

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING

Wednesday, September 21, 2016

Greenfield High School – Library
225 S. El Camino Real
Greenfield, CA 93927

VISION

South Monterey County Joint Union High School District is a progressive academic learning community that is committed to life-long educational success

MISSION

South Monterey County Joint Union High School District inspires and empowers all students with the knowledge and skills necessary to achieve their full potential to succeed as responsible and productive citizens

BOARD OF EDUCATION

Paulette Bumbalough - President
Joe Santibanez - Clerk
David Gaboni - Member
Paul Dake – Member
Leslie Girard - Member

SUPERINTENDENT

Daniel Moirao, Ed.D.

STUDENT BOARD MEMBER

Daniela Cervantes - GHS
Dusty Miller - KCHS

OPEN SESSION: 5:25 PM

A. CALL TO ORDER

B. PUBLIC COMMENT

The public may address the Board concerning items that are scheduled for discussion during closed session by completing the Request to be Heard Form provided on the table at the entrance to the meeting room and submitting the card to the Executive Assistant prior to the Board adjourning to closed session.

El publico puede dirigirse a la Mesa Directiva de Educación con respecto a asuntos que están enlistados para dialogar durante la sesión a puertas cerrada completando así la forma que se le da a la comunidad para poder hablar durante la sesión, esta forma se encuentra en la entrada de la junta donde se lleva acabo la sesión y entregando esta tarjeta a la Secretaría de el Superintendente antes de que la Mesa Directiva de Educación de por terminada la junta.

CLOSED SESSION: 5:30 PM

- A. Public Employment
- B. Employee Discipline/Dismissal/Release/Complaint
- C. Negotiations with Employee Organizations and Litigation Settlements
- D. Threatened/Potential Litigation

OPEN SESSION: 6:30 PM

- A. CALL TO ORDER
- B. FLAG SALUTE
- C. REPORT OF CLOSED SESSION ACTIONS
- D. STUDENT BOARD MEMBER REPORT
- E. BOARD MEMBERS COMMENT

- F. PUBLIC COMMENT: *Unless otherwise determined by the Board/State Administrator, each person is limited to 3 (three) minutes. If a large number wish to speak on a specific item, there is a limit of 20 minutes' total input on an item. For matters that are not listed on the agenda, the Board may refer the matter to the Superintendent or designee, or take it under advisement, but shall not take action at that time except as allowed by law.*

El público puede dirigirse a la Mesa Directiva de Educación con respecto a asuntos generales o a asuntos especificados en la agenda. La persona que quiera hablar debe de pedir la forma que se le da a la comunidad pidiendo permiso antes de la junta, indicando si se desea hacer algún comentario sobre un tema de la agenda o algún otro asunto y presentarlo a la Secretaría de el Superintendente. Esta es una oportunidad de dirigirse a la Mesa Directiva de Educación cuando un asunto se esté llevando acabo. A menos que se determine de otra manera por el Administrador de el Estado, cada persona tiene un máximo de 3 minutos para hablar. Se hay muchas personas que quieran hablar sobre un asunto especifico entonces habrá un limite de 20 minutos en total para cada asunto. Para asuntos que no estén enlistados en la agenda, La Mesa Directiva podrá referir ese asunto al Superintendente o su designado o poner ese asunto en sobre aviso, pero no se tomara ninguna acción en ese momento excepto cuando la ley lo permita.

G. REPORT FROM SUPERINTENDENT

H. APPROVAL OF AGENDA

I. PRESENTATION

1. Presentation from the GHS FFA Students
2. Presentation from GHS Journalism Students
3. Presentation of Constructing Meaning (CM) Certificates

J. EMPLOYEE ORGANIZATIONS

K. CONSENT AGENDA

1. Approval of Minutes: August 16, 2016 and August 17, 2016 (Pages 1-10)
2. Approval of Personnel Report Dated September 21, 2016 (*Claudia Arellano, Sr. Director Human Resources*)
3. Approval of Greenfield High School FFA 2016-2017 Calendar of Events Including Out of Area Events (*Frank Lynch, Principal*) (Pages 11-15)
4. Approval of Accounts Payable Warrants – August, 2016 (*Russell Miller, Interim CBO*) (Pages 16-27)
5. Approval of Purchase Orders – August, 2016 (*Russell Miller, Interim CBO*) (Pages 28-33)
6. Approval of Williams First Quarterly Report (*Claudia Arellano, Sr. Director Human Resources*) (Pages 34-35)

L. CONSENT ITEMS REMOVED FOR COMMENT/QUESTIONS

M. INFORMATION ITEMS

1. Report of KCHS WASC Self-Study Finding (*Megan Munoz, KCHS Coach*)
2. Revenue and Expense Report for 2016-2017 (*Russell Miller, Interim CBO*) (Pages 36-42)
3. Cash Flow Summary Report for 2016-2017 (thru August, 2016) (*Russell Miller, Interim CBO*) (Pages 43-55)
4. Site Enrollment, Attendance, and Referral Statistics (*Russel Miller, Interim CBO*) (Pages 56-73)
5. Board Policies – First Reading (*Daniel Moirao, Ed.D., Superintendent*) (Pages 74-155)
 - BP 0450 Comprehensive Safety Plan (revised)
 - AR 0450 Comprehensive Safety Plan (revised)
 - BP 0520.2 Title I Program Improvement School (revised)
 - AR 0520.2 Title I Program Improvement School (revised)
 - BP 0520.3 Title I Program Improvement District (revised)
 - BP 3513.3 Tobacco – Free Schools (revised)

AR 3516.3 Earthquake Emergency Procedure System (revised)
BP 3553 Free and Reduced Price Meals (revised)
AR 3553 Free and Reduced Price Meals (revised)
BP 3555 Nutrition Program Compliance (revised)
BP 4112.2 Certification (revised)
BP 4113 Personnel (new)
AR 4113 Personnel (new)

N. ACTION ITEMS

1. Approval of Resolution 03:16/17 Designating Authorized Agent to Sign Orders (*Daniel Moirao, Ed.D., Superintendent*) (Pages 156-157)
2. Approval of Resolution 04:16/17 Week of the School Administrator – October 9-15, 2016 (*Daniel Moirao, Ed.D., Superintendent*) (Pages 158-160)
3. Approval of Resolution 05:16/17 Adopting the Recalculated 2015-16 and the 2016-17 “GANN” Limit (*Russell Miller, Interim CBO*) (Pages 161-165)
4. Approval of Contract with Deb Yates (*Russell Miller, Interim CBO*) (Pages 166-169)
5. Approval to Award Bid – KCHS Shade Structure (*Russell Miller, Interim CBO*) (Page 170)
6. Approval of Resolution 06:16/17 to Support Proposition 55 (*Daniel Moirao, Ed.D., Superintendent*) (Pages 171-173)
7. Approval of Donation of 35 copies of the East of Eden to King City High School from the Steinbeck Center (*Janet Sanchez-Matos, Principal*) (Page 174)
8. Approval of Project to Inspire Contract for 2016-2017 (*Diana Jimenez, Director of Educational Services*) (Pages 175-184)
9. Approval of Contract with Naviance for 2016-2017 (*Diana Jimenez, Director of Educational Services*) (Pages 185-197)
10. Approval of Contract with the Center for Teacher Innovation Induction (Riverside Office of Education) (*Diana Jimenez, Director of Educational Services*) (Pages 198-207)
11. Approval of National Superintendents Roundtable Memorandum of Understanding Cuba Travel (*Daniel Moirao, Ed.D., Superintendent*) (Pages 208-211)
12. Approval of Agreement with Cari Loete to Provide Special Education Training (*Steve James, Ed.D., Director of Alternative Placement for Student Success*) (Pages 212-215)
13. Approval of Contract with Pinnacles Educators to Provide Consultation Services for the Special Education Department (*Steve James, Ed.D., Director of Alternative Placement for Student Success*) (Pages 216-219)
14. Approval of Contract with Melissa Tuck to Provide in-Person Speech and Language Pathology (SLP) Services (*Steve James, Ed.D., Director of Alternative Placement for Student Success*) (Pages 220-223)
15. Approval of Contract with Monarch Behavior Solutions, INC. (*Steve James, Ed.D., Director of Alternative Placement for Student Success*) (Pages 224-225)
16. Approval of Contract with the Law Office of Peter Sansom (*Steve James, Ed.D., Director of Alternative Placement for Student Success*) (Pages 226-228)
17. Approval of Supervised Teaching/Fieldwork Agreement Between the SMCJUHSD and the University of La Verne through its College of Education and Organizational Leadership (*Claudia Arellano, Sr. Director Human Resources*) (Pages 229-248)
18. Approval to Purchase Driver’s Ed Vehicle (*Russell Miller, Interim CBO*) (Pages 249-250)
19. Approval of Unaudited Actuals for Fiscal Year 2015-2016 (*Russell Miller, Interim CBO*) (Pages 251-366)
20. Board Policies – Second Reading (*Daniel Moirao, Ed.D., Superintendent*) (Pages 367-443)
 - BP 2121 – Superintendents Contract
 - AR 3314 – Payment for Goods and Services
 - AR 3515.5 – Sex Offender Notification
 - BP 4030 – Nondiscrimination in Employment
 - AR 4112 – Appointment and Conditions of Employment
 - BP 4112.21 – Interns
 - BP 4112.23 (1) – Special Education Staff
 - E 4112.9 – Employee Notification

BP 4117.13 – Early Retirement Option
AR 5141.4 (1) – Child Abuse Prevention Reporting
BP 5146 – Married Pregnant Parenting Students
AR 6158 – Independent Study
AR 6171 – Title I Programs
BB 9321 – Closed Session Purposes and Agendas
E 9323.2 – Actions By the Board

O. PROMOTING DISTRICT

P. FUTURE AGENDA ITEMS/MEETING DATES

September 27, 2016 – Board Study Session – King City
October 18, 2016 - Board Study Session – King City
October 19, 2016 – Regular Board Meeting – King City
November 15, 2016 - Board Study Session – King City
November 16, 2016 – Regular Board Meeting – Greenfield High School
December 14, 2016 – Regular Board Meeting – King City
December 19, 2016 - Board Study Session – King City

Q. SIGNING OF PAPERS

R. ADJOURNMENT (TO CLOSED SESSION) (if required)

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR BOARD MEETING

Wednesday, August 17, 2016

Minutes

BOARD OF EDUCATION

Paulette Bumbalough – President – Present
Joe Santibanez – Clerk - Present
David Gaboni – Member - Present
Paul Dake – Member - Present
Leslie Girard – Member - Present

SUPERINTENDENT

Daniel Moirao, Ed.D.- Present

STUDENT BOARD MEMBER

Daniela Cervantes - GHS
Dusty Miller – KCHS - Present

OPEN SESSION:

Call to Order

Paulette Bumbalough called the meeting to order at 5:30 PM.

Public Comment

There were not any comments from the public. The Board recessed to closed session.

CLOSED SESSION:

- A. Public Employment
- B. Employee Discipline/Dismissal/Release/Complaint
- C. Negotiations with Employee Organizations and Litigation Settlements
- D. Threatened/Potential Litigation

OPEN SESSION:

Call to Order

Paulette Bumbalough called the meeting to order at 7:01 PM.

Flag Salute

Paulette Bumbalough led in the flag salute.

Report of Closed Session Actions

Paulette Bumbalough said the only thing to report out from closed session is the acceptance of the Personnel Report.

Student Board Member Report

Dusty Miller introduced himself as the KCHS ASB President. He said Friday will be a back to school rally. All of the officers are hoping this will be a great school year.

The Board members welcomed him to the meeting.

Paulette Bumbalough said she would like to move the presentation from the KCHS FFA students to be the next item on the agenda.

PRESENTATION

Presentation from the KCHS FFA Students

Each student introduced themselves and the position they hold in KCHS FFA. Their goal for the year is “Adventure is out there.” Each month they will select an organization in the community to support. Their goal is to have more FFA members participate in the community. The KCHS chapter ranks third in the state. Page 9 of the handout is a listing of their budget and various field events and fundraisers they have scheduled. Their goal for the year is to enhance community involvement and improve the chapter.

Paul Dake asked if there were any students attending the national convention. The response was yes.

Leslie Girard said she attended an FFA event and was impressed with the confidence of the students and their ability and ease addressing a large audience.

Paulette Bumbalough said it is a pleasure seeing the FFA students and acknowledged them for all they do.

Dr. Moirao said there are several students from our FFA chapter featured in the New Horizons Magazine. Jessica Sousa was also recognized for being an outstanding Ag leader. Dr. Moirao said these students really do Bring on the Pride.

Board Members Comment

Leslie Girard said she is ready for the new school year. She has registered to attend 4 of the Masters in Governance Training, starting in September. Her oldest daughter is attending a private college. The college has exceeded her expectations. She is very thankful for all of the good teachers she had at King City High School to prepare her for college.

Paul Dake said he has toured outside of the country for the majority of the summer. He has geared up for his teaching position in Salinas and as a member of the Board, he is ready for the new school year.

David Gaboni welcomed everyone to the new school year. He thanked Diane Miller and her staff for making the campuses look great, their hard work is recognized. He attended a CSEA state conference on August 1 and 2. He will be attending the CSBA Conference and Trade Show in San Francisco the first part of December 2016. He congratulated Chris Houston in his new role as Dean of Students at KCHS. He and Paulette Bumbalough attended an event at CSUMB in which they will be working with Hartnell College on a program in South County to encourage high school graduates to become elementary teachers. He distributed a survey to the Board members to complete regarding areas they would like to have the Monterey County School Board Association address. He requested the forms be completed at the end of the meeting, the group will be meeting tomorrow night to review the requests. They are asking for feedback what they would like to see presented this year for board members.

Joe Santibanez said he was very glad to be back. He is hearing good things about the schools and administration. He has enjoyed Dr. Moirao's Friday update; it has kept him informed during his absence. He also congratulated Mr. Houston on his promotion.

Paulette Bumbalough said she attended the same meeting as David Gaboni at CSUMB Monterey Bay, where Hartnell College received a one-million-dollar grant. This grant (Claire Giannine funding) is designated for high school graduates who want to become elementary teachers. Hartnell contacted the high schools to work with them to create a cohort, these classes are taught in King City. Ms. Bumbalough said this is a great opportunity for students in south county. The course would be completed in 3 years.

Public Comment

There were not any comments from the public.

Report from Superintendent

Dr. Moirao introduced Russell Miller, the interim CBO, as well as Linda Grundhoffer, the State Trustee.

Dr. Moirao said we anticipated the enrollment to be 2150 for the 2016-2017, the current numbers are 2289. The enrollment is increasing; students seem to be staying in the district. We are currently looking for biology books, our system indicate we have them, but we cannot locate them. If they cannot be located soon the books will be ordered. The good news is we are fully staffed.

King City High School Back to School Night was tonight, Greenfield High School's will be August 30 at 6:00 PM. The Soberanes fire and air quality has created issues for some of our students. Students are not allowed to go outside for PE or sports activities if the air condition is unhealthy. Dr. Steve James has been monitoring the air condition for the district closely due to the fire.

Greenfield High School was broken into last week; some technology equipment was stolen. We were able to recognize one of the individuals from the security camera. More security cameras will be placed on the portables.

The fence by the King City High School stadium, which was replaced over the summer, has been vandalized numerous times by tagging and cutting the fence. Dr. Moirao said he spoke to a community member this week; they will be donating a security camera for the area. It is discouraging replacing a fence and then have it immediately vandalized.

Paulette Bumbalough asked if the fence had been cleaned after it was tagged. Dr. Moirao responded yes.

Dr. Moirao said he met with the new King City Police Chief Masterson on Monday. Currently the Police Department in both cities are not able to provide an SRO on the campuses, the King City Police Chief did offer to park a car on campus and have a couple of officers walk through the campus as often as they could.

Next week staff from MCOE will be doing their Williams review at GHS. Monday, August 29 is a Professional Development day for teachers. The WASC chair for KCHS is making major demands before their visit in October.

Dr. Moirao distributed a Board remuneration form. He explained to the Board, they could take their stipend in full, or if they want to re-establish a Board scholarship they could denote a percentage back to the district to be applied toward a scholarship. He requested Board members complete the form at the end of the meeting and return to him. If the Board does choose to have a scholarship, then some criteria will need to be established.

Dr. Moirao distributed the CSBA superintendent evaluation form which was presented at one of the Masters in Governance training sessions. He thanked David Gaboni for providing the information.

KCHS has created a list of committees in preparation for their WASC visit. Each Board member has been assigned a committee. He added the committees typically meet on Wednesday. He will provide more information in the Friday update.

Portola-Butler will be going through their WASC review in February 2017.

Dr. Moirao asked the Board if they are approached from someone from the community asking questions about an individual or has comments, he said to listen to what they had to say but to redirect their question or concern to the appropriate person at the site or district level. He added, it is good to get into the habit to listen and then re-direct.

He added Paulette Bumbalough has redirected some individuals and there have been times when she asked the administrator what was the policy. Most people are not comfortable talking directly to the principal or Superintendent, that is why they may approach a Board member.

Approval of Agenda

Motion made by David Gaboni and seconded by Joe Santibanez to approve the agenda.

All Board members said aye.

Employee Organizations

There were not any comments from the employee organizations.

CONSENT AGENDA

1. Approval of Minutes: June 9, 2016 and July 6, 2016
2. Approval of Personnel Report Dated August 17, 2016
3. Approval of King City FFA 2016-2017 Calendar of Events Including Out of Area Events
4. Approval of Accounts Payable Warrants – June, 2016
5. Approval of Accounts Payable Warrants – July, 2016
6. Approval of Purchase Orders – June, 2016

7. Approval of Purchase Orders – July, 2016
8. Approval of Agreement with Project Lead the Way (PLTW)
9. Approval of Amendment Partnership Services Agreement GEAR UP
10. Approval of Agreement with MCOE for the Transportation of Special Ed Students During the Extended School Year (ESY)
11. Approval of Contract with Presence Learning a Non-Public Agency to Provide Speech, Language, and Occupational Therapy
12. Approval of Contract with Uretsky Security
13. Approval of Agreement with Fagan Friedman & Fulfrost LLP
14. Approval of Agreement with Russell Miller Interim CBO
15. Approval of Contract with Lincoln Hatch

Dr. Moirao said the consent agenda is a little longer than usual because of ongoing contracts.

Paul Dake, David Gaboni and Joe Santibanez pulled items #1, 3, 13 for further discussion.

Motion made by Paul Dake and seconded by Leslie Girard to approve the consent items excluding items 1, 3, and 13, which were pulled for further discussion

All Board members said Aye.

Consent Items Removed for Comment/Questions

Paul Dake said item 1, page 11, the minutes should be corrected to indicate Leslie Girard was present rather than Mike LeBarre. Item #3 addressing the FFA calendar and teachers, are the teachers compensated for doing advisory work. Dr. Moirao responded yes. The teachers not only go to the functions the FFA students attend, they also have a variety of conferences to attend. Paulette Bumbalough inquired about the expenses the teachers incur. Dr. Moirao said the teachers are compensated for the conferences, as long as they have had prior approval.

David Gaboni inquired on item #4, page 19, there is an expense to Del Marketing for \$106,000. He asked if Portola-Butler received any of the computers. Dr. Moirao said these computers were for the Project Lead the Way courses which are taught at the comprehensive sites. The students at Portola-Butler already have Surface tablets.

Leslie Girard asked on page 19, under the City of Greenfield, it listed water, garage, sewer and then another line school security, was this for the SRO. Dr. Moirao said we did have a contract with the city for security, but the city was only able to provide security for a short time because of their staffing issues. Human Resources then directed Russell Miller to make certain we were not paying for this service.

Motion made by Paul Dake and seconded by Joe Santibanez to approve items 1, 3, and 13.

All Board members said Aye.

INFORMATION ITEMS

Curriculum and Instruction Update

Diane Jimenez distributed data of students who participated in the summer credit recovery program. There was discussion about the 9th graders who are coming in at a low reading level. The goal is to test all incoming freshmen to determine their reading level. Read 180 is optional, students do not have to take the assessment. Ms. Jimenez added, we have more work to do.

Unification Update

Dr. Moirao said the unification results from the County Committee are posted on our website. The results are criteria 3, 6, and 9 need to be further evaluated. Dr. Moirao said an example of additional costs for the elementary district would be Project Lead the Way, which is a very expensive program, along with FFA.

Dr. Moirao said there have been 2 meetings with the Greenfield Union School District Superintendent and several other of their staff members. Staff from Vista Verde in Greenfield have agreed to meet with Frank Lynch and Diana Jimenez regarding curriculum for articulation purposes. These meetings have been very healthy and productive conversations. Paulette Bumbalough asked if any Board member of the Greenfield Union School District attended any of the meetings. Dr. Moirao responded no, but there is consideration a couple of times a year Board members would meet with the committee. It is anticipated the first meeting would take place in late November or early December.

Paul Dake inquired if we are having similar conversation regarding curriculum with our feeder school districts. Dr. Moirao said the King City Union School District is aligning with us and we are starting with Special Ed. We have been working on mathematics.

