9,600.00
6105	Child Development: California State Preschool Program	178,619.92
7690	On-Behalf Pension Contributions	2,131.00
Total, Restricted Balance		190,350.92

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	944,116.00	979,116.00	499,775.50	979,116.00	0.00	0.0%
3) Other State Revenue		8300-8599	47,000.00	47,000.00	1,246.23	47,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	1,348.75	1,253.26	1,348.75	0.00	0.0%
5) TOTAL, REVENUES			991,116.00	1,027,464.75	502,274.99	1,027,464.75		
<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	280,924.00	390,651.76	208,028.58	390,651.76	0.00	0.0%
3) Employee Benefits		3000-3999	206,392.00	161,260.93	88,651.31	161,260.93	0.00	0.0%
4) Books and Supplies		4000-4999	10,500.00	18,627.03	13,194.85	18,627.03	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	491,300.00	507,161.60	314,062.44	507,161.60	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			989,116.00	1,077,701.32	623,937.18	1,077,701.32		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			2,000.00	(50,236.57)	(121,662.19)	(50,236.57)		
<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		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			2,000.00	(50,236.57)	(121,662.19)	(50,236.57)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	331,185.19	331,185.19		331,185.19	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)			331,185.19	331,185.19		331,185.19		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			331,185.19	331,185.19		331,185.19		
2) Ending Balance, June 30 (E + F1e)			333,185.19	280,948.62		280,948.62		
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	333,185.19	280,948.62		280,948.62		
c) Committed								

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)
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		
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	944,116.00	944,116.00	483,952.20	944,116.00	0.00	0.0%
Donated Food Commodities		8221	0.00	35,000.00	15,823.30	35,000.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			944,116.00	979,116.00	499,775.50	979,116.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	47,000.00	47,000.00	1,246.23	47,000.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			47,000.00	47,000.00	1,246.23	47,000.00	0.00	0.0%
<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	403.75	416.60	403.75	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	700.00	593.00	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%
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	245.00	243.66	245.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	1,348.75	1,253.26	1,348.75	0.00	0.0%
TOTAL, REVENUES			991,116.00	1,027,464.75	502,274.99	1,027,464.75		
<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%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	241,691.00	300,734.72	168,151.42	300,734.72	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	34,442.00	89,917.04	39,877.16	89,917.04	0.00	0.0%
Clerical, Technical and Office Salaries		2400	4,791.00	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%
TOTAL, CLASSIFIED SALARIES			280,924.00	390,651.76	208,028.58	390,651.76	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	11,175.21	7,337.97	11,175.21	0.00	0.0%
PERS		3201-3202	64,349.00	70,787.98	40,192.15	70,787.98	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	18,889.00	24,874.00	12,592.88	24,874.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	101,011.00	44,474.01	22,808.05	44,474.01	0.00	0.0%
Unemployment Insurance		3501-3502	1,250.00	2,017.41	1,154.64	2,017.41	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 Column B & D (F)
Workers' Compensation		3601-3602	3,537.00	4,492.00	2,660.23	4,492.00	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	17,356.00	3,260.32	1,747.89	3,260.32	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	180.00	157.50	180.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>206,392.00</b>	<b>161,260.93</b>	<b>88,651.31</b>	<b>161,260.93</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	10,500.00	14,400.00	8,967.82	14,400.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	4,227.03	4,227.03	4,227.03	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>10,500.00</b>	<b>18,627.03</b>	<b>13,194.85</b>	<b>18,627.03</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	12,461.60	6,230.80	12,461.60	0.00	0.0%
Travel and Conferences		5200	700.00	700.00	847.90	700.00	0.00	0.0%
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	4,400.00	6,700.00	2,432.97	6,700.00	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	486,200.00	487,300.00	304,550.77	487,300.00	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>491,300.00</b>	<b>507,161.60</b>	<b>314,062.44</b>	<b>507,161.60</b>	<b>0.00</b>	<b>0.0%</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%
Lease Assets		6600	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>								
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	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>989,116.00</b>	<b>1,077,701.32</b>	<b>623,937.18</b>	<b>1,077,701.32</b>		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8916	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%



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)
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<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 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%
(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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(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)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
5310	Child Nutrition: School Programs (e.g., School Lunch, School Breakfast, Milk, Pregnant & Lactating Students)	225,278.72
5320	Child Nutrition: Child Care Food Program (CCFP) Claims-Centers and Family Day Care Homes (Meal Reimbursements)	36,313.08
7029	Child Nutrition: Food Service Staff Training Funds	19,356.82
Total, Restricted Balance		280,948.62

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	400.00	400.00	206.67	400.00	0.00	0.0%
5) TOTAL, REVENUES			400.00	400.00	206.67	400.00		
<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>			400.00	400.00	206.67	400.00		
<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		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			400.00	400.00	206.67	400.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	40,752.97	40,752.97		40,752.97	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)			40,752.97	40,752.97		40,752.97		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			40,752.97	40,752.97		40,752.97		
2) Ending Balance, June 30 (E + F1e)			41,152.97	41,152.97		41,152.97		
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	0.00	0.00		0.00		
c) Committed								

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)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	41,152.97	41,152.97		41,152.97		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
<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	400.00	400.00	206.67	400.00	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%
TOTAL, OTHER LOCAL REVENUE			400.00	400.00	206.67	400.00	0.00	0.0%
TOTAL, REVENUES			400.00	400.00	206.67	400.00		
<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%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
(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%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2022-23 Projected Totals
Total, Restricted Balance		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>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	34,665.00	34,665.00	18,391.50	34,665.00	0.00	0.0%
5) TOTAL, REVENUES			34,665.00	34,665.00	18,391.50	34,665.00		
<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	344,773.06	146,000.51	344,773.06	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	2,882,024.73	586,189.12	2,882,024.73	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	3,226,797.79	732,189.63	3,226,797.79		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			34,665.00	(3,192,132.79)	(713,798.13)	(3,192,132.79)		
<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	1,150,000.00	1,150,000.00	1,150,000.00	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	1,150,000.00	1,150,000.00	1,150,000.00		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			34,665.00	(2,042,132.79)	436,201.87	(2,042,132.79)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	19,585,806.54	19,585,806.54		19,585,806.54	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)			19,585,806.54	19,585,806.54		19,585,806.54		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			19,585,806.54	19,585,806.54		19,585,806.54		
2) Ending Balance, June 30 (E + F1e)			19,620,471.54	17,543,673.75		17,543,673.75		
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		9740	19,487,839.98	17,411,042.19		17,411,042.19		

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)
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	132,631.56	132,631.56		132,631.56		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
<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%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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	18,532.15	34,356.00	0.00	0.0%
Interest		8660	309.00	309.00	(140.65)	309.00	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%
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%
TOTAL, OTHER LOCAL REVENUE			34,665.00	34,665.00	18,391.50	34,665.00	0.00	0.0%
TOTAL, REVENUES			34,665.00	34,665.00	18,391.50	34,665.00		
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	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 Column B & D (F)
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%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
<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	344,773.06	146,000.51	344,773.06	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	344,773.06	146,000.51	344,773.06	0.00	0.0%
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	43,340.00	0.00	43,340.00	0.00	0.0%
Land Improvements		6170	0.00	744,650.00	56,039.20	744,650.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	2,094,034.73	530,149.92	2,094,034.73	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%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	2,882,024.73	586,189.12	2,882,024.73	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								



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)
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	3,226,797.79	732,189.63	3,226,797.79		
<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%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from Sale of Bonds		8951	0.00	1,150,000.00	1,150,000.00	1,150,000.00	0.00	0.0%
Proceeds from Sale/Lease-Purchase of Land/Buildings		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 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	1,150,000.00	1,150,000.00	1,150,000.00	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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES			0.00	1,150,000.00	1,150,000.00	1,150,000.00		
(a - b + c - d + e)			0.00	1,150,000.00	1,150,000.00	1,150,000.00		

Resource	Description	2022-23 Projected Totals
9010	Other Restricted Local	17,411,042.19
Total, Restricted Balance		17,411,042.19

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	94,651.00	94,651.00	47,639.02	94,651.00	0.00	0.0%
5) TOTAL, REVENUES			94,651.00	94,651.00	47,639.02	94,651.00		
<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	114.00	114.00	0.00	114.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	95,066.00	93,284.81	46,805.08	93,284.81	0.00	0.0%
6) Capital Outlay		6000-6999	43,000.00	43,000.00	0.00	43,000.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299,7400-7499	201,075.00	574,426.16	574,426.16	574,426.16	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			339,255.00	710,824.97	621,231.24	710,824.97		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(244,604.00)	(616,173.97)	(573,592.22)	(616,173.97)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	223,720.00	576,423.54	544,459.75	576,423.54	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	576,423.54	544,459.75	576,423.54		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(20,884.00)	(39,750.43)	(29,132.47)	(39,750.43)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,114,452.01	1,114,452.01		1,114,452.01	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)			1,114,452.01	1,114,452.01		1,114,452.01		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,114,452.01	1,114,452.01		1,114,452.01		
2) Ending Balance, June 30 (E + F1e)			1,093,568.01	1,074,701.58		1,074,701.58		
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		9740	1,093,568.01	1,074,701.58		1,074,701.58		
c) Committed								

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)
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		
<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%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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	23,931.04	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	6,087.00	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	73,000.00	73,000.00	17,620.98	73,000.00	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%
TOTAL, OTHER LOCAL REVENUE			94,651.00	94,651.00	47,639.02	94,651.00	0.00	0.0%
TOTAL, REVENUES			94,651.00	94,651.00	47,639.02	94,651.00		
<b>CERTIFICATED SALARIES</b>								
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<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%

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)
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
<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	114.00	114.00	0.00	114.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			114.00	114.00	0.00	114.00	0.00	0.0%
<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	68,284.81	42,045.08	68,284.81	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	33,270.00	25,000.00	4,760.00	25,000.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			95,066.00	93,284.81	46,805.08	93,284.81	0.00	0.0%
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	40,000.00	40,000.00	0.00	40,000.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	3,000.00	3,000.00	0.00	3,000.00	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%
Lease Assets		6600	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			43,000.00	43,000.00	0.00	43,000.00	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%

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)
Debt Service								
Debt Service - Interest		7438	47,420.00	29,966.41	29,966.41	29,966.41	0.00	0.0%
Other Debt Service - Principal		7439	153,655.00	544,459.75	544,459.75	544,459.75	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			201,075.00	574,426.16	574,426.16	574,426.16	0.00	0.0%
TOTAL, EXPENDITURES			339,255.00	710,824.97	621,231.24	710,824.97		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	223,720.00	576,423.54	544,459.75	576,423.54	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			223,720.00	576,423.54	544,459.75	576,423.54	0.00	0.0%
<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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from Sale/Lease-Purchase of Land/Buildings		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 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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			223,720.00	576,423.54	544,459.75	576,423.54		

Resource	Description	2022-23 Projected Totals
9010	Other Restricted Local	1,074,701.58
Total, Restricted Balance		1,074,701.58

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	6,450.00	6,450.00	183,644.79	6,450.00	0.00	0.0%
5) TOTAL, REVENUES			6,450.00	6,450.00	183,644.79	6,450.00		
<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	5,805.00	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	5,805.00	6,100.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			350.00	350.00	177,839.79	350.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	142,975.44	142,975.44	142,975.44	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	142,975.44	142,975.44	142,975.44		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			350.00	143,325.44	320,815.23	143,325.44		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	418,611.25	418,611.25		418,611.25	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)			418,611.25	418,611.25		418,611.25		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			418,611.25	418,611.25		418,611.25		
2) Ending Balance, June 30 (E + F1e)			418,961.25	561,936.69		561,936.69		
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		9740	101,929.03	101,929.03		101,929.03		
c) Committed								



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)
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	317,032.22	460,007.66		460,007.66		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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	3,793.79	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	6,450.00	6,450.00	179,851.00	6,450.00	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%
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%
TOTAL, OTHER LOCAL REVENUE			6,450.00	6,450.00	183,644.79	6,450.00	0.00	0.0%
TOTAL, REVENUES			6,450.00	6,450.00	183,644.79	6,450.00		
<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%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	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 Column B & D (F)
<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 Health and Welfare Benefits		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
<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	5,805.00	6,100.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			6,100.00	6,100.00	5,805.00	6,100.00	0.00	0.0%
<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%
Lease Assets		6600	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								
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%
Debt Service								

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)
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%
<b>TOTAL, EXPENDITURES</b>			6,100.00	6,100.00	5,805.00	6,100.00		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	142,975.44	142,975.44	142,975.44	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	142,975.44	142,975.44	142,975.44	0.00	0.0%
<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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<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 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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(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)			0.00	142,975.44	142,975.44	142,975.44		

Resource	Description	2022-23 Projected Totals
9010	Other Restricted Local	101,929.03
Total, Restricted Balance		101,929.03

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	23.00	30.00	0.00	0.0%
5) TOTAL, REVENUES			30.00	30.00	23.00	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	23.00	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		
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			30.00	30.00	23.00	30.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	3,398.00	3,398.00		3,398.00	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)			3,398.00	3,398.00		3,398.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			3,398.00	3,398.00		3,398.00		
2) Ending Balance, June 30 (E + F1e)			3,428.00	3,428.00		3,428.00		
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		9740	3,428.00	3,428.00		3,428.00		
c) Committed								

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)
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		
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
<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	23.00	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%
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%
TOTAL, OTHER LOCAL REVENUE			30.00	30.00	23.00	30.00	0.00	0.0%
TOTAL, REVENUES			30.00	30.00	23.00	30.00		
<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%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
<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%

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)
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.00	0.00	0.00	0.0%
<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%
Lease Assets		6600	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								
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%
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%
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		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
To: State School Building Fund/County School Facilities Fund		8913	0.00	0.00	0.00	0.00	0.00	0.0%
From: All Other Funds								
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: 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) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</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)
Proceeds								
Proceeds from Sale/Lease-Purchase of Land/Buildings		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 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%
(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	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			0.00	0.00	0.00	0.00		



Resource	Description	2022-23 Projected Totals
7710	State School Facilities Projects	3,428.00
Total, Restricted Balance		3,428.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 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	23,360,842.00	3.67%	24,219,069.00	.08%	24,239,080.00
2. Federal Revenues	8100-8299	17,680.00	0.00%	17,680.00	0.00%	17,680.00
3. Other State Revenues	8300-8599	650,313.34	0.00%	650,313.00	0.00%	650,313.00
4. Other Local Revenues	8600-8799	276,863.00	0.00%	276,863.00	0.00%	276,863.00
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	(4,923,011.61)	0.00%	(4,923,011.00)	0.00%	(4,923,011.00)
6. Total (Sum lines A1 thru A5c)		19,382,686.73	4.43%	20,240,914.00	.10%	20,260,925.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				7,444,224.65		8,067,550.65
b. Step & Column Adjustment				223,326.00		242,026.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				400,000.00		500,000.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	7,444,224.65	8.37%	8,067,550.65	9.20%	8,809,576.65
2. Classified Salaries						
a. Base Salaries				2,765,039.22		2,947,990.22
b. Step & Column Adjustment				82,951.00		88,440.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				100,000.00		
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	2,765,039.22	6.62%	2,947,990.22	3.00%	3,036,430.22
3. Employee Benefits	3000-3999	3,843,786.97	6.90%	4,109,099.00	6.65%	4,382,372.00
4. Books and Supplies	4000-4999	805,819.17	3.00%	829,994.00	3.00%	854,893.00
5. Services and Other Operating Expenditures	5000-5999	2,743,314.08	(.12%)	2,740,000.00	0.00%	2,740,000.00
6. Capital Outlay	6000-6999	71,250.00	(78.95%)	15,000.00	0.00%	15,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	78,054.00	0.00%	78,054.00	0.00%	78,054.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(75,595.79)	0.00%	(75,596.00)	0.00%	(75,596.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	719,398.98	0.00%	719,399.00	0.00%	719,399.00
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)		18,395,291.28	5.63%	19,431,490.87	5.81%	20,560,128.87
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		987,395.45		809,423.13		(299,203.87)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		9,582,140.43		10,569,535.88		11,378,959.01
2. Ending Fund Balance (Sum lines C and D1)		10,569,535.88		11,378,959.01		11,079,755.14
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	15,500.00		15,500.00		15,500.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	0.00				
e. Unassigned/Unappropriated						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
1. Reserve for Economic Uncertainties	9789	1,549,100.00		1,419,518.00		1,486,751.00
2. Unassigned/Unappropriated	9790	9,004,935.88		9,943,941.01		9,577,504.14
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		10,569,535.88		11,378,959.01		11,079,755.14
<b>E. AVAILABLE RESERVES</b>						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	1,549,100.00		1,419,518.00		1,486,751.00
c. Unassigned/Unappropriated	9790	9,004,935.88		9,943,941.01		9,577,504.14
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)		10,554,035.88		11,363,459.01		11,064,255.14
<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.						
The district plans on hiring more bus drivers for classified, and having teachers in classrooms instead of subs.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 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%	
2. Federal Revenues	8100-8299	4,987,714.66	(82.55%)	870,500.00	0.00%	870,500.00
3. Other State Revenues	8300-8599	6,598,352.99	(57.29%)	2,818,112.00	0.00%	2,818,112.00
4. Other Local Revenues	8600-8799	943,212.28	0.00%	943,212.00	0.00%	943,212.00
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	4,923,011.61	0.00%	4,923,011.00	0.00%	4,923,011.00
6. Total (Sum lines A1 thru A5c)		17,452,291.54	(45.25%)	9,554,835.00	0.00%	9,554,835.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				3,278,749.81		3,377,111.81
b. Step & Column Adjustment				98,362.00		101,313.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,278,749.81	3.00%	3,377,111.81	3.00%	3,478,424.81
2. Classified Salaries						
a. Base Salaries				1,838,074.42		1,893,216.42
b. Step & Column Adjustment				55,142.00		56,796.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,838,074.42	3.00%	1,893,216.42	3.00%	1,950,012.42
3. Employee Benefits	3000-3999	1,873,857.83	3.00%	1,930,073.00	3.00%	1,987,975.00
4. Books and Supplies	4000-4999	3,688,450.70	(87.12%)	475,000.00	0.00%	475,000.00
5. Services and Other Operating Expenditures	5000-5999	1,758,676.10	(31.77%)	1,200,000.00	0.00%	1,200,000.00
6. Capital Outlay	6000-6999	90,430.15	(72.35%)	25,000.00	0.00%	25,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%		0.00%	
8. Other Outgo - Transfers of Indirect Costs	7300-7399	58,473.79	0.00%	58,474.00	0.00%	58,474.00
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)		12,586,712.80	(28.82%)	8,958,875.23	2.41%	9,174,886.23
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		4,865,578.74		595,959.77		379,948.77
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		2,365,169.74		7,230,748.48		7,826,708.25
2. Ending Fund Balance (Sum lines C and D1)		7,230,748.48		7,826,708.25		8,206,657.02
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	7,233,583.29		7,826,708.25		8,206,657.02
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
2. Unassigned/Unappropriated	9790	(2,834.81)		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		7,230,748.48		7,826,708.25		8,206,657.02
<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.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 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	23,360,842.00	3.67%	24,219,069.00	.08%	24,239,080.00
2. Federal Revenues	8100-8299	5,005,394.66	(82.26%)	888,180.00	0.00%	888,180.00
3. Other State Revenues	8300-8599	7,248,666.33	(52.15%)	3,468,425.00	0.00%	3,468,425.00
4. Other Local Revenues	8600-8799	1,220,075.28	0.00%	1,220,075.00	0.00%	1,220,075.00
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)		36,834,978.27	(19.11%)	29,795,749.00	.07%	29,815,760.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				10,722,974.46		11,444,662.46
b. Step & Column Adjustment				321,688.00		343,339.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				400,000.00		500,000.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	10,722,974.46	6.73%	11,444,662.46	7.37%	12,288,001.46
2. Classified Salaries						
a. Base Salaries				4,603,113.64		4,841,206.64
b. Step & Column Adjustment				138,093.00		145,236.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				100,000.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	4,603,113.64	5.17%	4,841,206.64	3.00%	4,986,442.64
3. Employee Benefits	3000-3999	5,717,644.80	5.62%	6,039,172.00	5.48%	6,370,347.00
4. Books and Supplies	4000-4999	4,494,269.87	(70.96%)	1,304,994.00	1.91%	1,329,893.00
5. Services and Other Operating Expenditures	5000-5999	4,501,990.18	(12.48%)	3,940,000.00	0.00%	3,940,000.00
6. Capital Outlay	6000-6999	161,680.15	(75.26%)	40,000.00	0.00%	40,000.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	78,054.00	0.00%	78,054.00	0.00%	78,054.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(17,122.00)	0.00%	(17,122.00)	0.00%	(17,122.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	719,398.98	0.00%	719,399.00	0.00%	719,399.00
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)		30,982,004.08	(8.36%)	28,390,366.10	4.74%	29,735,015.10
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		5,852,974.19		1,405,382.90		80,744.90
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		11,947,310.17		17,800,284.36		19,205,667.26
2. Ending Fund Balance (Sum lines C and D1)		17,800,284.36		19,205,667.26		19,286,412.16
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	15,500.00		15,500.00		15,500.00
b. Restricted	9740	7,233,583.29		7,826,708.25		8,206,657.02
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	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	1,549,100.00		1,419,518.00		1,486,751.00

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 Projection (E)
2. Unassigned/Unappropriated	9790	9,002,101.07		9,943,941.01		9,577,504.14
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		17,800,284.36		19,205,667.26		19,286,412.16
<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	1,549,100.00		1,419,518.00		1,486,751.00
c. Unassigned/Unappropriated	9790	9,004,935.88		9,943,941.01		9,577,504.14
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z	(2,834.81)		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)		10,551,201.07		11,363,459.01		11,064,255.14
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		34.06%		40.03%		37.21%
<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?	Yes					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
<hr/>						
<b>2. Special education pass-through funds</b>						
(Column A: Fund 10, resources 3300-3499, 6500-6540 and 6546 objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		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)						
		1,646.71		1,784.20		1,680.21
<b>3. Calculating the Reserves</b>						
a. Expenditures and Other Financing Uses (Line B11)		30,982,004.08		28,390,366.10		29,735,015.10
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)		30,982,004.08		28,390,366.10		29,735,015.10
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)		929,460.12		851,710.98		892,050.45
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)		929,460.12		851,710.98		892,050.45
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

Description	Object Codes	Projected Year Totals (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 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%	
2. Federal Revenues	8100-8299	9,600.00	0.00%	9,600.00	0.00%	9,600.00
3. Other State Revenues	8300-8599	478,328.00	0.00%	478,328.00	0.00%	478,328.00
4. Other Local Revenues	8600-8799	850.00	(100.00%)	0.00	0.00%	0.00
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	0.00	0.00%		0.00%	
6. Total (Sum lines A1 thru A5c)		488,778.00	(.17%)	487,928.00	0.00%	487,928.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries	1000-1999	6,958.42	3.00%	7,167.17	3.00%	7,382.19
2. Classified Salaries	2000-2999	177,775.36	3.00%	183,108.62	3.00%	188,601.88
3. Employee Benefits	3000-3999	98,336.60	3.00%	101,286.70	3.00%	104,325.30
4. Books and Supplies	4000-4999	1,777.00	12.55%	2,000.00	0.00%	2,000.00
5. Services and Other Operating Expenditures	5000-5999	1,491.00	3.96%	1,550.00	0.00%	1,550.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%		0.00%	
8. Other Outgo - Transfers of Indirect Costs	7300-7399	12,851.00	(5.62%)	12,129.00	2.96%	12,488.00
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 E below)						
11. Total (Sum lines B1 thru B10)		299,189.38	2.69%	307,241.49	2.96%	316,347.37
<b>C. NET INCREASE(DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)						
		189,588.62		180,686.51		171,580.63
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance	9791-9795	762.30		190,350.92		371,037.43
2. Ending Fund Balance (Sum lines C and D1)		190,350.92		371,037.43		542,618.06
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	190,350.92		371,037.43		542,618.06
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	0.00				
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00				
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with Line D2)		190,350.92		371,037.43		542,618.06
<b>E. 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.						
Expenditures increased by 3%						



Description	Object Codes	Projected Year Totals (A)	% Change (Cols. C-A/A) (B)	2023-24 Projection (C)	% Change (Cols. E-C/C) (D)	2024-25 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%	
2. Federal Revenues	8100-8299	979,116.00	0.00%	979,116.00	0.00%	979,116.00
3. Other State Revenues	8300-8599	47,000.00	212.77%	147,000.00	(68.03%)	47,000.00
4. Other Local Revenues	8600-8799	1,348.75	(100.00%)	0.00	0.00%	0.00
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	0.00	0.00%		0.00%	
6. Total (Sum lines A1 thru A5c)		1,027,464.75	9.60%	1,126,116.00	(8.88%)	1,026,116.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries	1000-1999	0.00	0.00%		0.00%	
2. Classified Salaries	2000-2999	390,651.76	10.91%	433,271.00	0.00%	433,270.00
3. Employee Benefits	3000-3999	161,260.93	3.00%	166,097.00	3.00%	171,080.00
4. Books and Supplies	4000-4999	18,627.03	7.37%	20,000.00	2,400.00%	500,000.00
5. Services and Other Operating Expenditures	5000-5999	507,161.60	3.00%	522,375.00	(95.72%)	22,375.00
6. Capital Outlay	6000-6999	0.00	0.00%	100,000.00	(100.00%)	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%		0.00%	
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%		0.00%	
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 E below)						
11. Total (Sum lines B1 thru B10)		1,077,701.32	15.22%	1,241,743.00	(9.26%)	1,126,725.00
<b>C. NET INCREASE(DECREASE) IN FUND BALANCE</b> (Line A6 minus line B11)		(50,236.57)		(115,627.00)		(100,609.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance	9791-9795	331,185.19		280,948.62		165,321.62
2. Ending Fund Balance (Sum lines C and D1)		280,948.62		165,321.62		64,712.62
3. Components of Ending Fund Balance						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	280,948.62		165,321.62		64,712.62
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	0.00				
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00				
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with Line D2)		280,948.62		165,321.62		64,712.62
<b>E. 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.						
2023-24 will have a supervisor on board, 2024-23 will no longer use consultant. 2023-24 spend on capital the grant funds that will be received from the state. Expenditures increased by 3%.						

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)	1,606.27	1,823.45	1,646.71	1,813.91	(9.54)	-1.0%
<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	0.0%
<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	0.0%
<b>4. Total, District Regular ADA</b> <b>(Sum of Lines A1 through A3)</b>	1,606.27	1,823.45	1,646.71	1,813.91	(9.54)	-1.0%
<b>5. District Funded County Program ADA</b>						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	2.70	2.70	0.00	0.00	(2.70)	-100.0%
c. Special Education-NPS/LCI	0.00	0.00	2.30	2.30	2.30	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
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	0.0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0.0%
<b>g. Total, District Funded County Program ADA</b> <b>(Sum of Lines A5a through A5f)</b>	2.70	2.70	2.30	2.30	(.40)	-15.0%
<b>6. TOTAL DISTRICT ADA</b> <b>(Sum of Line A4 and Line A5g)</b>	1,608.97	1,826.15	1,649.01	1,816.21	(9.94)	-1.0%
<b>7. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>8. Charter School ADA</b> <b>(Enter Charter School ADA using</b> <b>Tab C. Charter School ADA)</b>						

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>B. COUNTY OFFICE OF EDUCATION</b>						
<b>1. County Program Alternative Education Grant ADA</b>						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
<b>d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>2. District Funded County Program ADA</b>						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
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	0.0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0.0%
<b>g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>4. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>5. County Operations Grant ADA</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>6. Charter School ADA</b> (Enter Charter School ADA using Tab C. Charter School ADA)						

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>C. CHARTER SCHOOL ADA</b>						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools.						
Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
<b>FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.</b>						
<b>1. Total Charter School Regular ADA</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>2. Charter School County Program Alternative Education ADA</b>						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
<b>d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>3. Charter School Funded County Program ADA</b>						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
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	0.0%
<b>f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 09 or Fund 62.</b>						
<b>5. Total Charter School Regular ADA</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>6. Charter School County Program Alternative Education ADA</b>						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0.0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0.0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0.0%
<b>d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)</b>	0.00	0.00	0.00	0.00	0.00	0.0%
<b>7. Charter School Funded County Program ADA</b>						
a. County Community Schools	0.00	0.00	0.00	0.00	0.00	0.0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0.0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0.0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0.0%
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	0.0%
<b>f. Total, Charter School Funded County Program ADA</b>						

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)
Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0.0%
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	0.00	0.00	0.00	0.00	0.00	0.0%
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	0.00	0.00	0.00	0.00	0.00	0.0%

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):		November								
A. BEGINNING CASH			11,816,490.00	11,353,719.00	10,382,874.00	10,182,461.00	8,874,653.00	6,570,511.00	12,763,659.00	13,233,899.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		1,034,285.00	506,081.00	1,275,914.00	(43,642.00)	910,947.00	1,275,914.00	910,947.00	910,947.00
Property Taxes	8020-8079			63,929.00			2,502.00	4,353,676.00	3,207,636.00	
Miscellaneous Funds	8080-8099			(127,259.00)	148.00	(254,518.00)	(304,797.00)	(161,077.00)	(161,475.00)	(161,547.00)
Federal Revenue	8100-8299		268,664.00	54,998.00	18,599.00	(209,806.00)	71,406.00	33,589.00	254,112.00	569,042.00
Other State Revenue	8300-8599		23,943.00	77,610.00	364,505.00	861,314.00	1,337,830.00	814,147.00	138,976.00	600,919.45
Other Local Revenue	8600-8799		4,448.00	9,425.00	80,735.00	(82,610.00)	52,530.00	348,043.00	135,563.00	76,635.00
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			1,331,340.00	584,784.00	1,739,901.00	270,738.00	2,070,418.00	6,664,292.00	4,485,759.00	1,995,996.45
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		125,438.00	845,033.00	816,351.00	853,824.00	1,907,752.00	107,779.00	1,898,281.00	908,405.00
Classified Salaries	2000-2999		266,951.00	338,692.00	320,033.00	348,870.00	563,046.00	65,603.00	741,195.00	374,845.00
Employee Benefits	3000-3999		266,160.00	408,693.00	358,000.00	440,038.00	756,007.00	21,764.00	1,031,567.00	491,310.00
Books and Supplies	4000-4999		7,349.00	121,877.00	138,881.00	96,080.00	88,431.00	42,926.00	79,583.00	130,512.00
Services	5000-5999		193,182.00	280,538.00	346,321.00	433,408.00	287,219.00	207,360.00	365,479.00	372,268.00
Capital Outlay	6000-6599				10,262.00			10,413.00	40,137.00	
Other Outgo	7000-7499		2,343.00	2,343.00	4,218.00	4,218.00	4,218.00	4,218.00	4,218.00	0.00
Interfund Transfers Out	7600-7629						687,435.00			
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			861,423.00	1,997,176.00	1,994,066.00	2,176,438.00	4,294,108.00	460,063.00	4,160,460.00	2,277,340.00
D. BALANCE SHEET ITEMS										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299			419,503.00		2,041,678.00	(1,988.00)	1,121.00		
Due From Other Funds	9310						15,053.00			
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
Lease Receivable	9380									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	0.00	419,503.00	0.00	2,041,678.00	13,065.00	1,121.00	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599		932,688.00	(22,044.00)	(53,752.00)	45,433.00	93,517.00	12,202.00	(144,941.00)	39,452.00
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650					1,398,353.00				
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	932,688.00	(22,044.00)	(53,752.00)	1,443,786.00	93,517.00	12,202.00	(144,941.00)	39,452.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	(932,688.00)	441,547.00	53,752.00	597,892.00	(80,452.00)	(11,081.00)	144,941.00	(39,452.00)
E. NET INCREASE/DECREASE (B - C + D)			(462,771.00)	(970,845.00)	(200,413.00)	(1,307,808.00)	(2,304,142.00)	6,193,148.00	470,240.00	(320,795.55)
F. ENDING CASH (A + E)			11,353,719.00	10,382,874.00	10,182,461.00	8,874,653.00	6,570,511.00	12,763,659.00	13,233,899.00	12,913,103.45
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
ACTUALS THROUGH THE MONTH OF (Enter Month Name):		November							
A. BEGINNING CASH		12,913,103.45	12,031,552.53	11,352,095.36	16,876,454.72				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	910,947.00	910,947.00	910,947.00	910,947.00	912,812.00		11,337,993.00	11,337,993.00
Property Taxes	8020-8079			6,411,916.00				14,039,659.00	14,039,659.00
Miscellaneous Funds	8080-8099	(138,664.00)	(138,664.00)	(138,665.00)	(430,292.00)			(2,016,810.00)	(2,016,810.00)
Federal Revenue	8100-8299	644,807.37	644,807.37	644,807.37	644,807.42	1,365,561.13		5,005,394.66	5,005,394.66
Other State Revenue	8300-8599	600,919.45	600,919.45	600,919.45	600,919.43	625,744.10		7,248,666.33	7,248,666.33
Other Local Revenue	8600-8799	203,880.47	203,880.47	0.00	187,545.34			1,220,075.28	1,220,075.28
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979							0.00	0.00
TOTAL RECEIPTS		2,221,890.29	2,221,890.29	8,429,924.82	1,913,927.19	2,904,117.23	0.00	36,834,978.27	36,834,978.27
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	998,974.00	897,748.40	897,748.40	465,613.66	0.00		10,722,947.46	10,722,974.46
Classified Salaries	2000-2999	383,757.00	383,757.00	383,757.00	432,607.64			4,603,113.64	4,603,113.64
Employee Benefits	3000-3999	491,310.00	491,310.00	491,310.00	470,175.80			5,717,644.80	5,717,644.80
Books and Supplies	4000-4999	730,678.62	730,678.62	730,678.62	730,678.61	865,916.40		4,494,269.87	4,494,269.87
Services	5000-5999	393,635.44	393,635.44	393,635.44	393,635.47	441,673.39		4,501,990.18	4,501,990.18
Capital Outlay	6000-6599	100,868.15						161,680.15	161,680.15
Other Outgo	7000-7499	4,218.00	4,218.00	8,436.00	18,284.00			60,932.00	60,932.00
Interfund Transfers Out	7600-7629				31,963.98			719,398.98	719,398.98
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		3,103,441.21	2,901,347.46	2,905,565.46	2,542,959.16	1,307,589.79	0.00	30,981,977.08	30,982,004.08
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							2,460,314.00	
Due From Other Funds	9310							15,053.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Lease Receivable	9380							0.00	0.00



Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	2,475,367.00	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599							902,555.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							1,398,353.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	2,300,908.00	
<u>Nonoperating</u>									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	174,459.00	
E. NET INCREASE/DECREASE (B - C + D)		(881,550.92)	(679,457.17)	5,524,359.36	(629,031.97)	1,596,527.44	0.00	6,027,460.19	5,852,974.19
F. ENDING CASH (A + E)		12,031,552.53	11,352,095.36	16,876,454.72	16,247,422.75				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								17,843,950.19	

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):										
A. BEGINNING CASH			16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019									
Property Taxes	8020-8079									
Miscellaneous Funds	8080-8099									
Federal Revenue	8100-8299									
Other State Revenue	8300-8599									
Other Local Revenue	8600-8799									
Interfund Transfers In	8910-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999									
Classified Salaries	2000-2999									
Employee Benefits	3000-3999									
Books and Supplies	4000-4999									
Services	5000-5999									
Capital Outlay	6000-6599									
Other Outgo	7000-7499									
Interfund Transfers Out	7600-7629									

Description	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>D. BALANCE SHEET ITEMS</b>										
<u>Assets and Deferred Outflows</u>										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299									
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Lease Receivable	9380									
Deferred Outflows of Resources	9490									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Liabilities and Deferred Inflows</u>										
Accounts Payable	9500-9599									
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>Nonoperating</u>										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E. NET INCREASE/DECREASE (B - C + D)			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. ENDING CASH (A + E)			16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
ACTUALS THROUGH THE MONTH OF (Enter Month Name):									
A. BEGINNING CASH		16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019							0.00	
Property Taxes	8020-8079							0.00	
Miscellaneous Funds	8080-8099							0.00	
Federal Revenue	8100-8299							0.00	
Other State Revenue	8300-8599							0.00	
Other Local Revenue	8600-8799							0.00	
Interfund Transfers In	8910-8929							0.00	
All Other Financing Sources	8930-8979							0.00	
TOTAL RECEIPTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999							0.00	
Classified Salaries	2000-2999							0.00	
Employee Benefits	3000-3999							0.00	
Books and Supplies	4000-4999							0.00	
Services	5000-5999							0.00	
Capital Outlay	6000-6599							0.00	
Other Outgo	7000-7499							0.00	
Interfund Transfers Out	7600-7629							0.00	
All Other Financing Uses	7630-7699							0.00	

Description	Object	March	April	May	June	Accruals	Adjustments	Total	Budget
TOTAL DISBURSEMENTS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299							0.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Lease Receivable	9380							0.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599							0.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<u>Nonoperating</u>									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		0.00	0.00	0.00	0.00	0.00	0.00	0.00	
E. NET INCREASE/DECREASE (B - C + D)		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
F. ENDING CASH (A + E)		16,247,422.75	16,247,422.75	16,247,422.75	16,247,422.75				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								16,247,422.75	

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: March 14, 2023 Signed: \_\_\_\_\_  
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

X 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: Tammy Busch Telephone: 707-374-1715  
Title: Asst. Supt. of Business Services E-mail: tbusch@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 first interim.	X	
<b>CRITERIA AND STANDARDS (continued)</b>			<b>Met</b>	<b>Not Met</b>
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since first interim.		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 first interim.		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 first interim.	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 first interim.	X	
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since first interim 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	
<b>SUPPLEMENTAL INFORMATION</b>			<b>No</b>	<b>Yes</b>
S1	Contingent Liabilities	Have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) occurred since first interim 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 first interim by more than five percent?	X	

**Second Interim**  
**DISTRICT CERTIFICATION OF INTERIM REPORT**  
For the Fiscal Year 2022-23

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 first interim by more than \$20,000 and more than 5% for any of the current or two subsequent fiscal years?	X	
<b>SUPPLEMENTAL INFORMATION (continued)</b>			<b>No</b>	<b>Yes</b>
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 (2021-22) 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 first interim 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 first interim in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of second interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)	X	
		• Classified? (Section S8B, Line 1b)	X	
		• Management/supervisor/confidential? (Section S8C, Line 1b)	X	
S8	Labor Agreement Budget Revisions	For negotiations settled since first interim, 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	
<b>ADDITIONAL FISCAL INDICATORS</b>			<b>No</b>	<b>Yes</b>
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	

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 first interim projections.