Review of Facility Inspection Tool

Russell Miller said this inspection is a result from the Office of Public Construction. They have reviewed issues at Greenfield High School. The biggest item they noted was an air conditioning unit not working, it has since been repaired.

Paul Dake inquired who determines which school is selected for review. Dr. Moirao said it is a random selection. Greenfield High School will also be reviewed by the MCOE Williams team.

David Gaboni said he is amazed at how well things are at Greenfield High School, he felt it was a good report. Mr. Lynch added the reference of rust in the report has now been taken care of. Russell Miller said kudos go out to the MOTF staff.

Revenue and Expense Report for 2015-2016

The Board did not have any questions.

Revenue and Expense Report for 2016-2017

The Board did not have any questions.

Cash Flow Summary Report for 2015-2016 (thru June, 2016)

The Board did not have any questions.

Cash Flow Summary Report for 2016-2017 (thru July, 2016)

The Board did not have any questions.

Interdistrict Tracking Information

Dr. Moirao reviewed the conditions of the interdistrict approvals.

Board Policies – First Reading

BP 2121 – Superintendents Contract
AR 3314 – Payment for Goods and Services
AR 3515.5 – Sex Offender Notification
BP 4030 – Nondiscrimination in Employment
AR 4112 – Appointment and Conditions of Employment
BP 4112.21 – Interns
BP 4112.23 (1) – Special Education Staff
E 4112.9 – Employee Notification
BP 4117.13 – Early Retirement Option
AR 5141.4 (1) – Child Abuse Prevention Reporting
BP 5146 – Married Pregnant Parenting Students
AR 6158 – Independent Study

AR 6171 – Title I Programs
BB 9321 – Closed Session Purposes and Agendas
E 9323.2 – Actions By the Board

Dr. Moirao said these policies will catch us up to the end of June.

Paul Dake said in policy AR 3515.5, page 204, it indicates the district liaison shall contact the local law enforcement to coordinate the receipt of information. Who is that individual? Dr. Moirao said it is the Sr. Director of Human Resources.

Mr. Dake said in the same policy, page 201 it states a principal may grant permission to a person who is required to register as a sex offender to come on school grounds. He asked in what instance might this happen. Dr. Moirao said perhaps there is a parent of a child who is attending school may need to come on campus.

David Gaboni said in the same policy page 204 #5, it states law enforcement notifies the district, does that actually happen. Dr. Moirao said he is not aware of it, but the board policy will be updated.

Paul Dake questioned AR 6158 on Independent Study, page 261, the district shall offer a course-based independent study program for students in grades K-12. He asked if this was being done. Dr. Moirao said this is per Ed Code 51749.5.

Paul Dake said in the same policy, page 266, it states the Superintendent or designee shall ensure that records are maintained for audit purposes of students by grade level, program, and school who have participated in independent study. He asked if we were getting this from the elementary districts. Dr. Moirao said he is not aware of it. Dr. James said he just received the information on a student.

Leslie Girard inquired about AR 5141.4 addressing child abuse prevention and reporting, page 241, does everyone really have the training, including new hires. Dr. Moirao said yes, we all have to take an online course.

David Gaboni inquired about E 4112.9 addressing employee notifications. Does this really happen prior to the beginning of employment? Dr. Moirao said yes and at the beginning of the school year a packet of notices are sent out to all employees, a form has to signed indicating they received the forms.

ACTION ITEMS

Approval of Agreement with Visiting Nurses Association to Provide Nursing Services and Training of Staff for our Special Education Students

Motion made by Paul Dake and seconded by Joe Santibanez to approve the agreement with Visiting Nurses Association to Provide Nursing Services and Training of Staff for our Special Education students.

All Board members said Aye.

Approval of Contract with Monarch Behavior Solutions, Inc.

Dr. Moirao said we have students with specific needs which our staff is not able to provide these specific services.

Motion made by Leslie Girard and seconded by Paul Dake to approve the contract with Monarch Behavior Solutions Inc.

David Gaboni asked if this was just for one student. The response was yes.

All Board members said Aye.

Approval to Surplus Items

Motion made by Leslie Girard and seconded by David Gaboni to approve the surplus items.

David Gaboni asked if the items will be sold. Dr. Moirao said it would depend on the condition. Items which the district feels are sellable are put on a government auction website. We have used this website in the past.

All Board members said Aye.

Approval of Notification of Return to Local Control

Motion made by David Gaboni and seconded by Joe Santibanez to approve the notification of return to local control.

Dr. Moirao said he felt it should be a matter of record.

All Board members said Aye.

Approval of Contract with Karen Paparella to Perform Fiscal Budget Services

Motion made by Paul Dake and seconded by David Gaboni to approve the contract with Karen Paparella to perform fiscal budget services.

Dr. Moirao said on the personnel report, the Board accepted tonight, the individual who held that position is resigning. Ms. Paparella comes to us from the County Office of Education from San Luis Obispo. She is a retiree who is familiar with the duties needed. She will work with the district for 20 to 25 days to close out the books for the 2015-2016 school year.

All Board members said Aye.

Approval of the Donation of Exercise Mats from Fort Hunter Liggett to King City High School

Motion made by Joe Santibanez and seconded by Paul Dake to approve the donation of mats from Fort Hunter Liggett to King City High School.

Dr. Moirao said a question had been raised if any of the mats could be given to GHS. The donor specifically donated them to only KCH, therefore they will not be shared with GHS.

Paulette Bumbalough asked if this is something we needed. Did GHS express a need for the mats? Dr. Moirao said the mats could be used at KCHS, and GHS did not express an interest in them.

All Board members said Aye.

Approval of the Rejection of Claim

Motion made by Paul Dake and seconded by David Gaboni to approve the rejection of claim.

Dr. Moirao said the process is to reject the claim, it is then referred to our insurance carrier who handles the issue with the individual's insurance company. Our insurance company will investigate and make a determination. This is the normal process for this type of situation.

The question was asked if there was a time line. Mr. Miller said the district can waive the time line or the insurance company may as well, they can also deny the claim.

All Board members said Aye.

Approval of Agreement with School Services of California to Study the Three Outstanding Unification Criteria

Motion made by Paul Dake and seconded by David Gaboni to approve the agreement with School Services of California to study the three outstanding unification criteria.

Dr. Moirao said, as a result of the unification study, there were 3 criteria's which needed further study. School Services did the final analysis and it is felt they would be the best agency to further evaluate the 3 criteria's in question.

David Gaboni said, with the recommendation from the county there is an extension of 2 years, then it would go back to the county and then on to the state for the final decision.

Dr. Moirao said, he felt until the Greenfield Union School District has significant reductions, it will be very difficult for them to financially support a high school. The financial situation with the State of California is not as strong as it has been, there are discussions of another recession. Russell Miller added our salaries as well as our revenues are not in favor for the Greenfield Union School District.

Paulette Bumbalough asked if there are discussions with the IBank. Dr. Moirao said he has contacted them.

All Board members said Aye.

Approval of Resolution 01:16/17 Assignment of Delinquent Property Taxes Receivables

Motion made by Leslie Girard and seconded by Paul Dake to approve Resolution 01:16/17 Assignment of Delinquent Property Taxes Receivables.

Russell Miller said this is a devise school districts use to ensure the district receives the fully funded district's share of property taxes. We will receive 100% of the amount we are entitled to.

Paulette Bumbalough asked if this is like a JPA. The response was this is usually for a single district.

All Board members said Aye.

Approval of Consolidated Application

Motion made by David Gaboni and seconded by Joe Santibanez to approve the Consolidated Application.

Dr. Moirao said this is an ongoing action item.

All Board members said Aye.

Approval of Resolution 02:16/17 the Board of Trustees of the SMCJUHS Support the Hartnell Community College District Facilities Bond Measure

Motion made by Paul Dake and seconded by Leslie Girard to approve Resolution 02:16/17 the Board of Trustees of the SMCJUHS support the Hartnell Community College district facilities and bond measures.

Dr. Moirao said the district and community could stand to significantly benefit from the bond.

All Board members said Aye.

Board Policies – Second Reading

E 0420.41 - Charter School Oversight (new)

BP 1230 - School Connected Organizations (revised)

AR 1230 - School Connected Organizations (new)

BP 3311 - Bids (revised)

AR 3311 - Bids (revised)

BP 3541.2 - Transportation for Students with Disabilities (revised)

BP 3580 - District Records (revised)

AR 4217.11 - Preretirement Part-Time Employment (new)

BP 6200 - Adult Education (revised)

AR 6200 - Adult Education (revised)

BB 9222 - Resignation (revised)
BB 9270 - Conflict of Interest (revised)
E 9270 - Conflict of Interest (new)

Motion made by Paul Dake and seconded by David Gaboni to approve the policies second reading.

All Board members said Aye.

Promoting District

Higher enrollment numbers should be shared.

The good turnout for the KCHS back to school night.

David Gaboni said all staff should be recognized for all of the hard work which took place during the summer. Dr. Moirao said the acknowledgements were shared at the district kick-off meeting on August 5.

Future Agenda Items/Meeting Dates

September 20, 2016 - Board Study Session – King City
September 21, 2016 – Regular Board Meeting – Greenfield High School
October 18, 2016 - Board Study Session – King City
October 19, 2016 – Regular Board Meeting – King City
November 15, 2016 - Board Study Session – King City
November 16, 2016 – Regular Board Meeting – Greenfield High School
December 14, 2016 – Regular Board Meeting – King City
December 19, 2016 - Board Study Session – King City

Signing of Papers

Dr. Moirao signed appropriate papers.

Adjournment

Paulette Bumbalough adjourned the meeting at 8:36 P.M.

Paulette Bumbalough, President

Date

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION
SPECIAL BOARD MEETING

Tuesday, August 16, 2016

Minutes

BOARD OF EDUCATION

Paulette Bumbalough – President - Present
Joe Santibanez – Clerk - Present
Leslie Girard – Member - Present
David Gaboni – Member - Present
Paul Dake – Member - Present

SUPERINTENDENT

Daniel Moirao, Ed.D. - Present

OPEN SESSION: 5:30 P.M.

Call to Order

Paulette Bumbalough called the meeting to order at 5:34 P.M.

Flag Salute

Paulette Bumbalough led in the flag salute.

Public Comment

There were not any comments from the public.

INFORMATION

Student Data and District Goals

Diana Jimenez reviewed student data with the Board of Education. Dr. Moirao reviewed the current district goals with the Board and asked for any updates or changes.

Adjournment

Paulette Bumbalough adjourned the meeting at 7:19 P.M.

Paulette Bumbalough, Board President

Date

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of GHS FFA Calendar for the 2016-2017 School Year Including Overnight Stays

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Greenfield High School Chapter will be attending many events through the 2016-2017 school year that will include overnight trips. The calendar listing all of events for the school year are attached.

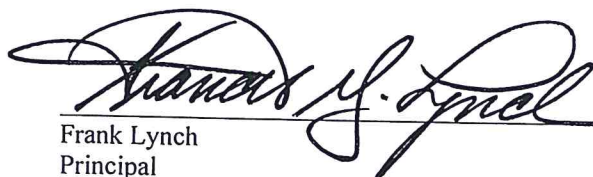
Recommendation:

The recommendation is to approve the GHS 2016-2017 FFA calendar.


Fiscal Impact:

There will not be any expenses to the district.

Submitted By:


Frank Lynch
Principal

Approved:


Daniel R. Moirao, Ed.D.
Superintendent

2016-2017 Calendar of Events

June

Top 10 Trip (overnight) June 12-13

July

Officer Retreat (overnight) July 27-29

August

Ice Cream Social Aug 16

September

SOLC (overnight) Sept 10-11

Movie Night/ Pizza Night Sept 20

Blue and Gold Games @ Toro Park. Tbt Sept 24

October

MB Section Opening and Closing (Alvarez HS) Oct 5

South Coast COLC (Hollister HS) (overnight) Oct 8-9

Greenhand Conference Paso Robles Oct 12

Greenfield Harvest Festival Oct 16

National Convention and Washington D.C. Trip (Overnight) Oct 17-25

Haunted House Meeting Oct 31

November

FFA BIG and CO-OPS(Hosted by Soledad, at 4:30 PM) Nov 2

Roy's Swiss Sausage Fundraiser Nov 5

FFA Meeting Nov 15

Manuscripts due for prepared public speaking Nov 21

December

Can Food Drive Dec 1-15

Chapter Greenhand Banquet Dec 6

MB Section Creed, PS, Impromptu, & Extemp- King City at 4:00PM Dec 7

Holiday Caroling Dec 9

Holiday Gram Fundraiser Dec 7-11

January

FFA Chapter meeting	Jan17
Job Interview & Parli-Pro entries due	Jan18
MFE/ALA Conference @ Monterey (overnight)	Jan 20-21
Hartnell Field Day (overnight)	Jan 28

February

M. Bay Job Interview/Parli- Pro (Gonzales)	Feb 1
Arbuckle Field Day (overnight)	Feb 3-4
Valentine's Day Arrangement Sale	Feb 8-12
Tulare Farm Show	Feb 15
Regional Officer Screening at San Luis Obispo	Feb 26
FFA Week	Feb 19-25
FFA Meeting-Dodgeball tournament	Feb 21
Roy's Swiss Sausage Fundraiser (give out tickets)	Feb 18-25
Roy's Swiss Sausage Fundraiser	Feb 25
State Officer Screening-Bakersfield & Proficiency Applications Due (overnight)	Feb 28

March

Local Project Competition	Mar 1
Davis Field Day (overnight)	Mar 4
Sacramento Leadership Experience (overnight)	Mar 7-9
26 Hours-Cap Poly SLO (over night)	Mar 9-10
Chico Field Day (overnight)	Mar 11
FFA Meeting-color Run	Mar 21
South Coast Region Spring FFA Mtg. & Scrap Book due (King City)	Mar 17
Monterey Bay Project competitions Applications Due	Mar 18
Merced Field Day (overnight)	Mar 25
Modesto Field day	

April

Reedley Field Day (overnight)	Apr 1
State Degree at Arroyo Grande	Apr 2
Chapter meeting	Apr 4
Cal Poly Pomona Field Day (overnight)	Apr 9
State Speaking Finals	Apr 20
Fresno Field Day (overnight)	Apr 22
California State FFA Conference in Fresno (overnight)	Apr23-25

Officer Screenings

Apr 28

May

Project Competition Banquet

May 3

End of the year banquet

May 5

Cal Poly SLO Field Day-CDE State Finals

May 6

FFA Elections for Monterey Bay Section

May 10

Salinas Valley Fair

May 17-21

June

Top 10 FFA Students- Award Trip (overnight)

June 12-15

July

Officer Retreat (overnight)

July 27-29

2016-2017 GREENFIELD FFA BUDGET

Receipts

T-Shirt Sales	1,500
Roy's Swiss Sausage #1	1,500
Roy's Swiss Sausage #2	1,500
Valentine's Day bud vases	1,200
Donations	7,000
Mother's day	500
Holiday Grams	300
Pumpkin Sale	300
Plant Sale	500
TOTAL	\$14,300

Expenses

Roy's Sausage	2,600
National FFA Supply (Awards / Supplies)	1,500
State FFA Convention (2 delegates)	200
State Conference (Lodging and Registration)	3,600
Recreational Activities (Food/Supplies)	1,000
Field Day Registration	800
Section Assessments	100
Motels (5 Overnight Field Days)	2000
26 hours Hotel	500
Scrapbook/Supplies	400
Scholarships	600
Sectional/Regional Meals	200
Conferences (Greenhand and MFE/ALA)	1,000
TOTAL	\$14,300

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Approval of Accounts Payable Warrants - August 2016

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached is the listing of the Accounts Payable warrants for the month of August 2016.

Recommendation:

The recommendation is to approve the accounts payable warrants for August 2016.

Fiscal Impact:


Per the 2016-2017 fiscal budget.

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12253085	08/04/2016	Daniel R. Moirao	01-5200	NSA conference	52.26	
12253086	08/04/2016	ACCREDITING COMMISSION	01-5300	NSA conference	180.00	232.26
12253087	08/04/2016	ACSA'S Foundation For Ed Admin	01-5800	Wasc accrediting annual installment 2016-2017		2,760.00
12253088	08/04/2016	ADVANCED PLACEMNT PRGRM/AP,dba	01-5200	Credential counselors conference	425.00	
12253089	08/04/2016	AMERICAN SUPPLY COMPANY	01-9500	D. Jimenez Superintendents Academy	1,255.00	1,680.00
12253090	08/04/2016	AUS-WEST Lockbox	01-9500	difference in AP test payment and exams used		83.00
			01-4300	School Year Cleaning Supplies		2,931.43
			01-4300	Staff Uniforms	42.77	
			01-5800	Shop Towels and Mechanic's Coveralls	119.48	
			01-9500	shop uniforms	42.77	
12253091	08/04/2016	BENSON PLUMBING INC	01-9500	shop towels	30.56	235.58
			01-9500	Cafeteria drain service	470.42	
			01-9500	irrigation service	1,011.69	1,482.11
12253092	08/04/2016	Bobbie Joe Garcia	01-8699	Schied contest winner		2,500.00
12253093	08/04/2016	Budget Blinds	01-5620	Window Blinds Repairs/Replacement		2,859.84
12253094	08/04/2016	CA DEPT OF EDUCATION	01-9500	T3 unspent 2013-2014		3,344.00
12253095	08/04/2016	CARMEL MARINA CORPORATION	01-5550	KCHS Water & Garbage		2,652.42
12253096	08/04/2016	CDW-G	01-4400	Printer		205.49
12253097	08/04/2016	DELL MARKETING LP	01-4400	PLTW Laptops		18,720.46
12253098	08/04/2016	Deluxe for Business	01-5800	ASB CHECKS	234.34	
12253099	08/04/2016	EpiNow Allergy Emergency	01-4300	Allergy kit	21.30-	213.04
12253100	08/04/2016	Fastenal Company	01-4300	Maintenance Supplies		1,183.28
12253101	08/04/2016	Foster Farms Dairy	13-4700	Dairy / Cafeteria	179.01	163.40
			13-9500	milk for students	255.78	434.79
12253102	08/04/2016	Houghton Mifflin Harcourt Publishing Co.	01-5850	Read 180 PBHS		9,776.19
12253103	08/04/2016	INGRAHAM JEWELERS, INC	01-9500	Spring sports trophies		125.49
12253104	08/04/2016	KING CITY GLASS	01-5620	Window Repairs		1,424.87
12253105	08/04/2016	Level Data, Inc	01-5800	Student Sync		1,423.10
12253106	08/04/2016	LOZANO SMITH	01-5810	Legal services		5,074.78
12253107	08/04/2016	Monterey County Health Dept	01-5800	Semiannual behavioral health invoice		30,000.00
12253108	08/04/2016	NEOPOST USA (postage only)	01-5930	Postage		17,000.00
12253109	08/04/2016	Norcal Contractor, dba	01-6200	Header Board for Asphalt at New GHS Relocatables	1,350.00	
				Site Work for New Relocatables at GHS	18,945.00	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 1 of 11

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12253109	08/04/2016	Norcal Contractor, dba	01-6200	Temporary Fence Rental for GHS New	2,030.00	22,325.00
12253110	08/04/2016	O'Reilly Automotive Stores, Inc	01-9500	Relos Project shop supplies		126.30
12253111	08/04/2016	OFFICE DEPOT BUSINESS SERVICES	01-4300	DO office supplies	827.53	
				Office Supplies	10.47	
				PLTW Materials KCHS	24.22	
				supplies sped --office	155.22	
			01-5800	Parent -student packets 2016-17 GHS	2,404.06	
			01-9500	tech supplies	242.31	3,663.81
12253112	08/04/2016	PACIFIC GAS AND ELECTRIC CO	01-5510	PGE	503.97	
12253113	08/04/2016	PARTS & SERVICE CENTER-NAPA	01-5520	PGE	14,907.52	15,411.49
12253114	08/04/2016	PCI Education	01-4300	Parts for Fleet		272.60
			01-4200	sped material	448.76	
				Unpaid Sales Tax	30.87-	417.89
12253115	08/04/2016	Pearson Assessment	01-4300	sped testing material for psychologist		2,069.79
12253116	08/04/2016	Pluralsight, LLC	01-5300	ONLINE COURSEWARE		1,796.40
12253117	08/04/2016	Presence Learning	01-9500	SPED services		18,907.67
12253118	08/04/2016	Project Lead The Way, Inc	01-5300	Project Lead The Way 2016-17		6,000.00
1-119	08/04/2016	Ruderman & Knox, LLP	01-5810	Alexander Zuniga		9,500.00
1-120	08/04/2016	Shred-It San Francisco	01-5800	Shredding Fees		780.45
12253121	08/04/2016	Sysco San Francisco	13-9500	Students' food		5,289.06
12253122	08/04/2016	The College Board	01-5200	AP Research Training		1,275.00
12253123	08/04/2016	UNITED PARCEL SERVICE	01-5930	UPS Services		158.56
12253124	08/04/2016	Uretsky Security	01-9500	Security services at portola		3,696.00
12253125	08/04/2016	Raymond Green	01-4300	link crew supplies reimbursement		220.00
12253768	08/09/2016	Dariana Sanchez	01-5200	Home visits mileage		226.80
12253769	08/09/2016	Carla A. Morris	01-5200	Non Violent Crisis Intervention workshop		480.78
				intervention		
12253770	08/09/2016	Diana M. Jimenez	01-5200	Visible Learning conference		894.81
				reimbursement		
12253771	08/09/2016	Shirley J. Laws	01-4300	Mileage reimbursement/ supplies for school kick off	52.03	
			01-5200	Mileage reimbursement/ supplies for school kick off	329.58	381.61
12253772	08/09/2016	A & G PUMPING, INC	01-5630	Portable Restrooms Rental		478.90
12253773	08/09/2016	A T & T CALNET 2	01-5910	CALNET		336.82
12253774	08/09/2016	Adept Electrical Services	01-5620	Electrical Repairs in Computer Labs at KCHS		29,038.80

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12253775	08/09/2016	ALLSAFE ALARM INC	01-5800	Alarm System Monitoring		360.00
12253776	08/09/2016	AMERICAN SUPPLY COMPANY	01-4300	Floor Mats	3,027.50	
				School Year Cleaning Supplies	202.89	3,230.39
12253777	08/09/2016	AUS-WEST Lockbox	01-4300	Staff Uniforms	91.98	
			01-5800	Shop Towels and Mechanic's Coveralls	61.12	
			13-5800	Services	59.74	212.84
12253778	08/09/2016	Brown Industries, Inc.	01-4300	Years of service pins	189.70	
				Unpaid Sales Tax	13.24-	176.46
12253779	08/09/2016	BUS WEST	01-4300	Parts for buses		297.25
12253780	08/09/2016	CA Janitorial Supply Corp	01-4300	Cleaning Supplies KCHS		968.19
12253781	08/09/2016	CAROLINA BIOLOGICAL SUPPLY CO	01-4300	Classroom supplies		439.36
12253782	08/09/2016	CASEY PRINTING, INC	01-5800	Business cards for New Board Members	105.03	
				Request for Live scan form	386.97	
				Unpaid Sales Tax	27.05-	464.95
12253783	08/09/2016	Casner Exterminating Inc	01-5620	Termite Abatement at KCHS		3,500.00
12253784	08/09/2016	Cleantech Env. Inc., DBA	01-5800	Haz Mat P/U		145.00
12253785	08/09/2016	CNC Electric & Outdoor Equip	01-4300	Parts for Fleet		62.50
12253786	08/09/2016	Culligan Water Conditioning	13-5800	Water Conditioning		85.23
12253787	08/09/2016	Electronix Express	01-4300	PLTW Engineering Core Class and Lab	179.20	
				KCHS		
				PLTW Principles of Engineering KCHS	155.48	
				Unpaid Sales Tax	51.88-	282.80
12253788	08/09/2016	EWING IRRIGATION PRODUCTS	01-4300	Irrigation and Supplies		2,341.01
12253789	08/09/2016	Fastenal Company	01-4300	Maintenance Supplies		137.51
12253790	08/09/2016	GRAINGER INC,W W	01-4300	Maintenance Supplies	188.04	
				Maintenance Supplies KCHS	633.78	821.82
12253791	08/09/2016	James Schierer	01-5200	J. Schierer Reimbursements for AP by the		1,410.38
				Sea-Calc.		
12253792	08/09/2016	James Stanfield Company	01-4200	sped materia		4,289.25
12253793	08/09/2016	KING CITY GLASS	01-5620	Window Repairs		419.25
12253794	08/09/2016	KING CITY TRUE VALUE HARDWARE	01-4300	Maintenance Supplies		174.79
12253795	08/09/2016	KLEINFELDER INC	01-5800	GHS Classroom site testing lab		2,786.00
12253796	08/09/2016	Laurie Mendez	01-5200	Reimb. for Mendez RCOE/CTI Program		424.12
				Manager Summit		
12253797	08/09/2016	Overhead Door Co of Salinas	01-5620	Overhead Door Repairs		370.00
12253798	08/09/2016	PARTS & SERVICE CENTER-NAPA	01-4300	Parts for Fleet		198.19
12253799	08/09/2016	Patricia Schierer	01-5200	P.Schierer Reimbursements for AP by the		775.00
				Sea-US His		

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 3 of 11

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12253800	08/09/2016	Pearson Assessment	01-4300	sped testing material for psychologist		1,257.22
12253801	08/09/2016	Property Restoration Services	01-5620	Mechanical Upgrades and Structural Repairs		15,535.62
12253802	08/09/2016	PURE WATER	01-5800	Drinking Water		155.75
12253803	08/09/2016	SAFEWAY INC	01-4300	Blanket Open PO For Safeway-Link Crew	336.67	
				Open PO for Foods and Products	235.22	
				Supplies for meetings	181.47	
				Teacher and Admin Training Supplies	120.58	873.94
12253804	08/09/2016	Stoelting	01-4200	severe sped materials	441.39	
				Unpaid Sales Tax	31.28-	410.11
12253805	08/09/2016	Sysco San Francisco	13-4300	Cafeteria	1,811.85	
			13-4700	Cafeteria	7,920.23	9,732.08
12253806	08/09/2016	The Tree Man (DBA)	01-5800	Tree Trimming KCHS		5,100.00
12253807	08/09/2016	TRI-COUNTY FIRE PRTCTN, INC	01-5800	Fire Extinguisher Service		1,722.63
12253808	08/09/2016	UNITED PARCEL SERVICE	01-5930	UPS Services		51.54
12253809	08/09/2016	Marina Girard	01-8699	11th grd Sheid contest winner		500.00
12253810	08/09/2016	Marina Girard	01-8699	10th & 11th Grd Scheid contest winner		450.00
12253811	08/09/2016	Yudbeth Coronel	01-8699	La Causa Scholarship		250.00
1225372	08/11/2016	Carla A. Morris	01-4300	SPED materials		119.90
1225373	08/11/2016	Marisol Cisneros	01-5200	annual visible learning conference reimbursement		953.85
12254374	08/11/2016	Daniel R. Moirao	01-5200	CISC leadership conference		659.43
12254375	08/11/2016	Marisol Cisneros	01-5200	HP Prime AP-CALC Reimbursements for M. Cisneros	149.88	
				Reimb. for M. Cisneros MVP Summer 2016	304.39	454.27
12254376	08/11/2016	Mission Trail Athletic/MTAL	01-5300	League dues.Miileage. Please specify GHS on check.		689.98
12254377	08/11/2016	Rachel Wilkins	01-8699	Sheid winner 9th gd		200.00
12254999	08/16/2016	A T & T	01-5920	fiber optic lines		2,286.78
12255000	08/16/2016	A T & T CALNET 2	01-5910	CALNET		24.12
12255001	08/16/2016	ADVANCED PLACEMNT PRGRM/AP,dba	01-5800	AP Exams fee		83.00
12255002	08/16/2016	AMERICAN SUPPLY COMPANY	01-4300	Cleaning Supplies	2,613.36	
			13-4300	Shelves for GHS Kitchen	320.47	2,933.83
12255003	08/16/2016	Anderson's It's Elementary	01-4300	years of service pin	189.14	
				Unpaid Sales Tax	11.66-	177.48
12255004	08/16/2016	APPLE COMPUTER	01-4400	sped ed for severe I-pad		511.79
12255005	08/16/2016	AUS-WEST Lockbox	01-4300	Staff Uniforms	73.43	
			01-5800	Shop Towels and Mechanic's Coveralls	30.56	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 4 of 11

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12255005	08/16/2016	AUS-WEST Lockbox	13-5800	Services	59.74	163.73
12255006	08/16/2016	Broken Arrow Wear	01-4300	Link Crew Shirts		704.55
12255007	08/16/2016	C/O National Book Co	01-4200	Novels	360.42	
				Unpaid Sales Tax	25.66-	334.76
12255008	08/16/2016	CA ASSOCIATION FFA	01-5200	FFA Advisors National Convention Trip. Due 8-22-16	3,800.00	
				National FFA Convention	1,500.00	5,300.00
12255009	08/16/2016	CA Department of Justice	01-5860	Fingerprinting		320.00
12255010	08/16/2016	CA Janitorial Supply Corp	01-4300	Cleaning Supplies KCHS		990.21
12255011	08/16/2016	CA State Controller	01-5800	05-06 Fiscal year Reimbursement		1,821.00
12255012	08/16/2016	CA Water Service Company	01-5530	Water Fees		29.75
12255013	08/16/2016	CAROLINA BIOLOGICAL SUPPLY CO	01-4300	Classroom supplies		5,886.28
12255014	08/16/2016	CDW-G	01-4300	OPEN PO FOR TECHNOLOGY SUPPLIES	155.83	
			01-4400	PLTW Materials- WebCam GHS/KCHS	160.85	316.68
12255015	08/16/2016	Cengage Learning	01-4100	Ag Chemistry Textbooks	18,624.38	
				AP Envir Books	5,820.28	
				Environmental Science ClassTextbooks	13,851.89	
				Textbooks for Statistics Class	15,786.38	54,082.93
12255016	08/16/2016	CENTRAL DRUG SYSTEM INC	01-5800	Yearly Service-Random Drug Testing for Bus Drivers		792.00
12255017	08/16/2016	CITY OF GREENFIELD	01-5530	Water, Garbage, Sewer	187.76	
			01-5540	Water, Garbage, Sewer	1,042.84	
			01-5550	Water, Garbage, Sewer	2,806.92	4,037.52
12255018	08/16/2016	CNC Electric & Outdoor Equip	01-4300	Landscape Materials KCHS		6.48
12255019	08/16/2016	Darrel Varni Electric, Inc.	01-6200	GHS New Relocatables Electrical and Low Voltage		24,073.60
12255020	08/16/2016	DELL MARKETING LP	01-4400	Library portable Laptops	1,335.29	
				PLTW Charging Carts	6,947.98	
			01-5850	Backup Solution	6,425.08	14,708.35
12255021	08/16/2016	DICK BLICK COMPANY	01-4300	Art Supplies		5,717.79
12255022	08/16/2016	Elk Grove Auto / Winner Chevy	01-6500	School vans		58,421.98
12255023	08/16/2016	Ericka Radcliff	01-5200	E. Radcliff Reimbursements Visible Learning Conf		852.44
12255024	08/16/2016	eSpecial Needs LLC, dba	01-4400	SuperTalker Progressive Communicator	458.27	
				Unpaid Sales Tax	31.52-	426.75
12255025	08/16/2016	Foster Farms Dairy	13-4700	Dairy / Cafeteria		442.25
12255026	08/16/2016	GRAINGER INC,W W	01-4300	Maintenance Supplies KCHS	28.71	
				OPEN PO FOR SUPPLIES	470.34	499.05

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12255027	08/16/2016	Hyatt Place Rancho Cordova	01-5200	Hyatt Place Hotel reservation for Ericka Radcliff		366.74
12255028	08/16/2016	Joseph R Renda Construction	01-5800	In-Plant Inspection Fee GHS Portables		2,100.00
12255029	08/16/2016	KING CITY TRUE VALUE HARDWARE	01-4300	Maintenance Supplies	107.25	
				OPEN PO FOR SUPPLIES	78.88	186.13
12255030	08/16/2016	La Quinta Inn & Suites #2042	01-5200	Hotel for D Jimenez La Quinta Inn & Suites		202.36
12255031	08/16/2016	Legacy Roofing & Waterproofing	01-5620	Reroof of Buildings F and M at KCHS		13,500.00
12255032	08/16/2016	LinkCrew Boomerang Project	01-5800	Link Crew		1,162.42
12255033	08/16/2016	Mail Finance	01-5630	Postage Machine		550.47
12255034	08/16/2016	McGraw-Hill Education, Inc	01-4100	Text Book		879.02
12255035	08/16/2016	MCMaster Carr Supply Co	01-4300	OPEN PO FOR SUPPLIES		210.55
12255036	08/16/2016	OFFICE DEPOT BUSINESS SERVICES	01-4300	Classroom Supplies	7,589.73	
				DO office supplies	1,773.24	
				Office Supplies	64.86	
				OPEN PO FOR SUPPLIES	587.83	
				PLTW Materials KCHS	32.17	
				supplies sped --office	104.30	
12255037	08/16/2016	PARTS & SERVICE CENTER-NAPA	01-5800	Parent -student packets 2016-17 KCHS	15.21	10,167.34
12255038	08/16/2016	Pearson Learning Group	01-4300	Parts for Fleet		455.83
			01-4100	sped materials		2,284.33
12255039	08/16/2016	Peninsula Business Interiors	01-4400	Office Furniture for PBHS Administration		9,715.38
12255040	08/16/2016	Pinnacle Educators	01-5800	SPED Services		8,945.00
12255041	08/16/2016	Presence Learning	01-5800	SPED Services	273.60	
			01-9500	SPED Services	9,996.15	
				SPED services	3,619.00	13,888.75
12255042	08/16/2016	Property Restoration Services	01-5620	Mechanical Upgrades and Structural Repairs		95,577.72
12255043	08/16/2016	PTM Document Systems, Inc	01-4300	Report Cards		1,923.52
12255044	08/16/2016	RG Fabrication, Inc	01-4300	Finance charges		9.60
12255045	08/16/2016	SAFEWAY INC	01-4300	Link Crew supplies	863.90	
				Teacher and Admin Training Supplies	105.95	969.85
12255046	08/16/2016	SAN JOAQUIN CTY OFF OF ED	01-5800	EDJOIN 16-17 renewal		450.00
12255047	08/16/2016	Sarah Ingraham	01-5800	Speech Services		1,495.00
12255048	08/16/2016	SCHOOL SERVICES OF CA, INC	01-5200	School Finance Training		215.00
12255049	08/16/2016	Shred-It San Francisco	01-5800	Shredding Fees		110.31
12255050	08/16/2016	Southern Computer Warehouse	01-4400	Projector Replacements		8,886.49
12255051	08/16/2016	Sysco San Francisco	13-4300	Cafeteria	913.11	
			13-4700	Cafeteria	10,090.24	11,003.35

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 6 of 11

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12255052	08/16/2016	TORO PETROLEUM CORP	01-4310	Diesel, Unleaded, & Vehicle Oils		
12255053	08/16/2016	TRI-COUNTY FIRE PRTCTN, INC	01-5800	Fire Extinguisher Service	109.91	2,202.40
				Svs. for Fire Extinguishers for busses	375.66	485.57
12255054	08/16/2016	UNITED PARCEL SERVICE	01-5930	UPS Services		91.10
12255055	08/16/2016	VERIZON WIRELESS SVCS LLC	01-5940	District Communication		202.57
12255056	08/16/2016	WILCO SUPPLY	01-4300	Door Keys and Hardware-KCHS		53.83
12255699	08/18/2016	Aeries Software Inc	01-5200	Aeries Conference V. Acosta		525.00
12255700	08/18/2016	AUS-WEST Lockbox	01-4300	Staff Uniforms	30.66	
			01-5800	Shop Towels and Mechanic's Coveralls	30.56	61.22
12255701	08/18/2016	BSN Sports / US Communities	01-4300	PLTW Materials GHS		258.84
12255702	08/18/2016	BUS WEST	01-4300	Parts for buses		166.16
12255703	08/18/2016	CA City School Superintendents	01-5200	CA City School Superintedents conf		175.00
12255704	08/18/2016	CA Janitorial Supply Corp	01-4300	Custodial Supplies KCHS		950.11
12255705	08/18/2016	CA Water Service Company	01-5530	Water Fees		120.87
12255706	08/18/2016	Cambridge University Press	11-4200	Adult ed Material		4,278.51
12255707	08/18/2016	Cengage Learning	01-4100	Statistics Text Books	5,728.49	
			01-4200	Statistics Text Books	449.79	6,178.28
12255708	08/18/2016	CENTRAL COAST SYSTMS INC	01-5620	Alarm System Repairs		114.00
12255709	08/18/2016	CITY OF GREENFIELD	01-5530	Water, Garbage, Sewer	18.42	
			01-5540	Water, Garbage, Sewer	91.04	
			01-5550	Water, Garbage, Sewer	286.54	396.00
12255710	08/18/2016	DELL MARKETING LP	01-4400	Computer Upgrades		41,827.28
12255711	08/18/2016	Edges Electrical Group, LLC	01-4300	Repair Parts and Supplies GHS		317.89
12255712	08/18/2016	Electronix Express	01-4300	PLTW Materials Principals of Engineering GHS	1,486.18	
				PLTW Principles of Engineering KCHS	69.55	1,555.73
12255713	08/18/2016	eSchool Solutions, Inc	01-5800	2016-2017 IT subscription		2,116.80
12255714	08/18/2016	Foster Farms Dairy	13-4700	Dairy / Cafeteria		586.53
12255715	08/18/2016	GRAINGER INC,W W	01-4300	Maintenance Supplies KCHS		50.44
12255716	08/18/2016	Hydro Turf, Inc	01-4300	Landscaping Supplies		300.55
12255717	08/18/2016	Leonel Rangel JR	01-8699	Trujillo Fam, NRP, TNT scholarships		1,250.00
12255718	08/18/2016	Manas Hospitality LP	01-5200	Holiday Inn Express hotel reservation for V Acosta		295.53
12255719	08/18/2016	MCMASTER CARR SUPPLY CO	01-4300	PLTW Materials: Principals of Engineering GHS		48.17
12255720	08/18/2016	Microsoft Corporation	01-4400	Microsoft Srvc Pro3		8,906.74
12255721	08/18/2016	NASCO	01-4300	Art Classroom Supplies	27.46	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12255721	08/18/2016	NASCO	01-4300	PLTW Materials: Principals of Engineering GHS	36.11	63.57
12255722	08/18/2016	Odysseyware, Inc	01-5850	Online Renewal		28,000.00
12255723	08/18/2016	OFFICE DEPOT BUSINESS SERVICES	01-4300	DO office supplies	1,158.76	
				OPEN PO FOR SUPPLIES	93.93	
				PLTW Engineering Core Class and Lab	155.26	
				GHS		
				PLTW Materials CSP GHS	37.54	
				PLTW: Introduction to Engineering Design	43.04	
				GHS		
				supplies sped --office	715.89	
			11-4300	classroom supplies Adult Ed	186.43	2,390.85
12255724	08/18/2016	PENINSULA SPORTS, INC/PSI	01-5800	Games fees for school year 2016-2017	4,744.26	
				Gme Fees. Please specify GHS on check.	4,500.00	9,244.26
12255725	08/18/2016	Project Lead The Way, Inc	01-4300	PLTW Materials GHS	436.12	
			01-4400	PLTW Materials GHS	2,930.45	3,366.57
12255726	08/18/2016	PTM Document Systems, Inc	01-4400	Report Card Printer/Sorter	4,894.78	
			01-5850	Report Card Printer/Sorter	698.22	5,593.00
1 - 727	08/18/2016	RG Fabrication, Inc	01-5620	Metal Working Repairs		1,520.22
1 - 728	08/18/2016	SAFEWAY INC	Cancelled	Supplies for meetings		45.54 *
		Cancelled on 09/02/2016, Cancel Register # AP09062016				
12255729	08/18/2016	Scudder Roofing Company	01-5620	Change Order #2 KCHS Aud Roof	4,380.00	
				Change Order Aud Roof: Remove Additional Material	17,593.14	
				Change Order Auditorium Roof Drains	5,014.80	
				Roofing Repairs ERP Grant	92,637.00	119,624.94
12255730	08/18/2016	VNA Community Services, Inc	01-5800	Contracted Nurse services		300.00
12257053	08/25/2016	A T & T CALNET 2	01-5910	CALNET		24.91
12257054	08/25/2016	ACCREDITING COMMISSION	01-5800	WASC		1,250.00
12257055	08/25/2016	AT&T	01-5910	Phone line GHS Maintenance		38.25
12257056	08/25/2016	AUS-WEST Lockbox	13-5800	Services		110.67
12257057	08/25/2016	CA Water Service Company	01-5530	Water Fees		523.89
12257058	08/25/2016	CASEY PRINTING, INC	01-4100	Math Modules 2016-17		20,492.01
12257059	08/25/2016	CDW-G	01-4300	OPEN PO FOR TECHNOLOGY SUPPLIES		211.95
12257060	08/25/2016	CIF-State Federation Office	01-5300	CIF State Fees		578.00
12257061	08/25/2016	CITY OF GREENFIELD	01-5550	Water, Garbage, Sewer		206.10
12257062	08/25/2016	Crisis Prevention Institute	01-4300	found courses workbooks		512.45
12257063	08/25/2016	CSBA	01-5200	Policy Dev Workshop with Pilot Program		7,630.00