District's ADA Standard Percentage Range:

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

DATA ENTRY: First Interim data that exist will be extracted into the first column, otherwise, enter data for all fiscal years. Second 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		First Interim	Second Interim	Percent Change	Status
		Projected Year Totals (Form 01CSI, Item 1A)	Projected Year Totals (Form AI, Lines A4 and C4)		
Current Year (2022-23)	District Regular	1,823.85	1,813.91		
	Charter School	0.00	0.00		
	<b>Total ADA</b>	<b>1,823.85</b>	<b>1,813.91</b>	<b>(.5%)</b>	<b>Met</b>
1st Subsequent Year (2023-24)	District Regular	1,755.85	1,748.20		
	Charter School				
	<b>Total ADA</b>	<b>1,755.85</b>	<b>1,748.20</b>	<b>(.4%)</b>	<b>Met</b>
2nd Subsequent Year (2024-25)	District Regular	1,687.86	1,680.21		
	Charter School				
	<b>Total ADA</b>	<b>1,687.86</b>	<b>1,680.21</b>	<b>(.5%)</b>	<b>Met</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 first interim projections 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 first interim projections

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

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

DATA ENTRY: First Interim 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
	First Interim (Form 01CSI, Item 2A)	Second Interim CBEDS/Projected		
Current Year (2022-23)	District Regular	1,852.00	1,786.00	
	Charter School			
	<b>Total Enrollment</b>	<b>1,852.00</b>	<b>1,786.00</b>	<b>(3.6%)</b>
1st Subsequent Year (2023-24)	District Regular	1,785.00	1,756.00	
	Charter School			
	<b>Total Enrollment</b>	<b>1,785.00</b>	<b>1,756.00</b>	<b>(1.6%)</b>
2nd Subsequent Year (2024-25)	District Regular	1,785.00	1,756.00	
	Charter School			
	<b>Total Enrollment</b>	<b>1,785.00</b>	<b>1,756.00</b>	<b>(1.6%)</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 first interim projections 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)

District is declining enrollment

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. First Interim 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	Enrollment	Historical Ratio of ADA to Enrollment
	Unaudited Actuals (Form A, Lines A4 and C4)	CBEDS Actual (Form 01CSI, Item 3A)	
Third Prior Year (2019-20)			
District Regular	1,856		
Charter School			
<b>Total ADA/Enrollment</b>	<b>1,856</b>	<b>0</b>	<b>0.0%</b>
Second Prior Year (2020-21)			
District Regular	1,864		
Charter School			
<b>Total ADA/Enrollment</b>	<b>1,864</b>	<b>0</b>	<b>0.0%</b>
First Prior Year (2021-22)			
District Regular	1,852		
Charter School			
<b>Total ADA/Enrollment</b>	<b>1,852</b>	<b>0</b>	<b>0.0%</b>
Historical Average Ratio:			0.0%
<b>District's ADA to Enrollment Standard (historical average ratio plus 0.5%):</b>			<b>.5%</b>

**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	Enrollment	Ratio of ADA to Enrollment	Status
	(Form AI, Lines A4 and C4)	CBEDS/Projected (Criterion 2, Item 2A)		
Current Year (2022-23)				
District Regular	1,647	1,786		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>1,647</b>	<b>1,786</b>	<b>92.2%</b>	<b>Not Met</b>
1st Subsequent Year (2023-24)				
District Regular	1,647	1,756		
Charter School				
<b>Total ADA/Enrollment</b>	<b>1,647</b>	<b>1,756</b>	<b>93.8%</b>	<b>Not Met</b>
2nd Subsequent Year (2024-25)				
District Regular	1,647	1,756		
Charter School				
<b>Total ADA/Enrollment</b>	<b>1,647</b>	<b>1,756</b>	<b>93.8%</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)

LCFF calculator uses a 3 yr average for funded ADA vs actual ADA

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 first interim projections.

District's LCFF Revenue Standard Percentage Range:

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

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

Fiscal Year	LCFF Revenue		Percent Change	Status
	(Fund 01, Objects 8011, 8012, 8020-8089)			
	First Interim (Form 01CSI, Item 4A)	Second Interim Projected Year Totals		
Current Year (2022-23)	24,400,436.00	24,671,889.00	1.1%	Met
1st Subsequent Year (2023-24)	22,777,202.00	24,219,069.00	6.3%	Not Met
2nd Subsequent Year (2024-25)	22,410,410.00	24,239,080.00	8.2%	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 first interim projections 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)

increase in EPA funding for 2023-24 and 2024-25, as well as increase in ADA

**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 (2019-20)	13,864,915.93	
Second Prior Year (2020-21)	13,017,901.28	15,664,447.30	83.1%
First Prior Year (2021-22)	13,055,061.26	16,041,436.40	81.4%
	Historical Average Ratio:		82.1%

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	3%	3%	3%
<b>District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):</b>	<b>79.1% to 85.1%</b>	<b>79.1% to 85.1%</b>	<b>79.1% to 85.1%</b>

**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)	Total Expenditures (Form 011, Objects 1000- 7499)		
	Current Year (2022-23)	14,053,050.84		
1st Subsequent Year (2023-24)	15,124,639.87	18,712,091.87	80.8%	Met
2nd Subsequent Year (2024-25)	16,228,378.87	19,840,729.87	81.8%	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 MET - Ratio of total unrestricted salaries and benefits to total unrestricted expenditures has met the standard for the current year and two subsequent fiscal years.

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

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 first interim projections. 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: First Interim data that exist will be extracted; otherwise, enter data into the first column. Second Interim data for the Current Year are extracted. If Second 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	First Interim	Second Interim	Percent Change	Change Is Outside Explanation Range
	Projected Year Totals (Form 01CSI, Item 6A)	Projected Year Totals (Fund 01) (Form MYPI)		
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2022-23)	4,717,512.64	5,005,394.66	6.1%	Yes
1st Subsequent Year (2023-24)	888,123.00	888,180.00	0.0%	No
2nd Subsequent Year (2024-25)	888,113.00	888,180.00	0.0%	No

Explanation:  
(required if Yes)

One-time funding from federal that was not included in 1st interim for 2022-23.

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2022-23)	6,871,638.13	7,248,666.33	5.5%	Yes
1st Subsequent Year (2023-24)	3,450,568.00	3,468,425.00	.5%	No
2nd Subsequent Year (2024-25)	3,450,568.00	3,468,425.00	.5%	No

Explanation:  
(required if Yes)

One-time funding from state that was not included in 1st interim for 2022-23.

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2022-23)	1,491,691.28	1,220,075.28	-18.2%	Yes
1st Subsequent Year (2023-24)	1,491,691.00	1,220,075.00	-18.2%	Yes
2nd Subsequent Year (2024-25)	1,491,691.00	1,220,075.00	-18.2%	Yes

Explanation:  
(required if Yes)

First Five, Migrant and Donations have decreased.

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2022-23)	5,021,689.71	4,494,269.87	-10.5%	Yes
1st Subsequent Year (2023-24)	1,336,195.00	1,304,994.00	-2.3%	No
2nd Subsequent Year (2024-25)	1,336,195.00	1,329,893.00	-.5%	No

Explanation:  
(required if Yes)

Decrease in spending to cover increased salary/benefits

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2022-23)	4,296,116.11	4,501,990.18	4.8%	No
1st Subsequent Year (2023-24)	3,804,989.00	3,940,000.00	3.5%	No
2nd Subsequent Year (2024-25)	3,878,797.00	3,940,000.00	1.6%	No

Explanation:  
(required if Yes)

**6B. Calculating the District's Change in Total Operating Revenues and Expenditures**

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2022-23)	13,080,842.05	13,474,136.27	3.0%	Met
1st Subsequent Year (2023-24)	5,830,382.00	5,576,680.00	-4.4%	Met
2nd Subsequent Year (2024-25)	5,830,372.00	5,576,680.00	-4.4%	Met

<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2022-23)	9,317,805.82	8,996,260.05	-3.5%	Met
1st Subsequent Year (2023-24)	5,141,184.00	5,244,994.00	2.0%	Met
2nd Subsequent Year (2024-25)	5,214,992.00	5,269,893.00	1.1%	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 MET - Projected total operating revenues have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
Federal Revenue  
(linked from 6A  
if NOT met)

**Explanation:**  
Other State Revenue  
(linked from 6A  
if NOT met)

**Explanation:**  
Other Local Revenue  
(linked from 6A  
if NOT met)

- 1b. STANDARD MET - Projected total operating expenditures have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

**Explanation:**  
Books and Supplies  
(linked from 6A  
if NOT met)

**Explanation:**  
Services and Other Exps  
(linked from 6A  
if NOT met)

**7. CRITERION: Facilities Maintenance**

STANDARD: Identify changes that have occurred since first interim projections 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).

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**Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)**

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**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. Statutes exclude the following resource codes from the total general fund expenditures calculation: 3210, 3212, 3213, 3214, 3215, 3216, 3218, 3219, 5316, 7027, and 7690.

DATA ENTRY: Enter the Required Minimum Contribution if First Interim data does not exist. First Interim data that exist will be extracted; otherwise, enter First Interim data into lines 1, if applicable, and 2. All other data are extracted.

		Second Interim Contribution		
		Projected Year Totals		
		Required Minimum	(Fund 01, Resource 8150,	
		Contribution	Objects 8900-8999)	Status
1.	OMMA/RMA Contribution	908,671.00	999,274.76	Met
2.	First Interim Contribution (information only) (Form 01CSI, First Interim, Criterion 7, Line 1)		999,274.76	

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 (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District's Available Reserve Percentages (Criterion 10C, Line 9)	34.1%	40.0%	37.2%
<b>District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):</b>	<b>11.4%</b>	<b>13.3%</b>	<b>12.4%</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 (2022-23)	987,395.45	18,395,291.28	N/A	Met
1st Subsequent Year (2023-24)	809,423.13	19,431,490.87	N/A	Met
2nd Subsequent Year (2024-25)	(299,203.87)	20,560,128.87	1.5%	Met

**8C. Comparison of District Deficit Spending to the Standard**

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

1a. STANDARD MET - Unrestricted deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

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



**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.

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**9A-1. Determining if the District's General Fund Ending Balance is Positive**

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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		Status
	(Form 011, Line F2 ) (Form MYPI, Line D2)		
Current Year (2022-23)	17,800,284.36		Met
1st Subsequent Year (2023-24)	19,205,667.26		Met
2nd Subsequent Year (2024-25)	19,286,412.16		Met

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**9A-2. Comparison of the District's Ending Fund Balance to the Standard**

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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.

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**9B-1. Determining if the District's Ending Cash Balance is Positive**

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DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund		Status
	(Form CASH, Line F, June Column)		
Current Year (2022-23)	16,247,422.75		Met

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**9B-2. Comparison of the District's Ending Cash Balance to the Standard**

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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 \$75,000 (greater of)	0 to 300
4% or \$75,000 (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 (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
District Estimated P-2 ADA (Current Year, Form AI, Lines A4 and C4, Subsequent Years, Form MYPI, Line F2, if available.)	1,646.71	1,784.20	1,680.21
<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):

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b. Special Education Pass-through Funds  
(Fund 10, resources 3300-3499, 6500-6540 and 6546, objects 7211-7213 and 7221-7223)

	Current Year Projected Year Totals (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
b. Special Education Pass-through Funds	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 (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	30,982,004.08	28,390,366.10	29,735,015.10
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	30,982,004.08	28,390,366.10	29,735,015.10
4. Reserve Standard Percentage Level	3%	3%	3%
5. Reserve Standard - by Percent (Line B3 times Line B4)	929,460.12	851,710.98	892,050.45

- 6. Reserve Standard - by Amount  
(\$75,000 for districts with less than 1,001 ADA, else 0)
- 7. **District's Reserve Standard**  
**(Greater of Line B5 or Line B6)**

0.00	0.00	0.00
<b>929,460.12</b>	<b>851,710.98</b>	<b>892,050.45</b>

**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	1st Subsequent Year	2nd Subsequent Year
	Projected Year Totals (2022-23)	(2023-24)	(2024-25)
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)	1,549,100.00	1,419,518.00	1,486,751.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	9,004,935.88	9,943,941.01	9,577,504.14
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)	(2,834.81)	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)	10,551,201.07	11,363,459.01	11,064,255.14
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	34.06%	40.03%	37.21%
<b>District's Reserve Standard (Section 10B, Line 7):</b>	<b>929,460.12</b>	<b>851,710.98</b>	<b>892,050.45</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 first interim projections that may impact the budget?

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 first interim projections by more than five percent?

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)

1b. If Yes, identify the interfund borrowings:

**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)?

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 first interim projections.

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 first interim projections.

Identify capital project cost overruns that have occurred since first interim projections 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: First Interim data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the Second Interim's Current Year data will be extracted. Enter Second Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, the Second Interim's Current Year data will be extracted. If Form MYPI exists, the data will be extracted into the Second Interim column for the 1st and 2nd Subsequent Years. If Form MYPI 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	First Interim (Form 01CSI, Item S5A)	Second 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 (2022-23)	(4,702,995.72)	(4,923,011.61)	4.7%	220,015.89	Met
1st Subsequent Year (2023-24)	(4,702,995.72)	(4,923,011.61)	4.7%	220,015.89	Met
2nd Subsequent Year (2024-25)	(4,702,995.72)	(4,923,011.61)	4.7%	220,015.89	Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2022-23)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2023-24)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2024-25)	0.00	0.00	0.0%	0.00	Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2022-23)	687,435.19	719,398.98	4.6%	31,963.79	Met
1st Subsequent Year (2023-24)	687,435.19	719,399.00	4.6%	31,963.81	Met
2nd Subsequent Year (2024-25)	687,435.19	719,399.00	4.6%	31,963.81	Met

**1d. Capital Project Cost Overruns**

Have capital project cost overruns occurred since first interim projections 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. MET - Projected contributions have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

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

1b. MET - Projected transfers in have not changed since first interim projections 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 first interim projections by more than the standard for the current year and two subsequent fiscal years.

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

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1d. NO - There have been no capital project cost overruns occurring since first interim projections that may impact the general fund operational budget.

**Project Information:**  
(required if YES)






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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. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

**Explanation:**  
(Required if Yes  
to increase in total  
annual payments)

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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 first interim projections, 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. First Interim data that exist (Form 01CSI, Item S7A) will be extracted; otherwise, enter First Interim and Second 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

b. If Yes to Item 1a, have there been changes since first interim in OPEB liabilities?

No

c. If Yes to Item 1a, have there been changes since first interim in OPEB contributions?

No

2 OPEB Liabilities	First Interim	
	(Form 01CSI, Item S7A)	Second Interim
a. Total OPEB liability	6,511,370.00	6,511,370.00
b. OPEB plan(s) fiduciary net position (if applicable)	799,368.00	799,368.00
c. Total/Net OPEB liability (Line 2a minus Line 2b)	5,712,002.00	5,712,002.00

d. Is total OPEB liability based on the district's estimate or an actuarial valuation?

Estimated	Estimated
-----------	-----------

e. If based on an actuarial valuation, indicate the measurement date of the OPEB valuation.

--	--

3 OPEB Contributions	First Interim	
	(Form 01CSI, Item S7A)	Second Interim
a. OPEB actuarially determined contribution (ADC) if available, per actuarial valuation or Alternative Measurement Method		
Current Year (2022-23)	791,557.00	791,557.00
1st Subsequent Year (2023-24)	820,888.00	820,888.00
2nd Subsequent Year (2024-25)	851,261.00	851,261.00

b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)		
Current Year (2022-23)	167,994.35	198,968.14
1st Subsequent Year (2023-24)	167,994.35	198,968.14
2nd Subsequent Year (2024-25)	167,994.35	198,968.14

c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)		
Current Year (2022-23)	117,075.00	117,075.00
1st Subsequent Year (2023-24)	117,075.00	117,075.00
2nd Subsequent Year (2024-25)	117,075.00	117,075.00

d. Number of retirees receiving OPEB benefits		
Current Year (2022-23)	31	31
1st Subsequent Year (2023-24)	31	31
2nd Subsequent Year (2024-25)	31	31

4. Comments:



**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. First Interim data that exist (Form 01CSI, Item S7B) will be extracted; otherwise, enter First Interim and Second 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
- b. If Yes to item 1a, have there been changes since first interim in self-insurance liabilities? n/a
- c. If Yes to item 1a, have there been changes since first interim in self-insurance contributions? n/a

	First Interim (Form 01CSI, Item S7B)	Second Interim
2 Self-Insurance Liabilities		
a. Accrued liability for self-insurance programs		
b. Unfunded liability for self-insurance programs		

	First Interim (Form 01CSI, Item S7B)	Second Interim
3 Self-Insurance Contributions		
a. Required contribution (funding) for self-insurance programs		
Current Year (2022-23)		
1st Subsequent Year (2023-24)		
2nd Subsequent Year (2024-25)		
b. Amount contributed (funded) for self-insurance programs		
Current Year (2022-23)		
1st Subsequent Year (2023-24)		
2nd Subsequent Year (2024-25)		

4 Comments:

**S8. Status of Labor Agreements**

Analyze the status of all employee labor agreements. Identify new labor agreements that have been ratified since first interim projections, 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 first interim projections?

Yes

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) (2021-22)	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of certificated (non-management) full-time-equivalent (FTE) positions	123.3	127.0	127.0	127.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a

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?

No

If Yes, complete questions 6 and 7.

Negotiations Settled Since First Interim

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?

n/a

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date: [ ]

End Date: [ ]

5. Salary settlement:

	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
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Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Yes	Yes	Yes
-----	-----	-----

**One Year Agreement**

Total cost of salary settlement

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% 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")

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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

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Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
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7. Amount included for any tentative salary schedule increases

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Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
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**Certificated (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

Yes	Yes	Yes

**Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections**

Are any new costs negotiated since first interim projections 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:

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Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

**Certificated (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 (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

**Certificated (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?

Yes	Yes	Yes
Yes	Yes	Yes

**Certificated (Non-management) - Other**

List other significant contract changes that have occurred since first interim projections 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 first interim projections?

If Yes, complete number of FTEs, then skip to section S8C.

Yes
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If No, continue with section S8B.

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2021-22)	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of classified (non-management) FTE positions	90.4	90.4	95.0	95.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a
-----

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?

No
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If Yes, complete questions 6 and 7.

Negotiations Settled Since First Interim Projections

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

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2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

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If Yes, date of Superintendent and CBO certification:

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3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

n/a
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If Yes, date of budget revision board adoption:

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4. Period covered by the agreement:

Begin Date: 

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End Date: 

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5. Salary settlement:

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Yes	Yes	Yes
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**One Year Agreement**

Total cost of salary settlement

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% change in salary schedule from prior year

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or

**Multiyear Agreement**

Total cost of salary settlement

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% change in salary schedule from prior year  
(may enter text, such as "Reopener")

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Identify the source of funding that will be used to support multiyear salary commitments:

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Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

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Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

7. Amount included for any tentative salary schedule increases

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**Classified (Non-management) Health and Welfare (H&W) Benefits**

Current Year (2022-23)      1st Subsequent Year (2023-24)      2nd Subsequent Year (2024-25)

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

Yes	Yes	Yes

**Classified (Non-management) Prior Year Settlements Negotiated Since First Interim**

Are any new costs negotiated since first interim projections 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:

**Classified (Non-management) Step and Column Adjustments**

Current Year (2022-23)      1st Subsequent Year (2023-24)      2nd Subsequent Year (2024-25)

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

Yes	Yes	Yes

**Classified (Non-management) Attrition (layoffs and retirements)**

Current Year (2022-23)      1st Subsequent Year (2023-24)      2nd Subsequent Year (2024-25)

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?

Yes	Yes	Yes
Yes	Yes	Yes

**Classified (Non-management) - Other**

List other significant contract changes that have occurred since first interim 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 first interim projections?

Yes

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) (2021-22)	Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
Number of management, supervisor, and confidential FTE positions	26.5	23.6	24.6	24.6

1a. Have any salary and benefit negotiations been settled since first interim projections?

n/a

If Yes, complete question 2.

If No, complete questions 3 and 4.

1b. Are any salary and benefit negotiations still unsettled?

No

If Yes, complete questions 3 and 4.

Negotiations Settled Since First Interim Projections

2. Salary settlement:

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Yes	Yes	Yes

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

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

4. Amount included for any tentative salary schedule increases

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**Management/Supervisor/Confidential**

**Health and Welfare (H&W) Benefits**

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

1. Are costs of H&W benefit changes included in the interim and MYPs?

Yes	Yes	Yes

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

**Management/Supervisor/Confidential**

**Step and Column Adjustments**

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

1. Are step & column adjustments included in the interim and MYPs?

2. Cost of step & column adjustments

3. Percent change in step and column over prior year

Yes	Yes	Yes

**Management/Supervisor/Confidential**

**Other Benefits (mileage, bonuses, etc.)**

Current Year (2022-23)	1st Subsequent Year (2023-24)	2nd Subsequent Year (2024-25)
---------------------------	----------------------------------	----------------------------------

1. Are costs of other benefits included in the interim and MYPs?

2. Total cost of other benefits

3. Percent change in cost of other benefits over prior year


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.

- |   |                                  |
|---|----------------------------------|
| <b>A1.</b> 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)                                 | <input type="text" value="No"/>  |
| <b>A2.</b> Is the system of personnel position control independent from the payroll system?   | <input type="text" value="No"/>  |
| <b>A3.</b> Is enrollment decreasing in both the prior and current fiscal years?   | <input type="text" value="Yes"/> |
| <b>A4.</b> Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?  | <input type="text" value="No"/>  |
| <b>A5.</b> 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? | <input type="text" value="No"/>  |
| <b>A6.</b> Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?  | <input type="text" value="No"/>  |
| <b>A7.</b> Is the district's financial system independent of the county office system?  | <input type="text" value="No"/>  |
| <b>A8.</b> 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.)  | <input type="text" value="No"/>  |
| <b>A9.</b> Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?  | <input type="text" value="No"/>  |

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

**Comments:**  
(optional)

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**End of School District Second Interim Criteria and Standards Review**

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**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) 798,608.49
- 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. 0.00
  - 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) 20,181,379.37

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

- (Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 3.96%

**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. 0.00
- 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) 1,661,309.21
- 2. Centralized Data Processing, less portion charged to restricted resources or specific goals  
(Function 7700, objects 1000-5999, minus Line B10) 20,000.00

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)	9,000.00
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)	129,854.69
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)	1,864,663.90
9. Carry-Forward Adjustment (Part IV, Line F)	604,487.59
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	2,469,151.48
<b>B. Base Costs</b>	
1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	16,743,269.48
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	3,021,660.00
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 4700 and 5100)	3,271,879.95
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	164,573.21
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)	573,177.46
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)	17,566.85
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)	3,149,304.07
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)	131,862.00
16. Child Development (Fund 12, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	286,338.38
17. Cafeteria (Funds 13 & 61, functions 1000-6999, 8100-8400 & 8700, objects 1000-5999 except 4700 & 5100)	1,065,239.72
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)	28,424,871.12
<b>C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment</b>	
(For information only - not for use when claiming/recovering indirect costs) (Line A8 divided by Line B19)	6.56%
<b>D. Preliminary Proposed Indirect Cost Rate</b>	
(For final approved fixed-with-carry-forward rate for use in 2024-25 see <a href="http://www.cde.ca.gov/fg/ac/ic">www.cde.ca.gov/fg/ac/ic</a> ) (Line A10 divided by Line B19)	8.69%
<b>Part IV - Carry-forward Adjustment</b>	
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>	1,864,663.90
<b>B. Carry-forward adjustment from prior year(s)</b>	
1. Carry-forward adjustment from the second prior year	58,737.71
2. Carry-forward adjustment amount deferred from prior year(s), if any	0.00
<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 (4.64%) times Part III, Line B19); zero if negative	604,487.59
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (4.64%) times Part III, Line B19) or (the highest rate used to recover costs from any program (4.68%) times Part III, Line B19); zero if positive	0.00
<b>D. Preliminary carry-forward adjustment (Line C1 or C2)</b>	604,487.59
<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:	not applicable
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:	not applicable
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:	not applicable
LEA request for Option 1, Option 2, or Option 3	1
<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>	604,487.59

Approved indirect cost rate: 4.64%  
Highest rate used in any program: 4.68%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except 4700 & 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	3010	575,376.22	16,156.00	2.81%
01	3308	2,233.44	91.79	4.11%
01	6010	387,115.00	18,103.00	4.68%
01	6387	230,464.00	10,727.00	4.65%
01	9010	496,216.84	13,396.00	2.70%
11	6391	131,862.00	4,271.00	3.24%
12	6105	285,576.08	12,851.00	4.50%

Section I - Expenditures	Funds 01, 09, and 62			2022-23 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	30,982,004.08
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	5,061,449.83
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 except 6600, 6910	157,411.71
3. Debt Service	All	9100	5400-5450, 5800, 7430-7439	13,500.00
4. Other Transfers Out	All	9200	7200-7299	0.00
5. Interfund Transfers Out	All	9300	7600-7629	719,398.98
6. All Other Financing Uses	All	9100, 9200	7699, 7651	0.00
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	0.00
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.			0.00
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				890,310.69
D. Plus additional MOE expenditures:			1000-7143, 7300-7439	
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All	minus 8000-8699	50,236.57
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			0.00
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				25,080,480.13
<b>Section II - Expenditures Per ADA</b>				<b>2022-23 Annual ADA/Exps. Per ADA</b>
A. Average Daily Attendance (Form AI, Column C, sum of lines A6 and C9)*				1,649.01
B. Expenditures per ADA (Line I.E divided by Line II.A)				15,209.42
<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)	25,080,480.13	15,209.42
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 2024-25 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.		

**SECTION IV - Detail of Adjustments to Base Expenditures (used in Section III, Line A.1)**

Description of Adjustments	Total Expenditures	Expenditures Per ADA
Total adjustments to base expenditures	0.00	0.00

Second Interim  
Actuals to Date 2022-23  
**Technical Review Checks**  
Phase - All  
Display - All Technical Checks

**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)
- WWC - 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**

**CHECKFUND - (Fatal)** - All FUND codes must be valid. **Passed**

**CHECKRESOURCE - (Warning)** - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-8699	5640	(\$38,192.39)
Explanation: This has been transferred to another resource.		
01-5640-0-0000-0000-9740	5640	\$0.00
Explanation: This has been transferred to another resource.		
01-5640-0-0000-0000-9791	5640	\$38,192.39
Explanation: This has been transferred to another resource.		
01-5640-0-0000-0000-979Z	5640	\$0.00
Explanation: This has been transferred to another resource.		

**CHK-RS-LOCAL-DEFINED - (Fatal)** - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

**CHECKGOAL - (Fatal)** - All GOAL codes must be valid. **Passed**

**CHECKFUNCTION - (Fatal)** - All FUNCTION codes must be valid. **Passed**

**CHECKOBJECT - (Fatal)** - All OBJECT codes must be valid. **Passed**

**CHK-FUNDxOBJECT - (Fatal)** - All FUND and OBJECT account code combinations must be valid. **Passed**

**CHK-FDXRS7690xOB8590 - (Fatal)** - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

**CHK-FUNDxRESOURCE - (Warning)** - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-8699	01	5640	(\$38,192.39)
Explanation: This has been transferred to another resource			

**CHK-FUNDxRESOURCE - (Warning)** - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-9740	01	5640	\$0.00
Explanation: This has been transferred to another resource			
01-5640-0-0000-0000-9791	01	5640	\$38,192.39
Explanation: This has been transferred to another resource			
01-5640-0-0000-0000-979Z	01	5640	\$0.00
Explanation: This has been transferred to another resource			

**CHK-FUNDxGOAL - (Warning)** - All FUND and GOAL account code combinations should be valid.

Passed

**CHK-FUNDxFUNCTION-A - (Warning)** - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.

Passed

**CHK-FUNDxFUNCTION-B - (Fatal)** - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.

Passed

**CHK-RESOURCExOBJECTA - (Warning)** - 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 FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-5640-0-0000-0000-8699	5640	8699	(\$38,192.39)
Explanation: This has been transferred to another resource.			

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

Exception

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-3310-0-0000-0000-9791	3310	9791	(\$326,919.00)
01-3310-2-0000-0000-9791	3310	9791	\$326,919.00
01-3327-0-0000-0000-9791	3327	9791	(\$11,605.76)
01-3327-1-0000-0000-9791	3327	9791	\$11,605.76
01-6690-0-0000-0000-9791	6690	9791	\$2,000.00

**CHK-RES6500XOBJ8091 - (Fatal)** - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).

Passed

**CHK-FUNCTIONxOBJECT - (Fatal)** - All FUNCTION and OBJECT account code combinations must be valid.

Passed

**CHK-GOALxFUNCTION-A - (Fatal)** - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC.

Passed

**CHK-GOALxFUNCTION-B - (Fatal)** - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699).

Passed

**SPECIAL-ED-GOAL - (Fatal)** - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332.

**Passed**

## **GENERAL LEDGER CHECKS**

**INTERFD-DIR-COST - (Warning)** - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds.

**Passed**

**INTERFD-INDIRECT - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds.

**Passed**

**INTERFD-INDIRECT-FN - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function.

**Passed**

**INTERFD-IN-OUT - (Warning)** - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629).

**Passed**

**LCFF-TRANSFER - (Warning)** - LCFF Transfers (objects 8091 and 8099) must net to zero, individually.

**Passed**

**INTRA-FD-DIR-COST - (Warning)** - Transfers of Direct Costs (Object 5710) must net to zero by fund.

**Passed**

**INTRA-FD-INDIRECT - (Warning)** - Transfers of Indirect Costs (Object 7310) must net to zero by fund.

**Passed**

**INTRA-FD-INDIRECT-FN - (Warning)** - Transfers of Indirect Costs (Object 7310) must net to zero by function.

**Passed**

**CONTRIB-UNREST-REV - (Warning)** - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund.

**Passed**

**CONTRIB-RESTR-REV - (Warning)** - Contributions from Restricted Revenues (Object 8990) must net to zero by fund.

**Passed**

**EPA-CONTRIB - (Warning)** - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400).

**Passed**

**LOTTERY-CONTRIB - (Warning)** - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).

**Passed**

## **SUPPLEMENTAL CHECKS**

### **EXPORT VALIDATION CHECKS**

**CHK-DEPENDENCY - (Fatal)** - If data has changed that affect other forms, the affected forms must be opened and saved.

**Passed**

**VERSION-CHECK - (Warning)** - All versions are current.

**Passed**

Second Interim  
Projected Totals 2022-23  
**Technical Review Checks**  
Phase - All  
Display - All Technical Checks

**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**

**CHECKFUND - (Fatal)** - All FUND codes must be valid. **Passed**

**CHECKRESOURCE - (Warning)** - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-8699	5640	(\$38,192.39)
Explanation: This has been transferred to another resource.		
01-5640-0-0000-0000-9791	5640	\$38,192.39
Explanation: This has been transferred to another resource.		

**CHK-RS-LOCAL-DEFINED - (Fatal)** - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

**CHECKGOAL - (Fatal)** - All GOAL codes must be valid. **Passed**

**CHECKFUNCTION - (Fatal)** - All FUNCTION codes must be valid. **Passed**

**CHECKOBJECT - (Fatal)** - All OBJECT codes must be valid. **Passed**

**CHK-FUNDxOBJECT - (Fatal)** - All FUND and OBJECT account code combinations must be valid. **Passed**

**CHK-FDXRS7690xOB8590 - (Fatal)** - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

**CHK-FUNDxRESOURCE - (Warning)** - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-8699	01	5640	(\$38,192.39)
Explanation: This has been transferred to another resource.			
01-5640-0-0000-0000-9791	01	5640	\$38,192.39
Explanation: This has been transferred to another resource.			

**CHK-FUNDxGOAL - (Warning)** - All FUND and GOAL account code combinations should be valid. **Passed**

**CHK-FUNDxFUNCTION-A - (Warning)** - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid. **Passed**

**CHK-FUNDxFUNCTION-B - (Fatal)** - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid. **Passed**

**CHK-RESOURCExOBJECTA - (Warning)** - 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 FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-5640-0-0000-0000-8699	5640	8699	(\$38,192.39)

Explanation: This is been transferred to another resource.