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12257064	08/25/2016	Darrel Varni Electric, Inc.	01-6200	GHS New Relocatables Electrical and Low Voltage		36,110.40
12257065	08/25/2016	DBA Woodcrafter.com	01-4300	PLTW Inroduction to Engineering Design KCHS	76.99	
				Unpaid Sales Tax	5.79-	71.20
12257066	08/25/2016	FLINN SCIENTIFIC INC	01-4300	Science Supplies		904.76
12257067	08/25/2016	Foster Farms Dairy	13-4700	Dairy / Cafeteria		389.57
12257068	08/25/2016	Gopher Sport, dba	01-4300	PE Items		725.95
12257069	08/25/2016	GRAINGER INC,W W	01-4300	Maintenance Supplies KCHS	44.63	
				OPEN PO FOR SUPPLIES	542.88	587.51
12257070	08/25/2016	Hayden-McNeil, LLC	01-4200	Life Science Notebooks	603.98	
				Unpaid Sales Tax	42.09-	561.89
12257071	08/25/2016	KING CITY GLASS	01-5620	Window Repairs		276.61
12257072	08/25/2016	KING CITY TRUE VALUE HARDWARE	01-4300	Maintenance Supplies		199.84
12257073	08/25/2016	LA Hearne Company	01-4300	Landscaping Materials		153.97
12257074	08/25/2016	MANDEGO APPAREL	01-4300	Link Crew shirts		1,933.69
12257075	08/25/2016	NASCO	01-4300	Life Science Carbonless Notebooks		50.75
12257076	08/25/2016	Newsela, Inc	01-5800	Newsela PRO		11,000.00
12257077	08/25/2016	OFFICE DEPOT BUSINESS SERVICES	01-4300	Blanket Open PO for OD-Office	348.12	
				Blanket Open PO For Office	43.01	
				Depot-Classroom		
				Classroom Supplies	54.50	
				DO office supplies	117.97	
				Office Supplies	76.62	
				Open PO for PBCHS-supplies	616.92	
				OPEN PO FOR SUPPLIES	635.72	
				supplies sped --office	25.66	
			01-4400	lateral locked file	324.36	2,242.88
12257078	08/25/2016	PACIFIC GAS AND ELECTRIC CO	01-5520	PGE		18,994.32
12257079	08/25/2016	PAQ Inc. DBA Food 4 Less/Rncho S Miguel	01-4300	supplies sped severe-T.Torres		30.79
12257080	08/25/2016	PARTS & SERVICE CENTER-NAPA	01-4300	Parts & Supplies: Vehicle & Equipment Maintenance	836.24	
				Parts for Fleet	62.86	899.10
12257081	08/25/2016	Project Lead The Way, Inc	01-4300	PLTW Materials CSP GHS	185.94	
			01-4400	PLTW Materials GHS	3,434.38	3,620.32
12257082	08/25/2016	Property Restoration Services	01-5620	Glulam Repair Project Change Orders		3,716.43
12257083	08/25/2016	Riddell All American	01-4300	FB Helmets & Shoulder Pads		1,576.92
12257084	08/25/2016	SAFEWAY INC	01-4300	meeting supplies for sped	20.17	

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
12257084	08/25/2016	SAFEWAY INC	01-4300	Open PO for Foods and Products	65.47	
				Supplies for Aeries/Tech Meetings	17.99	103.63
12257085	08/25/2016	School Datebooks	01-4300	Student Agendas for 2016-2017 school year	2,959.14	
				Unpaid Sales Tax	199.06-	2,760.08
12257086	08/25/2016	Shred-It San Francisco	01-5800	Shredding Fees		5,632.88
12257087	08/25/2016	Sid Tool Co	01-4300	PLTW Materials GHS		391.12
12257088	08/25/2016	Southern Computer Warehouse	01-4300	PLTW TABLET SUPPLIES		519.34
12257089	08/25/2016	Sysco San Francisco	13-4300	Cafeteria	461.20	
			13-4700	Cafeteria	6,922.29	7,383.49
12257090	08/25/2016	TORO PETROLEUM CORP	01-4310	Ag Dept Gas		84.24
12257091	08/25/2016	turnitincom / iParadigms, LLC	01-5800	Turnitin Software		3,535.00
12257092	08/25/2016	UNITED PARCEL SERVICE	01-5930	UPS Services		49.88
12257093	08/25/2016	US BANCORP EQUIPMENT FINANCE	01-5630	Konica Copier		9,291.07
12257094	08/25/2016	Valley Athletic	01-4300	Field Marking Paint		2,185.73
12257095	08/25/2016	VERIZON WIRELESS SVCS LLC	01-5940	District Communication		855.96
12257096	08/25/2016	VOX Network Solutions	01-4400	Phone System UPS'		6,019.67
1: -26-197	08/25/2016	Woodwind & Brasswind	01-4300	Music class supplies	871.41	
			01-4400	Music class supplies	644.20	1,515.61
12258083	08/30/2016	Patricia J. Alexander	01-5200	AP Research Training		2,393.89
12258084	08/30/2016	Bernerd B. Barge	01-5200	PLTW Training		504.98
12258085	08/30/2016	Miguel Flores	01-5800	First Aid trainig		50.00
12258086	08/30/2016	Daniel Sanchez	01-5200	D.Sanchez Reimb. AP Seminars Sil. Valley-World His		832.04
Total Number of Checks					230	1,068,340.75

	Count	Amount
Cancel	1	45.54
Net Issue		1,068,295.21

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	218	1,028,424.70
11	Adult Education Fund	2	4,464.94
13	Cafeteria Fund	13	35,896.97

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Checks Dated 08/01/2016 through 08/31/2016

Check Number	Check Date	Pay to the Order of	Fund-Object	Comment	Expensed Amount	Check Amount
			Total Number of Checks	229		1,068,786.61
			Less Unpaid Sales Tax Liability			491.40
			Net (Check Amount)			<u>1,068,295.21</u>

-27-

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Approval of Purchase Orders – August 2016

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- X Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA’s Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- X Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached is the listing of the Purchase Orders issued in August 2016.

Recommendation:

The recommendation is to approve the Purchase Orders.

Fiscal Impact:

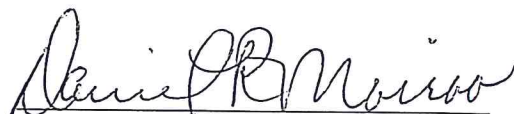
Per the 2016-2017 fiscal budget.

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

Description

Includes Purchase Orders dated 08/01/2016 - 08/31/2016

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
B17-00128	APEX Learning	Curriculum Materials	029	01	Supplemental	15,027.00
B17-00129	SAFEWAY INC	Open PO for Foods and Products	011	01	UNRESTRICTED R	300.00
B17-00130	CNC Electric & Outd	Landscape Materials GHS	009	01	UNRESTRICTED R	1,000.00
B17-00131	Edges Electrical Gr	Repair Parts and Supplies GHS	009	01	Ongoing & Major	500.00
B17-00132	SAFEWAY INC	supplies sped severe-M.Potter	022	01	Special Educati	300.00
B17-00133	CA Janitorial Suppl	Cleaning Supplies KCHS	009	01	UNRESTRICTED R	990.21
B17-00134	NEOPOST USA (posta	Postage	029	01	UNRESTRICTED R	10,000.00
B17-00135	OFFICE DEPOT BUSINE	classroom supplies Adult Ed	022	11	Adult Ed Block	1,000.00
B17-00136	CNC Electric & Outd	Parts for Fleet	009	01	UNRESTRICTED R	500.00
B17-00137	CNC Electric & Outd	Landscape Materials KCHS	009	01	Ongoing & Major	300.00
B17-00138	NEOPOST USA (posta	Postage GHS	029	01	UNRESTRICTED R	7,000.00
B17-00139	ARAMARK UNIFORM SER	Services	011	13	Child Nutrition	4,000.00
B17-00140	Edges Electrical Gr	Repair Parts and Supplies KCHS	009	01	Ongoing & Major	300.00
B17-00141	Sysco San Francisco	Cafeteria	011	13	Child Nutrition	55,000.00
B17-00142	MCOE	Behavioral Health Services	029	01	Special Educati	67,000.00
B17-00143	OFFICE DEPOT BUSINE	Open PO for PBCHS-supplies	022	01	State Lottery	1,000.00
B17-00144	OFFICE DEPOT BUSINE	Open Por for Instructional Supplies and Materials	023	01	State Lottery	5,000.00
B17-00145	OFFICE DEPOT BUSINE	Open PO for Office Supplies	023	01	State Lottery	3,000.00
B17-00146	CA Janitorial Suppl	Custodial Supplies KCHS	009	01	UNRESTRICTED R	950.11
B17-00147	AMERICAN SUPPLY COM	Supplies Cafeteria	011	13	Child Nutrition	2,500.00
B17-00148	VERIZON WIRELESS SV	District Communication	011	01	UNRESTRICTED R	2,500.00
B17-00149	CDW-G	OPEN PO FOR TECHNOLOGY EQUIPMENT	029	01	UNRESTRICTED R	5,500.00
B17-00150	Shred-It San Franci	Shredding Fees	011	01	UNRESTRICTED R	10,000.00
B17-00151	PARTS & SERVICE CEN	Parts for Fleet	009	01	UNRESTRICTED R	1,500.00
B17-00152	CA Janitorial Suppl	Custodial Supplies	009	01	UNRESTRICTED R	1,000.00
B17-00153	CA City School Supe	CA City School Superintedents conf	029	01	UNRESTRICTED R	175.00
B17-00154	CENTRAL COAST SYSTM	Alarm/Bell System Repairs	009	01	Ongoing & Major	500.00
B17-00155	TORO PETROLEUM CORF	Ag Dept Gas	021	01	Agricultural Vo	1,500.00
B17-00156	CENTRAL COAST SYSTM	Quarterly Fire Alarm Monitoring	009	01	UNRESTRICTED R	250.00
B17-00157	SAFEWAY INC	open PO adult ed meetings	022	11	Adult Ed Block	200.00
B17-00158	AMERICAN SUPPLY COM	Custodial Supplies GHS	009	01	UNRESTRICTED R	1,500.00
B17-00159	SAFEWAY INC	open Po for sped students med	022	01	Special Educati	200.00
B17-00160	GRAINGER INC,W W	Maintenance Supplies KCHS	009	01	Ongoing & Major	1,000.00
B17-00161	HOBART	Food Service Equipment Repairs	009	13	Child Nutrition	3,000.00
B17-00162	CASEY PRINTING, INC	Business cards	029	01	UNRESTRICTED R	250.00
B17-00163	McShane's Nursery S	Horticulture Supplies	021	01	ROC/P	500.00
B17-00164	WARD'S NATURAL SCIE	Science Supplies	021	01	ROC/P	2,000.00
B17-00165	MATRANGA WHOLESALE	Floral Supplies	021	01	ROC/P	10,000.00
B17-00166	HOME DEPOT/GECF	Ag Dept. Supplies	021	01	ROC/P	7,000.00
B17-00167	JB Tire	Tires for Tractors and Mowers	009	01	UNRESTRICTED R	500.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1 of 5

Description

Includes Purchase Orders dated 08/01/2016 - 08/31/2016

PO Number	Vendor Name	Requisition Information	Ordr Loc	Req Fund	Resource Description	Req Fund Order Amt
B17-00168	Karen Paparella	Fiscal Consultant	029	01	UNRESTRICTED R	20,000.00
B17-00169	Project Lead The Wa	PLTW Program	029	01	Supplemental	6,600.00
B17-00170	VNA Community Servi	Contracted Nursing Services	029	01	UNRESTRICTED R	10,000.00
B17-00171	Dannis Woliver Kell	Legal	029	01	UNRESTRICTED R	25,000.00
B17-00172	OFFICE DEPOT BUSINE	open PO sped supplies	022	01	Special Educati	1,000.00
B17-00173	SCHOOL SERVICES OF	Contracted services	029	01	UNRESTRICTED R	11,500.00
B17-00174	Uretsky Security	Security Contract	011	01	Supplemental	60,000.00
B17-00175	CA Assoc School Bus	CASBO training	029	01	UNRESTRICTED R	890.00
B17-00176	Monica Serrato	CASBO Workshop	029	01	UNRESTRICTED R	222.00
PO17-00100	Cannon Sports, Inc	Phys. Ed Equipment	023	01	State Lottery	1,536.06
PO17-00119	HOLT MCDUGAL	French Workbooks.	023	01	State Lottery	3,331.26
PO17-00204	Broken Arrow Wear	Link Crew Shirts	021	01	IASA-Title I Ba	704.55
PO17-00205	Overhead Door Co of	Overhead Door Repairs	009	01	Ongoing & Major	2,125.07
PO17-00212	ACSA'S Foundation F	ACSA Academy	029	01	Supplemental	2,510.00
PO17-00213	turnitincom / iPara	Turnitin Software	029	01	State Lottery	3,535.00
PO17-00214	NASCO	Art Classroom Supplies	023	01	State Lottery	2,562.21
PO17-00215	Illuminate Data & A	2016-17 Illuminate Training	029	01	NCLB Title II,	2,250.00
PO17-00216	School Datebooks	Student Agendas for 2016-2017 school year	023	01	IASA-Title I Ba	2,959.14
PO17-00217	Teter, LLP	Architectural Services PBHS Lunch Shelter	009	01	Supplemental	9,350.00
PO17-00218	Property Restoratio	MEP Change Orders for ERP Project	009	01	Emergency Repai	6,012.22
PO17-00219	NorthStar Engineeri	Engineering Services for New GHS Portables	009	01	Ongoing & Major	2,050.00
PO17-00220	KING CITY GLASS	Window Repair	009	01	Ongoing & Major	1,609.01
PO17-00221	Budget Blinds	Window Blinds Repair/Replacment	009	01	Ongoing & Major	1,247.19
PO17-00222	CDW-G	Toner Supplies	021	01	State Lottery	860.12
PO17-00223	Valley Athletic	Field Marking Paint	021	01	UNRESTRICTED R	2,185.73
PO17-00224	The College Board	AP Research Training	029	01	Supplemental	1,275.00
PO17-00225	OFFICE DEPOT BUSINE	lateral locked file	022	01	Special Educati	354.36
PO17-00226	Edges Electrical Gr	Repair Parts and Supplies GHS	009	01	Ongoing & Major	808.96
PO17-00227	Associated Services	HVAC Repairs at GHS	009	01	Ongoing & Major	3,373.50
PO17-00228	KING CITY GLASS	Window Repairs	009	01	Ongoing & Major	299.08
PO17-00229	Budget Blinds	Window Blinds Repair/Replacement-GHS	009	01	Ongoing & Major	2,003.86
PO17-00230	WILCO SUPPLY	Door Keys and Hardware-KCHS	009	01	Ongoing & Major	1,671.22
PO17-00231	AMERICAN SUPPLY COM	Racks for GHS Kitchen Fridge	009	13	Child Nutrition	346.11
PO17-00232	DFE & Associates,	Project Inspection For MEP ERP Project	009	01	Emergency Repai	6,600.00
PO17-00233	Legacy Roofing & Wa	Asbestos Abatement at KCHS Roofs	009	01	Emergency Repai	6,779.44
PO17-00234	Houghton Mifflin Ha	woodcock assessment	022	01	Special Educati	390.40
PO17-00235	Pearson Assessment	Wiat-111 basic kit/Wisc -V scoring	022	01	Special Educati	1,054.86
PO17-00236	Shopletcom dba	NRC Paper for students forms	023	01	State Lottery	402.32

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 2 of 5

Description

Includes Purchase Orders dated 08/01/2016 - 08/31/2016

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
PO17-00237	Peninsula Business	Furniture for Portola	009	01	Ongoing & Major	157.22
PO17-00238	Joseph R Renda Cons	In-Plant Inspection Fee GHS Portables	009	01	Ongoing & Major	2,100.00
PO17-00239	HOME DEPOT/GECF	Books for Floristry Classes	023	01	Lottery: Instr	1,656.63
PO17-00240	EDUCATIONAL DATA SY	CELDT Testing Labels 2016-17	029	01	UNRESTRICTED R	555.76
PO17-00241	Web Resource LLC	Furniture for Ag Science Lab GHS	009	01	UNRESTRICTED R	6,165.07
PO17-00242	Virco Inc.	Furniture KCHS	009	01	UNRESTRICTED R	3,440.35
PO17-00243	Pro-ED, Inc.	test of auditory processing	022	01	Special Educati	301.22
PO17-00244	Crisis Prevention I	found courses workbooks	022	01	Special Educati	512.45
PO17-00245	KING CITY GLASS	Window Repairs PBHS	009	01	Ongoing & Major	208.37
PO17-00246	Virco Inc.	Furniture	009	01	UNRESTRICTED R	26,573.23
PO17-00247	Nrthwst Council-Com	Office 365 Training	029	01	UNRESTRICTED R	1,850.00
PO17-00248	Property Restoratio	Glulam Repair Project Change Orders	009	01	Emergency Repai	3,716.43
PO17-00249	ConsumerMath.org	Math Resource Books	021	01	Other Local	631.61
PO17-00250	Scudder Roofing Com	Roofing Repairs ERP Grant	009	01	Emergency Repai	117,210.00
PO17-00251	WARD'S NATURAL SCIE	Sciencne Supplies	021	01	State Lottery	4,327.05
PO17-00252	OFFICE DEPOT BUSINE	dek for adult ed	022	11	Adult Ed Block	600.05
PO17-00253	CA ASSOCIATION FFA	National FFA Convention	021	01	Vocational Prog	1,500.00
PO17-00254	OFFICE DEPOT BUSINE	Counseling Forms	021	01	State Lottery	108.13
PO17-00255	OFFICE DEPOT BUSINE	Referral Forms	021	01	State Lottery	162.19
PO17-00256	Alibris	Alibris Book Order	029	01	NCLB Title II,	291.51
PO17-00257	Morgan Brothers Aud	Replacement Announcer's Microphone KCHS	009	01	Ongoing & Major	316.00
PO17-00258	STAPLES, Inc	Office furniture	029	01	UNRESTRICTED R	306.31
PO17-00259	Aeries Software Inc	Aeries Conference V. Acosta	029	01	UNRESTRICTED R	525.00
PO17-00260	OFFICE DEPOT BUSINE	Math Modules 2016-17 PBHS	029	01	UNRESTRICTED R	1,977.41
PO17-00261	La Quinta Inn & Sui	Hotel for D Jimenez La Quinta Inn & Suites	029	01	NCLB Title II,	202.36
PO17-00262	Manas Hospitality L	Holiday Inn Express hotel reservation for V Acosta	029	01	UNRESTRICTED R	295.53
PO17-00263	Hyatt Place Rancho	Hyatt Place Hotel reservation for Ericka Radcliff	029	01	NCLB Title II,	366.74
PO17-00264	Odysseyware, Inc	Online Renewal	029	01	Supplemental	28,000.00
PO17-00265	CA ASSOCIATION FFA	FFA Advisors National Convention Trip. Due 8-22-16	023	01	Vocational Prog	3,800.00
PO17-00266	PENINSULA SPORTS, I	Games fees for school year 2016-2017	023	01	UNRESTRICTED R	4,744.26
PO17-00267	Park Associates Inc	Lunch Shelter KCHS CMAS Contract	009	01	Supplemental	56,252.33
PO17-00268	Mathematics Vision	MVP Answer Keys and Sample Assesments	029	01	UNRESTRICTED R	4,330.46
PO17-00269	OFFICE DEPOT BUSINE	Classroom Items	021	01	State Lottery	184.72
PO17-00270	Scofield Graphics	Graphics for New Vans	009	01	Ongoing & Major	1,299.38
PO17-00271	BSN Sports / US Com	Diadonal Chain Set & Down Box	021	01	UNRESTRICTED R	527.05
PO17-00272	CIF-State Federatio	CIF State Fees	021	01	UNRESTRICTED R	578.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 3 of 5

Description

Includes Purchase Orders dated 08/01/2016 - 08/31/2016

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
PO17-00273	MONTEREY COUNTY OFF	Instructional Coaching Found Michelle Silva	029	01	NCLB Title II,	1,000.00
PO17-00274	MONTEREY COUNTY OFF	Visible Learning Registration for Michelle Silva	029	01	NCLB Title II,	250.00
PO17-00275	DELL MARKETING LP	Monitors for Computer Labs	029	01	UNRESTRICTED R	3,040.37
PO17-00276	OFFICE DEPOT BUSINE	refrigerator--sped	022	01	Special Educati	109.85
PO17-00277	OFFICE DEPOT BUSINE	Teacher & Admin Training/Meeting Supplies	029	01	NCLB Title II,	350.00
PO17-00278	Shade Structures, I	Lunch Shade Structure PBHS	009	01	Supplemental	26,344.45
PO17-00279	Coastal Enterprises	PE Clothes	021	01	UNRESTRICTED R	2,918.73
PO17-00280	Gopher Sport, dba	PE Supplies	021	01	State Lottery	88.54
PO17-00281	Microsoft Corporati	Display Adapters	029	01	UNRESTRICTED R	554.60
PO17-00282	Budget Blinds	Window Blinds for New Portables GHS	009	01	Ongoing & Major	922.50
PO17-00283	RG Fabrication, Inc	Window Grilles GHS Portables	009	01	Ongoing & Major	10,319.80
PO17-00284	Aeries Software Inc	Aeries Conference	029	01	UNRESTRICTED R	600.00
PO17-00285	OFFICE DEPOT BUSINE	storage cabinet	022	01	Special Educati	318.93
PO17-00286	SOUTH COUNTY NEWSP/	Bid Advertising KC Lunch Shelter	009	01	Supplemental	930.00
PO17-00287	SAFEGWAY INC	Supplies for Aeries/Tech Meetings	029	01	UNRESTRICTED R	500.00
PO17-00288	APPERSON	Scantrons	021	01	State Lottery	671.91
PO17-00289	OFFICE DEPOT BUSINE	Composition Notebooks	021	01	State Lottery	328.39
PO17-00290	OFFICE DEPOT BUSINE	Work Permits	021	01	State Lottery	200.81
PO17-00291	OFFICE DEPOT BUSINE	Custom School Envelopes	021	01	State Lottery	329.51
PO17-00293	Houghton Mifflin Ha	Workbooks	021	01	IASA-Title I Ba	705.23
PO17-00294	Pearson Assessment	NNAT-Indivi complete kit	022	01	Special Educati	390.99
PO17-00295	Biozone Corporation	Supplemental Materials	021	01	State Lottery	7,404.73
PO17-00296	DFE & Associates,	Project Inspector PBHS Shade Structure	009	01	Supplemental	12,000.00
PO17-00297	VALLEY SAW SHOP, db	Parts for Grounds Equipment	009	01	UNRESTRICTED R	302.60
PO17-00298	KING CITY GLASS	KC Stadium Snack Bar Window Repairs	009	01	Ongoing & Major	281.85
PO17-00299	Enviroplex	New Portables for GHS	009	25	UNRESTRICTED R	48,182.99
PO17-00300	MCOE	MOU Therapist Services	029	01	Ment Health	67,000.00
PO17-00301	Houghton Mifflin Ha	woodcock iv A & B	022	01	Special Educati	4,247.78
PO17-00302	SOUTH COUNTY NEWSP/	RFP Advertisement Access Control KCHS	009	01	Supplemental	198.00
PO17-00303	ACSA'S Foundation F	Superintendents' Symposium	029	01	UNRESTRICTED R	895.00
PO17-00304	National Assoc. Of	NASS Leadership Conference	029	01	UNRESTRICTED R	399.00
PO17-00305	CSBA	Board training	029	01	UNRESTRICTED R	760.00
PO17-00306	RG Fabrication, Inc	Change Order GHS Window Grilles	009	01	Ongoing & Major	1,175.50
PO17-00307	BENSON PLUMBING INC	Plumbing Repairs GHS 600s Boys RR	009	01	Ongoing & Major	3,027.50
PO17-00308	OFFICE DEPOT BUSINE	PBHS District Benchmarks	029	01	Supplemental	27.69
PO17-00309	Project Lead The Wa	PLTW Materials GHS	029	01	Supplemental	20,400.19
PO17-00310	OFFICE DEPOT BUSINE	KCHS District Benchmarks	029	01	Supplemental	976.38

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Description

Includes Purchase Orders dated 08/01/2016 - 08/31/2016

PO Number	Vendor Name	Requisition Information	Ord Loc	Req Fund	Resource Description	Req Fund Order Amt
PO17-00311	OFFICE DEPOT BUSINE	GHS District Benchmarks	029	01	Supplemental	1,008.07
PO17-00312	Claudia Arellano	CASBO Workshop	029	01	UNRESTRICTED R	222.00
					Total	925,297.70

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of First Quarterly Williams Report

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

By law, the South Monterey County Joint Union High School District must report quarterly during every academic year to the Board its compliance with the Williams lawsuit. Attached is the first report for this school year.

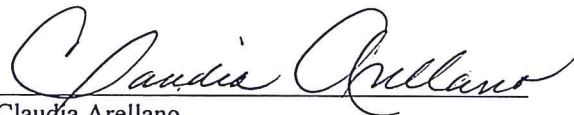
Recommendation:

The recommendation is to approve the first quarterly Williams Report.

Fiscal Impact:

No cost to the district.

Submitted By:



Claudia Arellano
Sr. Director Human Resources

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

Academic School Year 2016-2017
Quarterly Report on Williams Uniform Complaints
 [Education Code § 35186]

District: South Monterey County Joint Union High School District

Person completing this form: Claudia Arellano Title: Sr. Director of HR

Quarterly Report Submission Date: October 2016
 (Please check one) January 2017
 April 2017
 July 2017

Date for information to be reported publicly at governing board meeting: _____

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0	0	0
Teacher Vacancy or Misassignments	0	0	0
Facilities Conditions	0	0	0
TOTALS	0	0	0

Daniel R. Moirao, Ed.D.
Print Name of District Superintendent

Signature of District Superintendent

 9 / 21 / 2016
Date

Williams Districts Only: Please send the signed copy to:
 Monterey County Office of Education
 Michelle Archuleta, Compliance Office
 PO Box 80851, Salinas, CA 93912-0851

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Revenue and Expenditures Report for 2016-17

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Revenue and Expenditures report is for the 2016-2017 school year and covers through August 6 2016. The report is listed by each fund.

Recommendation:

This is an information item only.

Fiscal Impact:

Per the 2016-2017 approved budget.

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

Fund 01 - General Fund		Fiscal Year 2017 through 08/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
LCFF Revenue Sources	(8010-8099)	22,839,806.00	4,097,662.59		18,742,143.41	82%
Federal Revenue	(8100-8299)	1,238,681.00	.00		1,238,681.00	100%
Other State Revenue	(8300-8599)	722,939.00	132,497.85		590,441.15	82%
Other Local Revenue	(8600-8799)	1,565,850.00	76,126.00		1,489,724.00	95%
Total Revenues		26,367,276.00	4,306,286.44		22,060,989.56	84%
EXPENDITURES						
Certificated Salaries	(1000-1999)	10,232,073.00	1,034,022.36	.00	9,198,050.64	90%
Classified Salaries	(2000-2999)	3,044,947.00	401,112.06	.00	2,643,834.94	87%
Employee Benefits	(3000-3999)	4,568,375.00	514,035.02	.00	4,054,339.98	89%
Books and Supplies	(4000-4999)	1,573,175.53	384,569.53	484,932.29	703,673.71	45%
Services & Operating Expenses	(5000-5999)	4,634,118.47	918,677.25	1,890,831.97	1,824,609.25	39%
Capital Outlay	(6000-6999)	336,122.00	119,955.98	140,110.64	76,055.38	23%
Other Outgo	(7100-7299, 7400-7499)	1,624,529.00	44,901.04	.00	1,579,627.96	97%
Transfer of Indirect Costs	(7300-7399)	1.00	.00	.00	1.00	100%
Total Expenditures		26,013,341.00	3,417,273.24	2,515,874.90	20,080,192.86	77%
Operating Surplus/(Deficit)		353,935.00	889,013.20	(1,626,861.70)		
Beginning Fund Balance		6,463,799.00	.00	.00		
Net Ending Fund Balance		6,817,734.00	889,013.20	(1,626,861.70)		
		<i>*** calculated ***</i>				
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		6,817,734.00	.00			
Ending Fund Balance		6,817,734.00	.00			

Fund 11 - Adult Education Fund		Fiscal Year 2017 through 08/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Other State Revenue	(8300-8599)	78,500.00	.00		78,500.00	100%
Total Revenues		78,500.00	.00		78,500.00	100%
EXPENDITURES						
Books and Supplies	(4000-4999)	17,193.00	4,464.94	1,613.62	11,114.44	65%
Services & Operating Expenses	(5000-5999)	61,307.00	.00	.00	61,307.00	100%
Total Expenditures		78,500.00	4,464.94	1,613.62	72,421.44	92%
Operating Surplus/(Deficit)		.00	(4,464.94)	(6,078.56)		
Net Surplus/(Deficit)		.00	(4,464.94)	(6,078.56)		
Net Ending Fund Balance		.00	(4,464.94)	(6,078.56)		
<i>*** calculated ***</i>						

Fund 13 - Cafeteria Fund		Fiscal Year 2017 through 08/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Federal Revenue	(8100-8299)	455,000.00	.00		455,000.00	100%
Other State Revenue	(8300-8599)	36,500.00	.00		36,500.00	100%
Other Local Revenue	(8600-8799)	164,971.00	.00		164,971.00	100%
Total Revenues		656,471.00	.00		656,471.00	100%
EXPENDITURES						
Classified Salaries	(2000-2999)	143,216.00	14,469.07	.00	128,746.93	90%
Employee Benefits	(3000-3999)	98,501.00	7,858.69	.00	90,642.31	92%
Books and Supplies	(4000-4999)	397,413.00	30,057.66	38,961.02	328,394.32	83%
Services & Operating Expenses	(5000-5999)	17,341.00	1,522.38	9,336.62	6,482.00	37%
Total Expenditures		656,471.00	53,907.80	48,297.64	554,265.56	84%
Operating Surplus/(Deficit)		.00	(53,907.80)	(102,205.44)		
Beginning Fund Balance		154,377.00	.00	.00		
Net Ending Fund Balance		154,377.00	(53,907.80)	(102,205.44)		
<i>*** calculated ***</i>						
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		154,377.00	.00			
Ending Fund Balance		154,377.00	.00			

Fund 17 - Special Reserve Fund for Other		Fiscal Year 2017 through 08/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Other Local Revenue	(8600-8799)	16,266.00	.00		16,266.00	100%
Total Revenues		16,266.00	.00		16,266.00	100%
Operating Surplus/(Deficit)		16,266.00	.00	.00		
Beginning Fund Balance		3,013,656.00	.00	.00		
Net Ending Fund Balance		3,029,922.00	.00	.00		
		*** calculated ***				
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		3,029,922.00	.00			
Ending Fund Balance		3,029,922.00	.00			

Fund 25 - Capital Facilities Fund		Fiscal Year 2017 through 08/31/2016				
		Budget	Actual	Encumbrance	Balance	Avail
REVENUES						
Other Local Revenue	(8600-8799)	174,685.00	.00		174,685.00	100%
Total Revenues		174,685.00	.00		174,685.00	100%
EXPENDITURES						
Books and Supplies	(4000-4999)	10,000.00	.00	.00	10,000.00	100%
Services & Operating Expenses	(5000-5999)	59,461.00	.00	6,360.00	53,101.00	89%
Capital Outlay	(6000-6999)	.00	.00	48,182.99	(48,182.99)	0%
Other Outgo	(7100-7299, 7400-7499)	105,224.00	.00	.00	105,224.00	100%
Total Expenditures		174,685.00	.00	54,542.99	120,142.01	69%
Operating Surplus/(Deficit)		.00	.00	(54,542.99)		
Beginning Fund Balance		101,157.00	.00	.00		
Net Ending Fund Balance		101,157.00	.00	(54,542.99)		
<i>*** calculated ***</i>						
Components of Ending Fund Balance						
Undesignated/Unappropriated - 9790		101,157.00	.00			
Ending Fund Balance		101,157.00	.00			

Fund 56 - Debt Service Fund		Fiscal Year 2017 through 08/31/2016			
	Budget	Actual	Encumbrance	Balance	Avail
Beginning Fund Balance	1,248,728.00	.00	.00		
Net Ending Fund Balance	1,248,728.00	.00	.00		
<i>*** calculated ***</i>					
Components of Ending Fund Balance					
Undesignated/Unappropriated - 9790	1,248,728.00	.00			
Ending Fund Balance	1,248,728.00	.00			

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Cashflow Summary Report for 2016-17
(thru August 31, 2016)

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- X Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- X Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached is the Cashflow Summary Report – 2016-2017 Fiscal Year (as of August 31, 2016).

- Fund 01 – General Fund
- Fund 11 – Adult Education
- Fund 13 – Cafeteria Fund (Fund 13 usually runs a negative balance as there are no advance apportionments)
- Fund 17 – Special Reserve Fund
- Fund 25 – Capital Facilities Program
- Fund 35 – School Facility Program
- Fund 56 – Debt Service

Recommendation:

This is an information item only.

Fiscal Impact:

None

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

Fund 01 - Actuals through August		Fiscal Year 2016/17							
	Object	Beginning Balance	July	August	September	October	November	Total	Budget
A. BEGINNING CASH		9110	.00	96,370.10-					
B. RECEIPTS									
LCFF Revenue Sources									
Principal Apportionment	8010-8019		2,047,738.00	2,047,738.00				4,095,476.00	17,185,806.00
Property Taxes	8020-8079		2,186.59					2,186.59	5,654,000.00
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								1,238,681.00
Other State Revenues	8300-8599		132,497.85					132,497.85	722,939.00
Other Local Revenues	8600-8799		350.00-	76,476.00				76,126.00	1,565,850.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	2,182,072.44	2,124,214.00	.00	.00	.00	4,306,286.44	26,367,276.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999		114,859.47	919,162.89				1,034,022.36	10,232,073.00
Classified Salaries	2000-2999		140,752.49	260,359.57				401,112.06	3,044,947.00
Employee Benefits	3000-3999		114,915.54	399,119.48				514,035.02	4,568,375.00
Materials and Supplies	4000-4999		102,582.23	281,987.30					
Utilities	5000-5999		372,263.43	546,413.82				918,677.25	4,634,118.47
Capital Outlay	6000-6599			119,955.98				119,955.98	336,122.00
Other Outgo	7000-7499		5,583.00	39,318.04				44,901.04	1,624,530.00
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	850,956.16	2,566,317.08	.00	.00	.00	3,417,273.24	26,013,341.00
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199		246,543.38-	246,543.38-				493,086.76-	
Accounts Receivable	9200-9299		132,992.29					132,992.29	
Due From Other Funds	9310								
Stores	9320								
Prepaid Expenditures	9330		42,483.94					42,483.94	
Other Current Assets	9340								
Deferred Outflows of Resrcs	9490								
Undefined Objects									
SUBTOTAL ASSETS		.00	71,067.15-	246,543.38-	.00	.00	.00	317,610.53-	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 2, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 01 - Actuals through August		Fiscal Year 2016/17							
	Object	Beginning Balance	July	August	September	October	November	Total	Budget
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599		1,359,454.23-	62,727.54-				1,422,181.77-	
Due To Other Funds	9610								
Current Loans	9640								
Unearned Revenues	9650								
Deferred Inflows of Resrcs	9690								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	1,356,419.23-	62,727.54-	.00	.00	.00	1,419,146.77-	
Nonoperating									
Suspense Clearing	9910		3,035.00					3,035.00	
TOTAL BALANCE SHEET ITEMS		.00	1,427,486.38-	309,270.92-	.00	.00	.00	1,736,757.30-	
E. NET INCREASE/DECREASE									
B - C + D			96,370.10-	751,374.00-	.00	.00	.00	847,744.10-	353,935.00
F. ENDING CASH (A + E)									
			96,370.10-	847,744.10-					
G. Ending Cash, Plus Cash Accruals and Adjustments									

-45-

Fund 11 - Actuals through August

Fiscal Year 2016/17

	Object	Beginning Balance	July	August	September	October	November	Total	Budget
A. BEGINNING CASH	9110		.00	1,326.36-					
B. RECEIPTS									
LCFF Revenue Sources									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								78,500.00
Other Local Revenues	8600-8799								
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	78,500.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Printing and Supplies	4000-4999			4,464.94					
Supplies	5000-5999								61,307.00
Capital Outlay	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	4,464.94	.00	.00	.00	4,464.94	78,500.00
D. BALANCE SHEET ITEMS									
<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								
Deferred Outflows of Resrcs	9490								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 2, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 11 - Actuals through August		Fiscal Year 2016/17							
	Object	Beginning Balance	July	August	September	October	November	Total	Budget
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599		1,326.36-					1,326.36-	
Due To Other Funds	9610								
Current Loans	9640								
Unearned Revenues	9650								
Deferred Inflows of Resrcs	9690								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	1,326.36-	.00	.00	.00	.00	1,326.36-	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET ITEMS		.00	1,326.36-	.00	.00	.00	.00	1,326.36-	
E. NET INCREASE/DECREASE									
B - C + D			1,326.36-	4,464.94-	.00	.00	.00	5,791.30-	.00
F. ENDING CASH (A + E)									
			1,326.36-	5,791.30-					
G. Ending Cash, Plus Cash Accruals and Adjustments									

-47-

Fund 13 - Actuals through August

Fiscal Year 2016/17

	Object	Beginning Balance	July	August	September	October	November	Total	Budget
A. BEGINNING CASH	9110		.00	12,212.55-					
B. RECEIPTS									
LCFF Revenue Sources									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								455,000.00
Other State Revenues	8300-8599								36,500.00
Other Local Revenues	8600-8799								164,971.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	656,471.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999		2,298.56	12,170.51				14,469.07	143,216.00
Employee Benefits	3000-3999		1,171.16	6,687.53				7,858.69	98,501.00
Supplies	4000-4999		20.91	30,036.75					
Services	5000-5999		1,207.00	315.38				1,522.38	17,341.00
Capital Outlay	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	4,697.63	49,210.17	.00	.00	.00	53,907.80	656,471.00
D. BALANCE SHEET ITEMS									
<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								
Deferred Outflows of Resrcs	9490								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 2, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 13 - Actuals through August

Fiscal Year 2016/17

	Object	Beginning Balance	July	August	September	October	November	Total	Budget
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599		7,514.92-	5,544.84-				13,059.76-	
Due To Other Funds	9610								
Current Loans	9640								
Unearned Revenues	9650								
Deferred Inflows of Resrcs	9690								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	7,514.92-	5,544.84-	.00	.00	.00	13,059.76-	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET ITEMS		.00	7,514.92-	5,544.84-	.00	.00	.00	13,059.76-	
E. NET INCREASE/DECREASE									
B - C + D			12,212.55-	54,755.01-	.00	.00	.00	66,967.56-	.00
F. ENDING CASH (A + E)									
			12,212.55-	66,967.56-					
G. Ending Cash, Plus Cash Accruals and Adjustments									

Fund 17 - Actuals through August

Fiscal Year 2016/17

	Object	Beginning Balance	July	August	September	October	November	Total	Budget
A. BEGINNING CASH	9110		.00	.00					
B. RECEIPTS									
LCFF Revenue Sources									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799								16,266.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	16,266.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Equipment and Supplies	4000-4999								
Expenses	5000-5999								
Capital Outlay	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET ITEMS									
<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								
Deferred Outflows of Resrcs	9490								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 2, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 17 - Actuals through August		Fiscal Year 2016/17							
	Object	Beginning Balance	July	August	September	October	November	Total	Budget
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Unearned Revenues	9650								
Deferred Inflows of Resrcs	9690								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET ITEMS		.00	.00	.00	.00	.00	.00	.00	
E. NET INCREASE/DECREASE									
B - C + D			.00	.00	.00	.00	.00	.00	16,266.00
F. ENDING CASH (A + E)									
G. Ending Cash, Plus Cash Accruals and Adjustments			.00	.00					

-51-

Fund 25 - Actuals through August

Fiscal Year 2016/17

	Object	Beginning Balance	July	August	September	October	November	Total	Budget
A. BEGINNING CASH	9110		.00	105,568.99-					
B. RECEIPTS									
LCFF Revenue Sources									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799								174,685.00
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	174,685.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Equipment and Supplies	4000-4999								
Salaries	5000-5999								59,461.00
Capital Outlay	6000-6599								
Other Outgo	7000-7499								105,224.00
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	174,685.00
D. BALANCE SHEET ITEMS									
<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								
Deferred Outflows of Resrcs	9490								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 2, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 25 - Actuals through August		Fiscal Year 2016/17							
	Object	Beginning Balance	July	August	September	October	November	Total	Budget
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599		105,568.99-					105,568.99-	
Due To Other Funds	9610								
Current Loans	9640								
Unearned Revenues	9650								
Deferred Inflows of Resrcs	9690								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	105,568.99-	.00	.00	.00	.00	105,568.99-	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET ITEMS		.00	105,568.99-	.00	.00	.00	.00	105,568.99-	
E. NET INCREASE/DECREASE									
B - C + D			105,568.99-	.00	.00	.00	.00	105,568.99-	.00
F. ENDING CASH (A + E)									
			105,568.99-	105,568.99-					
G. Ending Cash, Plus Cash Accruals and Adjustments									

Fund 56 - Actuals through August

	Object	Beginning Balance	July	August	September	October	November	Total	Budget
A. BEGINNING CASH	9110		.00	.00					
B. RECEIPTS									
LCFF Revenue Sources									
Principal Apportionment	8010-8019								
Property Taxes	8020-8079								
Miscellaneous Funds	8080-8099								
Federal Revenues	8100-8299								
Other State Revenues	8300-8599								
Other Local Revenues	8600-8799								
Interfund Transfers In	8910-8929								
All Other Financing Sources	8930-8979								
Undefined Objects									
TOTAL RECEIPTS		.00	.00	.00	.00	.00	.00	.00	
C. DISBURSEMENTS									
Certificated Salaries	1000-1999								
Classified Salaries	2000-2999								
Employee Benefits	3000-3999								
Equipment and Supplies	4000-4999								
Salaries	5000-5999								
Capital Outlay	6000-6599								
Other Outgo	7000-7499								
Interfund Transfers Out	7600-7629								
All Other Financing Uses	7630-7699								
Undefined Objects									
TOTAL DISBURSEMENTS		.00	.00	.00	.00	.00	.00	.00	
D. BALANCE SHEET ITEMS									
<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								
Deferred Outflows of Resrcs	9490								
Undefined Objects									
SUBTOTAL ASSETS		.00	.00	.00	.00	.00	.00	.00	
(continued)									

Selection Grouped by Org, Fund, Filtered by (Org = 28, Actuals Thru Period = 2, Use SACS? = Y, Restricted? = Y, Cash JE Only? = N, Separate? = Y)

ESCAPE ONLINE

Fund 56 - Actuals through August		Fiscal Year 2016/17							
	Object	Beginning Balance	July	August	September	October	November	Total	Budget
Liabilities and Deferred Inflows									
Accounts Payable	9500-9599								
Due To Other Funds	9610								
Current Loans	9640								
Unearned Revenues	9650								
Deferred Inflows of Resrcs	9690								
Undefined Objects									
SUBTOTAL LIABILITIES		.00	.00	.00	.00	.00	.00	.00	
Nonoperating									
Suspense Clearing	9910								
TOTAL BALANCE SHEET ITEMS		.00	.00	.00	.00	.00	.00	.00	
E. NET INCREASE/DECREASE									
B - C + D			.00	.00	.00	.00	.00	.00	.00
F. ENDING CASH (A + E)			.00	.00					
G. Ending Cash, Plus Cash Accruals and Adjustments									

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Site Enrollment, Attendance and Referral Statistics

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

_____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures

X _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety

_____ Develop/Sustain Fiscal Crisis Long-Term Solution

_____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings

_____ Ensure that Facilities are Safe for Staff and Students

_____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Attached are reports for each site indicating enrollment, attendance and discipline. This report is for August 2016.