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

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-3310-0-0000-0000-9791	3310	9791	(\$326,919.00)
01-3310-2-0000-0000-9791	3310	9791	\$326,919.00
01-3327-0-0000-0000-9791	3327	9791	(\$11,605.76)
01-3327-1-0000-0000-9791	3327	9791	\$11,605.76
01-6690-0-0000-0000-9791	6690	9791	\$2,000.00

**CHK-RES6500XOBJ8091 - (Fatal)** - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years). **Passed**

**CHK-FUNCTIONxOBJECT - (Fatal)** - All FUNCTION and OBJECT account code combinations must be valid. **Passed**

**CHK-GOALxFUNCTION-A - (Fatal)** - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC. **Passed**

**CHK-GOALxFUNCTION-B - (Fatal)** - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699). **Passed**

**SPECIAL-ED-GOAL - (Fatal)** - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332. **Passed**

**GENERAL LEDGER CHECKS**

**INTERFD-DIR-COST - (Warning)** - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. **Passed**

**INTERFD-INDIRECT - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. **Passed**

**INTERFD-INDIRECT-FN - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. **Passed**

**INTERFD-IN-OUT - (Warning) - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629).** **Passed**

**LCFF-TRANSFER - (Warning) - LCFF Transfers (objects 8091 and 8099) must net to zero, individually.** **Passed**

**INTRAFD-DIR-COST - (Fatal) - Transfers of Direct Costs (Object 5710) must net to zero by fund.** **Passed**

**INTRAFD-INDIRECT - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by fund.** **Passed**

**INTRAFD-INDIRECT-FN - (Fatal) - Transfers of Indirect Costs (Object 7310) must net to zero by function.** **Passed**

**CONTRIB-UNREST-REV - (Fatal) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund.** **Passed**

**CONTRIB-RESTR-REV - (Fatal) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund.** **Passed**

**EPA-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400).** **Passed**

**LOTTERY-CONTRIB - (Fatal) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).** **Passed**

**PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource.** **Passed**

**SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area.** **Passed**

**EXCESS-ASSIGN-REU - (Fatal) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95).** **Passed**

**UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated Balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95.** **Passed**

**UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95.** **Passed**

**RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95.** **Passed**

**EFB-POSITIVE - (Warning) - Ending balance (Object 979Z) is negative for the following resources. Please explain the cause of the negative balances and your plan to resolve them. NOTE: Negative ending balances in Fund 01 restricted resources will be offset against available reserves calculated in Form 01CSI and Form MYPI, which can negatively affect the criteria and standards.** **Exception**

<b>FUND</b>	<b>RESOURCE</b>	<b>NEG. EFB</b>
01	7010	(\$2,834.81)
Explanation: Did not set up AR for the carryover at UA. This carryover has been spent.		
Total of negative resource balances for Fund 01		(\$2,834.81)

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

**OBJ-NEGATIVE - (Warning)** - The following objects have a negative balance by resource, by fund:

**Exception**

FUND	RESOURCE	OBJECT	VALUE
01	5640	8699	(\$38,192.39)
Explanation: This has been transferred to another resource.			
01	7010	9790	(\$2,834.81)
Explanation: AR wasn't set up for the carryover.			

**REV-POSITIVE - (Warning)** - In the following resources, total revenues exclusive of contributions (objects 8000-8979) are negative, by fund:

**Exception**

FUND	RESOURCE	VALUE
01	5640	(\$38,192.39)
Explanation: This has been transferred to another resource.		

**EXP-POSITIVE - (Warning)** - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.

**Passed**

**CEFB-POSITIVE - (Fatal)** - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.

**Passed**

**SUPPLEMENTAL CHECKS**

**CS-EXPLANATIONS - (Fatal)** - Explanations must be provided in the Criteria and Standards Review (Form 01CSI) for all criteria and for supplemental information items S1 through S6 where the standard has not been met or where the status is Not Met or Yes.

**Passed**

**CS-YES-NO - (Fatal)** - Supplemental information items and additional fiscal indicator items in the Criteria and Standards Review (Form 01CSI) must be answered Yes or No, where applicable, for the form to be complete.

**Passed**

**EXPORT VALIDATION CHECKS**

**FORM01-PROVIDE - (Fatal)** - Form 01 (Form 01I) must be opened and saved.

**Passed**

**INTERIM-CERT-PROVIDE - (Fatal)** - Interim Certification (Form CI) must be provided.

**Passed**

**ADA-PROVIDE - (Fatal)** - Average Daily Attendance data (Form AI) must be provided.

**Passed**

**CS-PROVIDE - (Fatal)** - The Criteria and Standards Review (Form 01CSI) has been provided.

**Passed**

**CASHFLOW-PROVIDE - (Warning)** - A Cashflow Worksheet (Form CASH) must be provided with your Interim reports. (Note: LEAs may use a cashflow worksheet other than Form CASH, as long as it provides a monthly cashflow projected through the end of the fiscal year.)

**Passed**

**MYP-PROVIDE - (Warning)** - A Multiyear Projection Worksheet must be provided with your Interim. (Note: LEAs may use a multiyear projection worksheet other than Form MYP, with approval of their reviewing agency, as long as it provides current year and at least two subsequent fiscal years, and separately projects unrestricted resources, restricted resources, and combined total resources.)

**Passed**

**MYPIO-PROVIDE - (Warning)** - A multiyear projection worksheet must be provided with your interim report for any fund projecting a negative balance at the end of the current fiscal year. (Note: LEAs may use a multiyear projection worksheet other than Form MYPIO, with approval of their reviewing agency.)

**Passed**



**CHK-UNBALANCED-A - (Warning)** - Unbalanced and/or incomplete data in any of the forms should be corrected before an official export is completed.

**Passed**

**CHK-UNBALANCED-B - (Fatal)** - Unbalanced and/or incomplete data in any of the forms must be corrected before an official export is completed.

**Passed**

**CHK-DEPENDENCY - (Fatal)** - If data has changed that affect other forms, the affected forms must be opened and saved.

**Passed**

**VERSION-CHECK - (Warning)** - All versions are current.

**Passed**

Second Interim  
Board Approved Operating Budget 2022-23  
**Technical Review Checks**  
Phase - All  
Display - All Technical Checks

**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)
- WWC - 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**

**CHECKFUND - (Fatal)** - All FUND codes must be valid. **Passed**

**CHECKRESOURCE - (Warning)** - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-8699	5640	(\$38,192.39)
Explanation: This has been transferred to another resource		
01-5640-0-0000-0000-9791	5640	\$38,192.39
Explanation: This has been transferred to another resource		

**CHK-RS-LOCAL-DEFINED - (Fatal)** - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

**CHECKGOAL - (Fatal)** - All GOAL codes must be valid. **Passed**

**CHECKFUNCTION - (Fatal)** - All FUNCTION codes must be valid. **Passed**

**CHECKOBJECT - (Fatal)** - All OBJECT codes must be valid. **Passed**

**CHK-FUNDxOBJECT - (Fatal)** - All FUND and OBJECT account code combinations must be valid. **Passed**

**CHK-FDXRS7690xOB8590 - (Fatal)** - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

**CHK-FUNDxRESOURCE - (Warning)** - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-8699	01	5640	(\$38,192.39)
Explanation: This has been transferred to another resource.			
01-5640-0-0000-0000-9791	01	5640	\$38,192.39
Explanation: This has been transferred to another resource.			

**CHK-FUNDxGOAL - (Warning)** - All FUND and GOAL account code combinations should be valid. **Passed**

**CHK-FUNDxFUNCTION-A - (Warning)** - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.

**Passed**

**CHK-FUNDxFUNCTION-B - (Fatal)** - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.

**Passed**

**CHK-RESOURCExOBJECTA - (Warning)** - 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**

<b>ACCOUNT FD - RS - PY - GO - FN - OB</b>	<b>RESOURCE</b>	<b>OBJECT</b>	<b>VALUE</b>
01-3010-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3010	9740	\$191,686.04
01-3212-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3212	9740	\$164,598.84
01-3214-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3214	9740	\$1,825.95
01-3218-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3218	9740	\$33,821.00
01-3219-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3219	9740	\$58,302.00
01-3308-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3308	9740	\$485.77
01-3310-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3310	9740	\$3,176.68
01-3315-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3315	9740	\$690.92
01-3327-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	3327	9740	\$3,481.11
01-4035-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	4035	9740	\$3,623.66
01-4203-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	4203	9740	\$4,683.65
01-5634-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	5634	9740	\$1,865.79
01-5640-0-0000-0000-8699 Explanation: This was corrected at 1st interim.	5640	8699	(\$38,192.39)
01-6010-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	6010	9740	\$52,618.40
01-6053-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	6053	9740	\$100,339.17
01-6690-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	6690	9740	\$15,406.12
01-7010-0-0000-0000-9790 Explanation: This was corrected at 1st interim.	7010	9790	(\$2,834.81)
01-7370-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	7370	9740	\$123,717.89
01-7422-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	7422	9740	\$31,440.60
01-7690-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	7690	9740	\$970,185.00
11-7690-0-0000-0000-9740 Explanation: This was corrected at 1st interim.	7690	9740	\$1,814.00
12-6105-0-0000-0000-9740	6105	9740	\$178,619.92

**CHK-RESOURCExOBJECTA - (Warning)** - 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**

<b>ACCOUNT FD - RS - PY - GO - FN - OB</b>	<b>RESOURCE</b>	<b>OBJECT</b>	<b>VALUE</b>
Explanation: This was corrected at 1st interim.			
12-7690-0-0000-0000-9740	7690	9740	\$2,131.00
Explanation: This was corrected at 1st interim.			

**CHK-RESOURCExOBJECTB - (Informational)** - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid.

**Passed**

**CHK-RES6500XOBJ8091 - (Fatal)** - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).

**Passed**

**CHK-FUNCTIONxOBJECT - (Fatal)** - All FUNCTION and OBJECT account code combinations must be valid.

**Passed**

**CHK-GOALxFUNCTION-A - (Fatal)** - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC.

**Passed**

**CHK-GOALxFUNCTION-B - (Fatal)** - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699).

**Passed**

**SPECIAL-ED-GOAL - (Fatal)** - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332.

**Passed**

**GENERAL LEDGER CHECKS**

**INTERFD-DIR-COST - (Warning)** - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds.

**Passed**

**INTERFD-INDIRECT - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds.

**Passed**

**INTERFD-INDIRECT-FN - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function.

**Passed**

**INTERFD-IN-OUT - (Warning)** - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629).

**Passed**

**LCFF-TRANSFER - (Warning)** - LCFF Transfers (objects 8091 and 8099) must net to zero, individually.

**Passed**

**INTRAFD-DIR-COST - (Warning)** - Transfers of Direct Costs (Object 5710) must net to zero by fund.

**Passed**

**INTRAFD-INDIRECT - (Warning)** - Transfers of Indirect Costs (Object 7310) must net to zero by fund.

**Passed**

**INTRAFD-INDIRECT-FN - (Warning)** - Transfers of Indirect Costs (Object 7310) must net to zero by function.

**Passed**

**CONTRIB-UNREST-REV - (Warning) - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund.** **Passed**

**CONTRIB-RESTR-REV - (Warning) - Contributions from Restricted Revenues (Object 8990) must net to zero by fund.** **Passed**

**EPA-CONTRIB - (Warning) - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400).** **Passed**

**LOTTERY-CONTRIB - (Warning) - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300).** **Passed**

**PASS-THRU-REV=EXP - (Warning) - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource.** **Passed**

**SE-PASS-THRU-REVENUE - (Warning) - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area.** **Passed**

**EXCESS-ASSIGN-REU - (Warning) - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95).** **Passed**

**UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated Balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95.** **Passed**

**UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95.** **Passed**

**RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95.** **Passed**

**EFB-POSITIVE - (Warning) - 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**

FUND	RESOURCE	NEG. EFB
01	7010	(\$2,834.81)
Explanation: didn't set up AR for carryover		
Total of negative resource balances for Fund 01		(\$2,834.81)

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

FUND	RESOURCE	OBJECT	VALUE
01	5640	8699	(\$38,192.39)
Explanation: Transferred to another resource			
01	7010	9790	(\$2,834.81)
Explanation: didn't set up AR for carryover			

**REV-POSITIVE - (Warning) - In the following resources, total revenues exclusive of contributions (objects 8000-8979) are negative, by fund:** **Exception**

FUND	RESOURCE	VALUE
01	5640	(\$38,192.39)
Explanation: transferred to another resource		

**EXP-POSITIVE - (Warning)** - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.

**Passed**

**CEFB-POSITIVE - (Warning)** - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.

**Passed**

## **SUPPLEMENTAL CHECKS**

### **EXPORT VALIDATION CHECKS**

**CHK-DEPENDENCY - (Fatal)** - If data has changed that affect other forms, the affected forms must be opened and saved.

**Passed**

**VERSION-CHECK - (Warning)** - All versions are current.

**Passed**

Second Interim  
Original Budget 2022-23  
**Technical Review Checks**  
Phase - All  
Display - All Technical Checks

**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**

**CHECKFUND - (Fatal)** - All FUND codes must be valid. **Passed**

**CHECKRESOURCE - (Warning)** - The following codes for RESOURCE are not valid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	RESOURCE	VALUE
01-5640-0-0000-0000-9740 Explanation: Transferred to another resource.	5640	\$38,192.39
01-5640-0-0000-0000-9791 Explanation: Transferred to another resource.	5640	\$38,192.39
01-5640-0-0000-0000-979Z Explanation: Transferred to another resource.	5640	\$38,192.39

**CHK-RS-LOCAL-DEFINED - (Fatal)** - All locally defined resource codes must roll up to a CDE defined resource code. **Passed**

**CHECKGOAL - (Fatal)** - All GOAL codes must be valid. **Passed**

**CHECKFUNCTION - (Fatal)** - All FUNCTION codes must be valid. **Passed**

**CHECKOBJECT - (Fatal)** - All OBJECT codes must be valid. **Passed**

**CHK-FUNDxOBJECT - (Fatal)** - All FUND and OBJECT account code combinations must be valid. **Passed**

**CHK-FDXRS7690xOB8590 - (Fatal)** - Funds 19, 57, 63, 66, 67, and 73 with Object 8590, All Other State Revenue, must be used in combination with Resource 7690, STRS-On Behalf Pension Contributions. **Passed**

**CHK-FUNDxRESOURCE - (Warning)** - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate. **Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-9740 Explanation: transferred to another resource	01	5640	\$38,192.39
01-5640-0-0000-0000-9791 Explanation: transferred to another resource	01	5640	\$38,192.39

**CHK-FUNDxRESOURCE - (Warning)** - The following combinations for FUND and RESOURCE are invalid. Data should be corrected or narrative must be provided explaining why the exception(s) should be considered appropriate.

**Exception**

ACCOUNT FD - RS - PY - GO - FN - OB	FUND	RESOURCE	VALUE
01-5640-0-0000-0000-979Z	01	5640	\$38,192.39
Explanation: transferred to another resource			

**CHK-FUNDxGOAL - (Warning)** - All FUND and GOAL account code combinations should be valid.

**Passed**

**CHK-FUNDxFUNCTION-A - (Warning)** - All FUND (funds 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations should be valid.

**Passed**

**CHK-FUNDxFUNCTION-B - (Fatal)** - All FUND (all funds except for 01 through 12, 19, 57, 62, and 73) and FUNCTION account code combinations must be valid.

**Passed**

**CHK-RESOURCExOBJECTA - (Warning)** - 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 FD - RS - PY - GO - FN - OB	RESOURCE	OBJECT	VALUE
01-5640-0-0000-0000-9740	5640	9740	\$38,192.39
Explanation: Corrected at 1st interim			
01-6690-0-0000-0000-9740	6690	9740	\$2,000.00
Explanation: Corrected at 1st interim			
01-7010-0-0000-0000-9740	7010	9740	\$1,500.00
Explanation: Corrected at 1st interim			
01-7422-0-0000-0000-9790	7422	9790	(\$101,306.00)
Explanation: Corrected at 1st interim			
01-7690-0-0000-0000-9740	7690	9740	\$970,185.00
Explanation: Corrected at 1st interim			
11-7690-0-0000-0000-9740	7690	9740	\$1,814.00
Explanation: Corrected at 1st interim			
12-6105-0-0000-0000-9790	6105	9790	(\$34,354.00)
Explanation: Corrected at 1st interim			
12-7690-0-0000-0000-9740	7690	9740	\$2,131.00
Explanation: Corrected at 1st interim			

**CHK-RESOURCExOBJECTB - (Informational)** - All RESOURCE and OBJECT(objects 9791, 9793, and 9795) account code combinations should be valid.

**Passed**

**CHK-RES6500XOBJ8091 - (Fatal)** - There is no activity in Resource 6500 (Special Education) with Object 8091 (LCFF Transfers-Current Year) or 8099 (LCFF/Revenue Limit Transfers-Prior Years).

**Passed**

**CHK-FUNCTIONxOBJECT - (Fatal)** - All FUNCTION and OBJECT account code combinations must be valid.

**Passed**

**CHK-GOALxFUNCTION-A - (Fatal)** - Goal and Function account code combinations (all goals with expenditure objects 1000-7999 in functions 1000-1999 and 4000-5999) must be valid. NOTE: functions not included in the GOALxFUNCTION table (0000, 2000-3999, 6000-6999, 7100-7199, 7210, 8000-8999) are not checked and will pass the TRC.

**Passed**



**CHK-GOALxFUNCTION-B - (Fatal)** - General administration costs(functions 7200 - 7999, except 7210) must be direct - charged to an Undistributed, Nonagency, or County Services to Districts goal(Goal 0000, 7100 - 7199, or 8600 - 8699). **Passed**

**SPECIAL-ED-GOAL - (Fatal)** - Special Education revenue and expenditure transactions (resources 3300-3405, and 6500-6540, objects 1000-8999) must be coded to a Special Education 5000 goal or to Goal 7110, Nonagency-Educational. This technical review check excludes Early Intervening Services resources 3307, 3309, 3312, 3318, and 3332. **Passed**

## **GENERAL LEDGER CHECKS**

**INTERFD-DIR-COST - (Warning)** - Transfers of Direct Costs - Interfund (Object 5750) must net to zero for all funds. **Passed**

**INTERFD-INDIRECT - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero for all funds. **Passed**

**INTERFD-INDIRECT-FN - (Warning)** - Transfers of Indirect Costs - Interfund (Object 7350) must net to zero by function. **Passed**

**INTERFD-IN-OUT - (Warning)** - Interfund Transfers In (objects 8910-8929) must equal Interfund Transfers Out (objects 7610-7629). **Passed**

**LCFF-TRANSFER - (Warning)** - LCFF Transfers (objects 8091 and 8099) must net to zero, individually. **Passed**

**INTRAFD-DIR-COST - (Fatal)** - Transfers of Direct Costs (Object 5710) must net to zero by fund. **Passed**

**INTRAFD-INDIRECT - (Fatal)** - Transfers of Indirect Costs (Object 7310) must net to zero by fund. **Passed**

**INTRAFD-INDIRECT-FN - (Fatal)** - Transfers of Indirect Costs (Object 7310) must net to zero by function. **Passed**

**CONTRIB-UNREST-REV - (Fatal)** - Contributions from Unrestricted Revenues (Object 8980) must net to zero by fund. **Passed**

**CONTRIB-RESTR-REV - (Fatal)** - Contributions from Restricted Revenues (Object 8990) must net to zero by fund. **Passed**

**EPA-CONTRIB - (Fatal)** - There should be no contributions (objects 8980-8999) to the Education Protection Account (Resource 1400). **Passed**

**LOTTERY-CONTRIB - (Fatal)** - There should be no contributions (objects 8980-8999) to the lottery (resources 1100 and 6300) or from the Lottery: Instructional Materials (Resource 6300). **Passed**

**PASS-THRU-REV=EXP - (Warning)** - Pass-through revenues from all sources (objects 8287, 8587, and 8697) should equal transfers of pass-through revenues to other agencies (objects 7211 through 7213, plus 7299 for Resource 3327), by fund and resource. **Passed**

**SE-PASS-THRU-REVENUE - (Warning)** - Transfers of special education pass-through revenues are not reported in the general fund for the Administrative Unit of a Special Education Local Plan Area. **Passed**

**EXCESS-ASSIGN-REU - (Fatal)** - Amounts reported in Other Assignments (Object 9780) and/or Reserve for Economic Uncertainties (REU) (Object 9789) should not create a negative amount in Unassigned/Unappropriated (Object 9790) by fund and resource (for all funds except funds 61 through 95). **Passed**

**UNASSIGNED-NEGATIVE - (Fatal) - Unassigned/Unappropriated Balance (Object 9790) must be zero or negative, by resource, in all funds except the general fund and funds 61 through 95.** **Passed**

**UNR-NET-POSITION-NEG - (Fatal) - Unrestricted Net Position (Object 9790), in restricted resources, must be zero or negative, by resource, in funds 61 through 95.** **Passed**

**RS-NET-POSITION-ZERO - (Fatal) - Restricted Net Position (Object 9797), in unrestricted resources, must be zero, by resource, in funds 61 through 95.** **Passed**

**EFB-POSITIVE - (Warning) - 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**

FUND	RESOURCE	NEG. EFB
01	6512	(\$116,080.00)
Explanation: Corrected at 1st interim		
01	7422	(\$101,306.00)
Explanation: Corrected at 1st interim		
01	7426	(\$65,596.00)
Explanation: Corrected at 1st interim		
Total of negative resource balances for Fund 01		(\$282,982.00)
12	6105	(\$34,354.00)
Explanation: Corrected at 1st interim		
Total of negative resource balances for Fund 12		(\$34,354.00)

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

FUND	RESOURCE	OBJECT	VALUE
01	6512	9790	(\$116,080.00)
Explanation: Corrected at 1st interim			
01	7422	9790	(\$101,306.00)
Explanation: Corrected at 1st interim			
01	7426	9790	(\$65,596.00)
Explanation: Corrected at 1st interim			
12	6105	9790	(\$34,354.00)
Explanation: Corrected at 1st interim			

**REV-POSITIVE - (Warning) - Revenue amounts exclusive of contributions (objects 8000-8979) should be positive by resource, by fund.** **Passed**

**EXP-POSITIVE - (Warning) - Expenditure amounts (objects 1000-7999) should be positive by function, resource, and fund.** **Passed**

**CEFB-POSITIVE - (Fatal) - Components of Ending Fund Balance/Net Position (objects 9700-9789, 9796, and 9797) must be positive individually by resource, by fund.** **Passed**

**SUPPLEMENTAL CHECKS**

**EXPORT VALIDATION CHECKS**

**CHK-DEPENDENCY - (Fatal) - If data has changed that affect other forms, the affected forms must be opened and saved.** **Passed**

**VERSION-CHECK - (Warning) - All versions are current.** **Passed**



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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: 4 \_\_\_\_\_

From: Tammy Busch, Asst. Superintendent of Business Services

Item Number: 14 \_\_\_\_\_

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

**SUBJECT:**

Request to Approve the Riverview Middle School Modernization. Consultant contracts with HKIT Architects and RGM Kramer, Inc., Project Program and Master Budget.

**BACKGROUND:**

On February 15, 2022, the Board approved the Master Plan for the Measure J and K Facilities Bond Programs. Included in the Master Plan was modernization of the classroom building at Riverview Middle School. On January 10, 2023, the Board approved a contract with HKIT Architects to develop a scope of work and project program for the project.

**STATUS:**

After engaging various stakeholders and performing an on-site survey of the existing conditions, HKIT has prepared the attached proposed program for the work. RGM Kramer has prepared a preliminary master budget and obtained proposals for architectural services from HKIT Architects and prepared a proposal for CM services.

**PRESENTER:**

Tammy Busch, Asst. Superintendent of Business Services and Katherine Wright,  
Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Maria Denney and Ralph Caputo, RGM Kramer

**COST AND FUNDING SOURCES:**

Measure J not to exceed \$8,225,341.

**RECOMMENDATION:** Staff recommends:

1. The Board approve the attached preliminary program and scope of work.
2. The Board approve the attached preliminary master budget.
3. The Board approve the attached proposal from HKIT Architects in the amount of \$721,348.
4. The Board approve the attached proposal from RGM Kramer, Inc. in the amount of \$338,776.
5. The Superintendent or designee be authorized to approve additional miscellaneous consulting services and expenses provided for in the budget in accordance with existing Board policy as may be required to complete the design and obtain approval from DSA.

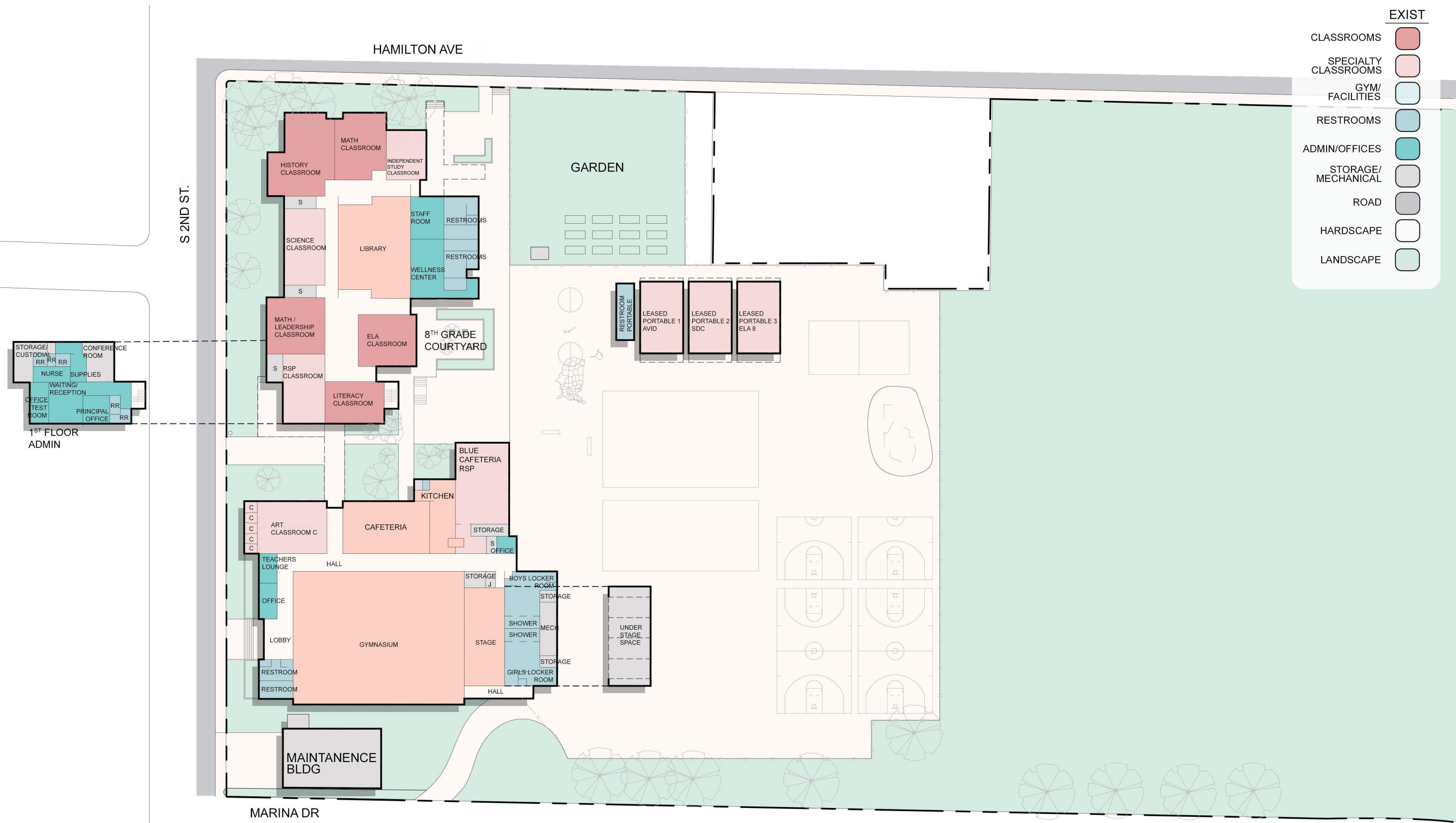
Time allocated: 5 minutes

## **Riverview Middle School Modernization Proposed Scope of Work**

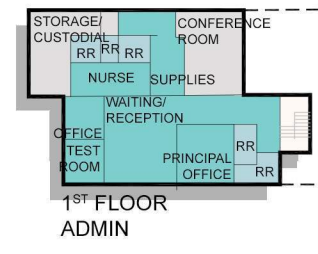
1. Classroom Administration
  - a. Gut and renovation of the second floor to include 8 standard classrooms, one science classroom, one art classroom, a wellness center and counselors office, restrooms, teachers' lounge.
  - b. The administration offices on the first floor will include scope to meet accessibility code and the replacement of finishes and fixtures (flooring, paint, lights etc.)
  - c. HVAC replacement
  - d. Roofing replacement
  - e. Window replacement
  - f. Student restrooms on the lower level may requires some minor renovation to meet accessibility requirements.
2. Gymnasium Cafeteria Building
  - a. The current music classroom (former band room) will be converted into the library.
  - b. Restrooms off the lobby will be remodeled to meet accessibility code.
3. At both buildings
  - a. PA (clock bell) system will be replaced.
  - b. Intrusion alarm replacement
4. Site scope
  - a. An accessible path of travel from the sidewalk on S. 2<sup>nd</sup> street to administration entrance and around the building to the east side.
  - b. The raised 8<sup>th</sup> grade courtyard will be demolished and replaced with a lunch courtyard with shelter at the lower level.
  - c. A ramp will also be located where the 8<sup>th</sup> grade courtyard currently is to access the upper floor, this is pending DSA pre-application meeting.

### Attachments:

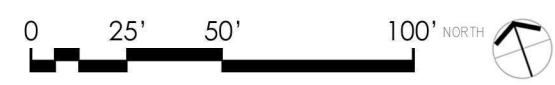
RVMS Existing Conditions from Master Plan  
RVMS Existing Plan  
RVMS Proposed Plan

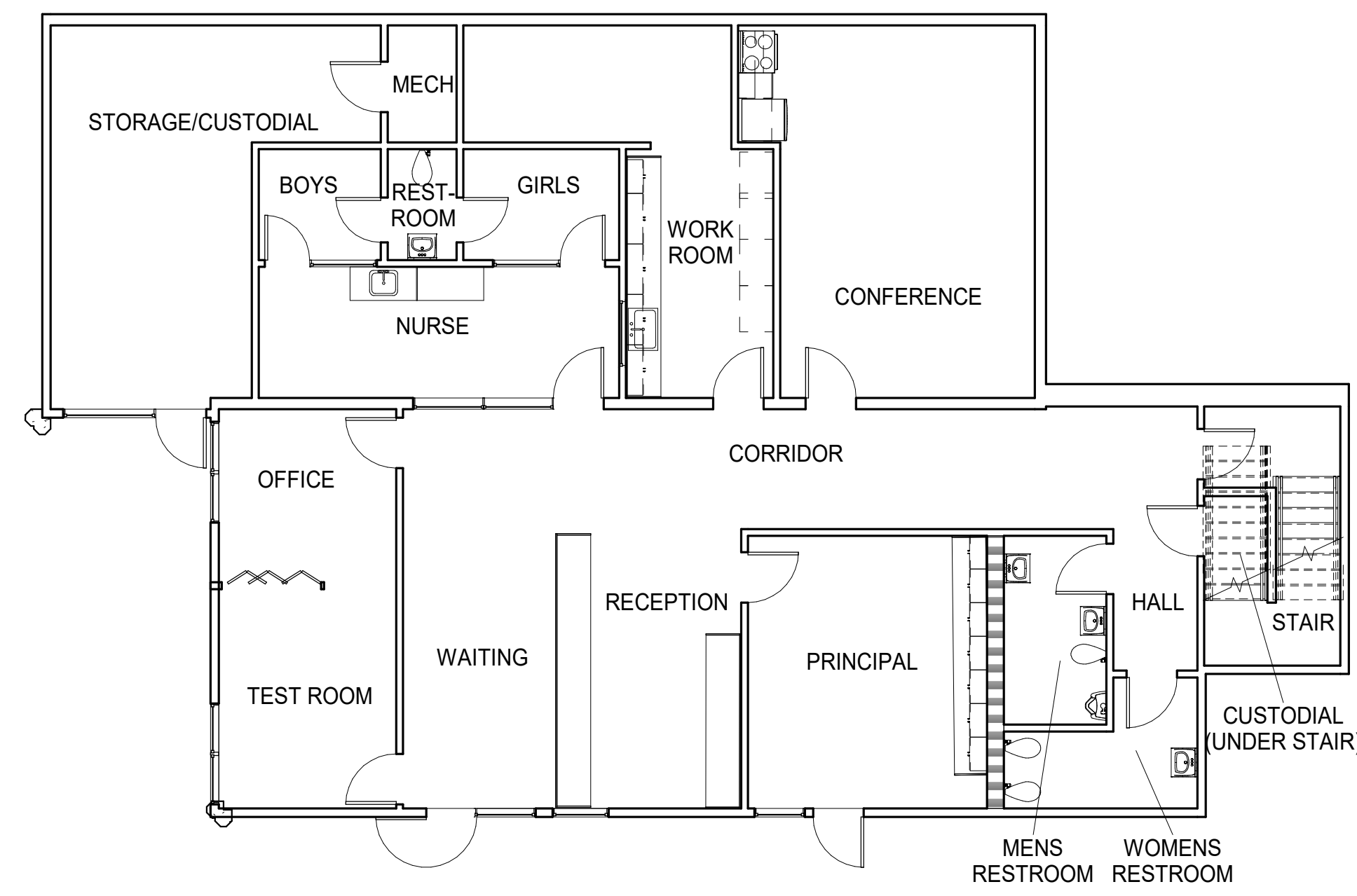


- EXIST**
- CLASSROOMS
  - SPECIALTY CLASSROOMS
  - GYM/FACILITIES
  - RESTROOMS
  - ADMIN/OFFICES
  - STORAGE/MECHANICAL
  - ROAD
  - HARDSCAPE
  - LANDSCAPE

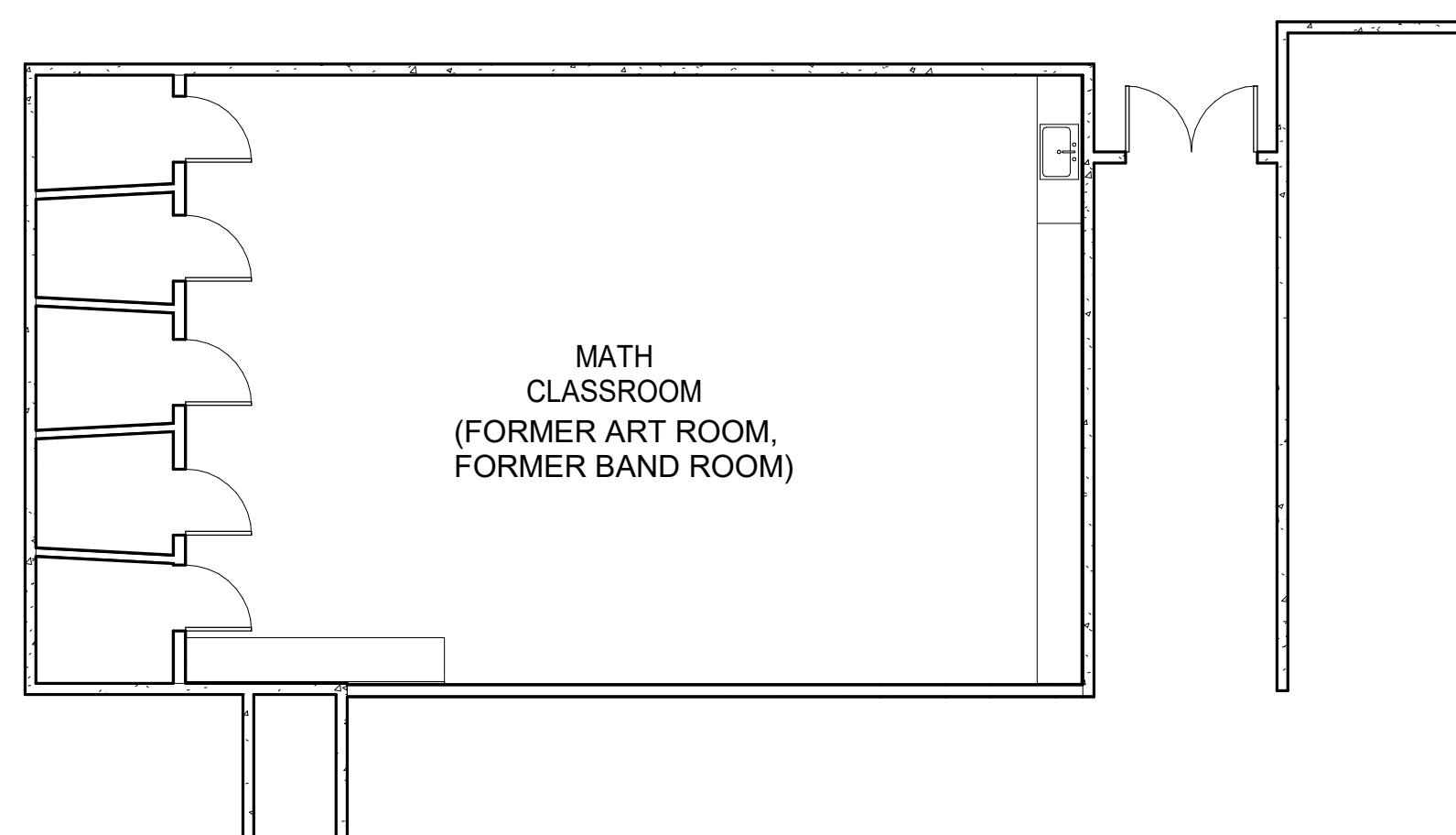


**RIVERVIEW MIDDLE SCHOOL  
EXISTING CONDITIONS**





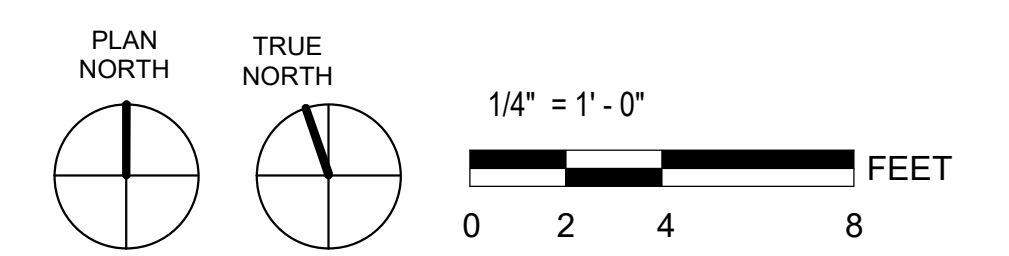
3 CLASSROOM BUILDING LOWER LEVEL - EXISTING ADMIN.  
1/8" = 1'-0"



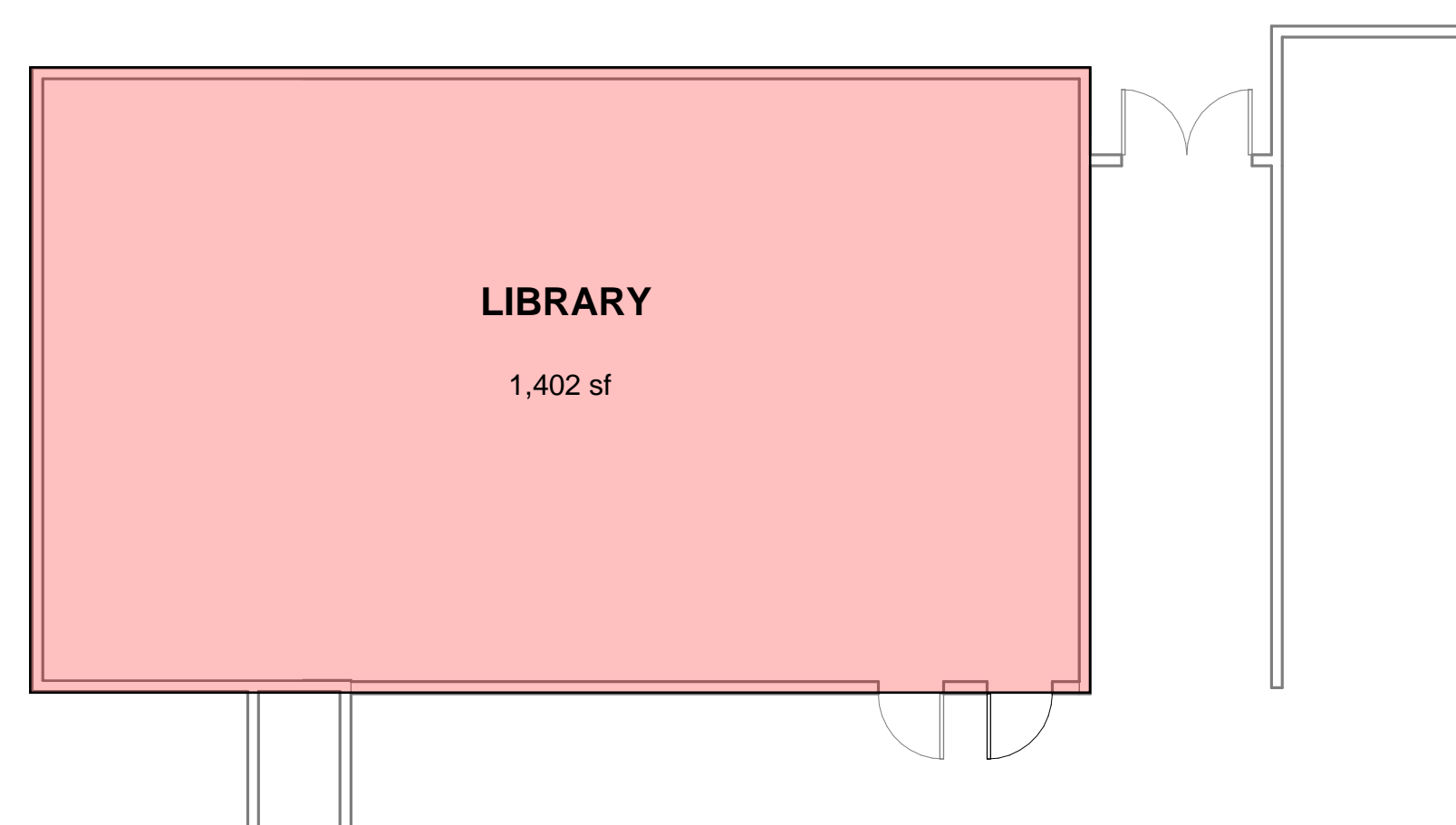
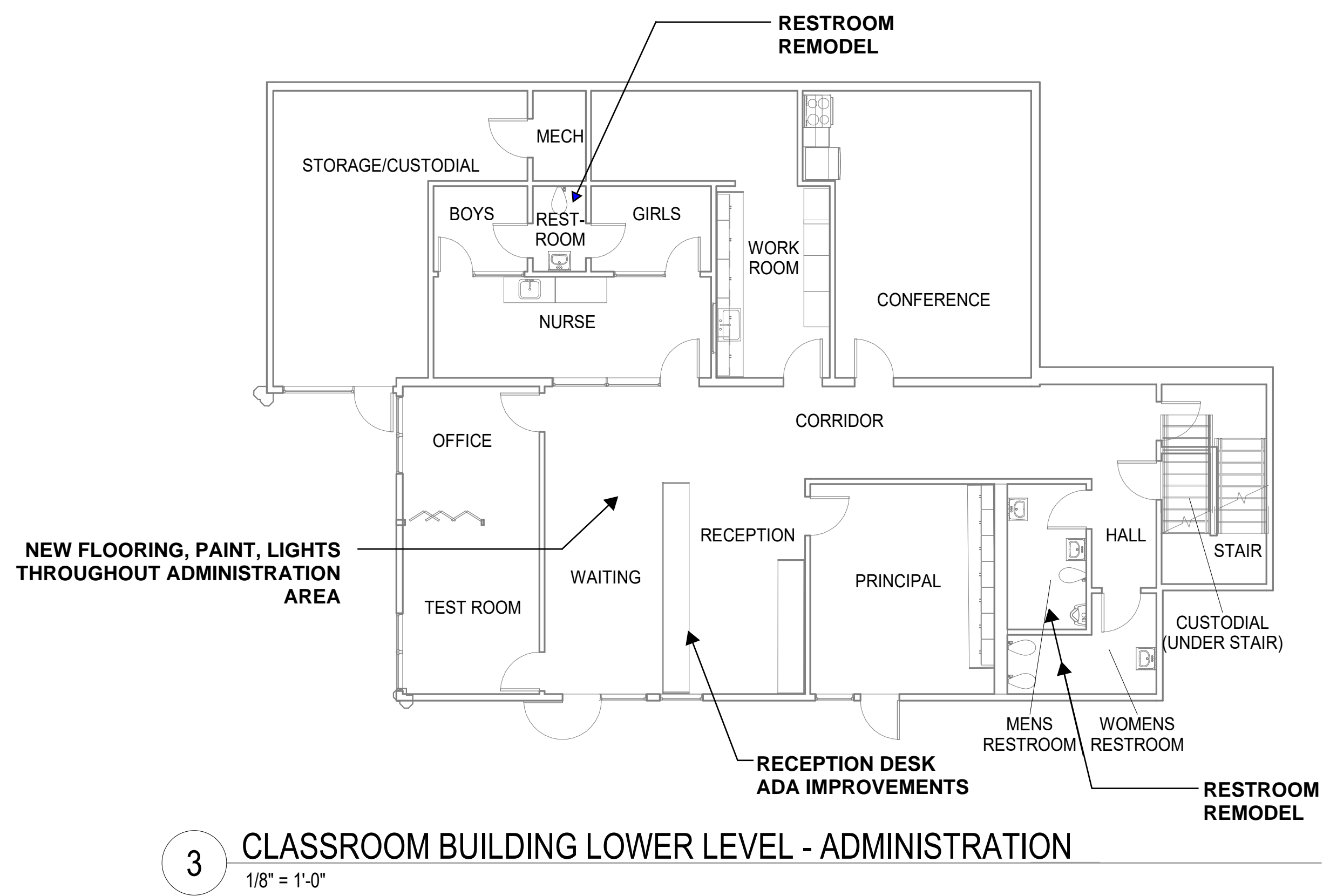
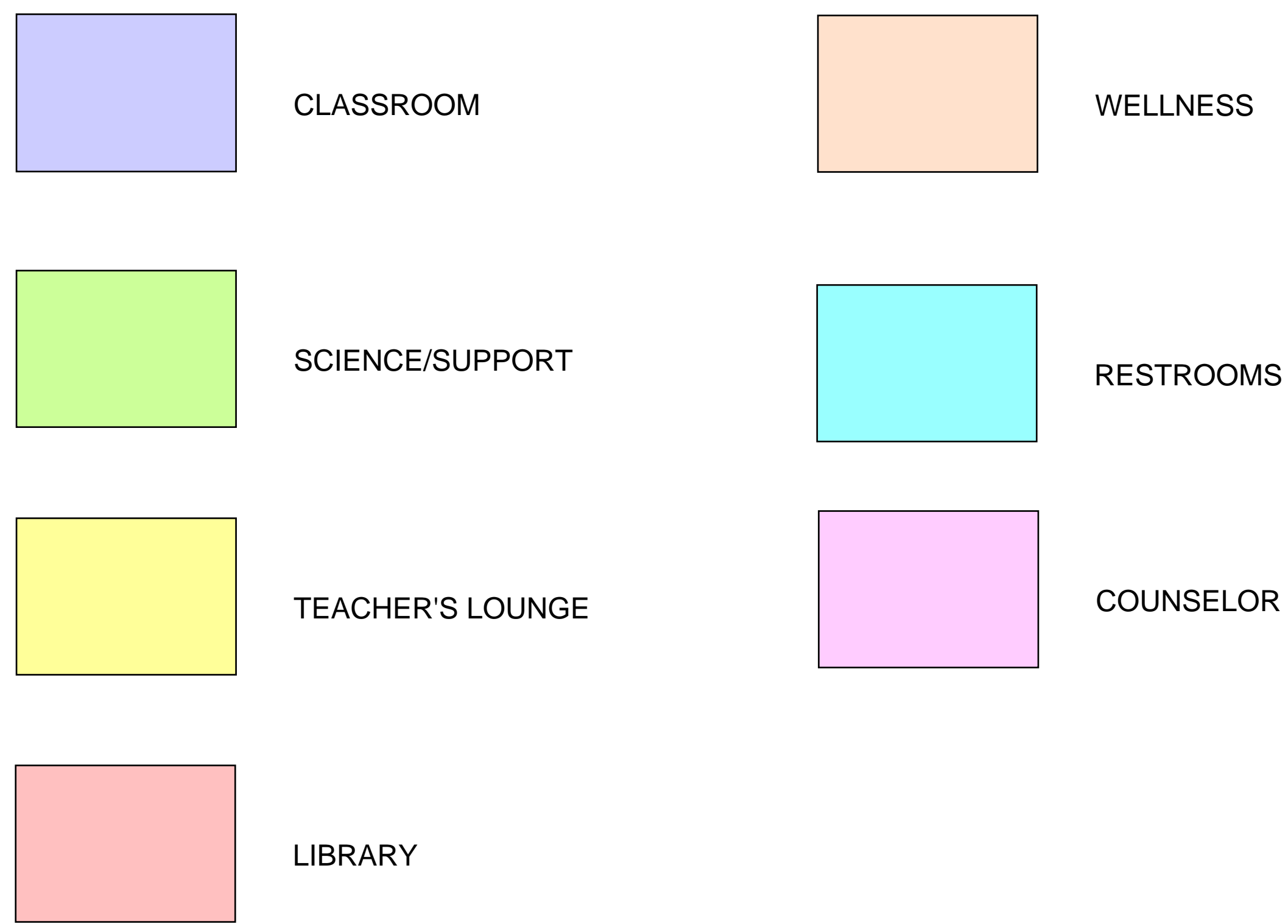
2 GYM BUILDING EXISTING  
1/8" = 1'-0"



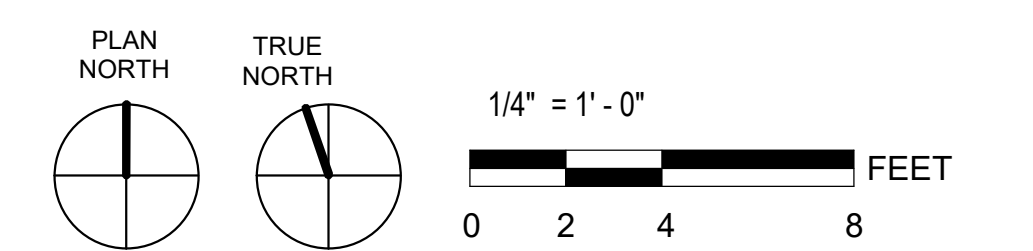
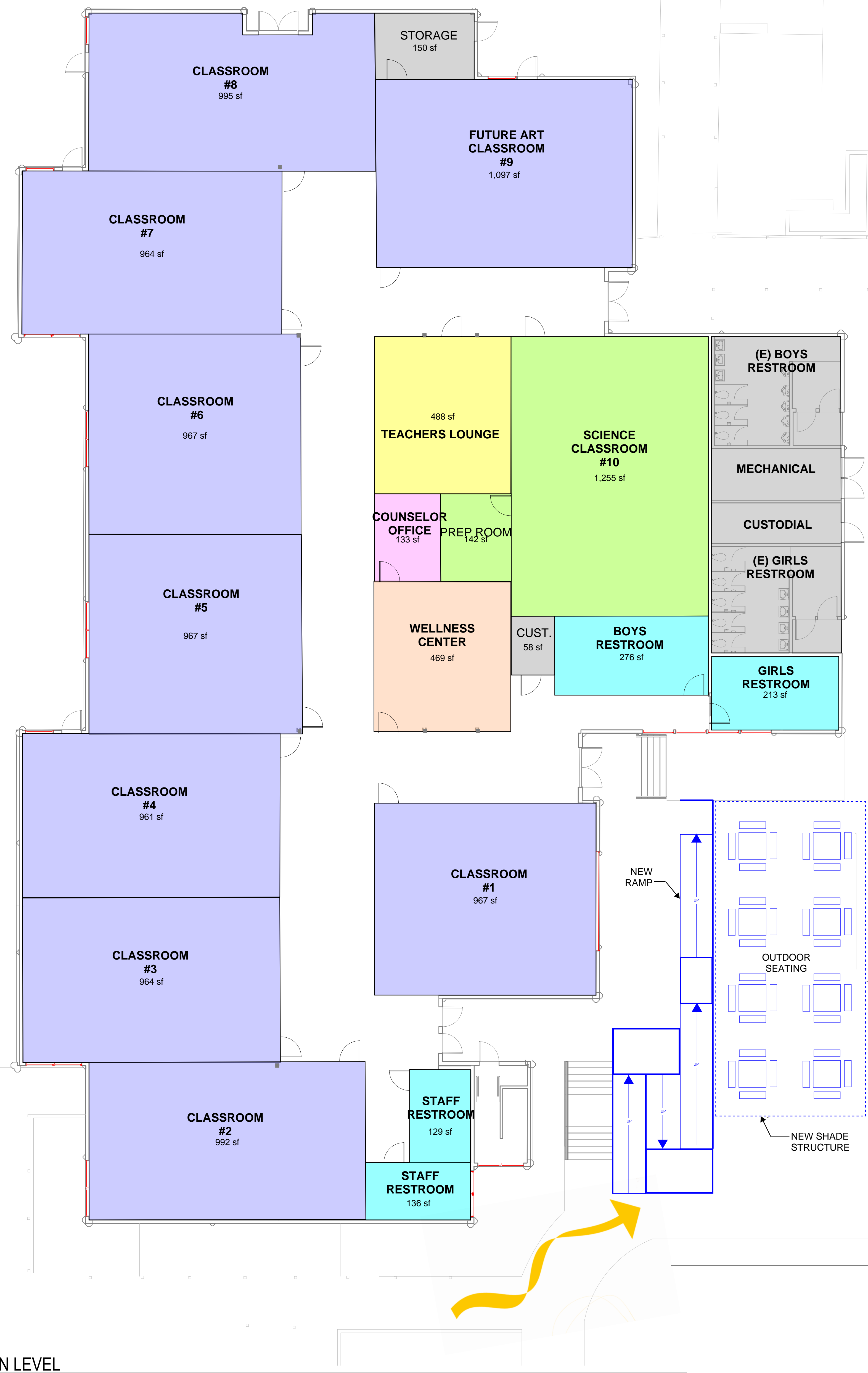
1 CLASSROOM BUILDING MAIN LEVEL - EXISTING  
1/8" = 1'-0"



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**1 CLASSROOM BUILDING MAIN LEVEL**  
1/8" = 1'-0"



RIVERVIEW MIDDLE SCHOOL MODERNIZATION  
PROPOSED PLAN  
2/28/2023



**MASTER BUDGET SUMMARY**



**District Name:** River Delta USD  
**Site Name:** Riverview Middle School

3/1/2023

**Description:** Classroom Building Modernization  
**Buildings:** 1  
**Square Feet:** 21,094 SF

**X Preliminary**  
**Pre Final**  
**Final**

Preliminary

Description	Amount	Comments
<b>A. SITE</b>		
1 SITE ACQUISITION/APPRaisal/TITLE	\$ -	
2 SURVEY	\$ 12,500	Allowance
3 SITE SUPPORT - BOND FEES	\$ -	
4 LEGAL FEES - Allowances	\$ 15,000	Allowance
5 OTHER (EIR/Negative Declaration)	\$ 5,000	Allowance
6 OTHER	\$ -	
<b>SITE SUBTOTAL</b>	<b>\$ 32,500</b>	
<b>B. PLANS</b>		
1 ARCHITECT'S FEE FOR PLANS	\$ 721,348	Per Proposal
PROJECT PROGRAMING	\$ 25,000	Per Contract
2 DSA FEES	\$ 51,850	Per DSA Scale
DSA HOURLY FEES ALLOWANCE	\$ -	
4 HEALTH DEPARTMENT	\$ -	
5 ENERGY ANALYSIS FEES	\$ -	
6 DEPARTMENT OF EDUCATION - PLAN CHECK FEE	\$ -	
7 PRELIMINARY TESTS		
A. SOILS	\$ 15,000	Allowance
B. OPSC & YRE CONSULTANTS	\$ 10,000	Allowance
C. BIDDING AND ADVERTISING	\$ 3,000	Allowance
D. ENGINEERING/CONSULTING	\$ -	
E. HAZARDOUS MATERIAL SURVEY/SPECS	\$ 10,000	Allowance
8 ADMINISTRATIVE COSTS	\$ -	
<b>PLANS SUBTOTAL</b>	<b>\$ 836,198</b>	
<b>C. CONSTRUCTION</b>		
1 A. UTILITY SERVICE FEES	\$ -	
B. UTILITY SERVICE IMPROVEMENTS	\$ -	
2 OFF-SITE DEVELOPMENT	\$ -	
3 SERVICE SITE DEVELOPMENT	\$ -	
4 GENERAL SITE DEVELOPMENT	\$ 750,000	
5 MODERNIZATION	\$ 4,500,000	
6 INTERIM HOUSING	\$ 375,510	10 portables for 12 months.
7 NEW CONSTRUCTON	\$ -	per quote from Mobile Mod.
8 A. UNCONVENTIONAL ENERGY SOURCES	\$ -	
B. SPECIAL ACCESS COMPLIANCE	\$ -	
C. TECHNOLOGY ALLOWANCE	\$ -	
9 ENVIRONMENTAL ABATEMENT	\$ -	In modernization cost
10 AIR MONITOR CLEARANCE	\$ 25,000	Allowance
11 PROJECT MANAGEMENT	\$ 338,776	Per contract scale
12 OTHER (ITEMIZE)		
A. Labor Compliance	\$ -	
B. MOVING/STORAGE (District Expense)	\$ 25,000	Allowance
C. UNDERGROUND UTILITY SEARCH	\$ 5,000	Allowance
<b>CONSTRUCTION SUBTOTAL</b>	<b>\$ 6,019,286</b>	
<b>D. TESTS (CONSTRUCTION LAB)</b>	<b>\$ 56,255</b>	Allowance
<b>E. INSPECTION (IOR)</b>	<b>\$ 156,000</b>	Allowance
<b>F. FURNITURE AND EQUIPMENT</b>	<b>\$ 281,276</b>	Allowance
<b>G. CONTINGENCIES</b>	<b>\$ 843,827</b>	15% of Construction Cost
<b>TOTAL ESTIMATED COSTS (ITEMS A THROUGH G)</b>	<b>\$ 8,225,341</b>	

February 28, 2023

Kathy Wright  
River Delta Unified School District  
445 Montezuma Street  
Rio Vista, CA 94571

Reference: River Delta Unified School District  
Riverview Middle School Modernization  
HKIT Project #21042.02

Dear Kathy:

HKIT is pleased to provide you with this fee proposal for professional design services for the Riverview Middle School Modernization project. The initial construction budget for this project is \$5,250,000.00 (excluding soft costs). Programming for this project was completed under separate fee proposal approved January of 2023. This campus includes two buildings, a two-story classroom / administration building and a single-story gymnasium / cafeteria building. Please see below for scope description, services provided, proposed schedule and exclusions.

#### A. Scope Description

1. Classroom Administration Building
  - a. Gut and renovation of the second floor to include 8 standard classrooms, one science classroom, one art classroom, a wellness center and counselors office, restrooms, teachers' lounge.
  - b. The administration offices on the first floor will include scope to meet accessibility code and the replacement of finishes and fixtures (flooring, paint, lights etc.)
  - c. HVAC replacement
  - d. Roofing replacement
  - e. Window replacement
  - f. Student restrooms on the lower level may requires some minor renovation to meet accessibility requirements.
2. Gymnasium Cafeteria Building
  - a. The current music classroom (former band room) will be converted into the library.
  - b. Restrooms off the lobby will be remodeled to meet accessibility code.
3. At both buildings
  - a. Public Announcements (PA / clock bell) system will be replaced.
  - b. Intrusion alarm replacement
4. Site scope
  - a. An accessible path of travel from the sidewalk on S. 2<sup>nd</sup> street to administration entrance and around the building to the east side.
  - b. The raised 8<sup>th</sup> grade courtyard will be demolished and replaced with a lunch courtyard with pre-checked shelter/canopy at the lower level.
  - c. A ramp will also be located where the 8<sup>th</sup> grade courtyard currently is to access the upper floor, this is pending DSA pre-application meeting.

#### B. Services Provided.

1. Design phase scope includes:
  1. Site visit to assess existing conditions.

2. Cost estimate to determine the replacement value of the existing two story classroom building. This is required by DSA to determine if you are spending more than 50% of the replacement value, at which time you would have to include a seismic upgrade.
3. Creation of schematic, design development and 100% construction documents
4. Project cost estimates at design development and DSA submittal
5. One (1) meeting with RDUSD to review progress drawings at each phase; for a total of three (3) meetings.
6. One (1) presentation to the School Board.
7. DSA submission, review, and approval
2. Bidding phase scope includes:
  8. One (1) Pre-bid conference on site
  9. Responses to technical bid requests for information (RFIs)
  10. Creation of addenda
3. Construction and closeout phase scope includes:
  11. Up to forty-four (44) (weekly) site visits and meetings as necessary to review on site conditions during construction.
  12. Review of submittals, shop drawings
  13. Responses to RFIs
  14. Creation of supplemental instructions as necessary.
  15. One (1) punch list walk and one (1) backcheck of the punch list
  16. Assist the District and RGMK in obtaining DSA certification.

HKIT will provide meeting minutes during the design phase, RGMK will provide meeting minutes during the construction phase.

#### C. Proposed Schedule

1. The project will begin in April 2023.
2. 6 weeks for Schematic Design
3. 8 weeks for Design Development
4. 10 weeks for Construction Documents.
5. DSA review and approval is estimated to be approximately 4 months.
6. 2 months for Bid and Award
7. 10 months for construction and close out

D. The scope excludes the following items, please see attached consultant proposals for additional exclusions.

1. Elevator to access second floor of the classroom building.
2. Interim housing, this is to be designed by others.
3. Seismic or structural analysis
4. Seismic upgrades
5. Fire Sprinklers
6. Site topographical or utility surveys
7. The addition of fire hydrants
8. C3 stormwater treatment
9. Renderings
10. Improvements to utility services, e.g. electrical upgrades, water pressure improvements
11. Replacement of the fire alarm control panel

12. Although we incorporate many Design for Leadership in Energy and Environmental Design (LEED) or Collaboration for High Performance Schools (CHPS) features, this proposal does not include certification in either of those programs.

**COMPENSATION**

We propose working on a Lump Sum Basis of seven hundred twenty-one thousand three hundred forty-eight dollars and 00/100 (\$721,348) as noted below. Our consultants' proposals are attached.

<b>Architectural Services</b> (2,320 hrs. @ average billing rate of \$175)	\$406,000
<b>Consultant Team</b>	
Structural Engineering (\$48,000 x 1.1)	\$ 52,800
Mechanical and Plumbing Engineering (\$102,120 x 1.1)	\$ 112,332
Electrical Engineering (\$49,750 x 1.1)	\$ 54,725
Civil Engineering (\$28,000 x 1.1)	\$ 30,800
Landscape (\$38,810 x 1.1)	\$ 42,691
Cost Estimator (\$20,000 x 1.1)	\$ 22,000
Subtotal:	\$315,348
<b>Grand Total:</b>	<b>\$721,348</b>

We are very excited about the opportunity to work on this important bond project.

Reimbursable expenses will be billed at the cost to HKIT. If these terms are agreeable, please issue a contract for our services.

HKIT ARCHITECTS



Jeff Evans, AIA, LEED AP BD+C  
Principal



Melissa Regan-Byers, AIA, LEED AP  
Senior Project Manager

February 27, 2023

Melissa Regan-Byers  
HKIT Architects  
538 Ninth Street Suite 240  
Oakland, CA 94607

**RE: RDUSD Riverview Middle School Modernization, Rio Vista, CA  
Structural Engineering Professional Services Proposal**

Melissa,

We are pleased to present our proposal for engineering services for the above-mentioned project located at 525 S 2<sup>nd</sup> Street in Rio Vista, California. This proposal is between ZFA Structural Engineers (Consultant) and HKIT Architects (Client) and provides structural engineering services from Schematic Design through the completion of Construction Administration and Project Closeout. Our proposed project scope is based on the concept drawings received via email on February 10, 2023.

## **PROJECT DESCRIPTION**

Riverview Middle School has two buildings located on its campus. The first is an approximately 21,600 square-foot single-story cafeteria/gymnasium building framed of tilt-up concrete and reinforced brick masonry walls, steel roof girders, and wood roof framing. DSA-approved as-built plans dated 1960 have been provided.

The second building is a split-level structure that houses administration offices on the ground floor in a small daylighting basement space that sits underneath a portion of a larger second floor space above that houses a library and classrooms. The ground floor/basement area is approximately 3,000 square feet, and the second floor is approximately 16,500 square feet. The structure has wood roof framing that uses long-span wood trusses to allow for large open floor areas below. The walls are precast concrete and the long-span trusses are supported by deep glulam girders and steel columns. DSA-approved as-built plans dated 1973 have been provided. Both buildings appear to be on shallow foundations.

The main scope of the project is in the two-story admin/classroom building and consists of reprogramming the space and installing new HVAC systems on the second floor to accommodate a science classroom, nine standard classrooms, a wellness center, teachers' lounge, and restrooms. The original structure was built with few interior walls and some operable partitions, but over the years, many more interior walls have been added to create different spaces (likely without DSA approval). Most or all of these added walls will be removed as part of the remodel, and new non-bearing walls will be constructed. On the ground/basement floor, there will be minor work to bring the restroom and reception desk up to current accessibility code.

In the cafeteria/gym building, the art classroom may be converted into a library, which will necessitate the restrooms in that building to be remodeled to meet accessibility requirements. We assume no structural drawings will be required for work in this building, though markups to architectural details may be required and will be provided as needed.

There will be a new shade structure/lunch courtyard installed, and large switch back ramp added to access the upper floor. It is assumed that the new shade structure will be a PC design and is not included in the structural scope. It is assumed that the switch back ramp will largely be designed and detailed by the civil or landscape engineer, though design of retaining walls exceeding four feet tall will be included in the structural drawings and calculations.

The preliminary construction budget for the project is \$5.25M.

### **SCOPE AND APPROACH**

Our overarching approach is to provide full-service engineering and to focus on strong collaboration and coordination with all team members.

The structural scope includes structural drawings, calculations, and specifications for the remodeled spaces in the two-story building. Mandatory seismic upgrades are not intended; none of the triggers for this work are assumed to occur (alterations to more than 10% of the seismic system or 5% of a single component or construction cost exceeding 50% replacement cost). Therefore, the EDCR process is not included in this proposal. Because the seismic force-resisting system of this building is concrete shear walls, we therefore also assume:

- No new openings will be created in existing concrete walls that will necessitate localized or full-building structural modeling to confirm effects on the existing seismic force-resisting systems.
- All new HVAC will run through either existing openings in concrete walls or new openings created in the roof.

New openings in the roof are likely to be acceptable, and we will provide guidance as to acceptable sizes/locations. New foundations may be required for new gravity elements used to head-out existing framing to move existing post (gravity only) supports or to support new HVAC units. New roof-mounted HVAC units may require localized support via new or augmented roof framing. We assume that the existing trusses will not need to be altered or analyzed for capacity to support new loads.

The following lists the scope of services that will be provided for each phase of the project.

#### ***Schematic Design (SD)***

1. Attend meetings with stakeholders.
2. Attend one site visit as necessary to understand site conditions.
3. Attend DSA preapplication meeting as requested.
4. Prepare floor plans.
5. Prepare Schematic Design Drawings.
6. If required, meet with the cost estimator to discuss the scope of work and review the estimate once it is completed.

#### ***Design Development (DD)***

1. Attend meetings with stakeholders to coordinate design work.
2. Revise the scope of work to reflect any adjustments required to meet the project requirements, including budgetary constraints. This includes revisions of the structural

details, if required, as well as reasonable revisions to the programming throughout this phase.

3. Develop floor plans to coordinate with significant architectural and MEP design elements.
4. Prepare Design Development Drawings.
5. Provide an outline specification at 50% DD, if desired.
6. If required, meet with the cost estimator to discuss the scope of work and review the estimate once it is completed.

### **Construction Documents (CD)**

1. Attend meetings with stakeholders to coordinate design work.
2. Prepare refined drawings with fully developed framing plans and details that include coordination with architecture, mechanical, and electrical designs.
3. Prepare Construction Document drawings for 50% and 100% milestones.
4. Prepare finalized specifications (book specs) that are coordinated with the design.
5. Provide structural calculations and DSA forms for DSA submittal.

Note: We will provide a Revit BIM model with primary structural elements modeled to Level of Development 300 in accordance with AIA 202-08. An architectural Revit model is to be provided; a mechanical Revit model is preferred to also be provided.

### **DSA Plan Review**

1. Respond to one round of DSA Sacramento plan check comments.
2. Prepare updated drawings and calculations to respond to plan check comments.
3. Attend a virtual DSA backcheck meeting to achieve permitted drawings.

### **Bidding**

1. Review estimates and bids and provide observations on budget and relative costs.
2. Prepare responses to questions from prospective bidders, as well as clarifications for Addenda to the Bidding Documents.
3. Provide basic recommendations for value engineering and cost reconciliation ideas as required. Redesign for value engineering is not included.

### **Construction Administration (CA)**

1. Attend meetings and site visits as deemed required by the architect, but at a minimum to meet the code-required construction observation requirements. Three site visits are included.
2. Review submittals that pertain to the structural scope. For large packages of shop drawings (we assume not concurrent), we will endeavor to turn around reviews in one week and commit to no more than two weeks. We will review each submittal no more than two times. If additional submittal reviews are required thereafter, there will be an additional service request.
3. Respond to Requests for Information (RFIs), normally within three working days.
4. Review and comment on change orders.

### **Project Closeout**

1. Perform final walkthrough and assist in developing punch list.
2. Work through change orders and related discussions.
3. Provide final closeout letter (DSA verified report) when the construction is in accordance with the design intent.

**PROJECT SCHEDULE**

A draft schedule was provided by the client, which is outlined below. ZFA is able to meet the schedule shown for all phases.

- Begin design: April 2023
- Design work: 7 months
- DSA submittal: approximately October 2023
- Construction: 10 months

**PROJECT FEE**

Our fee for the above services is a fixed fee of \$48,000, which is itemized per phase in the table below.

**Fee Breakdown Table**

Phase	Fee
Schematic Design	\$5,000
Design Development	\$10,000
Construction Documents	\$15,000
DSA Plan Review	\$5,000
Bidding	\$500
Construction Administration	\$12,000
Project Closeout	\$500
<b>Total</b>	<b>\$48,000</b>

**EXCLUSIONS**

This agreement does not include:

- Seismic upgrades
- Seismic evaluation
- Full-building analysis for seismic impacts
- Phasing/multiple increments
- Site work
- Deep foundations

**TERMS AND CONDITIONS**

This agreement includes the Terms and Conditions attached in Attachment A: Terms and Conditions.



**PROJECT AUTHORIZATION**

We appreciate the opportunity to work with you on this project. We have attempted to anticipate the services required to successfully complete this project. If our fee is not in accordance with what you anticipated, please contact me. Should you find this proposal acceptable, please return a signed copy of the attached Terms and Conditions document (Attachment A), along with this letter.

Thank you for providing us the opportunity to be considered to join your team.