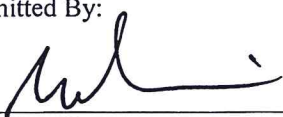
Recommendation:

This is an information item only.

Fiscal Impact:

None

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

King City High School

9/14/2016

10:09 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 1

Month 1 - From 8/8/2016 Through 9/2/2016

Regular Program

Grade Level	A Tchg Days	B Enroll-ment Carried Fwd	C Gains	D Total Enrollment (B+C)	E Losses	F Ending Enrollment (D-E)	G Days Not Enroll	H Days Non-Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	N O P YEAR TO DATE		
														Total Apport Attendance	Days Taught	Total ADA (N/O)
9 TOTAL	19	0	313	313	3	310	72	161	5947	5714	300.74	97.26%	0	5714	19	300.74
10 TOTAL	19	0	250	250	9	241	150	191	4750	4409	232.05	95.85%	0	4409	19	232.05
11 TOTAL	19	0	253	253	13	240	143	178	4807	4486	236.11	96.18%	2	4486	19	236.11
12 TOTAL	19	0	221	221	12	209	189	119	4199	3891	204.79	97.03%	0	3891	19	204.79
TOTAL 9-12	19	0	1037	1037	37	1000	554	649	19703	18500	973.68	96.61%	2	18500	19	973.68
PROGRAM	19	0	1037	1037	37	1000	554	649	19703	18500	973.68	96.61%	2	18500	19	973.68

-57-

Principal Signature _____

Date _____

To the best of my knowledge, the information contained on this document is accurate and complete.

King City High School

9/14/2016

10:09 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 2

Month 1 - From 8/8/2016 Through 9/2/2016

Program C Concurrent

Grade Level	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	Tchg Days	Enroll-ment Carried Fwd	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enroll	Days Non-Apport Attend	Actual Days (A*D)	Total Apport Attend (A*D)-G-H	Total A.D.A. (J/A)	Percent Attend J/(A*D)-G	Loss at End of Last School Day	YEAR TO DATE		
														Total Apport Attendance	Days Taught	Total ADA (N/O)
12 TOTAL	19	0	1	1	1	0	18	0	19	1	0.05	100.00%	0	1	19	0.05
TOTAL 9-12	19	0	1	1	1	0	18	0	19	1	0.05	100.00%	0	1	19	0.05
PROGRAM	19	0	1	1	1	0	18	0	19	1	0.05	100.00%	0	1	19	0.05

-58-

Principal Signature

Date

To the best of my knowledge, the information contained on this document is accurate and complete.

King City High School

9/14/2016

10:09 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 3

Month 1 - From 8/8/2016 Through 9/2/2016

Program H Home-Hospital

Grade Level	A Tchg Days	B Enroll-ment Carried Fwd	C Gains	D Total Enroll-ment (B+C)	E Losses	F Ending Enroll-ment (D-E)	G Days Not Enroll	H Days Non-Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
														12 TOTAL	19	0
TOTAL 9-12	19	0	1	1	0	1	3	5	19	11	0.58	68.75%	0	11	19	0.58
PROGRAM	19	0	1	1	0	1	3	5	19	11	0.58	68.75%	0	11	19	0.58

-59-

Principal Signature

Date

To the best of my knowledge, the information contained on this document is accurate and complete.

King City High School

9/14/2016

10:09 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 4

Month 1 - From 8/8/2016 Through 9/2/2016

Program I Independent Study

Grade Level	A Tchg Days	B Enroll-ment Carried Fwd	C Gains	D Total Enroll-ment (B+C)	E Losses	F Ending Enroll-ment (D-E)	G Days Not Enroll	H Days Non-Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
														9 TOTAL	19	0
11 TOTAL	19	0	4	4	2	2	16	17	76	43	2.26	71.67%	0	43	19	2.26
12 TOTAL	19	0	4	4	0	4	10	12	76	54	2.84	81.82%	0	54	19	2.84
TOTAL 9-12	19	0	10	10	2	8	31	42	190	117	6.16	73.58%	0	117	19	6.16
PROGRAM	19	0	10	10	2	8	31	42	190	117	6.16	73.58%	0	117	19	6.16

-60-

Principal Signature

Date

To the best of my knowledge, the information contained on this document is accurate and complete.

King City High School

9/14/2016
10:09 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 5

Month 1 - From 8/8/2016 Through 9/2/2016

Program T SDC Transitional Program

Grade Level	A Tchg Days	B Enroll-ment Carried Fwd	C Gains	D Total Enrollment (B+C)	E Losses	F Ending Enrollment (D-E)	G Days Not Enroll	H Days Non-Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
10 TOTAL	19	0	25	25	0	25	0	7	475	468	24.63	98.53%	0	468	19	24.63
11 TOTAL	19	0	6	6	0	6	0	3	114	111	5.84	97.37%	0	111	19	5.84
12 TOTAL	19	0	3	3	0	3	1	2	57	54	2.84	96.43%	0	54	19	2.84
TOTAL 9-12	19	0	34	34	0	34	1	12	646	633	33.32	98.14%	0	633	19	33.32
PROGRAM	19	0	34	34	0	34	1	12	646	633	33.32	98.14%	0	633	19	33.32

-61-

To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

Greenfield High School

9/14/2016

9:56 AM

Page 1

2016-2017

MONTHLY ATTENDANCE SUMMARY

Month 1 - From 8/8/2016 Through 9/2/2016

Regular Program

Grade Level	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	Tchg Days	Enroll-ment Carried Fwd	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enroll	Days Non-Apport Attend	Actual Days (A*D)	Total Apport Attend (A*D)-G-H	Total A.D.A. (J/A)	Percent Attend J/(A*D)-G	Loss at End of Last School Day	YEAR TO DATE		
														Total Apport Attendance	Days Taught	Total ADA (N/O)
9 TOTAL	19	0	346	346	3	343	108	264	6574	6202	326.42	95.92%	1	6202	19	326.42
10 TOTAL	19	0	311	311	4	307	82	273	5909	5554	292.32	95.31%	0	5554	19	292.32
11 TOTAL	19	0	263	263	8	255	87	254	4997	4656	245.05	94.83%	0	4656	19	245.05
12 TOTAL	19	0	239	239	6	233	77	208	4541	4256	224.00	95.34%	0	4256	19	224.00
TOTAL 9-12	19	0	1159	1159	21	1138	354	999	22021	20668	1087.79	95.39%	1	20668	19	1087.79
PROGRAM	19	0	1159	1159	21	1138	354	999	22021	20668	1087.79	95.39%	1	20668	19	1087.79

-62-

Principal Signature Date

To the best of my knowledge, the information contained on this document is accurate and complete.

Greenfield High School

9/14/2016

9:56 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 2

Month 1 - From 8/8/2016 Through 9/2/2016

Program H Home-Hospital

Grade Level	A Tchg Days	B Enroll-ment Carried Fwd	C Gains	D Total Enrollment (B+C)	E Losses	F Ending Enrollment (D-E)	G Days Not Enroll	H Days Non-Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
														9 TOTAL	19	0
12 TOTAL	19	0	1	1	0	1	12	0	19	7	0.37	100.00%	0	7	19	0.37
TOTAL 9-12	19	0	2	2	0	2	14	0	38	24	1.26	100.00%	0	24	19	1.26
PROGRAM	19	0	2	2	0	2	14	0	38	24	1.26	100.00%	0	24	19	1.26

-63-

To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

Greenfield High School

9/14/2016
9:56 AM
Page 3

2016-2017

MONTHLY ATTENDANCE SUMMARY

Month 1 - From 8/8/2016 Through 9/2/2016

Program I Independent Study

Grade Level	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D- E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
														10 TOTAL	19	0
11 TOTAL	19	0	2	2	0	2	0	13	38	25	1.32	65.79%	0	25	19	1.32
12 TOTAL	19	0	5	5	0	5	27	10	95	58	3.05	85.29%	0	58	19	3.05
TOTAL 9-12	19	0	8	8	0	8	30	39	152	83	4.37	68.03%	0	83	19	4.37
PROGRAM	19	0	8	8	0	8	30	39	152	83	4.37	68.03%	0	83	19	4.37

-64-

Principal Signature _____

Date _____

To the best of my knowledge, the information contained on this document is accurate and complete.

Greenfield High School

9/14/2016
9:56 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 4

Month 1 - From 8/8/2016 Through 9/2/2016

Program T SDC Transitional Program

Grade Level	A Tchg Days	B Enroll-ment Carried Fwd	C Gains	D Total Enrollment (B+C)	E Losses	F Ending Enrollment (D-E)	G Days Not Enroll	H Days Non-Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
10 TOTAL	19	0	4	4	0	4	0	4	76	72	3.79	94.74%	0	72	19	3.79
11 TOTAL	19	0	1	1	0	1	0	0	19	19	1.00	100.00%	0	19	19	1.00
12 TOTAL	19	0	2	2	0	2	0	2	38	36	1.89	94.74%	0	36	19	1.89
TOTAL 9-12	19	0	7	7	0	7	0	6	133	127	6.68	95.49%	0	127	19	6.68
PROGRAM	19	0	7	7	0	7	0	6	133	127	6.68	95.49%	0	127	19	6.68

-65-

Principal Signature _____

Date _____

To the best of my knowledge, the information contained on this document is accurate and complete.

Greenfield High School

9/14/2016

9:56 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 5

Month 1 - From 8/8/2016 Through 9/2/2016

Program V Short Term Independent Study

Grade Level	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D- E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
														12 TOTAL	19	0
TOTAL 9-12	19	0	1	1	0	1	0	0	19	19	1.00	100.00%	0	19	19	1.00
PROGRAM	19	0	1	1	0	1	0	0	19	19	1.00	100.00%	0	19	19	1.00

-66-

Principal Signature

Date

To the best of my knowledge, the information contained on this document is accurate and complete.

Portola-Butler Contin. High School

9/14/2016

10:11 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 1

Month 1 - From 8/8/2016 Through 9/2/2016

Regular Program

Grade Level	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D- E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
														10 TOTAL	19	0
11 TOTAL	19	0	16	16	2	14	73	0	304	231	12.16	100.00%	0	231	19	12.16
12 TOTAL	19	0	43	43	5	38	133	8	817	676	35.58	98.83%	0	676	19	35.58
TOTAL 9-12	19	0	60	60	7	53	208	8	1140	924	48.63	99.14%	0	924	19	48.63
PROGRAM	19	0	60	60	7	53	208	8	1140	924	48.63	99.14%	0	924	19	48.63

-67-

Principal Signature

Date

To the best of my knowledge, the information contained on this document is accurate and complete.

Portola-Butler Contin. High School

9/14/2016
10:11 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 2

Month 1 - From 8/8/2016 Through 9/2/2016

Program I Independent Study

Grade Level	A Tchg Days	B Enroll- ment Carried Fwd	C Gains	D Total Enroll- ment (B+C)	E Losses	F Ending Enroll- ment (D- E)	G Days Not Enroll	H Days Non- Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
11 TOTAL	19	0	4	4	1	3	18	9	76	49	2.58	84.48%	0	49	19	2.58
12 TOTAL	19	0	2	2	0	2	8	3	38	27	1.42	90.00%	0	27	19	1.42
TOTAL 9-12	19	0	6	6	1	5	26	12	114	76	4.00	86.36%	0	76	19	4.00
PROGRAM	19	0	6	6	1	5	26	12	114	76	4.00	86.36%	0	76	19	4.00

- 68 -

Principal Signature

Date

To the best of my knowledge, the information contained on this document is accurate and complete.

Portola-Butler Contin. High School

9/14/2016

10:11 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 3

Month 1 - From 8/8/2016 Through 9/2/2016

Program V Short Term Independent Study

Grade Level	A Tchg Days	B Enroll-ment Carried Fwd	C Gains	D Total Enrollment (B+C)	E Losses	F Ending Enrollment (D-E)	G Days Not Enroll	H Days Non-Apport Attend	I Actual Days (A*D)	J Total Apport Attend (A*D)-G-H	K Total A.D.A. (J/A)	L Percent Attend J/(A*D)-G	M Loss at End of Last School Day	YEAR TO DATE		
														N Total Apport Attendance	O Days Taught	P Total ADA (N/O)
														12 TOTAL	19	0
TOTAL 9-12	19	0	1	1	0	1	8	11	19	0	0.00	0.00%	0	0	19	0.00
PROGRAM	19	0	1	1	0	1	8	11	19	0	0.00	0.00%	0	0	19	0.00

-69-

To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

Portola-Butler Contin. High School

9/14/2016

10:11 AM

2016-2017

MONTHLY ATTENDANCE SUMMARY

Page 4

Month 1 - From 8/8/2016 Through 9/2/2016

Program X Fifth year senior

Grade Level	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	Tchg Days	Enroll-ment Carried Fwd	Gains	Total Enrollment (B+C)	Losses	Ending Enrollment (D-E)	Days Not Enroll	Days Non-Apport Attend	Actual Days (A*D)	Total Apport Attend (A*D)-G-H	Total A.D.A. (J/A)	Percent Attend J/(A*D)-G	Loss at End of Last School Day	YEAR TO DATE		
														Total Apport Attendance	Days Taught	Total ADA (N/O)
12 TOTAL	19	0	5	5	0	5	14	0	95	81	4.26	100.00%	0	81	19	4.26
TOTAL 9-12	19	0	5	5	0	5	14	0	95	81	4.26	100.00%	0	81	19	4.26
PROGRAM	19	0	5	5	0	5	14	0	95	81	4.26	100.00%	0	81	19	4.26

-70-

To the best of my knowledge, the information contained on this document is accurate and complete.

Principal Signature

Date

King City High School

9/14/2016

2016-2017

Discipline Distribution Report from 8/8/2016 to 8/31/2016

Page 1

Code # and Name	Total	Grade				Sex		Hispanic/Latino?	Race (Not Hispanic)							
		9	10	11	12	F	M	Y	100	200	300	400	600	700	999	
04 *Assault (E) 48900 (a)(2)	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-	-
07 *Drugs, Paraphernalia (E) 489C	2	-	1	-	1	-	2	2	-	-	-	-	-	-	-	-
10 *Drugs, Use of (E) 48900 (c)	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-	-
36 Behavior, Defiance (E) 48900 (l	5	2	2	1	-	-	5	3	-	-	-	-	-	-	-	-
38 Behavior, Disruptive (E) 48900	6	3	3	-	-	-	6	3	-	-	-	-	-	-	-	-
39 Behavior, Inappropriate (E) 48E	3	2	1	-	-	-	3	2	-	-	-	-	-	-	-	-
52 Fighting (E) 48900 (a)(1)	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-	-
64 Language, Obscene (E) 48900	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-	-
75 Harassment, Threats or Intimid:	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-	-
85 Threats to Students (E) 48900 (2	2	-	-	-	-	2	2	-	-	-	-	-	-	-	-
32 Other	1	-	1	-	-	-	1	-	-	-	-	-	-	-	-	-
Totals:	24	13	8	2	1	-	24	17	-	-	-	-	-	-	-	-

- 71 -

Greenfield High School

9/14/2016

2016-2017

Discipline Distribution Report from 8/8/2016 to 8/31/2016

Page 1

Code # and Name	Total	Grade				Sex		Hispanic/Latino?	Race (Not Hispanic)							
		9	10	11	12	F	M	Y	100	200	300	400	600	700	999	
04 *Assault (E) 48900 (a)(2)	3	1	1	1	-	1	2	3	-	-	-	-	-	-	-	-
07 *Drugs, Paraphernalia (E) 489C	1	-	1	-	-	1	-	1	-	-	-	-	-	-	-	-
08 *Drugs, Possession of (E) 489C	2	-	2	-	-	1	1	2	-	-	-	-	-	-	-	-
10 *Drugs, Use of (E) 48900 (c)	4	1	1	-	2	2	2	4	-	-	-	-	-	-	-	-
17 *Property, Deface/Tag/Graffiti (1	-	-	-	1	-	1	1	-	-	-	-	-	-	-	-
36 Behavior, Defiance (E) 48900 (19	4	12	2	1	1	18	19	-	-	-	-	-	-	-	-
37 Behavior, Disobedience (E) 48E	1	-	1	-	-	-	1	1	-	-	-	-	-	-	-	-
38 Behavior, Disruptive (E) 48900	21	6	13	-	2	1	20	20	-	-	-	-	-	-	1	-
39 Behavior, Inappropriate (E) 48E	7	2	3	-	2	1	6	7	-	-	-	-	-	-	-	-
41 Class Rules, Violation of	1	-	1	-	-	-	1	1	-	-	-	-	-	-	-	-
46 Detention, No Show	1	-	1	-	-	1	-	1	-	-	-	-	-	-	-	-
48 Dress, Code Violation	1	-	1	-	-	-	1	1	-	-	-	-	-	-	-	-
52 Fighting (E) 48900 (a)(1)	3	1	2	-	-	2	1	3	-	-	-	-	-	-	-	-
64 Language, Obscene (E) 48900	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-	-
65 Language, Profanity (E) 48900	1	-	1	-	-	-	1	1	-	-	-	-	-	-	-	-
74 Profanity (E) 48900 (i)	1	-	-	1	-	1	-	1	-	-	-	-	-	-	-	-
75 Harassment, Threats or Intimid.	1	1	-	-	-	-	1	1	-	-	-	-	-	-	-	-
81 Tardy, Habitual	6	-	1	2	3	2	4	6	-	-	-	-	-	-	-	-
85 Threats to Students (E) 48900 (2	2	-	-	-	-	2	2	-	-	-	-	-	-	-	-
90 Truant, Period	1	-	-	1	-	-	1	1	-	-	-	-	-	-	-	-
92 Other	2	-	1	1	-	-	2	2	-	-	-	-	-	-	-	-
Totals:	80	19	42	8	11	14	66	79	-	-	-	-	-	-	1	-

Portola-Butler Contin. High School

9/14/2016

2016-2017

Discipline Distribution Report from 8/8/2016 to 8/31/2016

Page 1

Code # and Name	Total	Grade			Sex		Hispanic/Latino?	Race (Not Hispanic)						
		10	11	12	F	M	Y	100	200	300	400	600	700	999
36 Behavior, Defiance (E) 48900 (I	1	-	1	-	-	1	1	-	-	-	-	-	-	-
Totals:	1	-	1	-	-	1	1	-	-	-	-	-	-	-

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Board Policies - First Reading

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

<u> </u>	Improve/Sustain Student Achievement through STAR Test and Other Assessment Measures
<u> </u>	Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
<u> </u>	Develop/Sustain Fiscal Crisis Long-Term Solution
<u> </u>	Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
<u> </u>	Ensure that Facilities are Safe for Staff and Students
<u> X </u>	Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The following Board Policies are presented as a first reading/revision for the Governing's Board Consideration:

BP 0450 Comprehensive Safety Plan (revised)
AR 0450 Comprehensive Safety Plan (revised)

BP 0520.2 Title I Program Improvement School (revised)
AR 0520.2 Title I Program Improvement School (revised)

BP 0520.3 Title I Program Improvement District (revised)

BP 3513.3 Tobacco – Free Schools (revised)
AR 3516.3 Earthquake Emergency Procedure System (revised)

BP 3553 Free and Reduced Price Meals (revised)
AR 3553 Free and Reduced Price Meals (revised)

BP 3555 Nutrition Program Compliance (revised)

BP 4112.2 Certification (revised)

BP 4113 Personnel (new)
AR 4113 Personnel (new)

Recommendation:

No action is necessary at this time as this is a first reading. All suggested changes should be presented at this time before the second reading.

Fiscal Impact:

No fiscal impact

Submitted By:



Daniel R. Moirao Ed. D.
Superintendent

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

Philosophy, Goals, Objectives and Comprehensive Plans

Comprehensive Safety Plan

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.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 3515 - Campus Security)
(cf. 3515.2 - Disruptions)
(cf. 3515.3 - District Police/Security Department)
(cf. 5131 - Conduct)
(cf. 5131.4 - Student Disturbances)
(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5136 - Gangs)
(cf. 5137 - Positive School Climate)
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

The school site council at each district school shall develop a comprehensive school safety plan relevant to the needs and resources of that particular school. New school campuses shall develop a safety plan within one year of initiating operations. (Education Code 32281, 32286)

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)

The school safety plan shall take into account the school's staffing, available resources, and building design, as well as other factors unique to the site.

Each school shall forward its comprehensive safety plan to the Board for approval. (Education Code 32288)

The comprehensive safety plan(s) shall be reviewed and updated by March 1 of each year. (Education Code 32286)

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.

(cf. 0500 - Accountability)
 (cf. 9320 - Meetings and Notices)

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

Tactical Response Plan

~~***Note: The following section is optional. Pursuant to Education Code 32281, the Governing 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 includes 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 a representative of an employee bargaining unit, if he/she chooses to participate.

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

**(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
 (cf. 9011 - Disclosure of Confidential/Privileged Information)
 (cf. 9321 - Closed Session Purposes and Agendas)
 (cf. 9321.1 - Closed Session Actions and Reports)**

Public Access to Safety Plan(s)

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)

(cf. 1340 - Access to District Records)

~~***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.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

35294.10-35294.15 School Safety and Violence Prevention Act

48900-48927 Suspension and expulsion

48950 Speech and other communication

49079 Notification to teacher; student act constituting grounds for suspension or expulsion

67381 Violent crime

PENAL CODE

422.55 Definition of hate crime

626.8 Disruptions

11164-11174.3 Child Abuse and Neglect Reporting Act

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

CODE OF REGULATIONS, TITLE 5

11987-11987.7 School Community Violence Prevention Program requirements

11992-11993 Definition, persistently dangerous schools

UNITED STATES CODE, TITLE 20

7111-7122 Student Support and Academic Enrichment Grants

7912 Transfers from persistently dangerous schools

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

Updated Legal Guidance: Protecting Transgender and Gender Nonconforming Students Against Sex Discrimination, July 2016

Safe Schools: Strategies for Governing Boards to Ensure Student Success, October 2011

Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2010

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

FEDERAL BUREAU OF INVESTIGATION PUBLICATIONS

Uniform Crime Reporting Handbook, 2004

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

**U.S. SECRET SERVICE AND U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating
Safe School Climates, 2004**

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss>

California Governor's Office of Emergency Services: <http://www.caloes.ca.gov>

California Healthy Kids Survey: <http://chks.wested.org>

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

Federal Bureau of Investigation: <http://www.fbi.gov>

National Center for Crisis Management: <http://www.schoolcrisisresponse.com>

National School Safety Center: <http://www.schoolsafety.us>

U.S. Department of Education: <http://www.ed.gov>

U.S. Secret Service, National Threat Assessment Center:

<http://www.secretservice.gov/protection/ntac>

(3/08 11/11) 7/16

Legal Reference:

EDUCATION CODE

~~200-262.4 Prohibition of discrimination~~

~~32260-32262 Interagency School Safety Demonstration Act of 1985~~

~~32270 School safety cadre~~

~~32280-32289 School safety plans~~

~~32290 Safety devices~~

~~35147 School site councils and advisory committees~~

~~35183 School dress code; uniforms~~

~~35291 Rules~~

~~35291.5 School adopted discipline rules~~

~~35294.10-35294.15 School Safety and Violence Prevention Act~~

~~41510-41514 School Safety Consolidated Competitive Grant Program~~

~~48900-48927 Suspension and expulsion~~

~~48950 Speech and other communication~~

~~49079 Notification to teacher; student act constituting grounds for suspension or expulsion~~

~~67381 Violent crime~~

PENAL CODE

~~422.55 Definition of hate crime~~

~~626.8 Disruptions~~

~~11164-11174.3 Child Abuse and Neglect Reporting Act~~

CALIFORNIA CONSTITUTION

~~Article 1, Section 28(c) Right to Safe Schools~~

CODE OF REGULATIONS, TITLE 5

~~11987-11987.7 School Community Violence Prevention Program requirements~~

~~11992-11993 Definition, persistently dangerous schools~~

UNITED STATES CODE, TITLE 20

~~7101-7165 Safe and Drug Free Schools and Communities
7912 Transfers from persistently dangerous schools
UNITED STATES CODE, TITLE 42
12101-12213 Americans with Disabilities Act~~

~~Management Resources:~~

~~CSBA PUBLICATIONS~~

~~Safe Schools: Strategies for Governing Boards to Ensure Student Success, Third Edition, October 2011~~

~~Community Schools: Partnerships Supporting Students, Families and Communities, Policy Brief, October 2010~~

~~Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2010~~

~~Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010~~

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Safe Schools: A Planning Guide for Action, 2002~~

~~U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007~~

~~Early Warning, Timely Response: A Guide to Safe Schools, August 1998~~

~~U.S. SECRET SERVICE AND U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Threat Assessment in Schools: A Guide to Managing Threatening Situations and to Creating Safe School Climates, 2002~~

~~WEB SITES~~

~~CSBA: <http://www.csba.org>~~

~~California Department of Education, Safe Schools: <http://www.cde.ca.gov/ls/ss>~~

~~California Emergency Management Agency: <http://www.calema.ca.gov>~~

~~California Healthy Kids Survey: <http://chks.wested.org>~~

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

~~Federal Bureau of Investigation: <http://www.fbi.gov>~~

~~National Alliance for Safe Schools: <http://www.safeschools.org>~~

~~National Center for Crisis Management: <http://www.schoolcrisisresponse.com>~~

~~National School Safety Center: <http://www.schoolsafety.us>~~

~~U.S. Department of Education: <http://www.ed.gov>~~

~~U.S. Secret Service, National Threat Assessment Center:~~

~~http://www.secretservice.gov/ntac_ssi.shtml~~

~~(11/04 3/08) 11/11~~

Policy

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

Philosophy, Goals, Objectives and Comprehensive Plans

Comprehensive Safety Plan

Development and Review of Comprehensive School Safety Plan

The school site council shall consult with local law enforcement in writing and developing the comprehensive school safety plan. When practical, the school site council also shall consult with other school site councils and safety committees. (Education Code 32281, 32282)

(cf. 0420 - School Plans/Site Councils)

The school site council may delegate the responsibility for developing a comprehensive safety plan to a school safety planning committee. This committee shall be composed of the following members: (Education Code 32281)

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. School Resource Officer (SRO) or other law enforcement representatives
6. Other members, if desired

(cf. 1220 - Citizen Advisory Committees)

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

Before adopting its comprehensive safety plan, the school site council or school safety planning committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the plan. (Education Code 32288)

The school site council or safety planning committee shall notify, in writing, the following persons and entities of the public meeting: (Education Code 32288)

1. The local mayor
2. A representative of the local school employee organization

3. A representative of each parent organization at the school, including the parent teacher association and parent teacher clubs

(cf. 1230 - School-Connected Organizations)

4. A representative of each teacher organization at the school

(cf. 4140/4240/4340 - Bargaining Units)

5. A representative of the school's student body government
6. All persons who have indicated that they want to be notified

In addition, the school site council or safety planning committee may notify, in writing, the following entities of the public meeting: (Education Code 32288)

1. Representatives of local religious organizations
2. Local civic leaders
3. Local business organizations

(cf. 1700 - Relations Between Private Industry and the Schools)

Content of the Safety Plan

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

The plan also 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

(cf. 5141.4 - Child Abuse Prevention and Reporting)

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

(cf. 6159 - Individualized Education Program)

- b. An earthquake emergency procedure system in accordance with Education Code 32282

(cf. 3516 - Emergencies and Disaster Preparedness Plan)
(cf. 3516.3 - Earthquake Emergency Procedure System)

- 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

(cf. 1330 - Use of School Facilities)
(cf. 3516.1 - Fire Drills and Fires)
(cf. 3516.2 - Bomb Threats)
(cf. 3516.5 - Emergency Schedules)
(cf. 3543 - Transportation Safety and Emergencies)

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 which would lead to suspension, expulsion, or mandatory expulsion recommendations

(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

4. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

(cf. 4158/4258/4358 - Employee Security)

5. A policy consistent with the prohibition against discrimination, harassment, intimidation, and bullying pursuant to Education Code 200-262.4

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

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"

(cf. 5132 - Dress and Grooming)

7. Procedures for safe ingress and egress of students, parents/guardians, and employees to and from school

(cf. 5142 - Safety)

8. A safe and orderly school environment conducive to learning

(cf. 5137 - Positive School Climate)

9. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5

(cf. 5144 - Discipline)

10. Hate crime reporting procedures

(cf. 5145.9 - Hate-Motivated Behavior)

Among the strategies for providing a safe environment, the school safety plan may also include:

1. Development of a positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management, and conflict resolution

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

2. Disciplinary policies and procedures that contain prevention strategies, such as strategies to prevent bullying, hazing, and cyberbullying, as well as behavioral expectations and consequences for violations

(cf. 5113 - Absences and Excuses)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5131 - Conduct)

(cf. 5136 - Gangs)

3. Curriculum that emphasizes prevention and alternatives to violence, such as multicultural education, character/values education, media analysis skills, conflict resolution, community service learning, and education related to the prevention of dating violence

(cf. 6142.3 - Civic Education)

(cf. 6142.4 - Service Learning/Community Service Classes)

(cf. 6142.8 - Comprehensive Health Education)

4. Parent involvement strategies, including strategies to help ensure parent/guardian support and reinforcement of the school's rules and increase the number of adults on campus

(cf. 1240 - Volunteer Assistance)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

5. 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

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.61 - Drug Testing)

(cf. 5131.62 - Tobacco)

(cf. 5131.63 - Steroids)

6. 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

(cf. 1020 - Youth Services)

7. Procedures for responding to the release of a pesticide or other toxic substance from properties located within one-quarter mile of the school

(cf. 3514.1 - Hazardous Substances)

(cf. 3514.2 - Integrated Pest Management)

8. Procedures for receiving verification from law enforcement that a violent crime has occurred on school grounds and for promptly notifying parents/guardians and employees of that crime

(cf. 5116.1 - Intradistrict Open Enrollment)

9. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for the closing campuses to outsiders, installing surveillance systems, securing the campus perimeter, protecting buildings against vandalism, and providing for a law enforcement presence on campus

(cf. 1250 - Visitors/Outsiders)

(cf. 3515 - Campus Security)

(cf. 3515.3 - District Police/Security Department)

(cf. 3530 - Risk Management/Insurance)

(cf. 5112.5 - Open/Closed Campus)

(cf. 5131.5 - Vandalism and Graffiti)

10. 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

(cf. 3515.2 - Disruptions)

(cf. 3515.5 - Sex Offender Notification)

(cf. 5131.4 - Student Disturbances)

- 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

(cf. 1112 - Media Relations)

(cf. 9010 - Public Statements)

- f. Development of a method for the reporting of violent incidents
- g. Development of follow-up procedures that may be required after a crisis has occurred, such as counseling

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

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

~~***Note: Education Code 32282.1 does not require, but encourages, that comprehensive safety plans include the strategies described in item #11 below, to the extent the district uses the listed professionals.***~~

11. Guidelines for the roles and responsibilities of mental health professionals, community intervention professionals, school counselors, school resource officers, and police officers on school campuses. Guidelines may include, but are not limited to, the following:

- a. **Strategies to create and maintain a positive school climate, promote school safety, and increase student achievement**
- b. **Strategies to prioritize mental health and intervention services, restorative and transformative justice programs, and positive behavior interventions and support**
- c. **Protocols to address the mental health care of students who have witnessed a violent act at any time, including, but not limited to, while on school grounds, while coming or going from school, during a lunch period whether on or off campus, or during or while**

going to or coming from a school-sponsored activity

12. Strategies for suicide prevention and intervention

(cf. 5141.52 - Suicide Prevention)

~~***Note: Penal Code 626.8 provides that a person may be guilty of a misdemeanor if he/she interferes with or disrupts a school activity, remains on campus after having been asked to leave, 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.***~~

13. 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

(cf. 3515.2 - Disruptions)

14. 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

(cf. 3515.5 - Sex Offender Notification)

(cf. 5131.4 - Student Disturbances)

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

(cf. 1112 - Media Relations)

(cf. 9010 - Public Statements)

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

g. Development of follow-up procedures that may be required after a crisis has

Philosophy, Goals, Objectives and Comprehensive Plans

Title I Program Improvement Schools

~~The Governing Board is committed to enabling all district students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the Board shall assist all district schools, including those receiving federal Title I funds, to achieve adequate yearly progress, as defined by the State Board of Education.~~

~~(cf. 4112.24—Teacher Qualifications Under the No Child Left Behind Act)
(cf. 6011—Academic Standards)
(cf. 6162.5—Student Assessment)
(cf. 6162.51—Standardized Testing and Reporting Program)
(cf. 6171—Title I Programs)~~

~~Whenever a district school is identified by the California Department of Education as in need of program improvement (PI), the State Administrator/Superintendent or designee shall ensure that school improvement efforts are coordinated and aligned. He/she shall also revise the school's Single Plan for Student Achievement in accordance with law and as specified in administrative regulation.~~

~~(cf. 0420—School Plans/Site Councils)
(cf. 0420.1—School Based Program Coordination)
(cf. 0520.4—Quality Education Investment Schools)~~

~~Depending on the length of time a district school has been identified for PI, the district shall provide opportunities for student transfers, supplemental educational services, other corrective actions, and/or restructuring in accordance with law.~~

~~(cf. 5116.1—Intradistrict Open Enrollment)
(cf. 6179—Supplemental Instruction)~~

Philosophy, Goals, Objectives and Comprehensive Plans

~~***Note: The following optional policy is for use by districts that receive federal Title I funds to improve the academic achievement of students from economically disadvantaged families. As amended by the Every Student Succeeds Act (ESSA) (P.L. 114-95), 20 USC 6311 provides for a new system of school support and improvement activities for Title I schools beginning in the 2017-18 school year. Using a methodology to be established in the state plan, the California Department of Education (CDE) will be required to identify and notify districts regarding schools that need "comprehensive support and improvement," including schools in the lowest-performing five percent of Title I schools, all high schools failing to graduate one third or more of their students, and schools in which a subgroup of students, considered on its own, would lead~~

to identification among the lowest performing five percent of schools. The CDE will also be required to notify districts of schools that have a consistently underperforming subgroup of students and therefore need "targeted support and improvement." Until the new school improvement system is in place, schools that were previously identified for program improvement (PI) for failure to make "adequate yearly progress" (AYP) for two or more consecutive years must continue to implement their improvement plans and are subject to the requirements of this policy and the accompanying administrative regulation.***

Note: For requirements pertaining to districts identified for PI, see BP/AR 0520.3—Title I Program Improvement Districts.

The Governing Board is committed to enabling all district students to meet state academic achievement standards and to narrowing the achievement gap among student groups. To that end, the district shall provide support and assistance to increase student achievement in any school that receives federal Title I funding and has been identified by the California Department of Education as a program improvement (PI) school.

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6171 - Title I Programs)

Note: Although school improvement plans are still in effect for PI schools, districts are no longer required, because of the repeal of 20 USC 6316 by P.L. 114-95, to (1) offer intradistrict transfers to all students in Title I schools identified for Year 1 PI or beyond or (2) provide supplemental educational services from an approved service provider to eligible students in schools identified for Year 2 PI or beyond.

Note: At their discretion, districts may choose to continue to offer intradistrict transfers to students in PI schools. If the Governing Board elects to continue to offer the option to transfer, it may revise the paragraph below to reflect that option. 20 USC 6311, as amended by P.L. 114-95, requires that any student who was previously granted a transfer out of a PI school be allowed to remain at the school to which he/she transferred until the highest grade maintained at that school; see BP/AR 5116.1—Intradistrict Open Enrollment.

Note: In addition, although the requirement to provide supplemental educational services was repealed, the CDE has elected to instead require the provision of alternative supports, defined and administered by the district, to eligible students beginning with the 2016-17 school year; see the accompanying administrative regulation. Also see BP 6179—Supplemental Instruction and the CDE's Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016).

The Superintendent or designee shall ensure that school improvement strategies developed for any PI school are coordinated, aligned, and effectively implemented in accordance with administrative regulation and the Board-approved school improvement plan.

(cf. 0420 - School Plans/Site Councils)
 (cf. 0460 - Local Control and Accountability Plan)
 (cf. 5116.1 - Intradistrict Open Enrollment)
 (cf. 6179 - Supplemental Instruction)

~~***Note: When a school enters Year 3 PI, the Board is required to select corrective action(s) to be applied to the school. The Board also must select a restructuring option for any school that enters Year 4 PI. See the accompanying administrative regulation for allowable options.***~~

As necessary, the Board shall determine corrective actions for schools in Year 3 of PI and/or restructuring options for schools in Year 4 of PI or beyond.

~~***Note: Pursuant to Education Code 53300-53303 (the Parent Empowerment Act) and 5 CCR 4800-4808, when a school enters Year 4 PI, continues to fail to make AYP, has a state Academic Performance Index (API) of less than 800, and is not identified by the CDE as a "persistently lowest achieving school," the parents/guardians of that school may petition the district to implement one of four intervention models (i.e., turnaround model, restart model, school closure, or transformation model) or an alternative governance arrangement, as these models are described in 5 CCR 4803-4807. However, both the AYP and API measures are currently suspended and the CDE's last identification of "persistently lowest achieving schools" was in 2015 based on 2013-14 data. Thus, districts should consult with legal counsel if they have questions about their eligibility to receive a parent/guardian petition under the Parent Empowerment Act. The district must notify the Superintendent of Public Instruction and the State Board of Education when it receives such a petition and when it takes action on the petition. This option is limited to 75 schools statewide.***~~

Whenever a school is identified for Year 4 PI but is not identified as a "persistently lowest achieving school" pursuant to Education Code 53201, the parents/guardians of students attending that school may petition the Board to implement an intervention for the purpose of improving academic achievement or student safety, provided that the state limit on the number of such schools has not yet been reached. To be considered by the Board, the petition shall contain all required content and signatures and specify one of four intervention models (i.e., turnaround model, restart model, school closure, or transformation model) or an alternative governance arrangement, as described in 5 CCR 4803-4807. The district shall implement the option requested by the parents/guardians unless, at a regularly scheduled public hearing, the Board makes a finding in writing stating the reason it cannot implement the recommended option and instead designates one of the other options to be implemented. (Education Code 53300-53303; 5 CCR 4800-4808)

Program Evaluation

~~The Board shall annually review the adequate yearly progress of each district school based on state academic assessments and other indicators specified in the state plan for the No Child Left Behind Act. The State Administrator/Superintendent or designee shall publicize and disseminate~~

~~the results of this review to parents/guardians, principals, schools, and the community so that the instructional program can be continually refined to help all students meet state academic standards. (20 USC 6316)~~

~~(cf. 0510—School Accountability Report Card)
(cf. 6190—Evaluation of the Instructional Program)~~

~~The Board and State Administrator/Superintendent or designee also shall review the effectiveness of the actions and activities carried out by PI schools with respect to parental involvement, professional development, and other PI activities. (20 USC 6316)~~

~~(cf. 4131—Staff Development)
(cf. 6020—Parent Involvement)~~

~~As necessary based on the results of these evaluations, the Board may require the State Administrator/Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement, allocate additional resources toward the implementation of the plan, and/or require more frequent monitoring of the school's progress in order to raise student achievement.~~

Legal Reference:

~~EDUCATION CODE~~

~~35256—School accountability report card~~

~~53200–53203 Persistently lowest achieving schools~~

~~53300–53303 Parent Empowerment Act~~

~~60642.5—California Standards Tests~~

~~60850–60856—High School Exit Examination~~

~~64000—Categorical programs included in consolidated application~~

~~64001—Single school plan for student achievement, consolidated application programs~~

~~CODE OF REGULATIONS, TITLE 5~~

~~4800–4808 Parent Empowerment petitions~~

~~11992–11994—Persistently dangerous schools, definition~~

~~13075–13075.9—Supplemental educational services~~

~~UNITED STATES CODE, TITLE 20~~

~~1232g—Family Educational Rights and Privacy Act~~

~~6301—Title I program purpose~~

~~6311—Adequate yearly progress~~

~~6312—Local educational agency plan~~

~~6313—Eligibility of schools and school attendance areas; funding allocation~~

~~6316—School improvement~~

~~7912—Persistently dangerous schools~~

~~UNITED STATES CODE, TITLE 29~~

~~794 Section 504 of the Rehabilitation Act
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67—Family Educational Rights and Privacy
200.13-200.20—Adequate yearly progress
200.30-200.35—Identification of program improvement schools
200.36-200.38—Notification requirements
200.39-200.43—Requirements for program improvement, corrective action, and restructuring
200.44—School choice option
200.45-200.47—Supplemental educational services
200.48—Funding for transportation and supplemental services
200.49-200.51—State responsibilities
200.52-200.53—District improvement~~

~~Management Resources:~~

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
2008 Adequate Yearly Progress Report Information Guide, August 2008
California's Accountability Workbook~~

~~FEDERAL REGISTER~~

~~Final Rule and Supplementary Information, October 29, 2008. Vol. 73, No. 210, pages-
64436-64513~~

~~U.S. DEPARTMENT OF EDUCATION GUIDANCE~~

~~Public School Choice, January 14, 2009~~

~~Supplemental Educational Services, January 14, 2009~~

~~WEB SITES~~

~~CSBA: <http://www.csba.org>~~

~~California Department of Education, Program Improvement:-~~

~~<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>U.S. Department of Education, No Child Left~~

~~Behind: <http://www.nclb.gov>~~

~~————(3/03—7/04)—3/09~~

~~***Note: Pursuant to 20 USC 6311, any district receiving Title I, Part A funds must prepare and disseminate an annual report card which includes specified information. As amended by P.L. 114-95, 20 USC 6311 expands the required content of the report card but no longer requires that it include annual measurable objectives, AYP, or teacher quality information.***~~

~~***Note: Rather than issuing a district level report card, districts are allowed by 20 USC 6311 to incorporate the information into the school accountability report card required by Education Code 35256; see BP 0510—School Accountability Report Card.***~~

The Superintendent or designee shall develop an annual report card that includes the information specified in 20 USC 6311 for each district school and for the district as a

whole. The required information may be incorporated into each school's school accountability report card. (20 USC 6311)

**(cf. 0510 - School Accountability Report Card)
(cf. 6190 - Evaluation of the Instructional Program)**

~~***Note: 20 USC 6311 requires that the report card be accessible to the public by posting it on the district's web site or, if the district does not have its own web site, then in a manner determined by the district. A district that does not have a web site should revise the following paragraph to reflect the method it will use to disseminate the report card.***~~

The report card shall be concise, presented in an understandable and uniform format and, to the extent practicable, in a language that parents/guardians can understand. It shall be made accessible to the public on the district's web site. (20 USC 6311)

(cf. 1113 - District and School Web Sites)

As necessary based on the results of this evaluation, the Board may require the Superintendent or designee to review and revise any of the school's reform plans, including the school's Single Plan for Student Achievement, allocate additional resources toward the implementation of the plan, and/or require more frequent monitoring of the school's progress in order to raise student achievement.