**Offered by:**  
**ZFA STRUCTURAL ENGINEERS**



Angie Sommer, SE  
Principal  
February 27, 2023

**Accepted by:**  
**HKIT ARCHITECTS**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**\*Please sign the Terms & Conditions page.**

## **ATTACHMENT A: ZFA STRUCTURAL ENGINEERS TERMS AND CONDITIONS**

### **1. BILLINGS/PAYMENTS**

Invoices will be submitted monthly for labor charges and reimbursable expenses and are due when rendered. Invoices shall be considered PAST DUE if not paid within 30 days after the invoice date and ZFA Structural Engineers may without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. In addition, a service charge of 1.5 percent per month on the past due principal balance may be charged. In the event any portion or all of an account remains unpaid 90 days after billing, the Client will be liable for any costs of collection if necessary, including reasonable attorney's fees plus court and related costs. All late payments will be applied first to interest, then to attorneys' fees and costs, and lastly to principal. Visa and Mastercard payments are accepted and will be charged a convenience fee of 2.0% of the total invoice amount.

### **2. REIMBURSABLE EXPENSES**

Expenses other than labor charges that are directly attributed to our professional services are invoiced at our cost plus 10 percent. Reimbursable expenses typically include: 1) extra prints and reproductions, 2) special delivery (e.g. overnight) costs, 3) sub-consultants hired for the project by ZFA Structural Engineers with Client's authorization and 4) any and all work, fees, expenses and costs that are not specifically listed and identified in the Agreement, Description, and Scope of Services.

### **3. SUSPENSION OF ENGINEERING SERVICES**

If the Client fails to make payments when due or otherwise is in breach of *this Agreement or any other Agreements* Client has made with ZFA Structural Engineers, ZFA may suspend performance of *all* services entailed by these agreements upon five (5) calendar days' notice to the Client. In such instances, ZFA Structural Engineers shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of the Agreement(s) by the Client. In such instances, ZFA Structural Engineers shall also have the right, at its sole discretion, to apply any payment(s) under any one Agreement, to the balance owed under any of the Agreements between parties. Notwithstanding any of the foregoing the obligations of the Client under any Agreement(s) with ZFA Structural Engineers, remain separate and independent obligations of the Client, and nothing herein shall be construed to invalidate any portion of any of the respective Agreement(s).

### **4. INDEMNIFICATION**

To the fullest extent permitted by law, the undersigned Client shall indemnify and hold ZFA harmless from any and all actions, causes of action, damages, claims, costs, demands and expenses including attorneys' fees, that result from injuries to and/or deaths to any and all persons, including but not limited to, ZFA and its employees, arising out of or connected in any manner with the performance or purported performance of the construction work specified or referenced in this Agreement; and for any and all destruction, including loss of use of any property, arising out of or in connection with the work specified or referenced in this Agreement, except when such actions, causes of actions, damages, claims, costs, demand, and expenses including attorneys' fees are due to the sole active negligence of ZFA.

### **5. STATUTE OF LIMITATIONS**

As to acts or failures to act occurring prior to the relevant date of Substantial Completion, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than such date of Substantial Completion.

### **6. TERMINATION**

This agreement may be terminated by either party within five (5) days of written notice to the other in the event of a substantial failure of performance by the other party through no fault of the terminating party. If this agreement is terminated, ZFA Structural Engineers shall be paid for services performed through the termination notice date, including reimbursable expenses due.

### **7. EXPIRATION**

This Proposal and Agreement will expire automatically within 90 days from the date this document is issued and signed by ZFA, unless accepted and signed by Client within 90 days thereof, without modification.

### **8. ACCESS TO SITE**

Unless otherwise stated, ZFA Structural Engineers will have access to the site for activities necessary for the performance of the services.

### **9. HIDDEN CONDITIONS**

If ZFA Structural Engineers has reason to believe that such a condition may exist, the Client shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If 1) the Client fails to authorize such investigation or correction after due notification, or 2) ZFA Structural Engineers has no reason to believe that such a condition exists, the Client is responsible for all risks associated with this condition, and ZFA Structural Engineers shall not be responsible for the existing condition or any resulting damage to persons or property.

**10. CONSTRUCTION MEANS & METHODS**

ZFA Structural Engineers shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

**11. OTHER PROVISIONS**

ZFA Structural Engineers will prepare drawings and specifications in a timely manner, but ZFA Structural Engineers is not responsible for delays occasioned by factors beyond its control, nor by factors which could not reasonably have been foreseen at the time this agreement was executed. Unless a specific deadline or schedule is agreed to under the Description and Scope of Services, then all work under this Agreement shall be performed in a reasonable time as determined by ZFA Structural Engineers. If Client suspend(s) and restart(s) the work or project, ZFA will be entitled to bill Client for any remobilization and extra costs as agreed upon with client.

One or more waivers by either or both parties of any provision, part of any provision, term condition, or covenant of this agreement shall not be construed as a waiver by either party of any other provision, part of any other provision, term, condition or covenant of this agreement.

Any opinion of construction cost offered by ZFA Structural Engineers represents the judgment of a design professional and is supplied for your general guidance, but ZFA Structural Engineers does not guarantee the accuracy of its opinion as compared to actual contractor bids or actual cost to the owner.

**12. OWNERSHIP OF DOCUMENTS, MODELS, AND ELECTRONIC FILES**

All computer analysis and building information models (BIM), drawings, plans, calculations, and specifications are instruments of service and shall remain the property of ZFA Structural Engineers, whether the project for which they are made is executed or not. They are not to be used on other projects or extensions to this project except by agreement in writing and with appropriate compensation to ZFA Structural Engineers.

BIM model, CADD files, PDF documents, Digital Images, Scans, data, etc in any form of electronic media shall herein be referred to as "Electronic Files." Electronic files shall not be considered to be Contract or Construction Documents. Electronic Files do not in any way supersede or supplement the information included in the plans and specifications. Use of Electronic Files is not mandatory. Unless specifically noted in this agreement, an approved recipient, having the capability, may use the file as an added resource for conceptual understanding only. Transfer of Electronic Files is subject to all provisions of ZFA's Indemnification Agreement for Computer-Based Information.

**13. VENUE**

This agreement shall be interpreted and enforced in accordance with the laws of the State of California. The venue of any action brought to interpret or enforce any of the terms of this agreement or otherwise adjudicate the rights or liabilities of the parties hereto shall be laid in County of work.

**14. DISPUTE RESOLUTION**

At the discretion of ZFA Structural Engineers, all claims, counterclaims, disputes or other matters in question between the parties hereto arising out of or in relation to this Agreement or the breach thereof will be presented to non-binding mediation, subject to the parties agreeing to a mediator(s).

**15. ENTIRE AGREEMENT**

This Agreement is solely for the benefit of the signatories hereto and represents the entire and integrated agreement between the parties, and unless specifically referenced herein, supersedes all prior negotiations, representations or proposals, either written or oral. If any term of this Agreement is held by a court of competent jurisdiction to be void or unenforceable, the remainder of the Agreement's terms shall remain in full force and effect and shall not be affected thereby. This Agreement or any part thereof shall not be assigned or transferred by Client, without the prior consent of ZFA Structural Engineers.

**16. CONTINGENT GUARANTEE**

The representative of Client, who executes this Agreement, hereby represents and guarantees that Client is financially solvent and an ongoing business concern, and has the necessary resources to fulfill all obligations, including all financial obligations, of this Agreement. In the event that Client is unable to fulfill any of the obligations under this Agreement, within the timeframe called for in the Agreement or on demand, then said representative shall, on demand, be deemed personally liable to ZFA Structural Engineers, for any and all such obligations. In addition to the foregoing, during the existence of this Agreement, this contingent guarantee shall be binding on the following: as to a corporate Client, on all officers and shareholders; as to a limited liability company Client, on all members; as to any partnership Client, on all partners.

If Client or its representatives object to any of the foregoing, then Client must present to ZFA Structural Engineers at the time of execution of this Agreement, in writing, evidence of financial credit worthiness. Such evidence shall include, but

not be limited to: current Dun & Bradstreet Report, current annual and quarterly Financial Statements, a current Credit Line Statement, current list of ongoing construction projects, and the last three banking statements for Client.

17. **PROJECT INFORMATION**

Upon execution of this Agreement by Client, Client will provide ZFA Structural Engineers, the physical address and legal description of the project property, and will identify by name, address and telephone number, the owner, architect, construction lender and/or surety for the project, including the reference number(s) for any loan and/or surety bond.

18. **BILLING RATES**

Executive Principal .....	\$320.00 per hour	Engineer .....	\$140.00 per hour
Principal .....	\$250.00 per hour	Designer .....	\$125.00 per hour
Associate Principal .....	\$200.00 per hour	Project BIM Manager .....	\$140.00 per hour
Senior Associate .....	\$190.00 per hour	Senior BIM Tech .....	\$130.00 per hour
Associate.....	\$180.00 per hour	BIM Technician .....	\$110.00 per hour
Senior Engineer.....	\$160.00 per hour	Engineering Support .....	\$75.00 per hour

19. **LIMIT OF LIABILITY**

*Neither ZFA Structural Engineers, their sub consultants, nor their agents or employees shall be jointly, severally, or individually liable to the Client in excess of ten times the compensation to be paid pursuant to this Agreement or fifty thousand dollars (\$50,000), whichever is greater, by reason of any act or omission, sounding in tort or contract, including breach of contract, breach of warranty, or negligence.*

**Offered by:** ZFA STRUCTURAL ENGINEERS



Angie Sommer  
Principal  
February 27, 2023

**Accepted by:**

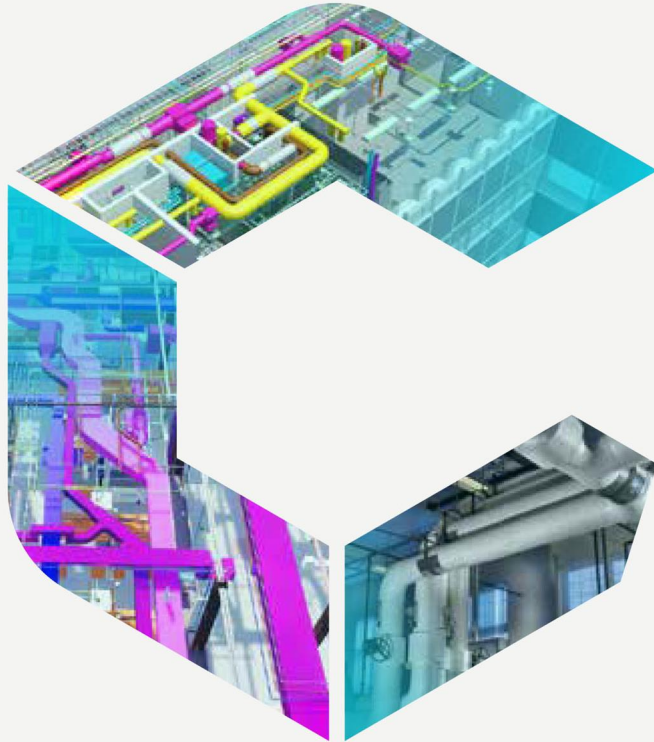
Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_



**CAPITAL**  
engineering



**PROJECT NAME: RIVERVIEW MS MODERNIZATION**

OWNER: River Delta Unified School District

**PROPOSAL FOR: HKIT ARCHITECTS**

PREPARED BY: Ryan Celaya

**PROJECT #: 23-0097**

Date: February 21, 2023

Melissa Regan-Byers  
HKIT Architects  
538 Ninth Street, Suite 240  
Oakland, CA 94607

PROJECT: Riverview MS Modernization

SUBJECT: Proposal for Mechanical and Plumbing Engineering Services  
Proposal Number OP 23-0097

Dear Melissa,

We are pleased to offer this fee proposal for engineering services for the subject Project.

**A. Project Description:** The project is located at Riverview Middle School in Rio Vista, CA. The project will include major remodel of the second floor of the Administration and Classroom building (approximately 14,900 SF total) to include a science classroom, nine standard classrooms, a wellness center, teacher's lounge and restrooms. The first floor of the building (approximately 2,700 SF) will have minor work done to bring the restrooms and reception desk up to current accessibility code. The adjacent Gym building will include a conversion of the existing art classroom into a library (approximately 1,400 SF) and accessibility upgrades of the existing restrooms (approximately 450 SF). The HVAC and plumbing systems associated with all of the above renovations will be replaced.

1. Estimated construction costs: The overall construction budget is estimated to be approximately \$5,250,000.
2. Schedule / Duration: Below is a summary of the design and construction schedule (or durations) per the data provided, used in part, to develop our engineering and design fees:

Design Phase:	8 months (April 2023 – November 2023)
Construction Phase:	12 months

  - a. Should there be any deviation from the durations for design and construction milestones depicted in the RFP, our design fees are subject to change.
3. Mechanical System Concepts: Our team will work with the team and explore a variety of system concepts, but for purposes of this fee proposal, our basic services fee assumes the following or something similar:
  - a. HVAC
    - 1) Complete replacement of the HVAC systems at the 2-story classroom building. The existing building is served by a very old boiler and rooftop chiller that supplies heating/chilled water to

unit ventilators at each space. We will review various system options with the District to determine if we'll replace "in-kind" or provide a new HVAC system type.

- b. Plumbing
  - 1) Connections to existing utilities.
  - 2) Plumbing as required for restroom upgrades.
  - 3) Replacement of domestic hot water system.
  - 4) Point of use water heating as required.

**B. Assumptions:**

- 1. General:
  - a. Scope of work will be documented in no more than one phase of construction.
  - b. Project delivery method is [Design-Bid-Build].
- 2. Renovation/Expansion of Existing Buildings:
  - a. The plumbing systems and equipment including main vertical and horizontal piping is Code compliant and is of adequate capacity and type to serve the proposed remodel without modification.
  - b. Adequate record drawings are available and that our field work will consist of verification of the record drawings. We also assume that we will be provided access to all requested areas including above ceilings, and if necessary, in walls.

**C. Scope of Services:**

- 1. The scope of basic services shall include heating, ventilating and air conditioning design and plumbing design.
- 2. Schematic Phase: Perform initial load calculations and determine space requirements for equipment. Estimate initial building service requirements and coordinate with utility companies for potential points of connection to site services. Review the site and pertinent existing documentation available.
  - a. Deliverables:
    - 1) Narrative describing system and equipment and estimated capacities, if required, i.e. Basis of Design.
    - 2) Mechanical and plumbing drawings showing main equipment and basic distribution only in locations necessary for coordination.
    - 3) Outline specifications, if required.

3. Design Development Phase: Prepare diagrammatic plans and specifications including heating, ventilating and air conditioning systems and building plumbing systems.
  - a. Deliverables:
    - 1) Drawings showing
      - (1) Equipment schedules with basic information for coordination purposes.
      - (2) Main equipment and main distribution components.
      - (3) Ceiling and air distribution device preliminary locations.
      - (4) Developed enlarged plans for mechanical, plumbing, and typical rooms.
      - (5) Preliminary details and control diagrams.
      - (6) Identify plumbing fixtures and provide preliminary fixture schedules.
      - (7) Provide plumbing fixture cut sheets, if required.
      - (8) Review cost estimate prepared by others.
  - b. Specifications:
    - 1) Preliminary 3-part book specification.
  - c. Narrative / Basis of Design: Update to reflect Design Development , if required.
4. Construction Documents Phase: Prepare construction drawings and technical specifications including heating, ventilating and air conditioning systems and building plumbing systems.
  - a. Deliverables:
    - 1) Final Drawings for building permit and bidding.
    - 2) Final 3-part book specifications for building permit and bidding.
    - 3) Final mechanical, plumbing systems, prescriptive mechanical Title 24 calculations and forms.
    - 4) Provide final narrative / Basis of Design with equipment cutsheets, if required.
    - 5) Review cost estimate prepared by others.
    - 6) Respond to and incorporate all review comments.
5. Bidding/Contract Award Phase: Prepare mechanical, plumbing addenda and clarification documents, interpret mechanical, plumbing Drawings and Specifications where required to clarify the intent of construction documents. Respond to bid RFIs.
  - a. This proposal was developed assuming that this phase would occur after AHJ approval and does not include rework, addendums and



similar that occur due to out of sequence bidding/contract award phase.

6. Construction Phase: Review shop drawings and submittal data for general compliance with Capital's contract documents, respond to RFI's, prepare change order documents when required to meet existing Project conditions. Perform site visits during the course of construction, number as described in other paragraphs.
  - a. The fee included an initial review of a submittal for each specification and one back-check. This includes substitution requests, test and balance reports, chlorination reports, etc. Additional reviews due to contractor changing mind on product provided are not included in the fee. Any additional reviews will be considered additional services.
7. Close-out Services Included: Review of record mechanical, plumbing drawings produced by the Project subcontractor and cursory review of project operation and maintenance manuals for applicable systems.
8. Seismic Anchorage and Restraint Systems: Pre-approved restraint systems are assumed as the predominance of the piping, conduits and ductwork support systems. Any deviations from the pre-approved systems or specialty restraints and anchors for equipment or piping or conduits will require structural calculations and associated documentation. Capital will not assume the responsibility for the calculations but will provide the Drawing documentation based on mark-ups provided by the Project Structural Engineer.
9. Seismic Anchorage and Restraint Systems: Capital will not assume the responsibility for seismic restraint and gravity support systems and assumes such systems will be engineered, designed, and documented by others.
10. Equipment Attachment: Capital will not assume the responsibility for the equipment attachment calculations but will coordinate and provide the Drawing documentation based on mark-ups provided by the Project Structural Engineer.
11. Title 24, Part 6, California Energy Code Commissioning Requirements:
  - a. T-24 commissioning is not required for alterations and renovation projects.

**D. Clarifications:**

1. We have provided for the following services in our fee proposal:
  - a. [ 1 ] day of field investigation during the design phase.
  - b. [ 2 ] Team meeting(s) during the Schematic Design phase.
  - c. [ 2 ] Team meeting(s) during the Design Development phase.
  - d. [ 4 ] Team meeting(s) during the Construction phase.

- e. The following field visits during construction are included in the proposal:
    - 1) Utility rough-in,
    - 2) Final verified report observation,
    - 3) One additional as needed.
  - 2. BIM (Building Information Modeling):
    - a. Capital assumes that no dedicated BIM (3D) coordination/clash detection meetings will be required. BIM coordination/clash detection will be addressed at regularly scheduled Team meeting. It is assumed that only major components within ceiling space will be coordinated (duct mains, gravity piping, pressure piping and conduits over 2").
      - 1) Sub-contractors will be responsible for providing the construction and fabrication model, inclusive of modeling final construction locations and sizes of all ductwork, hydronic and plumbing piping, new equipment, air distribution, plumbing fixtures, , low voltage cabling, conduits, feeders, hangers, supports, and seismic.
    - b. Level of Development (LOD) is the degree to which the element's geometry and attached information has been thought through – the degree to which project team members may rely on the information when using the model: Our design will be provided in LOD 300.
  - 3. Record Drawings: Capital will update the permit drawings with the Contractor's redline markups of as-built conditions and issue record drawings. RFI, ASI, CCD references pasted onto contract documents by the Contractor, or provided as reference, does not suffice as record of the as-built conditions. Contractor shall document the as-built conditions using redlined markups of the contract documents.
- E. Extra Services:** The following services are not included in this proposal. The Engineer shall be compensated for providing these services when the Architect requests such services.
- 1. Design services to provide alternate bid items, and descriptions of phased construction except as identified above.
  - 2. Employment of special sub consultants at the request of the Architect.
  - 3. Life cycle cost analyses, owning or operating cost studies and energy effectiveness studies.
  - 4. Mechanical design services related to landscape architectural fountains, water features or water displays, landscape sprinklers, site drainage, site utilities, or special piping systems not specifically noted in proposal.
  - 5. Work outside the line five feet from the building unless noted otherwise.
  - 6. Preparation of cost estimates.

7. BIM LOD to provide a greater level of detail or different than described in the BIM LOD paragraph above.
8. California Energy Code analysis or compliance documentation of Architectural or Lighting systems.
9. Partnering sessions, value engineering sessions or review of Contractor or Construction Manager proposed cost cutting recommendations.
10. Work involved in securing utility company rebates.
11. Additional time over and above the normal and customary to clarify, negotiate, or otherwise respond to unreasonable or inaccurate interpretations of the code by the code officials including circumstances where we become "caught in the middle" between code interpretations of office reviewers and field reviewers.
12. Non-Title 24 commissioning of building systems, services related to the development of commissioning plans and services related to support third party commissioning of the building, other than as described above.
13. Title-24 required Division 01 specifications, functional testing, development of the systems manual, operational training, and the commissioning report.
14. Design services related to LEED certification or other sustainability (WELL, Green Guide for Health Care, etc.) of building, studies necessary to determine feasibility of certification and the preparation or coordination of the documentation necessary for certification.
15. Design services related to CHPS certification of building, studies necessary to determine feasibility of CHPS certification and the preparation or coordination of the documentation necessary for CHPS certification.
16. Changes to Basis of Design if the Owners Project Requirements are changed following completion of the Schematic Design phase or significant changes in physical configuration after Design Development, significant changes in Revit project setup such as but not limited to, change in coordinates, changes in or additional phasing.
17. Redesign required due to a construction cost guarantee by the prime design professional or for other reasons that are not the responsibility of the Consulting Engineer is not included.
18. Prolonged construction administration: We have based our proposal upon the schedule noted earlier. Prolonged support services for construction if initial construction time schedule is exceeded by more than 15% through no fault of the Consulting Engineer would result in a request of additional funding.
19. Unless known during the proposal phase and specifically included in Paragraph A, all effort related to the preparation of bid set design documents prior to AHJ Approval, and the identification (i.e. via clouds & deltas) of subsequent design changes that may have occurred between the Pre-AHJ Approved bid set and the final AHJ Approved set.

20. Review of submittals beyond described above.
21. Engineering work caused from construction that is installed differently from the permitted drawings if work could be installed as shown and permitted.
22. Engineering rework resulting from other trades not coordinating or installing work different from approved coordination drawings.

**F. Materials and Services Furnished by Others:**

1. Prior to the start of design Capital shall be furnished with a copy of the Owner’s Project Requirements (OPR) or detailed Program if it exists. Base sheets of architectural floor plans and site plan with drawing files in AutoCAD or Revit compatible format.
2. All reproduction, including drawings, specifications and reports.
3. Division 01 and technical Sections commissioning specifications, Commissioning Plan, functional performance testing, preparation of Systems Manual, systems operations training, and Commissioning Report, for T-24 Commissioning.
4. Seismic restraint and gravity support systems design.

**G. Compensation:**

1. Basic Services: Compensation for Basic Services outlined under Paragraph B above shall be as follows:

	Subtotals
<b><i>Schematic Phase</i></b>	<i>\$10,210.00</i>
<b><i>Design Development Phase</i></b>	<i>\$20,420.00</i>
<b><i>Construction Documents Phase</i></b>	<i>\$40,850.00</i>
<b><i>Agency Review</i></b>	<i>\$5,110.00</i>
<b><i>Bidding/Contract Phase</i></b>	<i>\$3,060.00</i>
<b><i>Construction Administration Phase</i></b>	<i>\$22,470.00</i>
<b>Total</b>	<b>\$ 102,120.00</b>

- a. The fee provided is valid for 180 days from the date of the proposal. If the Project begins after this time Capital may request an adjustment to the fee to reflect the extended start date.

2. Extra Services:
  - a. Compensation for authorized Extra Services as defined above shall be hourly at the rates indicated in the attached rate schedule.
3. Reimbursable Expenses:
  - a. We propose to invoice for reimbursable expenses including travel, mileage, rental car, tolls, lodging, per diem, and plotting based on our cost plus a 10% mark-up. Printing for distribution is not included in this reimbursable expense. We anticipate that deliverables will be in PDF format or the team will have a common reproduction agency, where documents for major distribution will be sent, and we will be reimbursed directly by the client or the architect.

**H. Insurance Coverage:**

1. Professional Liability: \$1,000,000 per claim

Please call should you have any questions.

Thank you for the opportunity to offer our services.

Gratefully Yours,

A handwritten signature in blue ink, appearing to read 'R. Celaya', is written over the text 'Gratefully Yours,'.

Ryan Celaya, Sr. Associate

CAPITAL ENGINEERING CONSULTANTS, INC.

**TERMS AND CONDITIONS:**

We understand the Terms and Conditions will be based on your standard contract as modified per the Prime Agreement. Since the Prime Agreement has not yet been provided, Capital reserves the right to request additional fees to align the scope of work within this fee proposal with the final contract requirements.

The following Terms and Conditions will govern all services performed on behalf of Client and are hereby incorporated into the Engineering Fee Proposal.

1. **Additional Services.** Any services not explicitly described as being performed by Capital or its subconsultants are excluded. If agreed to in writing by Client and Capital, Capital will provide additional services. Client will pay Capital for such additional services in accordance with Capital's current fee schedule or as otherwise agreed by Client and Capital in writing. These Terms and Conditions will apply to all additional services provided by Capital. In the case of additional services added to the Engineering Fee Proposal, Capital's liability shall be limited to the extent of the additional fee for the specific additional services added.
2. **Professional Standards.** Subject to all conditions set forth herein, Capital will only be liable for breaching its obligation to perform its services to the level of competency maintained by other practicing engineering professionals in the same or similar community performing the same services at the same time as they were performed by Capital. Capital makes no warranties, either express or implied. Capital does not guarantee the completion or quality of performance of contracts by the construction contractor or subcontractors, or other third parties, nor accepts responsibility for their acts, omissions or any safety precautions.
3. **Independent Contractor.** The relationship of Capital to Client shall at all times be that of an independent Contractor. Capital shall not be liable for the acts of Client or its agents in performing Work.
4. **Document Ownership.** Capital holds copyright for all drawings, calculations, and other original documents produced by Capital and such documents shall be the property of Capital, except when otherwise provided by law, governmental requirement, or by prior agreement, these documents become public property or the property of the Client. A limited license is granted to use the documents for the specific purposes and project covered by the Agreement. Reproduction of these documents either in hard copy or soft copy (including posting on the web) is prohibited without copyright permission. No right to create modifications or derivatives of Capital documents is granted pursuant to this limited license. Any product, process, or technology described in the documents may be the subject of other Intellectual Property rights reserved by Capital. The drawings, specifications, and reproductions thereof are instruments of service to be used only for the specific project covered by the Agreement between the Client and Capital. Capital assumes no liability for misinterpretation, modification, or misuse by others of any instruments of service prepared by Capital in accordance with its services.
5. **Electronic Documents.** If Capital provides Client any design documents, including but not limited to plans and specifications, in electronic form ("Electronic Documents"), acceptance and use of the Electronic Documents by Client shall be at Client's sole risk and Client will: (a) Waive and covenant not to sue Capital alleging any inaccuracy or defect in the Electronic Documents; (b) Agree that Capital makes no representation with regard to the compatibility of the Electronic Documents with Client's software or hardware; and (c) to the fullest extent permitted by law, indemnify, hold harmless, reimburse and defend Capital from, for and against any alleged claim, damage, liability, or cost, including but not limited to attorneys' fees, that may arise from Client's use of the Electronic Documents or any subsequent modification of the Electronic Documents by any person or entity.
6. **Schedule.** Capital will perform its services with reasonable diligence consistent with sound professional practice as ordinarily provided by engineers practicing in the same or similar locality under the same or similar circumstances. Client will require its other consultants and Contractors to incorporate into their schedules reasonable periods of time for Capital to perform its services and will require that they coordinate their services with Capital's services. Client is aware that many factors outside Capital's control may affect Capital's ability to timely perform and complete its services and Client agrees that Capital is not responsible for damages arising directly or indirectly from any delays, including but not limited to liquidated damages.
7. **Construction Support.** If specifically included in the scope of Capital's services, construction support services will be performed solely for the purpose of reviewing portions of the work for general conformance with the design concept set forth in the contract plans and specifications. These services are different from inspection or other quality-control services. The Client shall coordinate the Contractor's involvement in any Capital

construction support services and shall provide Capital all necessary contracts and documents to perform the same. Capital is not a Contractor and does not provide the services of a Contractor under any circumstances. Capital will not supervise, direct or have control over any Contractor's work, nor will Capital have any responsibility for the means, methods, techniques, sequences or procedures of construction selected by the Contractor, nor will Capital be responsible for the Contractor's safety precautions and programs in connection with the work, nor will Capital be responsible for the Contractor's failure to perform the work in accordance with the requirements of the contract documents or applicable building or structural codes, nor will Capital be responsible for the acts or omissions of the Contractor or of any other persons or entities performing portions of the work, all of which are the sole responsibility of the Contractor or its agents.

8. **Submittal Review.** Capital will review and render appropriate services on shop drawings, product data, samples, and other submittals required by the contract documents. Such review shall be solely for general conformance with the design concept and the information shown on the contract documents. Capital's review will not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, compliance with applicable building or structural codes, coordination of the work of other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. Capital's review will be conducted with reasonable promptness while allowing sufficient time in Capital's judgment to permit adequate review. Review of a specific item shall not indicate acceptance of an assembly of which the item is a part. Capital will not review and will not be responsible for any deviations from the contract documents not clearly identified in writing on the submittal by the Contractor, nor will Capital be required to review partial submissions or those for which submissions for correlated items have not been received.
9. **Termination for Convenience.** Either Capital or Client may terminate this Agreement at any time with or without cause upon giving the other party ten (10) calendar days' prior written notice. Client will pay Capital for all services rendered and all costs incurred up to the date of termination, along with all other reasonable termination costs, including but not limited to expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Capital's anticipated profit on the value of the services not performed by Capital. If no notice of termination is given, Capital's obligations created by this Agreement will be terminated upon completion of the services.
10. **Notice of Deficiencies.** Client shall provide prompt written notice within thirty (30) days of when Client becomes aware or should have reasonably been aware of any fault or defect in the project, including errors, omissions or inconsistencies in the services and work product provided by Capital.
11. **Waiver of Subrogation.** Client and Capital waive all rights against each other for damages or loss to the extent covered by any available insurance. Client will require all of Client's insurers to waive subrogation against Capital and Client will contractually require all of its Contractors, consultants, and agents of any tier to have their respective insurers waive subrogation against Capital.
12. **Indemnity.** Subject to all provisions of this Agreement and to the fullest extent permitted by law, Client shall indemnify, hold harmless, reimburse and defend (with counsel of Capital's choice) Capital, its employees, officers, directors and agents from, for and against all actual or alleged claims, losses, damages, costs and expenses arising from or related to the work, the Project, or this Agreement (with the sole exception that Client will have no duty to indemnify Capital from claims or losses to the extent those claims or losses are caused by the fault or negligence of Capital or its employees as adjudicated by a court of competent jurisdiction). Under no circumstances shall Capital be liable for any actual or alleged claims, losses, damages, costs and expenses arising from or related to the work, fault, or negligence of its subconsultants.
13. **Modifications.** No change, modification, or amendment to this Agreement will be valid unless agreed to by both of the parties hereto in writing.
14. **Successors and Assigns.** This Agreement shall inure to the benefit of and shall be binding upon each of the parties hereto and such parties' partners, successors, executors, administrators and assigns.
15. **Arbitration.** Client agrees that any claim, damage, or dispute arising out of these Terms and Conditions or any services performed by Capital will be resolved by binding and confidential arbitration before a single arbitrator in the state where the project is located. The parties shall mutually select the arbitrator and the rules applicable to the arbitration process. Unless the parties mutually agree otherwise, the arbitration shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. As a condition precedent to serving a demand for arbitration,

*Client agrees that it will obtain a written certificate executed by an independent design professional with similar experience on similar projects and licensed in the jurisdiction in which the project is located certifying that Capital failed to meet the applicable standard of care. Client will provide Capital with a copy of the certificate and all written analysis supporting the certificate's findings at least 30 days before serving a demand for arbitration. Client and Capital agree that any party hereto shall commence all claims and causes of action within the period specified by applicable law but in any case, not more than ten (10) years after the date of substantial completion of the project. Client and Capital waive all claims and causes of action not commenced or noticed in accordance with the time periods in this section.*

16. **Governing Law.** *The laws of the State that the project is constructed will govern the validity of this Agreement, its interpretation and performance. Any dispute arising in any way from this Agreement shall be subject to the jurisdiction of the courts of that State.*
17. **Client's Terms.** *Any terms and conditions set forth or referenced in Client's purchase order, requisition, or other notice of authorization to proceed are inapplicable to the services provided under this proposal or any related agreement, except when specifically accepted or confirmed in writing and signed by Capital.*
18. **Limitation of Liability.** *Client agrees that, in recognition of the relative risks and benefits of the project, Capital's aggregate joint, several and individual liability, whether for breach of contract, breach of warranty, negligence, professional malpractice, strict liability or otherwise will be limited to an amount no greater than \$1 million or Capital's fee, whichever amount is lesser. This provision will survive the termination or expiration of this Agreement.*
19. **Limitation of Remedy.** *Client covenants that it will not, under any circumstances, bring a lawsuit, arbitration demand, or claim of any kind against Capital's individual employees, officers, directors, or agents and that Client's sole remedy will be against Capital, Inc.*
20. **Entire Agreement.** *This Agreement contains all terms and conditions agreed on by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist, or bind any of the parties hereto.*



**Capital Engineering Consultants, Inc.  
2023 Billing Rates**

Sr. Principal	\$245.00 / hour
Principal	\$223.00 / hour
Director	\$215.00 / hour
Sr. Project Manager	\$205.00 / hour
Project Manager	\$196.00 / hour
Field Services	\$192.00 / hour
Sr. Engineer	\$175.00 / hour
Engineer	\$160.00 / hour
Sr. Designer	\$150.00 / hour
Designer	\$138.00 / hour
Technician / CADD	\$127.00 / hour
Intern	\$120.00 / hour
Project Administrator	\$107.00 / hour
Sr. Admin.	\$75.00 / hour
Clerical / Admin.	\$60.00 / hour

Capital Engineering Consultants, Inc. Tax ID No. 94-1492674



February 15, 2023

Melissa Regan-Byers  
HKIT Architects  
538 Ninth Street, Suite 240  
Oakland, CA 94607

Project: Riverview Middle School Modernization  
Subject: Electrical Consulting Engineering Fee Proposal

Dear Melissa:

The Engineering Enterprise is pleased to provide a fee proposal for consulting electrical engineering services on the above subject project as outlined in this document.

## **1.0 Project Description**

### **1.1 Overview**

- A. The project consists of the modernization and renovation of existing buildings at Riverview Middle School, located in the City of Rio Vista, California.
- B. The Classroom and Administrative building was built in the 70s as an open concept plan, had little walls and some operable partitions. The main scope of the project is to do a major remodel of the second floor to accommodate one science classroom, nine standard classrooms, a wellness center, teachers' lounge and restrooms. Most if not all walls will be removed and new walls will be built. The administration floor will have minor work done to bring the restroom and the reception desk up to the current accessibility code. Additionally, the art classroom in the gym building will be converted into the library, which will necessitate the restrooms in that building be remodeled to meet accessibility requirements.
- C. Improvements to the area of work for the Intrusion Alarm system, and the Clock/PA system will require replacement of existing head-end equipment; therefore, complete campus upgrade of these systems has been included.
- D. Site shall include path of travel work that may require lighted pathway/walkways and landscape areas.
- E. The preliminary construction budget for this work is \$5,250,000.

### **1.2 Electrical Systems and/or Features**

- A. Site distributed infrastructure.
- B. Power distribution system.
- C. Power connections to all motors.
- D. Grounding system.
- E. Branch circuiting of all devices, equipment, and appliances.
- F. Interior lighting and lighting control system.

- G. Emergency/egress lighting system.
- H. Exterior lighting and controls.
- I. Fire alarm system.
- J. Telecommunication cabling system.
- K. Clock/Public Address System.
- L. Security system.
- M. Audiovisual systems.
- N. Provide interface of electrical systems with EMCS system.

## **2.0 Scope of Services**

### **2.1 Schematic Design Phase**

- A. Review the program requirements developed by the Owner and Architect for the development of the Schematic Design Package.
- B. Prepare our own analysis of the electrical systems as related to the program requirements and offer recommendations.
- C. Prepare conceptual design descriptions of alternative electrical systems that will reduce costs and/or improve performance.
- D. Attend one meeting with the design team and Owner to obtain and coordinate information related to the electrical systems in order to develop the Schematic Design package.
- E. Prepare a narrative of the electrical systems as well as drawings that represent the power distribution system for the Schematic Design package.

### **2.2 Design Development Phase**

- A. Attend one meeting with the design team and Owner to obtain further information concerning system requirements for the electrical design.
- B. Consult with inspection authorities to determine special code requirements.
- C. Interface with other consultants to coordinate design of electrical systems with other building system requirements and/or features.
- D. Obtain information from other consultants concerning electrical load requirements for equipment covered under their Divisions.
- E. Layout electrical equipment to ensure that space allocated is sufficient.
- F. Review lighting design requirements with the Architect and incorporate layout into our drawings.
- G. Prepare an outline specification for electrical systems.
- H. Preparation of preliminary, in-house calculations to verify Title 24 energy compliance (Title 24 documentation will not be issued as a part of the DD package).
- I. Prepare drawings to include the following:
  - 1. Power single line diagram.
  - 2. Site electrical plan.

3. Floor plans with lighting and device layouts.

### **2.3 Construction Document Phase**

- A. Attend one meeting with the design team to obtain final information concerning system requirements for the electrical design.
- B. Final interface with other consultants to coordinate connection requirements.
- C. Prepare complete set of construction drawings for electrical systems.
- D. Prepare detailed construction specifications for electrical systems outlining materials and installation requirements.
- E. Prepare Title 24 energy compliance documentation for lighting system to include the following:
  1. Interior calculations and completion of associated forms.
  2. Exterior calculations and completion of associated forms.
- F. Review documents with inspection authorities as required.
- G. Deliverables: 50% CD and 100% CD.

### **2.4 Agency Approval Phase**

- A. Coordinate and obtain written approval of final design work with local agencies and DSA.
- B. Assist Architect in the preparation of applications as well as submittal and processing of construction documents for approval by local agencies and DSA.
- C. Respond to written plan review comments as directed by architect. Incorporate plan review comments into construction documents.

### **2.5 Bidding Phase**

- A. Interpret construction documents and prepare written responses to questions.

### **2.6 Construction Administration Phase**

- A. Review shop drawings, submittal data, and record "as-built" drawings.
- B. Respond to field RFI's and prepare clarification instructions as needed.
- C. Visit site two times to verify compliance with construction documents, review the final installation and prepare a punch list of all deficient items requiring correction by the contractor.

## **3.0 Extra Services not Included**

### **3.1 Special Studies**

- A. Special environmental impact investigations and related research. Such studies are not anticipated under this proposed agreement.
- B. Leadership in Energy and Environmental Design (LEED) related services.
- C. Life cycle cost analyses and energy effectiveness studies.

### **3.2 Design Services**

- A. Redesign for reasons not the fault of The Engineering Enterprise, including the following:

1. Changes in project scope or Owner requirements following the approval of scope and compensation outlined in this document.
  2. Changes to project drawings following the Owner's approval of documents submitted by The Engineering Enterprise at the completion of the Design Development Phase.
  3. Changes to Contract Documents when the low construction bid for documents prepared by The Engineering Enterprise are within 10 percent of the construction estimate including all approved changes thereto.
- B. Services to provide designs for deductive or additive alternate bid items.
- C. Employment of special sub-consultants at the request of the Owner or Architect.
- D. Structural analysis or structural and seismic design of equipment anchorage and support systems.
- E. Preparation of construction cost estimates and detailed quantity take-offs.
- F. Design of building management system or temperature control system.
- G. Design of voice / data equipment (LAN, WAN, PBX, phones, etc).
- H. Preparation of additional Title 24 calculations based on redesign for reasons not the fault of The Engineering Enterprise.

### **3.3 Construction Administration Services**

- A. Preparation of maintenance or operating manuals.
- B. Preparation of record "as-built" documents.
- C. System commissioning.
- D. Trips to the construction site in excess of those listed in Scope of Services above.
- E. Prolonged construction support services should construction time on any portion of the project be exceeded by more than 20 percent of the time for completion stipulated in the construction contract.
- F. Reviews of change orders that are the result of Owner generated changes or are generated by other disciplines and/or consultants.

## **4.0 Additional Understandings**

### **4.1 Materials and Services Provided by the Architect**

- A. Informational and coordination prints of project architectural, structural, civil, landscape, mechanical, etc. drawings as required, and at times requested, by The Engineering Enterprise for the performance of services outlined herein.
- B. Base floor plans and site plan(s) compatible with Revit/AutoCAD.
- C. Detailed information on Owner furnished equipment to be installed or for which provisions are to be made under the electrical subcontract.
- D. Reproduction of drawings, specifications and reports for in-house distribution to the Architect's staff and record copies of construction documents for the consultant's use.

## **4.2 Assumptions**

### **A. Existing Electrical Service:**

1. The existing power distribution system for this facility has sufficient capacity to accommodate the new loads associated with this project.

## **5.0 Terms and Conditions of Service**

### **5.1 Warranty**

The Engineering Enterprise makes no warranty, either expressly or implied, as to our findings, recommendations, specifications or professional advice, except that these services were prepared/performed in accordance with generally accepted professional engineering practices in existence at the time and place of such services.

### **5.2 Breach of Contract Damages**

The Engineering Enterprise's liability to client for breach of this fee proposal shall, to the extent permitted by law, be limited to The Engineering Enterprise's fee. However, The Engineering Enterprise shall have no liability to client for consequential, special, punitive, or other indirect damages.

### **5.3 Third Party Liability**

The Engineering Enterprise does not guarantee the completion of performance contracts by the construction contractor(s) or other third parties, nor is it responsible for their acts or omissions, or for the safety of the contractor('s) work.

### **5.4 Insurance Limits**

Fees proffered anticipate Professional Liability Insurance burden in the maximum amount of \$5,000,000.00. Should a greater amount of insurance be required, an upward adjustment of quoted fee will be necessary.

### **5.5 Segregation of Contract**

The quoted fee and fee apportionments are predicated upon a single contract covering all of the work described herein. In the event that only a partial contract is assigned, the fees stipulated are void and a new proposal will be submitted reflecting an abbreviated scope of services.

### **5.6 Documents**

The drawings and specifications prepared by the Consultant, whether in hard copy or machine-readable format, are instruments of service to be used only for the specific project(s) covered by this agreement. All drawings, including tracings and/or special masters as well as calculations shall remain the property of The Engineering Enterprise.

Because information and data delivered in an electronic format may be altered, either inadvertently or otherwise, The Engineering Enterprise reserves the right to remove from copies provided to architect all identification reflecting the involvement of The Engineering Enterprise in the preparation of the data.

## **6.0 Compensation**

### **6.1 Basic Services**

Services described under Section 2.0, Scope of Services, will be performed for the lump sum fee values outlined below:

<b>PROJECT PHASE</b>	<b>FEE</b>
Schematic Design Phase	\$5,500
Design Development Phase	\$13,000
Construction Document Phase	\$17,500
Agency Approval Phase	\$2,250
Bidding Phase	\$1,000
Construction Administration Phase	\$10,500
<b>TOTAL FEE</b>	<b>\$49,750</b>

### **6.2 Extra Services**

Compensation for Extra Services as defined in Section 3.0 shall be paid hourly for all authorized services rendered at the rates indicated below:

- |                                    |            |
|------------------------------------|------------|
| A. Principal                       | \$280/hour |
| B. Associate                       | \$240/hour |
| C. Senior Engineer/Project Manager | \$220/hour |
| D. Engineer/Designer               | \$200/hour |
| E. BIM Technician                  | \$170/hour |
| F. Administrative Staff            | \$130/hour |

## **7.0 Reimbursable Expenses**

Travel, parking, delivery and reproduction costs will be billed separately on a direct cost basis with no additional markup by TEE.

## **8.0 Payment**

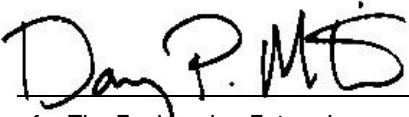
Invoices for services will be issued monthly and shall be due and payable upon receipt. A yearly carrying charge of eighteen percent (18%) will be added to each invoice thirty days delinquent. No carrying charge will be incurred if invoices are paid in full within sixty (60) days of the date of the invoice.

It is understood that this letter constitutes the entire agreement between the parties and that there are no conditions, agreements, or representations between the parties except as expressed herein.

If a court of competent jurisdiction finds this agreement, or any portion of this agreement, to be invalid, unlawful, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this agreement and all provisions of all other agreements between the parties shall not in any way be affected or impaired by the finding of invalidity, illegality, or unenforceability.

Please indicate your approval of the foregoing proposal by signing in the space provided below and by returning one copy of this agreement to our office at your earliest convenience.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
for HKIT Architects  
Melissa Regan-Byers

By:  \_\_\_\_\_ Date: February 15, 2023  
for The Engineering Enterprise  
Danny McKevitt, Principal





Warren Consulting Engineers, Inc.

February 15, 2023

email: mregan@hkit.com

Melissa Regan-Byers  
HKIT Architects  
538 Ninth Street, Suite 240  
Oakland, CA 94607

**RE: PROPOSAL FOR CIVIL ENGINEERING SERVICES FOR THE RIVERVIEW MIDDLE SCHOOL  
MODERNIZATION**

Dear Melissa,

We are pleased to submit our proposal for civil engineering services for the above referenced project. The scope of work consists of providing path of travel upgrades to both campus buildings, shade structure and courtyard and correcting site drainage issues at front of campus.

**1. Schematic Design**

- A. Site visit to review existing conditions.
- B. Assist in the development of the site plan as it relates to accessibility.
- C. Develop preliminary demolition, grading, drainage and paving plans.
- D. Attend online design team meetings, as required.

**2. Design Development**

- A. Prepare DD level demolition, grading, drainage, paving and civil details.
- B. Prepare draft specifications for civil related items.
- D. Attend online design team meetings, as required.

**3. Construction Documents**

- A. Develop construction plans and specifications based on the approved Design Development plans and budget.
- B. The plans will consist of:
  - 1. Cover Sheet
  - 2. Demolition Plan
  - 3. Engineered Fill Plan
  - 4. Grading and Drainage Plan
  - 5. Paving and Striping Plan
  - 6. Erosion Control Plan
  - 7. Details and Sections
- C. Attend online design team meetings, as required.
- D. Prepare civil related project specifications.

February 15, 2023

**PROPOSAL FOR CIVIL ENGINEERING SERVICES FOR THE RIVERVIEW MIDDLE SCHOOL MODERNIZATION**

Page 2

**4. Agency Review**

- A. Submit plans to DSA for review.
- B. Respond to plan check comments as required to obtain approval.

**5. Bidding**

- A. Answer questions during bidding. Prepare addenda as needed.

**6. Construction Administration**

- A. Answer questions during construction. Prepare clarifications as needed.
- B. Make two site visits during construction.
- C. Make final site visit and prepare punch list.
- D. Review contractor as-builts and close-out documents.

**The fee for the above scope of work is:**

Schematic Design:	\$5,000.00
Design Development:	\$5,000.00
Construction Documents:	\$10,000.00
Agency Review:	\$1,500.00
Bidding:	\$1,000.00
Construction Administration:	\$4,500.00
Project Close-out:	<u>\$1,000.00</u>
<b>Total Fee:</b>	<b>\$28,000.00</b>

**Items not included in this proposal are:**

1. Topographic survey.
2. Fire sprinkler design.
3. Fire flow testing
4. Electrical design (site and building)
5. Natural gas system design (site and building)
6. Soils investigation and testing.
7. Agency fees.
8. Construction staking.
9. Construction management and inspection.
10. SWPPP (disturbed area less than 1 acre)
11. Retaining wall design.
12. Site electrical design
13. Easement dedication
14. Landscape and Irrigation Design

February 15, 2023

**PROPOSAL FOR CIVIL ENGINEERING SERVICES FOR THE RIVERVIEW MIDDLE SCHOOL MODERNIZATION**

Page 3

Billing will be on a monthly basis for work completed within that calendar month. Payment shall be made within 30 days of receiving the invoice.

If this proposal is acceptable, please sign and return one copy.

Sincerely,



Anthony J. Tassano, P.E.

AJT/tlb  
23P.043

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_

March 23, 2022

Melissa Regan-Byers, Associate, AIA, LEED AP  
 HKIT Architects  
 538 Ninth Street, Suite 240  
 Oakland, CA 94607  
 mregan@hkit.com



**Subject: Landscape Architectural Services  
 For Riverview Middle School Modernization  
 River Delta Unified School District**

Dear Melissa,

We are pleased to submit the following fee proposal for professional services in connection with the landscape design and implementation for the Riverview Middle School Parking Lot Project in Rio Vista, California. We have based our scope of services and fee from the email sent to us on March 17, 2022 and the School Master Plan attachment. We understand the scope to be approximately the following:

- Path of travel work for the site
- New shade structure / lunch courtyard
- Large switch back ramp to access the upper floor
- Resolution of drainage issues that need to be fixed
- Preliminary construction budget of \$5,250,000

We have the availability and staff to meet the proposed schedule and understand it to be approximately the following:

- Design (SD-DSA)                      April - October
- Construction Period                  10 months

**SERVICES:** Refer to the attached EXHIBIT A for a detailed scope of services.

**COMPENSATION:** For the above professional services the Landscape Architect shall be paid as follows for the entire project:

**Total for all phases, Lump Sum Fee:              \$ 38,810**

**PAYMENT:** shall be made on monthly invoices based upon the percentage of work on the project completed during the month.

Schematic Design	\$ 3,540
Design Development	\$ 5,730
Construction Documents	\$ 15,400
DSA submittal / approval	\$ 2,580
Bidding	\$ 950
Construction Administration	\$ 9,210
<u>Closeout</u>	<u>\$ 1,400</u>
<b>TOTAL</b>	<b>\$ 38,810</b>

The above fee for professional services shall be in effect for one year after the date of the contract. Should project delays not caused by the Landscape Architect require services from the Landscape Architect beyond the above time limit, the Landscape Architect's fees for said professional services should be increased by an amount to be negotiated with the Architect, covering the Landscape Architects additional costs.

**ASSUMPTIONS:** Our fee is based on the following assumptions:

1. Landscape Architect will not attend weekly team meetings unless there are specific site issues to be reviewed. Landscape Architect will be available by phone if coordination issues or questions arise at all other meetings.
2. Civil engineer will produce all site demolition plans required. Landscape Architect will not produce any demolition or clearing and grubbing plans but will coordinate with the civil engineer to ensure accurate demolition plans.
3. It is assumed that the planting design will have an all new irrigation system that will not be integrated into an existing irrigation system.
4. Irrigation design will be a majority of sub-surface irrigation systems with bubblers limited only to proposed trees.
5. Structural engineer for the project will provide structural review and, as necessary, details and calculations for fence footings, pergolas, arbors, walls, or other structural elements over three feet in height as requested by landscape architect.

**REIMBURSABLES:** are included in the base fee and are anticipated to be for site visits, basic delivery services, and typical reproduction. If site visits beyond what is outlined in EXHIBIT A, or excessive reproduction or delivery services are requested beyond what is anticipated, they may generate additional services. If additional insurance coverage or limits, including professional liability insurance, in excess of that normally carried by the consultant, is requested by the Client, it is beyond the limits of the anticipated costs and will require an additional fee.

**ADDITIONAL SERVICES:** the following services are beyond the scope of services outlined in EXHIBIT A

1. Revising previously approved drawings, construction budgets, and specifications to accomplish significant budget reductions and/or design revisions requested by the Client. Standard changes in design to meet the budget based on cost estimating during the course of design are included in this proposal.
2. Bid Alternates may be included during the Construction Document phase to meet the budget; however, preparing documents requiring significant effort for Bid Alternates as initiated by the Client may require additional services.
3. Preparing documents and/or construction services required for 'fast tracking' or phased construction of the project beyond those included within this proposal.
4. Meetings and site visits in addition to those in EXHIBIT A.

Compensation to the Landscape Architect for additional services authorized by the Architect shall be at the following hourly rates:

Landscape Principal	\$ 215
Associate Principal	\$ 180
Associate Landscape Architect	\$ 160
Landscape Architect/Project Manager	\$ 140
Job Captain	\$ 115
Landscape Intern	\$ 105
Admin/Administration Support	\$ 85
Irrigation Principal	\$ 200
Irrigation Technician	\$ 115

**ITEMS SUPPLIED:** the Architect shall provide the Landscape Architect with the following:

1. Site program and applicable code requirements.
2. Accurate survey and site bases(s) showing grades, trees, structures, utilities, property lines and easements in AutoCAD DWG file type.
3. All applicable architectural and engineering drawings; drawings in AutoCAD DWG file type.
4. Soil tests for horticultural suitability if deemed necessary by the Landscape Architect.
5. Arborist report if deemed necessary by the Landscape Architect.

**LIST OF CONSULTANTS:** the Landscape Architect will retain and pay for the following consultant as part of this proposal. Their qualifications will be submitted for Owner to review if desired prior to retention.

Marty Dickson, Irrigation Consultant

**ABANDONMENT OF IMPROVEMENT:** if the owner finds it necessary to abandon all or part of the project, the Landscape Architect shall be compensated for all work completed.

**CANCELLATION:** this agreement may be terminated by either party upon written notice to the other party in the event of a substantial failure of performance by such other party, or if the project should be abandoned.

If this proposal meets with your approval, please sign, and return one executed copy to us for our files.

Sincerely,

**Cupples Keller Designs**



Amy Cupples, ASLA  
Principal

**Accepted by:**

\_\_\_\_\_  
HKIT Architects

\_\_\_\_\_  
Date

## EXHIBIT A

### Scope of Services and Work Products

**A. Design Scope**

Exterior landscape architectural design for pedestrian paving, planting, irrigation, and site amenities for the Riverview Middle School Modernization project.

**B. Schematic Design**

Based on base documents and concepts from Architect, prepare schematic design drawings showing:

1. Provide overall landscape site plan with selected enlarged plans
2. Image boards showing plant images, site amenities, and materials
3. Attendance at one (1) design team and / or District Client meetings

**C. Design Development**

Based on approved schematic design drawings, prepare design development drawings showing:

1. Refined hardscape drawings
1. Paving finishes, seat walls, steps, ramps and landscape furnishings
2. Coordinate with the civil engineer on storm drainage issues to comply with the C-3 requirements
3. Prepare design development planting plans showing plant locations and species
4. Provide outline specifications
5. Attendance at two (2) design team and /or District Client meetings

**D. Construction Documents**

Based on approved design development and estimated construction budget, prepare construction drawings showing:

1. Overall site plan showing buildings and landscape features
2. Detailed hardscape plans with horizontal controls for all landscape elements
3. Elevations, sections and preliminary construction details of major hardscape features
4. Construction details for all hardscape elements and furnishings
5. Detailed planting plan
6. Plant palette, schedule, and details
7. Detailed irrigation plan, details, and calculations
8. Final technical specifications
9. Attendance at up to three (3) design team and / or District Client meetings

**E. DSA Submittal / Approval:**

1. The landscape architect shall respond to all plan check comments relevant to the landscape drawings and revise drawings and specifications accordingly.

**F. Bidding**

1. Response to Requests for Information
2. Preparation of addenda as needed

**G. Construction Administration**

1. The Landscape Architect shall visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress of the Work but shall not be required to make exhaustive or continuous on-site observations. On the basis of said site visits, the Landscape Architect shall keep the client informed of the progress and quality of the Work.
2. The Landscape Architect shall not be responsible for the construction contractor's performance or safety measures.
3. Review shop drawings, samples and other submittals required of the contractor for work on the landscape drawings.
4. Land Materials selection at place of growth, 1 day of nursery visits to tag trees.
5. An estimate of four (4) site visits are anticipated during the course of construction work and associated field reports.

**I. Closeout**

1. At completion of landscape construction, perform one (1) punch walk and produce list of items to be resolved for final acceptance. Determine if maintenance period can begin.
2. At completion of maintenance period, perform one (1) site visit to evaluate site for final acceptance.
3. Review contractor drawings and prepare record drawings.

**J. Work Not Included**

1. Graphics or signage.
2. Cost estimates.
3. CHPS, LEED, GreenPoint or Greenbuild documentation.
4. Structural details or calculations for fence footings, pergolas, arbors, walls, or other structural elements over three feet in height.

**END OF EXHIBIT A**



February 13, 2023

Melissa Regan-Byers, Associate  
HKIT Architects  
538 Ninth Street, Suite 240  
Oakland, CA 94607

Re: Riverview MS –Estimating Services Proposal

**TRANSMITTED VIA EMAIL**

Dear Melissa:

As requested, please find below, my proposal on the above referenced project. I have reviewed the information contained in your e-mail dated 2/10/23. My estimate will be inclusive of the following at each phase:

- Preparation of draft estimates at the plan phases specifically listed below.
- Preparation of a final cost estimate predicated upon the draft review process.
- Meetings/phone conferences as required to discuss cost factors, value engineering, additional divisions of the work, etc.

**Modernization:**

DD:	\$5,000
100% CD:	\$6,500

**IR EB-4 Estimate (if necessary):**

DD:	\$8,500
-----	---------

Sincerely,  
**COUNTERPOINT CONSTRUCTION SERVICES, INC.**



**Justin Walling**  
President



Program & Construction Management

March 1, 2023

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

Re: Riverview Middle School
Classroom Building Modernization
Construction Management Fee Proposal

Dear Ms. Wright:

In accordance with the Agreement between the District and RGM Kramer, Inc., the following is our fee proposal for construction management services for the Riverview Middle School Classroom Modernization Project.

As set forth in the Agreement, our fee will be a fixed amount based on a percentage of the construction cost. We estimate the construction cost for the project to be approximately \$5,625,510 which includes interim housing that will be required during construction. The final fees will be adjusted based on the final construction cost. The services to be provided shall be as described in the Agreement for the phases described below.

Our proposed CM fee for this project is as follows:

Table with 4 columns: Description, Estimated Constr. Cost\*, %, CM Fee\*. Rows include CM Fee Calculation breakdown and a Total row.

\*Fee to be adjusted based on final construction cost.

Description	%	Fee
<b>CM Fee Breakdown by Phase:</b>		
Design	15.0%	\$ 50,816
Constructability Review & Estimating	10.0%	\$ 33,878
Plan Check, Bidding & Award	5.0%	\$ 16,939
Construction	65.0%	\$ 220,204
Occupancy & Close-Out	5.0%	\$ 16,939
Total	100.0%	\$ 338,776

RGMK will invoice the District monthly based on the percentage completion for each phase. In addition to the above fees, RGMK will invoice the District for any reimbursable expenses at cost plus 10% as provided for in the Agreement. We do not expect any significant reimbursable expenses and suggest a budget of \$2,500 for such expenses.

If satisfactory, please sign and return one copy for our records.

Respectfully Submitted,



Ralph Caputo, CEO  
RGM Kramer, Inc.

CC: Tammy Busch, RDUSD  
Ralph Caputo, RGM Kramer, Inc.  
Marlin Jones, RGM Kramer, Inc.  
Janice Betts, RGM Kramer, Inc.

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: 2

From: Tammy Busch, Asst. Superintendent of Business Services

Item Number: 15

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

**SUBJECT:**

Request the Approval to Award a Contract for Roofing Replacement for Buildings A & B at D. H. White Elementary School to the Lowest, Responsible Bidder, Diablo Roofing, Inc.

**BACKGROUND:**

On June 14, 2022, the Board approved a preliminary budget and proceeding with design for roofing replacement at D. H. White Elementary School Buildings A & B.

On January 27, 2023, a Notice to Bidders was published in the Sacramento Bee requesting bids for the project. Bid documents were placed in multiple plan rooms including Contra Costa, Sacramento and Marin Counties. A Pre-Bid Conference was held on February 8, 2023, where fifteen potential bidders attended. On February 23, 2023, bids were opened and five bids were received. The lowest bid was submitted by Diablo Roofing, Inc. for \$403,850 including a \$25,000 allowance for unforeseen conditions. The preliminary construction budget for this work was \$500,000.

**STATUS:**

RGM Kramer has also updated the Master Budget for the project incorporating the actual bid amount and other actual contract amounts. The updated Master Budget is substantially less than the preliminary budget.

**PRESENTER:**

Tammy Busch, Asst. Superintendent of Business Services and Katherine Wright,  
Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Maria Denney and Ralph Caputo, RGM Kramer

**COST AND FUNDING SOURCES:**

Measure J not to exceed \$403,850.00.

**RECOMMENDATION:** Staff recommends:

- (1) the Board award a contract to Diablo Roofing, Inc, in the amount of \$403,850,
- (2) the Board approve the final Master Budget, and,
- (3) the Board authorize the Superintendent or designee to approve additional miscellaneous expenditures for services that may be necessary to complete the project, subject to the approved Master Budget and existing Board policy.

Attachments:

Bid Results

Final Master Budget

Time allocated: 5 minutes

PROJECT NAME:

DH White ES Building A&B Roof Replacement

BIDS DUE:

Thursday, February 23, 2023, at 2:00PM

AT:

River Delta Unified School District  
 445 Montezuma Street  
 Rio Vista, CA 94571

CONTRACTOR	ADDENDA	ATTACHMENTS	BASE BID
<p>PAC SHIELD ROOFING</p>	<p>1 <u>X</u> ✓ 2 <u>X</u> ✓</p>	<p>✓ Bid Form                      ✓ Non-Collusion Declaration                      ✓ Site Visit Certification                      ✓ Designation of Subcontractors                      ✓ Bid Bond                      ✓ Information Required of Bidder                      ✓ Certification of Contractor &amp; Subcontractor DIR Registration                      ✓ Bidder's Acknowledgement of Project Schedule                      ✓ Storm Water Pollution Prevention Certification</p>	<p>Total Bid: 452,848                      Allowance \$25,000.00                      Total Base Bid: 477,848</p>
<p>* DIABLO ROOFING</p>	<p>1 <u>X</u> ✓ 2 <u>X</u> ✓</p>	<p>✓ Bid Form                      ✓ Non-Collusion Declaration                      ✓ Site Visit Certification                      ✓ Designation of Subcontractors                      ✓ Bid Bond                      ✓ Information Required of Bidder                      ✓ Certification of Contractor &amp; Subcontractor DIR Registration                      ✓ Bidder's Acknowledgement of Project Schedule                      ✓ Storm Water Pollution Prevention Certification</p>	<p>Total Bid: 377,850                      Allowance \$25,000.00                      Total Base Bid: 403,850</p>
<p>BEST CONTRACTING SERVICES</p>	<p>1 <u>X</u> ✓ 2 <u>X</u> ✓</p>	<p>✓ Bid Form                      ✓ Non-Collusion Declaration                      ✓ Site Visit Certification                      ✓ Designation of Subcontractors                      ✓ Bid Bond                      ✓ Information Required of Bidder                      ✓ Certification of Contractor &amp; Subcontractor DIR Registration                      ✓ Bidder's Acknowledgement of Project Schedule                      ✓ Storm Water Pollution Prevention Certification</p>	<p>Total Bid: 640,000                      Allowance \$25,000.00                      Total Base Bid: 665,000</p>
<p>ENTERPRISE ROOFING SERVICES, INC</p>	<p>1 <u>X</u> ✓ 2 <u>X</u> ✓</p>	<p>✓ Bid Form                      ✓ Non-Collusion Declaration                      ✓ Site Visit Certification                      ✓ Designation of Subcontractors                      ✓ Bid Bond                      ✓ Information Required of Bidder                      ✓ Certification of Contractor &amp; Subcontractor DIR Registration                      ✓ Bidder's Acknowledgement of Project Schedule                      ✓ Storm Water Pollution Prevention Certification</p>	<p>Total Bid: 502,589                      Allowance \$25,000.00                      Total Base Bid: 527,589</p>

PROJECT NAME:

DH White ES Building A&B Roof Replacement

BIDS DUE:

Thursday, February 23, 2023, at 2:00PM

AT:

River Delta Unified School District  
 445 Montezuma Street  
 Rio Vista, CA 94571

CONTRACTOR	ADDENDA	ATTACHMENTS	BASE BID
<p>CLARK ROOFING, INC</p>	<p>1 <u>X</u> ✓ 2 <u>X</u> ✓</p>	<input checked="" type="checkbox"/> Bid Form	<p>Total Bid: 828,000</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid: 853,000</p>
		<input checked="" type="checkbox"/> Non-Collusion Declaration	
		<input checked="" type="checkbox"/> Site Visit Certification	
		<input checked="" type="checkbox"/> Designation of Subcontractors	
		<input checked="" type="checkbox"/> Bid Bond	
		<input checked="" type="checkbox"/> Information Required of Bidder	
		<input checked="" type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration	
		<input checked="" type="checkbox"/> Bidder's Acknowledgement of Project Schedule	
		<input checked="" type="checkbox"/> Storm Water Pollution Prevention Certification	
	<p>1 <u>X</u> 2 <u>X</u></p>	<input type="checkbox"/> Bid Form	<p>Total Bid:</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid:</p>
		<input type="checkbox"/> Non-Collusion Declaration	
		<input type="checkbox"/> Site Visit Certification	
		<input type="checkbox"/> Designation of Subcontractors	
		<input type="checkbox"/> Bid Bond	
		<input type="checkbox"/> Information Required of Bidder	
		<input type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration	
		<input type="checkbox"/> Bidder's Acknowledgement of Project Schedule	
		<input type="checkbox"/> Storm Water Pollution Prevention Certification	
	<p>1 <u>X</u> 2 <u>X</u></p>	<input type="checkbox"/> Bid Form	<p>Total Bid:</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid:</p>
		<input type="checkbox"/> Non-Collusion Declaration	
		<input type="checkbox"/> Site Visit Certification	
		<input type="checkbox"/> Designation of Subcontractors	
		<input type="checkbox"/> Bid Bond	
		<input type="checkbox"/> Information Required of Bidder	
		<input type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration	
		<input type="checkbox"/> Bidder's Acknowledgement of Project Schedule	
		<input type="checkbox"/> Storm Water Pollution Prevention Certification	
	<p>1 <u>X</u> 2 <u>X</u></p>	<input type="checkbox"/> Bid Form	<p>Total Bid:</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid:</p>
		<input type="checkbox"/> Non-Collusion Declaration	
		<input type="checkbox"/> Site Visit Certification	
		<input type="checkbox"/> Designation of Subcontractors	
		<input type="checkbox"/> Bid Bond	
		<input type="checkbox"/> Information Required of Bidder	
		<input type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration	
		<input type="checkbox"/> Bidder's Acknowledgement of Project Schedule	
		<input type="checkbox"/> Storm Water Pollution Prevention Certification	

**MASTER BUDGET SUMMARY**

3/14/2023



**Description:** Roofing Repair & Replacement  
**Buildings:** NA  
**Square Feet:** NA

Preliminary  
 Pre Final  
 X Final

Description	Preliminary Budget	Final Budget	Comments
<b>A. SITE</b>			
1 SITE ACQUISITION/APPRaisal/TITLE			
2 SURVEY			
3 SITE SUPPORT - BOND FEES			
4 LEGAL FEES - Allowances			
5 OTHER (EIR/Negative Declaration)			
6 OTHER			
<b>SITE SUBTOTAL</b>			
<b>B. PLANS</b>			
1 CONSULTANT DESIGN FEES	\$ 4,400	\$ 4,400	Actual Cost
2 DSA FEES			Not Applicable
DSA HOURLY FEES ALLOWANCE			
4 HEALTH DEPARTMENT			
5 ENERGY ANALYSIS FEES			
6 DEPARTMENT OF EDUCATION - PLAN CHECK FEE			
7 PRELIMINARY TESTS			
A. SOILS			
B. OPSC & YRE CONSULTANTS			
C. BIDDING AND ADVERTISING	\$ 2,500	\$ 1,328	Actual Cost
D. ENGINEERING/CONSULTING			
E. HAZARDOUS MATERIAL SURVEY/SPECS	\$ 850	\$ 850	Actual Cost
8 ADMINISTRATIVE COSTS		\$ -	
<b>PLANS SUBTOTAL</b>	<b>\$ 7,750</b>	<b>\$ 6,578</b>	
<b>C. CONSTRUCTION</b>			
1 A. UTILITY SERVICE FEES			
B. UTILITY SERVICE IMPROVEMENTS			
2 OFF-SITE DEVELOPMENT			
3 SERVICE SITE DEVELOPMENT			
4 GENERAL SERVICE SITE DEVELOPMENT			
5 MODERNIZATION	\$ 500,000	\$ 403,850	Per low bid
6 DEMOLITION / INTERIM HOUSING*			
7 NEW CONSTRUCTION			
8 A. UNCONVENTIONAL ENERGY SOURCES			
B. SPECIAL ACCESS COMPLIANCE			
C. TECHNOLOGY ALLOWANCE			
9 ENVIRONMENTAL ABATEMENT			
10 AIR MONITOR CLEARANCE	\$ 5,000		Not required
11 PROJECT MANAGEMENT	\$ 38,261	\$ 38,261	Per contract
12 OTHER (ITEMIZE)			
A. Labor Compliance			
B. MOVING/STORAGE (District Expense)			
C. UNDERGROUND UTILITY SEARCH		\$ -	
<b>CONSTRUCTION SUBTOTAL</b>	<b>\$ 543,261</b>	<b>\$ 442,111</b>	
<b>D. TESTS (CONSTRUCTION LAB)</b>			Not required
<b>E. INSPECTION (IOR)</b>			Not required
<b>F. FURNITURE AND EQUIPMENT</b>			
<b>G. CONTINGENCIES</b>	<b>\$ 75,000</b>	<b>\$ 40,385</b>	10% of Construction Cost
<b>TOTAL ESTIMATED COSTS (ITEMS A THROUGH G)</b>	<b>\$ 626,011</b>	<b>\$ 489,074</b>	

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: 2

From: Tammy Busch, Asst. Superintendent of Business Services

Item Number: 16

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

**SUBJECT:**

Request the Approval to Award a Contract for Roofing Replacement for Building D at Rio Vista High School to the Lowest, Responsible Bidder, Pac Shield Roof Services, Inc.

**BACKGROUND:**

On June 14, 2022, the Board approved a preliminary budget and proceeding with design for roofing replacement at Rio Vista High School Building D.

On January 27, 2023, a Notice to Bidders was published in the Sacramento Bee requesting bids for the project. Bid documents were placed in multiple plan rooms including Contra Costa, Sacramento and Marin Counties. A Pre-Bid Conference was held on February 8, 2023, where fifteen potential bidders attended. On February 23, 2023, bids were opened and four bids were received. The lowest bid was submitted by Pac Shield Roof Services, Inc. for \$365,668 including a \$25,000 allowance for unforeseen conditions. The preliminary construction budget for this work was \$350,000.

**STATUS:**

RGM Kramer has also updated the Master Budget for the project incorporating the actual bid amount and other actual contract amounts. The updated Master Budget is substantially the same as the preliminary budget.

**PRESENTER:**

Tammy Busch, Asst. Superintendent of Business Services and Katherine Wright,  
Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Maria Denney and Ralph Caputo, RGM Kramer

**COST AND FUNDING SOURCES:** Measure J not to exceed \$365,668.00.

**RECOMMENDATION:** Staff recommends:

- (1) the Board award a contract to Pac Shield Roof Services, Inc., in the amount of \$365,668,
- (2) the Board approve the final Master Budget, and,
- (3) the Board authorize the Superintendent or designee to approve additional miscellaneous expenditures for services that may be necessary to complete the project, subject to the approved Master Budget and existing Board policy.

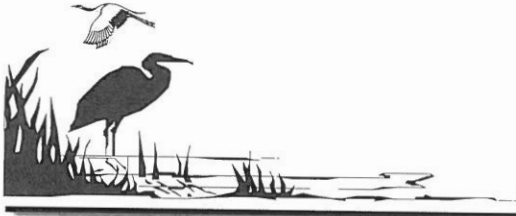
Attachments:

Bid Results

Final Master Budget

Time allocated: 5 minutes





# RIVER DELTA UNIFIED SCHOOL DISTRICT

445 Montezuma Street

Rio Vista, California 94571-1651

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

<http://riverdelta.org>

## Building D Roof Replacement – Rio Vista High School

Bid Deadline: 2:00pm February 23, 2023

Date Received	Time Received	Company's Name	Signature of Person Receiving Bid
2/23/23	1:12 PM	Enterprise Roofing Service Inc.	
2/23/23	1:17 PM	Best Contracting Services Inc.	
2/23/23	1:19 PM	Diablo Roofing Inc.	
2/23/23	1:29 PM	Pac Shield Roofing Services Inc.	

PROJECT NAME:

Rio Vista High School Building D Roof Replacement

BIDS DUE:

Thursday, February 23, 2023, at 2:00PM

AT:

River Delta Unified School District  
 445 Montezuma Street  
 Rio Vista, CA 94571

CONTRACTOR	ADDENDA	ATTACHMENTS	BASE BID
* PAC SHIELD ROOFING	1 <u>X</u> ✓ 2 <u>X</u> ✓	<input checked="" type="checkbox"/> Bid Form <input checked="" type="checkbox"/> Non-Collusion Declaration <input checked="" type="checkbox"/> Site Visit Certification <input checked="" type="checkbox"/> Designation of Subcontractors <input checked="" type="checkbox"/> Bid Bond <input checked="" type="checkbox"/> Information Required of Bidder <input checked="" type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration <input checked="" type="checkbox"/> Bidder's Acknowledgement of Project Schedule <input checked="" type="checkbox"/> Storm Water Pollution Prevention Certification	Total Bid: 340,668  Allowance \$25,000.00  Total Base Bid: 365,668
DIABLO ROOFING	1 <u>X</u> ✓ 2 <u>X</u> ✓	<input checked="" type="checkbox"/> Bid Form <input checked="" type="checkbox"/> Non-Collusion Declaration <input checked="" type="checkbox"/> Site Visit Certification <input checked="" type="checkbox"/> Designation of Subcontractors <input checked="" type="checkbox"/> Bid Bond <input checked="" type="checkbox"/> Information Required of Bidder <input checked="" type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration <input checked="" type="checkbox"/> Bidder's Acknowledgement of Project Schedule <input checked="" type="checkbox"/> Storm Water Pollution Prevention Certification	Total Bid: 351,950  Allowance \$25,000.00  Total Base Bid: 376,950
BEST CONTRACTING SERVICES	1 <u>X</u> ✓ 2 <u>X</u> ✓	<input checked="" type="checkbox"/> Bid Form <input checked="" type="checkbox"/> Non-Collusion Declaration <input checked="" type="checkbox"/> Site Visit Certification <input checked="" type="checkbox"/> Designation of Subcontractors <input checked="" type="checkbox"/> Bid Bond <input checked="" type="checkbox"/> Information Required of Bidder <input checked="" type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration <input checked="" type="checkbox"/> Bidder's Acknowledgement of Project Schedule <input checked="" type="checkbox"/> Storm Water Pollution Prevention Certification	Total Bid: 494,000  Allowance \$25,000.00  Total Base Bid: 519,000
ENTERPRISE ROOFING SERVICES, INC.	1 <u>X</u> ✓ 2 <u>X</u> ✓	<input checked="" type="checkbox"/> Bid Form <input checked="" type="checkbox"/> Non-Collusion Declaration <input checked="" type="checkbox"/> Site Visit Certification <input checked="" type="checkbox"/> Designation of Subcontractors <input checked="" type="checkbox"/> Bid Bond <input checked="" type="checkbox"/> Information Required of Bidder <input checked="" type="checkbox"/> Certification of Contractor & Subcontractor DIR Registration <input checked="" type="checkbox"/> Bidder's Acknowledgement of Project Schedule <input checked="" type="checkbox"/> Storm Water Pollution Prevention Certification	Total Bid: 460,186  Allowance \$25,000.00  Total Base Bid: 491,186

**MASTER BUDGET SUMMARY**

3/14/2023



**Description:** Roofing Repair & Replacement  
**Buildings:** NA  
**Square Feet:** NA

Preliminary  
 Pre Final  
 X Final

Description	Preliminary Budget	Final Budget	Comments
<b>A. SITE</b>			
1 SITE ACQUISITION/APPRaisal/TITLE			
2 SURVEY			
3 SITE SUPPORT - BOND FEES			
4 LEGAL FEES - Allowances			
5 OTHER (EIR/Negative Declaration)			
6 OTHER			
<b>SITE SUBTOTAL</b>			
<b>B. PLANS</b>			
1 CONSULTANT DESIGN FEES	\$ 2,200	\$ 2,200	Actual Cost
2 DSA FEES			Not Applicable
DSA HOURLY FEES ALLOWANCE			
4 HEALTH DEPARTMENT			
5 ENERGY ANALYSIS FEES			
6 DEPARTMENT OF EDUCATION - PLAN CHECK FEE			
7 PRELIMINARY TESTS			
A. SOILS			
B. OPSC & YRE CONSULTANTS			
C. BIDDING AND ADVERTISING	\$ 2,500	\$ 1,328	Actual Cost
D. ENGINEERING/CONSULTING			
E. HAZARDOUS MATERIAL SURVEY/SPECS	\$ 425	\$ 425	Actual Cost
8 ADMINISTRATIVE COSTS		\$ -	
<b>PLANS SUBTOTAL</b>	<b>\$ 5,125</b>	<b>\$ 3,953</b>	
<b>C. CONSTRUCTION</b>			
1 A. UTILITY SERVICE FEES			
B. UTILITY SERVICE IMPROVEMENTS			
2 OFF-SITE DEVELOPMENT			
3 SERVICE SITE DEVELOPMENT			
4 GENERAL SERVICE SITE DEVELOPMENT			
5 MODERNIZATION	\$ 350,000	\$ 365,668	Per low bid
6 DEMOLITION / INTERIM HOUSING*			
7 NEW CONSTRUCTON			
8 A. UNCONVENTIONAL ENERGY SOURCES			
B. SPECIAL ACCESS COMPLIANCE			
C. TECHNOLOGY ALLOWANCE			
9 ENVIRONMENTAL ABATEMENT			
10 AIR MONITOR CLEARANCE	\$ 5,000		Not required
11 PROJECT MANAGEMENT	\$ 26,783	\$ 26,783	Per contract
12 OTHER (ITEMIZE)			
A. Labor Compliance			
B. MOVING/STORAGE (District Expense)			
C. UNDERGROUND UTILITY SEARCH		\$ -	
<b>CONSTRUCTION SUBTOTAL</b>	<b>\$ 381,783</b>	<b>\$ 392,451</b>	
<b>D. TESTS (CONSTRUCTION LAB)</b>			Not required
<b>E. INSPECTION (IOR)</b>			Not required
<b>F. FURNITURE AND EQUIPMENT</b>			
<b>G. CONTINGENCIES</b>	<b>\$ 52,500</b>	<b>\$ 36,567</b>	Reduced to 10% of Construction Cost
<b>TOTAL ESTIMATED COSTS (ITEMS A THROUGH G)</b>	<b>\$ 439,408</b>	<b>\$ 432,971</b>	

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: 2

From: Tammy Busch, Asst. Superintendent of Business Services

Item Number: 17

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

**SUBJECT:**

Request the Approval to Award a Contract for Roofing Repairs at Delta High School Building A to the Lowest, Responsible Bidder, Clark Roofing, Inc.

**BACKGROUND:**

On June 14, 2022, the Board approved a preliminary budget and proceeding with design for roofing repairs at Delta High School Building A.

On January 20, 2023, a Notice to Bidders was published in the Sacramento Bee requesting bids for the project. Bid documents were placed in multiple plan rooms including Contra Costa, Sacramento and Marin Counties. A Pre-Bid Conference was held on February 1, 2023, where seven potential bidders attended. On February 16, 2023, bids were opened and three bids were received. The lowest bid was submitted by Clark Roofing, Inc. for \$260,000 including a \$25,000 allowance for unforeseen conditions. This bid exceeds the preliminary budget of \$175,000 for the reasons stated below.

Subsequent to preparation of the preliminary budget, it was discovered the scope needed to be increased to include additional roof areas that were discovered to be in need of repair. This is the primary reason for the bid exceeding the preliminary budget.

**STATUS:**

RGM Kramer has also updated the Master Budget for the project incorporating the actual bid amount and other actual contract amounts. The updated Master Budget \$78,349 higher than the preliminary budget.

**PRESENTER:**

Tammy Busch, Asst. Superintendent of Business Services and Katherine Wright,  
Superintendent

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

Maria Denney and Ralph Caputo, RGM Kramer

**COST AND FUNDING SOURCES:** Measure K not to exceed \$260,000.00.

**RECOMMENDATION:** Staff recommends:

- (1) the Board award a contract to Clark Roofing, Inc, in the amount of \$260,000.00,
- (2) the Board approve the final Master Budget, and,
- (3) the Board authorize the Superintendent or designee to approve additional miscellaneous expenditures for services that may be necessary to complete the project, subject to the approved Master Budget and existing Board policy.

Attachments:

Bid Results

Final Master Budget

Time allocated: 5 minutes

PROJECT NAME:

Delta HS Building A Roof Repairs

BIDS DUE:

Thursday, February 16, 2023, at 2:00PM

AT:

River Delta Unified School District

445 Montezuma Street

Rio Vista, CA 94571

CONTRACTOR	ADDENDA	ATTACHMENTS	BASE BID						
<p>STRONGIER BUILDING SERVICE</p>	<p>1 <u>X</u> ✓</p>	<p>✓ Bid Form</p> <p>✓ Non-Collusion Declaration</p> <p>✓ Site Visit Certification</p> <p>✓ Designation of Subcontractors</p> <p>✓ Bid Bond</p> <p>✓ Information Required of Bidder</p> <p>✓ Certification of Contractor &amp; Subcontractor DIR Registration</p> <p>✓ Bidder's Acknowledgement of Project Schedule</p> <p>✓ Storm Water Pollution Prevention Certification</p>	<p>Total Bid: 360,000</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid: 385,000</p>						
		<p>ENTERPRISE ROOFING</p>	<p>1 <u>X</u> ✓</p>	<p>✓ Bid Form</p> <p>✓ Non-Collusion Declaration</p> <p>✓ Designation of Subcontractors</p> <p>✓ Bid Bond</p> <p>✓ Information Required of Bidder</p> <p>✓ Certification of Contractor &amp; Subcontractor DIR Registration</p> <p>✓ Bidder's Acknowledgement of Project Schedule</p> <p>✓ Storm Water Pollution Prevention Certification</p> <p>✓ site visit certification</p>	<p>Total Bid: 291,436</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid: 316,436</p>				
				<p>CLARK ROOFING</p>	<p>1 <u>X</u> ✓</p>	<p>✓ Bid Form</p> <p>✓ Non-Collusion Declaration</p> <p>✓ Site Visit Certification</p> <p>✓ Designation of Subcontractors</p> <p>✓ Bid Bond</p> <p>✓ Information Required of Bidder</p> <p>✓ Certification of Contractor &amp; Subcontractor DIR Registration</p> <p>✓ Bidder's Acknowledgement of Project Schedule</p> <p>✓ Storm Water Pollution Prevention Certification</p>	<p>Total Bid: 235,000</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid: 260,000</p>		
							<p>1 <u>X</u> _____</p>	<p>_____ Bid Form</p> <p>_____ Non-Collusion Declaration</p> <p>_____ Site Visit Certification</p> <p>_____ Designation of Subcontractors</p> <p>_____ Bid Bond</p> <p>_____ Information Required of Bidder</p> <p>_____ Certification of Contractor &amp; Subcontractor DIR Registration</p> <p>_____ Bidder's Acknowledgement of Project Schedule</p> <p>_____ Storm Water Pollution Prevention Certification</p>	<p>Total Bid: _____</p> <p>Allowance \$25,000.00</p> <p>Total Base Bid: _____</p>

**MASTER BUDGET SUMMARY**

3/14/2023



**Description:** Roofing Repair & Replacement  
**Buildings:** NA  
**Square Feet:** NA

Preliminary  
 Pre Final  
 X Final

Description	Preliminary Budget	Final Budget	Comments
<b>A. SITE</b>			
1 SITE ACQUISITION/APPRaisal/TITLE			
2 SURVEY			
3 SITE SUPPORT - BOND FEES			
4 LEGAL FEES - Allowances			
5 OTHER (EIR/Negative Declaration)			
6 OTHER			
<b>SITE SUBTOTAL</b>			
<b>B. PLANS</b>			
1 CONSULTANT DESIGN FEES	\$ 1,600	\$ 1,600	Actual Cost
2 DSA FEES			Not Applicable
DSA HOURLY FEES ALLOWANCE			
4 HEALTH DEPARTMENT			
5 ENERGY ANALYSIS FEES			
6 DEPARTMENT OF EDUCATION - PLAN CHECK FEE			
7 PRELIMINARY TESTS			
A. SOILS			
B. OPSC & YRE CONSULTANTS			
C. BIDDING AND ADVERTISING	\$ 2,500	\$ 1,189	Actual Cost
D. ENGINEERING/CONSULTING			
E. HAZARDOUS MATERIAL SURVEY/SPECS	\$ 425	\$ 425	Actual Cost
8 ADMINISTRATIVE COSTS		\$ -	
<b>PLANS SUBTOTAL</b>	<b>\$ 4,525</b>	<b>\$ 3,214</b>	
<b>C. CONSTRUCTION</b>			
1 A. UTILITY SERVICE FEES			
B. UTILITY SERVICE IMPROVEMENTS			
2 OFF-SITE DEVELOPMENT			
3 SERVICE SITE DEVELOPMENT			
4 GENERAL SERVICE SITE DEVELOPMENT			
5 MODERNIZATION	\$ 175,000	\$ 260,000	Per low bid
6 DEMOLITION / INTERIM HOUSING*			
7 NEW CONSTRUCTON			
8 A. UNCONVENTIONAL ENERGY SOURCES			
B. SPECIAL ACCESS COMPLIANCE			
C. TECHNOLOGY ALLOWANCE			
9 ENVIRONMENTAL ABATEMENT			
10 AIR MONITOR CLEARANCE	\$ 5,000		Not required
11 PROJECT MANAGEMENT	\$ 13,391	\$ 13,391	Per contract
12 OTHER (ITEMIZE)			
A. Labor Compliance			
B. MOVING/STORAGE (District Expense)			
C. UNDERGROUND UTILITY SEARCH		\$ -	
<b>CONSTRUCTION SUBTOTAL</b>	<b>\$ 193,391</b>	<b>\$ 273,391</b>	
<b>D. TESTS (CONSTRUCTION LAB)</b>			Not required
<b>E. INSPECTION (IOR)</b>			Not required
<b>F. FURNITURE AND EQUIPMENT</b>			
<b>G. CONTINGENCIES</b>	<b>\$ 26,250</b>	<b>\$ 26,000</b>	Reduced to 10% of Construction Cost
<b>TOTAL ESTIMATED COSTS (ITEMS A THROUGH G)</b>	<b>\$ 224,166</b>	<b>\$ 302,605</b>	

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

445 Montezuma Street  
Rio Vista, California 9457-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Tammy Busch, Asst. Supt. of Business

Item Number: 18

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

**SUBJECT:**

Request to Approve the Second and final Reading of the Updated or New Board Policies, Administrative Regulations and Exhibits Due to New Legislation, Mandated Language, Citation Revisions and/or alignment of District procedures regarding Transportation BP3250 Transportation Fee (Delete), AR3541 Transportation, Board Policy 6158 - Independent Study, and Administrative Regulation 6158 – Independent Study.

**BACKGROUND:**

Changes in legislation and amendments to laws lead to necessary/mandated changes in District Board Policies. Independent Study needs to add Education Code language for the J13 to be approved and Transportation Routes and Services needs to align to the new required Transportation Plan.

**STATUS:**

A first reading was be brought to the Board on March 2, 2023

**PRESENTER:**

Tammy Busch, Asst. Supt. of Business

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

**COST AND FUNDING SOURCES: NOT APPLICABLE: N/A**

**RECOMMENDATION:**

That the Board approves the Second and Final Reading by Adopting of the Board Policy 3541 – Transportation Routes and Services, Board Policy 6158 - Independent Study, and Administrative Regulation 6158 – Independent Study.

Time allocated: 3 minutes

**Policy 3250: Transportation Fees**

**Status:** DRAFT

**Original Adopted Date:** 10/08/2019 | **Last Revised Date:** Pending

~~Whenever the cost of providing student transportation exceeds funding provided by the state, the Governing Board may charge fees for home-to-school student transportation and other transportation services as expressly authorized by law.~~

~~The Superintendent or designee shall annually submit proposed transportation fee schedules for Board approval.~~

~~The transportation fee shall be waived for any student who is eligible for free or reduced-price meals, who is an English learner, or who is a foster youth. (Education Code 39807.5)~~

~~In addition, no charge shall be made for any transportation of a student with a disability. (Education Code 39807.5)~~

~~Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.~~

~~The Board shall certify to the County Superintendent of Schools that the district has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. (Education Code 39809.5)~~

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 350	Fees not permitted
Ed. Code 10900-10914.5	<a href="#">Community recreation programs</a>
Ed. Code 10913	<a href="#">Fees for uses of school buses for community recreation purposes</a>
Ed. Code 35330	Field trips and excursions; student fees
Ed. Code 39800-39860	Transportation
Ed. Code 39801.5	Transportation for adults
Ed. Code 39807.5	Payment of transportation costs by parents
Ed. Code 39809.5	Excess fees; adjustments
Ed. Code 39837	Transportation to summer employment program



Ed. Code 41850	Transportation to regional occupational center or program
Ed. Code 42238.02	Local Control Funding Formula
Ed. Code 49014	Public School Fair Debt Collection Act
Ed. Code 49557-49558	Applications for free and reduced-price meals
Ed. Code 56026	Individual with exceptional needs

### Management Resources

California Department of Education  
Publication

Court Decision

Court Decision

Website

Website

Website

### Description

Pupil Fees, Deposits, and Other Charges, Fiscal Management  
Advisory 20-01, July 23, 2020

Hartzell v. Connell, 35 Cal.3d 899 (1984)

Arcadia Unified School District v. California Department of  
Education, (1992) 2 Cal. 4th 251

[CSBA District and County Office of Education Legal Services](#)

[California Department of Education](#)

[CSBA](#)

### Cross References

#### Code

3260

3260

3540

3540

3541

3541.2

3553

3553

4119.23

4219.23

4319.23

5125

5125

6159

6159

6173

6173

#### Description

[Fees And Charges](#)

[Fees And Charges](#)

[Transportation](#)

[Transportation](#)

[Transportation Routes And Services](#)

[Transportation For Students With Disabilities](#)

[Free And Reduced Price Meals](#)

[Free And Reduced Price Meals](#)

[Unauthorized Release Of Confidential/Privileged Information](#)

[Unauthorized Release Of Confidential/Privileged Information](#)

[Unauthorized Release Of Confidential/Privileged Information](#)

[Student Records](#)

[Student Records](#)

[Individualized Education Program](#)

[Individualized Education Program](#)

[Education For Homeless Children](#)

[Education For Homeless Children](#)

6173-E PDF(1)

[Education For Homeless Children](#)

6173-E PDF(2)

[Education For Homeless Children](#)

6178.2

[Regional Occupational Center/Program](#)

6181

[Alternative Schools/Programs Of Choice](#)

6181

[Alternative Schools/Programs Of Choice](#)

**Policy 3250: Transportation Fees**

**Status:** DRAFT

**Original Adopted Date:** 10/08/2019 | **Last Revised Date:** Pending

~~Whenever the cost of providing student transportation exceeds funding provided by the state, the Governing Board may charge fees for home-to-school student transportation and other transportation services as expressly authorized by law.~~

~~The Superintendent or designee shall annually submit proposed transportation fee schedules for Board approval.~~

~~The transportation fee shall be waived for any student who is eligible for free or reduced-price meals, who is an English learner, or who is a foster youth. (Education Code 39807.5)~~

~~In addition, no charge shall be made for any transportation of a student with a disability. (Education Code 39807.5)~~

~~Students receiving free transportation shall not be identified by the use of special bus passes, tickets, lines, seats, or any other means. They shall in no way be treated differently from other students, nor shall their names be published, posted, or announced in any manner or used for any purpose other than the transportation program.~~

~~The Board shall certify to the County Superintendent of Schools that the district has levied fees in accordance with law and that, in the event that excess fees have been charged, the fees have been reduced and excess fee revenue eliminated. (Education Code 39809.5)~~

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 350	Fees not permitted
Ed. Code 10900-10914.5	<a href="#">Community recreation programs</a>
Ed. Code 10913	<a href="#">Fees for uses of school buses for community recreation purposes</a>
Ed. Code 35330	Field trips and excursions; student fees
Ed. Code 39800-39860	Transportation
Ed. Code 39801.5	Transportation for adults
Ed. Code 39807.5	Payment of transportation costs by parents
Ed. Code 39809.5	Excess fees; adjustments
Ed. Code 39837	Transportation to summer employment program

Ed. Code 41850	Transportation to regional occupational center or program
Ed. Code 42238.02	Local Control Funding Formula
Ed. Code 49014	Public School Fair Debt Collection Act
Ed. Code 49557-49558	Applications for free and reduced-price meals
Ed. Code 56026	Individual with exceptional needs

### Management Resources

California Department of Education  
Publication

Court Decision

Court Decision

Website

Website

Website

### Description

Pupil Fees, Deposits, and Other Charges, Fiscal Management  
Advisory 20-01, July 23, 2020

Hartzell v. Connell, 35 Cal.3d 899 (1984)

Arcadia Unified School District v. California Department of  
Education, (1992) 2 Cal. 4th 251

[CSBA District and County Office of Education Legal Services](#)

[California Department of Education](#)

[CSBA](#)

### Cross References

#### Code

3260

3260

3540

3540

3541

3541.2

3553

3553

4119.23

4219.23

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## **Regulation 3541: Transportation Routes And Services**

The Superintendent or designee shall design transportation routes and stops within district boundaries that promote student safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools.

~~(cf. 3510 – Green School Operations)~~

~~(cf. 3514 – Environmental Safety)~~

~~(cf. 3540 – Transportation)~~

Students shall be eligible for transportation service to and from school if the distance between their school-established bus stop and the school is beyond the minimum listed below:

1. For elementary school students:

Grades TK-6: three-fourths mile

Grades 4-8: one mile

2. For students attending a **two or three-year junior high school, and are low income:**

Grades 7-9: one mile

3. For students attending a **three or four-year high school, and are low income:**

Grades 9-12: ~~two~~ **one** miles

**4. For students attending grade levels 7-12, that do not meet other transportation priorities the minimum distance is two miles.**

The Superintendent or designee may authorize transportation below these limits when safety problems or hazards exist.

~~(cf. 5142.2 – Safe Routes to School)~~

The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules, and stops. He/she may also arrange for local media to publish such information.

~~(cf. 1112 – Media Relations)~~

With the Board of Trustees' authorization, transportation services may be provided or arranged by the district for:

1. Students traveling to and from school during the regular school day (Education Code 39800)

2. Field trips and excursions (Education Code 35330)

(cf. 3541.1 - Transportation for School-Related Trips)

3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)
4. District employees, parents/guardians, and adult volunteers traveling to and from educational activities authorized by the district (Education Code 39837.5)

Students who attend school outside of their school attendance area or district boundaries may be eligible for transportation services in accordance with district policy.

~~(cf. 5116.1 - Intradistrict Open Enrollment)~~  
~~(cf. 5117 - Interdistrict Attendance)~~

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education program or Section 504 plan. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4, 300.17, 300.34)

~~(cf. 3541.2 - Transportation for Students with Disabilities)~~  
~~(cf. 6159 - Individualized Education Program)~~  
~~(cf. 6164.6 - Identification and Education Under Section 504)~~

The Superintendent or designee shall provide transportation to homeless students in accordance with law, Board policy, and administrative regulation. When the student resides outside of district boundaries, the Superintendent or designee shall consult with the superintendent of the district of residence to apportion the responsibility and costs of transportation. (42 USC 11432)  
~~(cf. 6173 - Education for Homeless Children)~~

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend their school of origin when it is in the student's best interest to do so. (20 USC 6312)  
~~(cf. 6173.1 - Education for Foster Youth)~~

**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 15240-15244	<u><a href="#">Allowances for student transportation; definitions</a></u>
Ed. Code 10900.5	<u><a href="#">Use of school buses for community recreation</a></u>

State	Description
Ed. Code 35330	<u>Field trips and excursions; student fees</u>
Ed. Code 35350	<u>Authority to transport pupils</u>
Ed. Code 39800	<u>Powers of governing board to provide transportation to and from school</u>
Ed. Code 39800-39809.5	<u>Transportation; general provisions</u>
Ed. Code 39801.5	<u>Transportation for adults</u>
Ed. Code 39808	<u>Transportation for private school students</u>
Ed. Code 39830-39843	<u>School buses</u>
Ed. Code 39835	<u>Use of school buses for community recreation</u>
Ed. Code 39837	<u>Transportation to summer employment program</u>
Ed. Code 39837.5	<u>Transportation of employees, parents/guardians, and adult volunteers to school activities</u>
Ed. Code 39860	<u>Transportation to school activities</u>
Ed. Code 41850-41854	<u>Allowances for transportation</u>
Ed. Code 41860-41863	<u>Supplementary allowances for transportation</u>



	<b>State</b>	<b>Description</b>
Ed. Code 48853.5		<a href="#"><u>Education of foster youth; immediate enrollment</u></a>

	<b>Federal</b>	<b>Description</b>
20 USC 1400-1482		<a href="#"><u>Individuals with Disabilities Education Act</u></a>
20 USC 6312		<a href="#"><u>Local educational agency plan</u></a>
34 CFR 104.4		<a href="#"><u>Equal opportunity under the Rehabilitation Act of 1973, Section 504</u></a>
34 CFR 300.17		<a href="#"><u>Free appropriate public education</u></a>
34 CFR 300.34		<a href="#"><u>Related services</u></a>
42 USC 11432		<a href="#"><u>McKinney-Vento Homeless Assistance Act</u></a>

**Management Resources**

	<b>Description</b>
CSBA Publication	<a href="#"><u>Special Education Pupil Transportation: Considerations in the Era of LCFF, Governance Brief, April 2014</u></a>
Website	<a href="#"><u>CSBA District and County Office of Education Legal Services</u></a>
Website	<a href="#"><u>California Department of Education, Office of School Transportation</u></a>
Website	<a href="#"><u>Pupil Transportation Safety Institute</u></a>

**Cross References**

Code	Description
1112	<u>Media Relations</u>
3250	<u>Transportation Fees</u>
3250	<u>Transportation Fees</u>
3510	<u>Green School Operations</u>
3514	<u>Environmental Safety</u>
3514	<u>Environmental Safety</u>
3540	<u>Transportation</u>
3540	<u>Transportation</u>
3541.1	<u>Transportation For School-Related Trips</u>
3541.1-E PDF(1)	<u>Transportation For School-Related Trips</u>
3541.2	<u>Transportation For Students With Disabilities</u>
3542	<u>School Bus Drivers</u>
4141.6	<u>Concerted Action/Work Stoppage</u>
4141.6	<u>Concerted Action/Work Stoppage</u>
4231	<u>Staff Development</u>
4231	<u>Staff Development</u>
4241.6	<u>Concerted Action/Work Stoppage</u>
4241.6	<u>Concerted Action/Work Stoppage</u>
5116.1	<u>Intradistrict Open Enrollment</u>

Code	Description
5116.1	<u>Intradistrict Open Enrollment</u>
5116.1-E PDF(1)	<u>Intradistrict Open Enrollment - Intradistrict Enrollment</u>
5117	<u>Interdistrict Attendance</u>
5117	<u>Interdistrict Attendance</u>
5117-E PDF(1)	<u>Interdistrict Attendance</u>
5142.2	<u>Safe Routes To School Program</u>
5142.2	<u>Safe Routes To School Program</u>
5148.3	<u>Preschool/Early Childhood Education</u>
5148.3	<u>Preschool/Early Childhood Education</u>
6154	<u>Homework/Makeup Work</u>
6159	<u>Individualized Education Program</u>
6159	<u>Individualized Education Program</u>
6164.6	<u>Identification And Education Under Section 504</u>
6164.6	<u>Identification And Education Under Section 504</u>
6173	<u>Education For Homeless Children</u>
6173	<u>Education For Homeless Children</u>
6173-E PDF(1)	<u>Education For Homeless Children</u>

Code	Description
6173-E PDF(2)	<u>Education For Homeless Children</u>
6173.1	<u>Education For Foster Youth</u>
6173.1	<u>Education For Foster Youth</u>
6178.2	<u>Regional Occupational Center/Program</u>
6200	<u>Adult Education</u>
6200	<u>Adult Education</u>

**Policy 6158: Status: ADOPTED**  
**Independent**  
**Study**

**Original Adopted Date:** 05/12/2015 | **Last Revised Date:** 12/13/2022 | **Last Reviewed Date:** 12/13/2022 | **Last** see  
**Reviewed Date:** 12/13/2022 **more**

The Governing Board authorizes independent study as an optional alternative instructional strategy for students whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered for short- or long-term placements, on a full-time or part-time basis, and/or in conjunction with part- or full-time classroom study.

The Board shall hold a public hearing when considering the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of students or adult education students. (Education Code 51747; 5 CCR 11701)

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, a charter school, and an online course.

Student participation in independent study shall be voluntary and no student shall be required to participate. (Education Code 51747, 51749.5, 51749.6)

Independent study for each student shall be under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300. Students' independent study shall be coordinated, evaluated, and documented, as prescribed by law and reflected in the accompanying administrative regulation. (Education Code 51747.5)

The minimum period of time for any independent study option shall be three consecutive school days. (Education Code 46300 )

Except for students participating in independent study due to an emergency as described in Education Code 41422 and 46392:

1. Independent study is offered to any student impacted by any of the conditions listed in ED section 46392 within ten (10) days of the first day of a school closure or material decrease in attendance. Students who are individuals with exceptional needs

shall receive the services identified in their individualized education programs pursuant to paragraph (9) of subdivision (a) of EC Section 56345 and may participate in an independent study program.

2. Require reopening for in-person instruction as soon as possible unless prohibited under the direction of the local or state health officer.
3. Notwithstanding subdivision © of EC Section 51745 or subparagraph (F) of paragraph (9) of subdivisions (g) of Section 51747, include information regarding establishing independent study master agreements in a reasonable amount of time.

## **General Independent Study Requirements**

The Superintendent or designee may offer and approve independent study for an individual student upon determining that the student is prepared to meet the district's requirements for participation and is likely to succeed as well as or better than the student would in the regular classroom setting.

The minimum instructional minutes shall be the same for all students at each school including students participating in independent study, except as otherwise permitted by law. (Education Code 46100)

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of programs. When necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due. However, in no event shall the due date of an assignment be extended beyond the termination date specified in the student's written agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators: (Education Code 51747)

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments

3. Learning of required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

The Superintendent or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high schools, this shall include access to all courses offered by the district for graduation and approved by the University of California (UC) or the California State University (CSU) as creditable under the A-G admissions criteria. (Education Code 51747)

The Superintendent or designee shall ensure that all students participating in independent study for 15 school days or more receive the following throughout the school year: (Education Code 51747)

1. For students in grades transitional kindergarten, kindergarten, and grades 1 to 3, opportunities for daily synchronous instruction
2. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
3. For students in grades 9-12, opportunities for at least weekly synchronous instruction

The Superintendent or designee shall ensure that procedures for tiered reengagement strategies are used for all students participating in an independent study program for 15 school days or more who are: (Education Code 51747)

1. Not generating attendance for more than ten percent of required minimum instructional time over four continuous weeks of the district's approved instructional calendar
2. Not participating in synchronous instructional offerings pursuant to Education Code 51747.5 for more than 50 percent of the scheduled times of synchronous instruction in a school month as applicable by grade span
3. In violation of their written agreement

Tiered reengagement strategies procedures used in district independent study programs

shall include local programs intended to address chronic absenteeism, as applicable, including but not limited to the following: (Education Code 51747)

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the recording of a nonattendance day or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary
4. A clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being

The Superintendent or designee shall, for students who participate in an independent study program for 15 school days or more, develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case, later than five instructional days. (Education Code 51747)

When any student enrolled in classroom-based instruction is participating in independent study due to necessary medical treatment or inpatient treatment for mental health or substance abuse under the care of appropriately licensed professionals, the student shall be exempt from the live interaction and/or synchronous instruction, tiered reengagement strategies, and transition back to in-person instruction requirements specified above. In such cases, evidence from appropriately licensed professionals, of the student's need to participate in independent study, shall be submitted to the Superintendent or designee. (Education Code 51747)

The Superintendent or designee shall ensure that a written agreement exists for each participating student as prescribed by law. (Education Code 51747, 51749.5)

Upon the request of the parent/guardian of a student, and before signing a written agreement as described below in the section "Master Agreement," the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, and, if requested by the parent/guardian an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51747)

### **Master Agreement**



A written agreement shall be developed and implemented for each student participating in independent study for three or more consecutive school days. (Education Code 46300, 51747)

For student participation for 15 school days or more, a signed written agreement shall be obtained before the student begins independent study. For student participation of less than 15 school days, a signed written agreement shall be obtained within ten school days of the first day of the student's enrollment. (Education Code 46300, 51747)

The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement.

The independent study agreement for each participating student also shall include, but is not limited to, all of the following: (Education Code 51747; 5 CCR 11700, 11702)

1. The manner, time, frequency, and place for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic progress
2. The objectives and methods of study for the student's work and the methods used to evaluate that work
3. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
5. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an

individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports

8. A statement that independent study is an optional educational alternative in which no student may be required to participate
9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction
10. Before the commencement of independent study projected to last for 15 school days or more, or within ten school days of the first day of enrollment for independent study for less than 15 school days, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under 18 years of age, the certificated employee responsible for the general supervision of independent study, and for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). (Education Code 51747)

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

### **Course-Based Independent Study**

The district's course-based independent study program for students in grades K-12 shall be subject to the following requirements: (Education Code 51749.5)

1. A signed learning agreement shall be completed and on file for each participating student, pursuant to Education Code 51749.6
2. Courses shall be taught under the general supervision of certificated employees who hold the appropriate subject matter credential and are employed by the district or by another district, charter school, or county office of education with which the district has a memorandum of understanding to provide the instruction
3. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality and to provide intellectual challenge that is substantially equivalent to in-person, classroom-based instruction, and shall be aligned to all

relevant local and state content standards. For high schools, this shall include access to all courses offered by the district for graduation and approved by UC or CSU as creditable under the A-G admissions criteria. The certification shall, at a minimum, include the duration, number of equivalent daily instructional minutes for each school day that student is enrolled, number of equivalent total instructional minutes, and number of course credits for each course, consistent with that of equivalent classroom-based courses. The certification shall also include plans to provide opportunities throughout the school year, for all students in transitional kindergarten, kindergarten, and grades 1-3 to receive daily synchronous instruction, for all students in grades 4-8, to receive both daily live interaction and at least weekly synchronous instruction, and for all students in grades 9-12 to receive at least weekly synchronous instruction.

4. Students enrolled in independent study courses shall meet the applicable age requirements established pursuant to Education Code 46300.1, 46300.4, 47612, and 47612.1, and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 47612, 48204, and 51747.3
5. For each student participating in an independent study course, satisfactory educational progress shall be determined based on the student's achievement and engagement in the independent study program as indicated by the student's performance on applicable student-level measures of student achievement and engagement set forth in Education Code 52060, completion of assignments, assessments, or other indicators that evidence that the student is working on assignments, learning of required concepts, as determined by the supervising teacher, and progress toward successful completion of the course of study or individual course, as determined by the supervising teacher.

If satisfactory educational progress in one or more independent study courses is not being made, the teacher providing instruction shall notify the student and, if the student is under 18 years of age, the student's parent/guardian. The teacher shall conduct an evaluation to determine whether it is in the student's best interest to remain in the course or whether the student should be referred to an alternative program, which may include, but is not limited to, a regular school program. A written record of the evaluation findings shall be treated as a mandatory interim student record maintained for three years from the date of the evaluation. If the student transfers to another California public school, the record shall be forwarded to that school.

Procedures for tiered reengagement strategies shall be used for all students who are not making satisfactory educational progress in one or more courses or who are in violation of the written learning agreement, as described in the section "Learning Agreement for Course-Based Independent Study" below. These procedures shall

include, but are not necessarily limited to, the verification of current contact information for each enrolled student, a plan for outreach from the school to determine student needs, including connection with health and social services as necessary, and a clear standard for requiring a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being.

6. Examinations shall be administered by a proctor
7. Statewide testing results shall be reported and assigned to the school at which the student is enrolled and shall be included in the aggregate results of the district. Test results also shall be disaggregated for purposes of comparisons with the test results of students enrolled in classroom-based courses.
8. A student shall not be required to enroll in courses included in the course-based independent study program
9. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6
10. For each student, the combined equivalent daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208
11. Courses required for high school graduation or for admission to UC or CSU shall not be offered exclusively through independent study
12. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011
13. A student shall not be prohibited from participating in independent study solely on the basis that the student does not have the materials, equipment, or access to Internet connectivity necessary to participate in the course
14. A student with disabilities, as defined in Education Code 56026, may participate in course-based independent study if the student's individualized education program specifically provides for that participation
15. A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through course-based independent study

16. The district shall maintain a plan to transition any student whose family wishes to return to in-person instruction from course-based independent study expeditiously, and, in no case, later than five instructional days

### **Learning Agreement for Course-Based Independent Study**

Before enrolling a student in a course within a course-based independent study program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, the student's parent/guardian with a written learning agreement that includes all of the following: (Education Code 51749.6)

1. A summary of the district's policies and procedures related to course-based independent study pursuant to Education Code 51749.5
2. The duration of the enrolled course(s) and the number of course credits for each enrolled course, consistent with the Board certifications made pursuant to Item #3 of the Course-Based Independent Study section above
3. The duration of the learning agreement, which shall not exceed a school year or span multiple school years
4. The learning objectives and expectations for each course, including, but not limited to, a description of how satisfactory educational progress is measured and when a student evaluation is required to determine whether the student should remain in the course or be referred to an alternative program, which may include, but is not limited to, a regular school program
5. The specific resources that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
6. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports
7. A statement that enrollment is an optional educational alternative in which no student may be required to participate. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through course-based independent study only if the student is offered the alternative

of classroom instruction.

8. The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent/guardian regarding a student's academic progress
9. The objectives and methods of study for the student's work, and the methods used to evaluate that work
10. A statement of the adopted policies regarding the maximum length of time allowed between the assignment and the completion of a student's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in course-based independent study
11. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the learning agreement, to be earned by the student upon completion.
12. Before the commencement of an independent study course projected to last for 15 school days or more, or within ten school days of the first day of enrollment for an independent study course projected to last less than 15 school days, the learning agreement shall be signed and dated by the student, and by the student's parent/guardian or caregiver if the student is less than 18 years of age, the certificated employee responsible for the general supervision of the independent study course, and as applicable for students with disabilities, the certificated employee designated as having responsibility for the special education programming of the student. For purposes of this paragraph "caregiver" means a person who has met the requirements of Family Code 6550-6552.

Learning agreements may be signed using an electronic signature that complies with state and federal standards, as determined by CDE. (Education Code 51749.6)

A signed learning agreement from a parent/guardian of a student who is less than 18 years of age shall constitute the parent/guardian's permission for the student to receive instruction through course-based independent study. (Education Code 51749.6)

Upon the request of a student's parent/guardian, and before signing a learning agreement as described above, the district shall conduct a telephone, videoconference, or in-person student-parent-educator conference, or other meeting during which the student, parent/guardian, and, if requested by the parent/guardian, an advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study. (Education Code 51749.6)

## **Student-Parent-Educator Conferences**

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or, if requested by a parent/guardian, prior to enrollment or disenrollment from independent study. (Education Code 51745.5, 51747, 51749.5)

## **Records**

The Superintendent or designee shall ensure that records are maintained for audit purposes.

These records shall include, but not be limited to: (Education Code 51748; 5 CCR 11703)

1. A copy of the Board policy, administrative regulation, and other procedures related to independent study
2. A listing of the students, by grade level, program, and school, who have participated in independent study, along with the units of the curriculum attempted and completed by students in grades K-8 and the course credits attempted by and awarded to students in grades 9-12 and adult education
3. A file of all agreements, with representative samples of each student's work products bearing the supervising teacher's signed or initialed and dated notations indicating that the teacher has personally evaluated the work or personally reviewed the evaluations made by another certificated teacher
4. As appropriate to the program in which the students are participating, a daily or hourly attendance register that is separate from classroom attendance records, maintained on a current basis as time values of student work products judged by a certificated teacher, and reviewed by the supervising teacher if they are two different persons
5. Appropriate documentation of compliance with the teacher-student ratios required by Education Code 51745.6 and 51749.5 (Education Code 51745.6 and 51749.5)
6. Appropriate documentation of compliance with the requirements pursuant to Education Code 51747.5 to ensure the coordination, evaluation, and supervision of the independent study of each student by a district employee who possesses a valid certification document pursuant to Education Code 44865 or an emergency credential pursuant to Education Code 44300 (Education Code 51747.5)

The district shall document each student's participation in live interaction and synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program. A student who does not participate in scheduled live interaction or synchronous instruction shall be documented as nonparticipatory for that school day. (Education Code 51747.5)

The Superintendent or designee shall also maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. (Education Code 51747.5)

Signed written and supplemental agreements, assignment records, work samples, and attendance records may be maintained as an electronic file in accordance with Education Code 51747 and 51749.6, as applicable.

### **Program Evaluation**

The Superintendent or designee shall annually report to the Board the number of district students participating in independent study, the average daily attendance generated for apportionment purposes, student performance as measured by standard indicators and in comparison to students in classroom-based instruction, and the number and proportion of independent study students who graduate or successfully complete independent study. Based on the program evaluation, the Board and Superintendent shall determine areas for program improvement as needed.

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#### **Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

<b>State</b>	<b>Description</b>
5 CCR 11700-11705	Independent study
Ed. Code 17289	Exemption for facilities
Ed. Code 41020	Requirement for annual audit
Ed. Code 41422	Emergency conditions and apportionments
Ed. Code 42238	Revenue limits



State	Description
Ed. Code 42238.05	Local control funding formula; average daily attendance
Ed. Code 44865	Qualifications for independent study teachers
Ed. Code 46100	Length of school day
Ed. Code 46200-46208	Incentives for longer instructional day and year
Ed. Code 46300-46307.1	Methods of computing average daily attendance
Ed. Code 46390-46393	Emergency average daily attendance
Ed. Code 46600	Interdistrict attendance computation
Ed. Code 47612-47612.1	Charter School Operation
Ed. Code 47612.5	Charter schools operations; general requirements
Ed. Code 48204	Residency requirements for school attendance
Ed. Code 48206.3	Home or hospital instruction; students with temporary disabilities
Ed. Code 48220	Classes of children exempted
Ed. Code 48340	Improvement of pupil attendance
Ed. Code 48915	Expulsion; particular circumstances

State	Description
Ed. Code 48916.1	Educational program requirements for expelled students
Ed. Code 48917	Suspension of expulsion order
Ed. Code 49011	Student fees
Ed. Code 51225.3	High school graduation requirements
Ed. Code 51744-51749.6	Independent study
Ed. Code 52060	Local control and accountability plan
Ed. Code 52523	Adult education as supplement to high school curriculum; criteria
Ed. Code 56026	Individual with exceptional needs
Ed. Code 58500-58512	Alternative schools and programs of choice
Fam. Code 6550-6552	Caregivers

**Federal**

Federal	Description
20 USC 6301	Highly qualified teachers
20 USC 6311	State plan

**Management Resources**

Management Resources	Description
California Department of Education Publication	Legal Requirements for Independent Study
California Department of Education Publication	Conducting Individualized Determinations of Need
California Department of Education Publication	2021-22 AA & IT Independent Study FAQs
California Department of Education Publication	California Digital Learning

Management Resources	Description
California Department of Education Publication	Integration and Standards Guidance, May 2021 Elements of Exemplary Independent Study
Court Decision	Modesto City Schools v. Education Audits Appeal Panel (2004) 123 Cal.App.4th 1365
Education Audit Appeals Panel Publication	Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting
Website	<a href="#">CSBA District and County Office of Education Legal Services</a>
Website	<a href="#">California Consortium for Independent Study</a>
Website	<a href="#">California Department of Education, Independent Study</a>
Website	<a href="#">Education Audit Appeals Panel</a>

**Cross References**

Code	Description
0410	<a href="#">Nondiscrimination In District Programs And Activities</a>
0420.4	<a href="#">Charter School Authorization</a>
0420.4	<a href="#">Charter School Authorization</a>
0470	<a href="#">COVID-19 Mitigation Plan</a>

Code	Description
0500	<u>Accountability</u>
3260	<u>Fees And Charges</u>
3260	<u>Fees And Charges</u>
3516.5	<u>Emergency Schedules</u>
3580	<u>District Records</u>
3580	<u>District Records</u>
4112.2	<u>Certification</u>
4112.2	<u>Certification</u>
4131	<u>Staff Development</u>
4131	<u>Staff Development</u>
5111.1	<u>District Residency</u>
5111.1	<u>District Residency</u>
5112.3	<u>Student Leave Of Absence</u>
5112.3	<u>Student Leave Of Absence</u>
5113	<u>Absences And Excuses</u>
5113	<u>Absences And Excuses</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.1	<u>Chronic Absence And Truancy</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5126	<u>Awards For Achievement</u>
5126	<u>Awards For Achievement</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5141.31	<u>Immunizations</u>
5141.31	<u>Immunizations</u>

Code	Description
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5146	<u>Married/Pregnant/Parenting Students</u>
5146	<u>Married/Pregnant/Parenting Students</u>
5147	<u>Dropout Prevention</u>
6000	<u>Concepts And Roles</u>
6011	<u>Academic Standards</u>
6111	<u>School Calendar</u>
6112	<u>School Day</u>
6112	<u>School Day</u>
6142.4	<u>Service Learning/Community Service Classes</u>
6143	<u>Courses Of Study</u>
6143	<u>Courses Of Study</u>
6146.1	<u>High School Graduation Requirements</u>
6146.1-E PDF(1)	<u>High School Graduation Requirements</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6152	<u>Class Assignment</u>
6159	<u>Individualized Education Program</u>
6159	<u>Individualized Education Program</u>
6162.5	<u>Student Assessment</u>
6162.51	<u>State Academic Achievement Tests</u>

Code	Description
6162.51	<u>State Academic Achievement Tests</u>
6164.5	<u>Student Success Teams</u>
6164.5	<u>Student Success Teams</u>
6172	<u>Gifted And Talented Student Program</u>
6172	<u>Gifted And Talented Student Program</u>
6181	<u>Alternative Schools/Programs Of Choice</u>
6181	<u>Alternative Schools/Programs Of Choice</u>
6183	<u>Home And Hospital Instruction</u>
6184	<u>Continuation Education</u>
6184	<u>Continuation Education</u>
6185	<u>Community Day School</u>
6185	<u>Community Day School</u>
6185-E PDF(1)	<u>Community Day School</u>
6200	<u>Adult Education</u>
6200	<u>Adult Education</u>

**Regulation Status: ADOPTED**  
**6158:**  
**Independent**  
**Study**

**Original Adopted Date:** 11/08/2016 | **Last Revised Date:** 12/13/2022 | **Last Reviewed Date:** 12/13/2022 see more

**Definitions**

*Live interaction* means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in-person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

*Student-parent-educator conference* means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

*Synchronous instruction* means classroom-style instruction or designated small group or one-on-one instruction delivered in-person, or in the form of Internet or telephonic communications, and involving live two-way communication between the teacher and student. Synchronous instruction shall be provided by a teacher or teachers of record for that student pursuant to Education Code 51747.5 or the certificated employee providing instruction for course-based independent study. (Education Code 51745.5)

**Educational Opportunities**

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

1. Special assignments extending the content of regular courses of instruction
2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum
3. Continuing and special study during travel
4. Volunteer community service activities and leadership opportunities that support and strengthen student achievement
5. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction or for a student who is

unable to attend in-person instruction due to a quarantine due to exposure to, or infection with, COVID-19, pursuant to local or state public health guidance

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

### **Equivalency**

The district's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the district's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747)

The district shall not provide independent study students and their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. Providing access to Internet connectivity and district-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. (Education Code 46300.6, 51747.3)

### **Eligibility for Independent Study**

To participate in independent study, a student shall be enrolled in a district school. (Education Code 51748)

The Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments,



and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within district boundaries pursuant to Education Code 48204. (Education Code 46300.2, 51747.3)

A student with disabilities, as defined in Education Code 56026, may participate in independent study if the student's individualized education program (IEP) specifically provides for such participation. If a parent/guardian of a student with disabilities requests independent study because the student's health would be put at risk by in-person instruction, the student's IEP team shall make an individualized determination as to whether the student can receive a free appropriate public education (FAPE) in an independent study placement. A student's inability to work independently, need for adult support, or need for special education or related services shall not preclude the IEP team from determining that the student can receive FAPE in an independent study placement. (Education Code 51745)

In addition, any student with disabilities who receives services from a nonpublic, nonsectarian school through a virtual program may be permitted to participate in independent study if the student's IEP team determines that FAPE can be provided to the student by means of the virtual program and other conditions of law are satisfied.

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 through independent study. (Education Code 51745)

Except for students participating in independent study due to an emergency as described in Education Code 41422 and 46392:

1. Independent study is offered to any student impacted by any of the conditions listed in ED section 46392 within ten (10) days of the first day of a school closure or material decrease in attendance. Students who are individuals with exceptional needs shall receive the services identified in their individualized education programs pursuant to paragraph (9) of subdivision (a) of EC Section 56345 and may participate in an independent study program.
2. Require reopening for in-person instruction as soon as possible unless prohibited under the direction of the local or state health officer.
3. Notwithstanding subdivision © of EC Section 51745 or subparagraph (F) of paragraph (9) of subdivisions (g) of Section 51747, include information regarding establishing independent study master agreements in a reasonable amount of time.

Pregnant and parenting students who are the primary caregiver for their child(ren), no more than 10 percent of the students enrolled in a continuation high school or opportunity school or program shall be enrolled in independent study. (Education Code 51745)

### **Monitoring Student Progress**

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

1. A letter to the student and/or parent/guardian
2. A meeting between the student and the teacher and/or counselor
3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate
4. An increase in the amount of time the student works under direct supervision

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether independent study is in the student's best interest. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program. (Education Code 51747, 51749.5; 5 CCR 11701)

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation, and if the student transfers to another public school in California, the record shall be forwarded to that school. (Education Code 51747, 51749.5)

### **Responsibilities of Independent Study Administrator**

The responsibilities of the independent study administrator include, but are not limited to:

1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator
2. Approving or denying the participation of students requesting independent study

3. Facilitating the completion of written independent study agreements
4. Ensuring a smooth transition for students into and out of the independent study mode of instruction
5. Approving all credits earned through independent study
6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

### **Assignment and Responsibilities of Independent Study Teachers**

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a district employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the district, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the district enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)

The responsibilities of the supervising teacher shall include, but are not limited to:

1. Completing designated portions of the written independent study agreement and signing the agreement
2. Supervising and approving coursework and assignments
3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due
4. Maintaining a daily or hourly attendance register in accordance with Item #4 in the section on "Records" in the accompanying Board policy
5. Providing direct instruction and counsel as necessary for individual student success

6. Regularly meeting with the student to discuss the student's progress
7. Determining the time value of assigned work or work products completed and submitted by the student
8. Assessing student work and assigning grades or other approved measures of achievement
9. Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747 on each school day, as applicable, in whole or in part, for which live interaction or synchronous instruction is provided as part of the independent study program

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

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**Policy Reference Disclaimer:**

These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State	Description
5 CCR 11700-11705	<u>Independent study</u>
Ed. Code 17289	<u>Exemption for facilities</u>
Ed. Code 41020	<u>Requirement for annual audit</u>
Ed. Code 41422	<u>Emergency conditions and apportionments</u>
Ed. Code 42238	<u>Revenue limits</u>
Ed. Code 42238.05	<u>Local control funding formula; average daily attendance</u>
Ed. Code 44865	<u>Qualifications for independent study teachers</u>
Ed. Code 46100	<u>Length of school day</u>
Ed. Code 46200-46208	<u>Incentives for longer instructional day and year</u>

State	Description
Ed. Code 46300-46307.1	<u>Methods of computing average daily attendance</u>
Ed. Code 46390-46393	<u>Emergency average daily attendance</u>
Ed. Code 46600	<u>Interdistrict attendance computation</u>
Ed. Code 47612-47612.1	<u>Charter School Operation</u>
Ed. Code 47612.5	<u>Charter schools operations; general requirements</u>
Ed. Code 48204	<u>Residency requirements for school attendance</u>
Ed. Code 48206.3	<u>Home or hospital instruction; students with temporary disabilities</u>
Ed. Code 48220	<u>Classes of children exempted</u>
Ed. Code 48340	<u>Improvement of pupil attendance</u>
Ed. Code 48915	<u>Expulsion; particular circumstances</u>
Ed. Code 48916.1	<u>Educational program requirements for expelled students</u>
Ed. Code 48917	<u>Suspension of expulsion order</u>
Ed. Code 49011	<u>Student fees</u>
Ed. Code 51225.3	<u>High school graduation requirements</u>
Ed. Code 51744-51749.6	<u>Independent study</u>

State	Description
Ed. Code 52060	<a href="#">Local control and accountability plan</a>
Ed. Code 52523	<a href="#">Adult education as supplement to high school curriculum; criteria</a>
Ed. Code 56026	<a href="#">Individual with exceptional needs</a>
Ed. Code 58500-58512	<a href="#">Alternative schools and programs of choice</a>
Fam. Code 6550-6552	<a href="#">Caregivers</a>

Federal	Description
20 USC 6301	<a href="#">Highly qualified teachers</a>
20 USC 6311	<a href="#">State plan</a>

Management Resources	Description
California Department of Education Publication	<a href="#">Legal Requirements for Independent Study</a>
California Department of Education Publication	<a href="#">Conducting Individualized Determinations of Need</a>
California Department of Education Publication	<a href="#">2021-22 AA &amp; IT Independent Study FAQs</a>
California Department of Education Publication	<a href="#">California Digital Learning Integration and Standards Guidance, May 2021</a>
California Department of Education Publication	<a href="#">Elements of Exemplary Independent Study</a>
Court Decision	<a href="#">Modesto City Schools v. Education Audits Appeal Panel</a>

**Management Resources**

**Description**

	<a href="#"><u>(2004) 123</u></a>
	<a href="#"><u>Cal.App.4th 1365</u></a>
Education Audit Appeals Panel Publication	<a href="#"><u>Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting</u></a>
Website	<a href="#"><u>CSBA District and County Office of Education Legal Services</u></a>
Website	<a href="#"><u>California Consortium for Independent Study</u></a>
Website	<a href="#"><u>California Department of Education, Independent Study</u></a>
Website	<a href="#"><u>Education Audit Appeals Panel</u></a>

**Cross References**

<b>Code</b>	<b>Description</b>
0410	<a href="#"><u>Nondiscrimination In District Programs And Activities</u></a>
0420.4	<a href="#"><u>Charter School Authorization</u></a>
0420.4	<a href="#"><u>Charter School Authorization</u></a>
0470	<a href="#"><u>COVID-19 Mitigation Plan</u></a>
0500	<a href="#"><u>Accountability</u></a>
3260	<a href="#"><u>Fees And Charges</u></a>
3260	<a href="#"><u>Fees And Charges</u></a>
3516.5	<a href="#"><u>Emergency Schedules</u></a>
3580	<a href="#"><u>District Records</u></a>
3580	<a href="#"><u>District Records</u></a>
4112.2	<a href="#"><u>Certification</u></a>
4112.2	<a href="#"><u>Certification</u></a>

Code	Description
4131	<u>Staff Development</u>
4131	<u>Staff Development</u>
5111.1	<u>District Residency</u>
5111.1	<u>District Residency</u>
5112.3	<u>Student Leave Of Absence</u>
5112.3	<u>Student Leave Of Absence</u>
5113	<u>Absences And Excuses</u>
5113	<u>Absences And Excuses</u>
5113.1	<u>Chronic Absence And Truancy</u>
5113.1	<u>Chronic Absence And Truancy</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5121	<u>Grades/Evaluation Of Student Achievement</u>
5125	<u>Student Records</u>
5125	<u>Student Records</u>
5126	<u>Awards For Achievement</u>
5126	<u>Awards For Achievement</u>
5141.22	<u>Infectious Diseases</u>
5141.22	<u>Infectious Diseases</u>
5141.31	<u>Immunizations</u>
5141.31	<u>Immunizations</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5144.1	<u>Suspension And Expulsion/Due Process</u>
5146	<u>Married/Pregnant/Parenting Students</u>
5146	<u>Married/Pregnant/Parenting Students</u>
5147	<u>Dropout Prevention</u>
6000	<u>Concepts And Roles</u>



Code	Description
6011	<u>Academic Standards</u>
6111	<u>School Calendar</u>
6112	<u>School Day</u>
6112	<u>School Day</u>
6142.4	<u>Service Learning/Community Service Classes</u>
6143	<u>Courses Of Study</u>
6143	<u>Courses Of Study</u>
6146.1	<u>High School Graduation Requirements</u>
6146.1-E PDF(1)	<u>High School Graduation Requirements</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6146.11	<u>Alternative Credits Toward Graduation</u>
6152	<u>Class Assignment</u>
6159	<u>Individualized Education Program</u>
6159	<u>Individualized Education Program</u>
6162.5	<u>Student Assessment</u>
6162.51	<u>State Academic Achievement Tests</u>
6162.51	<u>State Academic Achievement Tests</u>
6164.5	<u>Student Success Teams</u>
6164.5	<u>Student Success Teams</u>
6172	<u>Gifted And Talented Student Program</u>
6172	<u>Gifted And Talented Student Program</u>
6181	<u>Alternative Schools/Programs Of Choice</u>

<b>Code</b>	<b>Description</b>
6181	<u>Alternative Schools/Programs Of Choice</u>
6183	<u>Home And Hospital Instruction</u>
6184	<u>Continuation Education</u>
6184	<u>Continuation Education</u>
6185	<u>Community Day School</u>
6185	<u>Community Day School</u>
6185-E PDF(1)	<u>Community Day School</u>
6200	<u>Adult Education</u>
6200	<u>Adult Education</u>

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Tammy Busch, Asst. Supt. of Business Services

Item Number: 19

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

**SUBJECT:**

Request to Approve the Transportation Plan for 2022-23 and 2023-24.

**BACKGROUND:**

According to Assembly Bill 185 changed Education Code 39800.1 to prioritize planned transportation services to students in grades TK-6, inclusive and students who are low income. The plan shall be adopted by the Board on or before April 1, 2023. The plan shall also include homeless youth, unduplicated pupils as well as other mandated transportation services.

**STATUS:**

The plan also needs to reach out to stakeholders. Parents, students and staff received a survey through Parent Square and the responses have been received by Asst. Supt. of Superintendent.

**PRESENTER:**

Tammy Busch, Asst. Supt. of Business Services

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

N/A

**COST AND FUNDING SOURCES:**

N/A

**RECOMMENDATION:**

That the Board approves Transportation Plan for 2022-23 and 2023-24.

Time allocated: 10 minutes

# **RIVER DELTA UNIFIED SCHOOL DISTRICT**

**2022-2023**

**2023-2024**

## **TRANSPORTATION SERVICES PLAN FOR HOME TO SCHOOL TRANSPORTATION**

**ADOPTED ON MARCH 14, 2023**

## MANDATE

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California Education Code Section 39800.1 states:

- (a) As a condition of receiving apportionments under Section 41850.1, a local educational agency shall develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income. The plan shall be adopted by the local educational agency's governing board on or before April 1, 2023, and updated by April 1 each year thereafter. The plan shall include the following components:
  - (1) A description of the local educational agency's transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act ( 42 U.S.C. Sec. 11301 et seq.).
  - (2) A description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.
- (b)
  - (1) The plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.
  - (2) The plan shall be presented and adopted by the governing board of the local educational agency in an open meeting with the opportunity for in-person and remote public comment.
- (c) The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.
- (d) Nothing in a local educational agency's plan shall preclude a local educational agency from providing no-cost transit passes to pupils.
- (e) For purposes of this section, "local educational agency" means a school district or a county office of education.

## OVERVIEW

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The River Delta Unified School District Transportation Services Plan incorporates existing Board Policies governing pupil transportation support services, as well as augmented descriptions of available services for the current school year. The plan describes:

- A) transportation services offered to pupils.
- B) the prioritization of planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 - 6 inclusive, and pupils who are low income.
- C) transportation services accessible to pupils with disabilities, and homeless children and youth
- D) how unduplicated pupils, will be able to access available home-to-school transportation at no-cost to the pupils.

## Pupil Transportation Operations Board Authorization

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Transportation services shall be provided for students of the district according to policies adopted by the Board of Trustees and in accordance with Titles V, VIII, and XIII of the California Administrative Code, the Vehicle Code, and the Education Code.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance. (BP- Regulation 3542)

To provide transportation services, the Governing Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (BP- Regulation 3540)

## Pupil Data and Route Management Procedures

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The Transportation Department will obtain student data updates and their home addresses from AERIES. The Transportation Department shall assign students to buses and bus stops and notify parents/guardians based upon current student transportation eligibility criteria.

School bus route information shall be maintained for all student's home-to-school bus runs. Each route shall show the pick-up and drop-off locations, and the expected time of departure from each location.

The criteria for bus route design is to provide a safe route to and from school, minimize miles driven, allow adequate time for schedules to be met, and to effectively utilize staff and equipment resources.

The Transportation Department shall adjust and modify routes and schedules as appropriate to maintain an optimum level of transportation services. A complete file of all current bus schedules shall be maintained in the Transportation Department. The Transportation Department shall furnish each school with the current bus schedules.

## **Scope of Pupil Transportation Services Offered**

---

The Superintendent or designee shall design transportation routes and stops within district boundaries that promote student safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools.

Transportation services may be provided or arranged by the district for:

- Students traveling to and from school during the regular school day
- Field trips and excursions
- School activities, expositions or fairs, or other activities determined to be for the benefit of students
- District employees and parents/guardians traveling to and from educational activities authorized by the district
- Preschool students

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education programs. (BP-3541.2)

## **Transportation Service Priorities**

---

### *Transportation for Students with Disabilities*

1) The Board of Trustees desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence, and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan. The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education programs. (BP-3541.2)

2) Homeless youth

3) Unduplicated pupils including:

- Foster Youth
- Migrant
- Low Income

4) TK-6 students

Transportation Department priorities are subject to change based upon current transportation staffing levels and the needs of the district to provide legally mandated transportation.

## 2022-2023 School Bus and Alternative Transportation Services Offered

Figure 1 below provides details of River Delta Unified School District services provided on school bus and van routes. Figures are approximate.

	General Education	Special Education	Total
<b>Routes</b>	2	2	4
<b>Students Transported</b>	170	15	185
<b>TK-6 Students Transported</b>	50	12	62
<b>Miles Traveled</b>	43,200/annually	39,800/annually	83,000/annually

Figure 1: School Bus Transportation (2022-2023)

## 2023-2024 Projected School Bus and Alternative Transportation Services Offered

Figure 3 below projects details of River Delta Unified School District services to be provided on school bus routes during the 2023-2024 school year. Figures are approximate.

	General Education	Special Education	Total
<b>Routes</b>	6	3	8
<b>Students Transported</b>	480	15	345
<b>TK-6 Students Transported</b>	240	12	102
<b>Miles Traveled</b>	129,000/annually	119,400/annually	248,400/annually

Figure 3: School Bus Transportation (2023-2024)

## Transportation Funding and Finance

Figure 5 below contains the projected reimbursement for the current school year based on transportation expenses in the 2021-2022 school year.

<b>Revenue Calculation</b>	
Total 2021-22 Transportation Expenses (Function 3600)	\$809,663
Less Capital Outlay (object 6XXX, Function 3600)	(\$31,400)
Less Nonagency Expenditures (Goal 7110,7150, Function 3600)	0
Estimated 60% Reimbursement	\$466,958
Less 2021-22 Transportation add-on (from LCFF Calculator)	\$601,030
<b>Total Revenue (Object 8590, Resource 0000)</b>	<b>\$33,928.71</b>
<b>Expenditures and Other Financing Uses</b>	
2000-2999 - Classified Salaries	\$414,324
3000-3999 - Employee Benefits	\$158,557
4000-4999 - Books and Supplies	\$131,851
5000-5999 - Services and other Operating Expenditures	\$73,532
6000-6999 - Capital Outlay	\$31,400
7000-7999 - Other Outgo	0

The Transportation plan and revenue calculations were developed in accordance with Education Code Sections 39800.1 and 41850.1.



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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 20

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

**SUBJECT:**

Request to Approve Resolution #844 to Pay Absent Board Member Jennifer Stone Due to Family Illness or Injury from the February 21, 2023, Regular Meeting of the Board of Trustees.

**BACKGROUND:**

California Education Code Section 35120(c) provides that a member of the Board of Education may be paid for any meeting when absent if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting the member is performing services outside the meeting for the school district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board

**STATUS:**

Board Member Jennifer Stone was unable to be present at the February 21, 2023 Regular meeting due to family illness or injury.

**PRESENTER:**

Enter Presenter

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

N/A

**COST AND FUNDING SOURCES:**

Regular rate of compensation for the meeting of the Board of Trustees

**RECOMMENDATION:**

That the Board authorizes the compensation for Board Member Stone for the missed meeting on February 21, 2023

Time allocated: 2 minutes

# RIVER DELTA UNIFIED SCHOOL DISTRICT

## RESOLUTION NO. 844

### RESOLUTION AUTHORIZING PAYMENT TO TRUSTEE ABSENT FROM BOARD MEETING

**WHEREAS**, California Education Code Section 35120(c) provides that a member of the Board of Education may be paid for any meeting when absent if the Board, by resolution duly adopted and included in its minutes, finds that at the time of the meeting the member is performing services outside the meeting for the school district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board; and,

**WHEREAS**, on February 21, 2023, the Board of Education held a meeting; and,

**WHEREAS**, Board Member Jennifer Stone was unable to be present at the meeting; and,

**WHEREAS**, the Board has determined that Board Member Jennifer Stone was absent due to a hardship caused by family illness or injury.

**NOW, THEREFORE, BE IT RESOLVED** the Board of Trustees of the River Delta Unified School District authorizes Board Member Jennifer Stone shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on February 21, 2023.

**PASSED AND ADOPTED** the 14<sup>th</sup> day of March 2023, by the Board of Trustees of the River Delta Unified School District of Sacramento County, California, by the following roll call vote:

AYES:  
NOES:  
ABSENT:  
ABSTENTIONS:

**IN WITNESS WHEREOF**, I, Randall Jelly, Clerk of the Board of Trustees of the River Delta Unified School District of Sacramento County, California, certify that the foregoing is a full, true, and correct copy of Resolution No. 844 adopted by the said Board at a Regular Business meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

\_\_\_\_\_  
Randall Jelly, Clerk  
Board of Trustees  
River Delta Unified School District

March 14, 2023  
(Date)

**ATTEST:**

\_\_\_\_\_  
Katherine Wright, Secretary of the Board of Trustees  
and Superintendent of the  
River Delta Unified School District

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

445 Montezuma Street  
Rio Vista, California 94571-1561

**BOARD AGENDA BRIEFING**

Meeting Date: March 14, 2023

Attachments: X

From: Katherine Wright, Superintendent

Item Number: 21

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

**SUBJECT:**

Request to Acknowledge California School Employees' Association (CSEA) Delta Chapter #319 "Sunshined" Proposals for Negotiations with River Delta Unified School District for 2022-2023

**BACKGROUND:**

Under the California Educational Employment Relations Act (EERA) the CSEA Delta Chapter #319 must participate in "Good Faith" bargaining with the District. The law states that CSEA must present its proposals to the public before the bargaining process can begin.

**STATUS:**

See attached proposal

**PRESENTER:**

Patty DuBois, CSEA Interim President and Negotiations Chair

**OTHER PEOPLE WHO MIGHT BE PRESENT:**

CSEA Delta Chapter #319 members

**COST AND FUNDING SOURCES:**

N/A

**RECOMMENDATION:**

That the Board takes action by acknowledging the California School Employees' Association (CSEA) Delta Chapter #319 proposals for negotiations with River Delta Unified School District for 2022-2023

Time allocated: 4 minutes



California  
School  
Employees  
Association

5375 West Lane  
Stockton, CA 95210

(209) 472-2170  
(800) 757-4229

[www.csea.com](http://www.csea.com)

Adam Weinberger  
Association President

Keith Pace  
Executive Director

Member of the AFL-CIO

*The nation's largest  
independent classified  
employee association*



March 6, 2023  
**VIA EMAIL**  
**[kwright@rdusd.org](mailto:kwright@rdusd.org)**

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

**Re: River Delta Chapter 319 Reopener Negotiations 2022-2023**

Dear Superintendent Wright:

Pursuant to the agreement between the California School Employees Association and its River Delta Chapter 319 (CSEA) River Delta Unified School District, please find enclosed the initial proposal for amendments and modifications.

Please consider this document for public notice provisions pursuant to Government Code Section 3547(a). CSEA desire to commence negotiations as soon as possible after the completion of the public notice provisions.

Sincerely,

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

Carol Black  
Labor Relations Representative

CB/ksc

Enclosure –Initial Proposals for Reopener Negotiations

c: Patricia Dubois, Chapter President 319  
Toni Thompson, Regional Representative 42  
Carmen Alessandro, Area Director E  
Mauricio Vides, Field Director  
319 file

**PROPOSAL FROM  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
And Its  
RIVER DELTA CHAPTER #319  
TO  
RIVER DELTA UNIFIED SCHOOL DISTRICT**

**Reopener 2022-2023**

**ARTICLE 11 – Leaves**

CSEA proposes to discuss changes to the leave language.

**ARTICLE 13 – Layoff and Reemployment**

CSEA proposes to discuss changes to the layoff language.

*Articles 16 Pay and Allowances and Article 17 Health and Welfare Benefits were fully negotiated and completed on September 26, 2022*