Legal Reference:

EDUCATION CODE

35256 School accountability report card

53200-53203 Persistently lowest achieving schools

53300-53303 Parent Empowerment Act

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

11992-11994 Persistently dangerous schools, definition

4800-4808 Parent Empowerment petitions

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

6301 Title I program purpose

6311 State plan; state and local educational agency report cards

6312 Local educational agency plan

6313 Eligibility of schools and school attendance areas; funding allocation

7912 Persistently dangerous schools

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy
200.49-200.51 State responsibilities
200.52-200.53 District improvement

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

FEDERAL REGISTER

Final Rule and Supplementary Information, October 29, 2008. Vol. 73, No. 210, pages 64436-64513

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Program Improvement:

<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

U.S. Department of Education: <http://www.ed.gov>

(7/04 3/09) 7/16

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

Philosophy, Goals, Objectives and Comprehensive Plans

Title I Program Improvement Schools

Definitions

~~Adequate yearly progress (AYP) refers to a series of annual academic performance goals, as defined by the State Board of Education, that incorporate student participation levels on state assessments, minimum required percentages of students scoring at the proficient level or above on English language arts and mathematics state assessments, high school graduation rates, and growth on the state's Academic Performance Index (API). AYP includes measurable annual objectives for continuous and substantial improvement for the achievement of all students at the school and for any subgroup of students, including economically disadvantaged students, students from major racial and ethnic groups, students with disabilities, and students with limited English proficiency, when the number of students in the subgroup is sufficient to yield statistically reliable results.—(20 USC 6311)~~

~~(cf. 0500—Accountability)~~

~~(cf. 6162.51—Standardized Testing and Reporting Program)~~

~~(cf. 6162.52—High School Exit Examination)~~

~~Program improvement (PI) school refers to a school that is receiving federal Title I funds and has failed to make AYP for each of two consecutive school years.—(20 USC 6316)~~

~~A school shall be identified for PI by the California Department of Education (CDE) whenever, for each of two consecutive years, it either does not make AYP in the same content area (English language arts or mathematics) schoolwide or for any numerically significant student subgroup or does not make AYP on the same indicator (Academic Performance Index or high school graduation rate) schoolwide.— If a small school has too few students to generate a school level report, its results shall be aggregated into a district accountability measure.~~

Year 1 Program Improvement

~~When any Title I school is initially identified for PI:—(20 USC 6316)~~

~~1.— The State Administrator/Superintendent or designee shall provide students enrolled in the school the option of transferring, as described below in the section "Student Transfers," to another school, which may include a charter school, served by the district that has not been identified for PI.~~

~~(cf. 0420.4—Charter School Authorization)~~

~~(cf. 5116.1—Intradistrict Open Enrollment)~~

~~2.—— Not later than three months of being identified for PI, the school shall develop or revise a school plan, in consultation with parents/guardians, school staff, the district, and outside experts, for approval by the Governing Board. The plan shall cover a two-year period and address the components specified in 20 USC 6316.~~

~~(cf. 6020—Parent Involvement)~~

~~To fulfill this requirement, the school may revise its Single Plan for Student Achievement to reflect the requirements of 20 USC 6316.~~

~~(cf. 0420—School Plans/Site Councils)~~

~~(cf. 6171—Title I Programs)~~

~~3.—— Within 45 days of receiving the plan, the Board shall establish a peer review process to assist with its review of the plan, work with the school as necessary, and approve the plan if it meets the requirements of law.~~

~~4.—— The school shall implement the plan no later than the beginning of the next full school year following the school's identification for PI, or, if the plan has not been approved prior to beginning the school year, immediately upon approval of the plan.~~

~~5.—— As the school develops and implements the school plan, the State Administrator/Superintendent or designee shall ensure that the school receives technical assistance from the district, CDE, an institution of higher education, a private organization, an educational service agency, or another entity with experience in helping schools improve academic achievement, including assistance in:~~

~~a.—— Analyzing data from state assessments and other examples of student work to identify and address problems in instruction and/or problems in implementing Title I requirements pertaining to parent involvement, professional development, or school and district responsibilities identified in the school plan~~

~~b.—— Identifying and implementing professional development, instructional strategies, and methods of instruction that are derived from scientifically based research and that have proven effective in addressing the specific instructional issues that caused the school to be identified for PI~~

~~c.—— Analyzing and revising the school's budget so that the school's resources are more effectively allocated to the activities most likely to increase student achievement and remove the school from PI status~~

~~(cf. 3100—Budget)~~

~~Year 2 Program Improvement~~

~~For any Title I school that fails to make AYP by the end of the first full school year after being identified for PI, the State Administrator/Superintendent or designee shall take all of the following actions: (20 USC 6316)~~

- ~~1. Continue to provide all students enrolled in the school the option of transferring, as described below in the section "Student Transfers"~~
- ~~2. Arrange for the provision of supplemental educational services (SES) to eligible students from low income families by a provider with a demonstrated record of effectiveness, as described below in the section "Supplemental Educational Services"~~
- ~~3. Continue to provide for technical assistance in accordance with item #5 in the section "Year 1 Program Improvement" above~~

~~Year 3 Program Improvement: Corrective Action~~

~~When a school continues to fail to make AYP by the end of the second full school year after identification for PI (four consecutive years of failure to make AYP), the State Administrator/Superintendent or designee shall continue to provide all elements of Year 1 and Year 2 PI specified above. In addition, the Board shall take one or more of the following corrective actions: (20 USC 6316)~~

- ~~1. Replace school staff relevant to the failure~~
 - ~~(cf. 4113 Assignment)~~
 - ~~(cf. 4114 Transfers)~~
 - ~~(cf. 4314 Transfers)~~
- ~~2. Implement a new curriculum and related professional development~~
 - ~~(cf. 4131 Staff Development)~~
 - ~~(cf. 4231 Staff Development)~~
 - ~~(cf. 4331 Staff Development)~~
- ~~3. Significantly decrease management authority at the school level~~
- ~~4. Appoint an outside expert to advise the school~~
- ~~5. Extend the school year or school day for the school~~
 - ~~(cf. 6111 School Calendar)~~
 - ~~(cf. 6112 School Day)~~
- ~~6. Restructure the internal organization of the school~~

~~Whenever a school is identified for Year 3 PI, continues to fail to make AYP, has an API of less than 800, and is not identified as a "persistently lowest achieving school" pursuant to Education Code 53201, the parents/guardians of students attending that school may petition the district to implement an intervention for the purpose of improving academic achievement or student safety, provided that the state limit on the number of such schools has not yet been reached. To be considered by the Board, the petition shall contain all required content and signatures and specify one of four intervention models (i.e., turnaround model, restart model, school closure, or transformation model) or an alternative governance arrangement, as described in 5 CCR 4803-4807. The district shall implement the option requested by the parents/guardians unless, at a regularly scheduled public hearing, the Board makes a finding in writing stating the reason it cannot implement the recommended option and instead designates one of the other options to be implemented. (Education Code 53300-53303; 5 CCR 4800-4808)~~

~~Year 4 Program Improvement and Beyond: Restructuring~~

~~For any school that continues to fail to make AYP after one full year of corrective action, the State Administrator/Superintendent or designee shall continue to provide all students enrolled in the school with the option to transfer to another school within the district and continue to make SES available to eligible students who remain in the school. In addition, the Board shall develop a plan and make necessary arrangements to implement one of the following options for alternative governance and restructuring, consistent with state law: (20 USC 6316)~~

- ~~1. Reopen the school as a charter school~~
- ~~2. Replace all or most of the school staff relevant to the failure~~
- ~~3. Enter into a contract with an entity with a demonstrated record of effectiveness to operate the school~~
- ~~4. Turn the operation of the school over to the CDE~~
- ~~5. Institute any other major restructuring of the school's governance arrangements that makes fundamental reforms~~

~~Notifications~~

~~Whenever a school is identified for PI, corrective action, or restructuring, the State Administrator/Superintendent or designee shall promptly notify parents/guardians of students enrolled in that school. The notification shall include: (20 USC 6316; 34 CFR 200.37)~~

- ~~1. An explanation of what the identification means, and how the school compares in terms of academic achievement to other elementary or secondary schools in the district and state~~
- ~~2. The reasons for the identification~~

~~3. — An explanation of what the school is doing to address the problem of low achievement~~

~~4. — An explanation of what the district or state is doing to help the school address the achievement problem~~

~~5. — An explanation of how parents/guardians can become involved in addressing the academic issues that caused the school to be identified for PI~~

~~6. — An explanation of the option to transfer to another school within the district, as described below in the section "Student Transfers"~~

~~7. — If the school is in Year 2 of PI or beyond, an explanation of how parents/guardians can obtain SES for their child as described below in the section "Supplemental Educational Services"~~

~~(cf. 5145.6—Parental Notifications)~~

~~The State Administrator/Superintendent or designee shall disseminate information about corrective actions taken at any district school to the parents/guardians of each student in that school and to the public through such means as the Internet, the media, and public agencies. —(20 USC 6316)~~

~~The State Administrator/Superintendent or designee shall promptly notify teachers and parents/guardians whenever a school is identified for restructuring and shall provide them adequate opportunities to comment before taking action and to participate in developing any plan for restructuring school governance. —(20 USC 6316)~~

~~(cf. 4112.9/4212.9/4312.9—Employee Notifications)~~

~~All notifications pertaining to PI shall be written in an understandable and uniform format and, to the extent practicable, in a language the parents/guardians can understand. —(20 USC 6316; 34 CFR 200.36)~~

~~To the extent practicable, the district shall partner with outside groups, such as faith-based organizations, community-based organizations, and business groups, to help inform eligible students and their families of the opportunities to transfer or to receive SES. —(34 CFR 200.48)~~

~~Student Transfers~~

~~All students enrolled in a school in Year 1 of PI or beyond shall be provided an option to transfer to another school, which may include a charter school, served by the district provided that the school: —(20 USC 6316; 34 CFR 200.44)~~

~~1. — Has not been identified for PI, corrective action, or restructuring~~

~~In the event that all district schools are identified for PI, the district shall, to the extent practicable, establish a cooperative agreement with other local educational agencies in the area for interdistrict transfers.~~

~~(cf. 5117—Interdistrict Attendance)~~

~~2.——Has not been identified by the CDE as a "persistently dangerous" school pursuant to 20-
USC 7912 and 5 CCR 11992-11994~~

~~(cf. 0450—Comprehensive Safety Plan)~~

~~Among the students offered an option to transfer out of a PI school, priority shall be given to the lowest achieving students from low-income families, as defined by the district for purposes of allocating Title I funds. —(20 USC 6316; 34 CFR 200.44)~~

~~If two or more district schools are eligible to accept transfers based on criteria listed in items #1-2 above, the district shall provide a choice of more than one such school and shall take into account parent/guardian preferences among the choices offered. —(34 CFR 200.44)~~

~~The State Administrator/Superintendent or designee may consider school capacity in selecting schools that will be offered as alternatives for school choice, but shall not use the lack of school capacity to deny transfer opportunities to students. The district may increase capacity in eligible district schools to accommodate all students who wish to transfer.~~

~~The transfer option shall be offered so that students may transfer in the school year following the school year in which the district administered the assessments that resulted in the identification of the school for PI, corrective action, or restructuring. In order to provide adequate time for parents/guardians to exercise their transfer option before the school year begins, the Superintendent or designee shall notify parents/guardians of the available school choices sufficiently in advance of, but no later than 14 calendar days before, the start of the school year or on a date otherwise determined necessary by the CDE. —(34 CFR 200.37, 200.44)~~

~~Notice of the transfer option shall:~~

- ~~1.——Inform parents/guardians that, due to the identification of the current school as in need of improvement, their child is eligible to attend another school, including a charter school, served by the district~~
- ~~2.——Identify each school that the parent/guardian may select~~
- ~~3.——Explain why the choices made available to the parents/guardians may have been limited~~
- ~~4.——Describe the timelines and procedures that parents/guardians must follow in selecting a school for their child, including a requirement that parents/guardians **rank order their**~~

~~preferences of eligible schools as appropriate~~

~~5. Provide information on the academic achievement of the school(s) to which the student may transfer. (34 CFR 200.37)~~

~~6. Explain the provision of transportation to the new school. (34 CFR 200.37)~~

~~The notice may include other information about the school(s) to which the student may transfer, such as a description of any special academic programs or facilities, the availability of before- and after-school programs, the professional qualifications of teachers in the core academic subjects, and a description of parent involvement opportunities. (34 CFR 200.37)~~

~~(cf. 4112.24—Teacher Qualifications Under the No Child Left Behind Act)
(cf. 5148.2—Before/After School Programs)~~

~~In addition to mailing notices directly to parents/guardians, the Superintendent or designee shall provide information about transfer options through broader means, such as the Internet, the media, and public agencies serving students and their families. (34 CFR 200.36)~~

~~(cf. 1100—Communication with the Public)
(cf. 1113—District and School Web Sites)
(cf. 1114—District Sponsored Social Media)~~

~~The district shall prominently display on its web site, in a timely manner each school year, a list of available schools to which eligible students may transfer in the current school year. The district shall also display data on the number of students who were eligible for and who participated in the student transfer option, beginning with data from the 2007-08 school year and each subsequent year thereafter. (34 CFR 200.39)~~

~~In accordance with timelines established for the transfer request process, the Superintendent or designee shall notify parents/guardians of their child's school assignment and shall establish a reasonable deadline by which parents/guardians must either accept the assignment or decline the assignment and remain in the school of origin.~~

~~The district shall provide, or shall pay for the provision of, transportation to the district school which the student chooses to attend. (20 USC 6316; 34 CFR 200.44)~~

~~(cf. 3540—Transportation)~~

~~To ensure that transportation may be reasonably provided, the State Administrator/Superintendent or designee may establish transportation zones based on geographic location within the district. Transportation to schools within a zone shall be fully provided, while transportation outside the zone may be partially provided.~~

~~(cf. 3541—Transportation Routes and Services)~~

~~Any student who transfers to another district school may remain in that school until he/she has completed the highest grade in that school. However, the district shall not be obligated to provide, or pay for the provision of, transportation for the student after the end of the school year that the school of origin is no longer identified for PI, corrective action, or restructuring. (20 USC 6316; 34 CFR 200.44)~~

~~Supplemental Educational Services~~

~~When required by law, SES shall be provided outside the regular school day and shall be specifically designed to increase achievement of eligible students from low income families on state academic assessments and to assist them in attaining state academic standards. (20 USC 6316)~~

~~(cf. 6011—Academic Standards)~~

~~(cf. 6179—Supplemental Instruction)~~

~~When a school is required to provide SES, the Superintendent or designee shall provide annual notice to parents/guardians that includes: (20 USC 6316; 34 CFR 200.37)~~

- ~~1. The availability of SES~~
- ~~2. The identity of approved providers that are within the district or are reasonably available in neighboring local educational agencies~~
- ~~3. The identity of approved providers of technology based or distance learning services~~
- ~~4. The services, qualifications, and demonstrated effectiveness of each provider, including an indication of those providers who are able to serve students with disabilities or limited English proficiency~~
- ~~5. The benefits of receiving SES~~

~~In addition, the notification shall describe procedures and timelines that parents/guardians must follow to select a provider.~~

~~This notification shall be clearly distinguishable from other information sent to parents/guardians regarding identification of the school for PI, corrective action, or restructuring. (34 CFR 200.37)~~

~~The district shall prominently display on its web site, in a timely manner each school year, a list of state approved providers serving the district in the current year and the location where services are provided. The district shall also display the number of students who **were eligible**~~

~~for and who participated in SES, beginning with data from the 200 requires the district to spend 20 percent of its Title I funds on costs related to SES, transportation for transfers, and related outreach and assistance to parents/guardians; see the accompanying Board policy. 34 CFR 200.48 specifies that, in order to spend less than 20 percent, a district must distribute sign up forms for SES, establish at least two enrollment windows, and make school facilities available to eligible providers, as provided below. The following three paragraphs are optional. ***~~

~~The Superintendent or designee shall distribute sign up forms for SES directly to all eligible students and their parents/guardians and make them available and accessible through broad means of dissemination such as the Internet, other media, and communications through public agencies serving eligible students and their families. (34 CFR 200.48)~~

~~The district shall provide a minimum of two enrollment windows, at separate points in the school year, that are of sufficient length to enable the parents/guardians of eligible students to make informed decisions about requesting SES and selecting a provider. (34 CFR 200.48)~~

~~Within a reasonable period of time established by the Superintendent or designee, parents/guardians shall select a SES provider from among those approved by the SBE. Upon request, the Superintendent or designee shall assist parents/guardians in choosing a provider. (20 USC 6316; 34 CFR 200.46)~~

~~The district shall not prohibit or limit an approved provider from promoting its program or the general availability of SES to members of the community. (5 CCR 13075.9)~~

~~When the district is an approved SES provider, the Superintendent or designee shall be careful to provide parents/guardians with a balanced presentation of the options available to them and shall ensure that they understand their right to select the district or any other service provider.~~

~~No district employee who administers or provides SES, either solely or in collaboration with a SES provider, or who has a financial interest of any kind in a SES provider, shall use his/her position as a district employee to encourage district students or their parents/guardians to use the services of that provider. (5 CCR 13075.7)~~

~~(cf. 9270—Conflict of Interest)~~

~~The State Administrator/ Superintendent or designee shall ensure that eligible students with disabilities, students covered under Section 504 of the federal Rehabilitation Act, and students with limited English proficiency receive appropriate SES with any necessary accommodations or language assistance. (34 CFR 200.46)~~

~~(cf. 6159—Individualized Education Program)~~

~~(cf. 6164.4—Identification and Evaluation of Individuals for Special Education)~~

~~(cf. 6164.6—Identification and Education Under Section 504)~~

~~(cf. 6174—Education for English Language Learners)~~

~~If no provider is able to make the services available to such students, the district shall provide the services with necessary accommodations or language assistance, either directly or through a contract. Services shall be consistent with a student's individualized education program (IEP) or Section 504 services plan, as applicable.~~

~~If available funds are insufficient to provide SES to each eligible student whose parents/guardians request those services, priority shall be given to the lowest achieving eligible students. —(20 USC 6316)~~

~~If the number of parents/guardians selecting a particular provider exceeds the capacity of that provider, priority shall be given to the lowest achieving eligible students.~~

~~Once a SES provider has been selected by a parent/guardian, the Superintendent or designee shall enter into an agreement with the provider. —The agreement shall: —(20 USC 6316)~~

- ~~1. —Require the district to develop, in consultation with the parents/guardians and the provider, a student learning plan which includes specific achievement goals for the student, a description of how the student's progress will be measured, and a timetable for improving achievement. In the case of a student with disabilities, the student learning plan shall be consistent with the student's IEP.~~
- ~~2. —Describe how the student's parents/guardians and teacher(s) will be regularly informed of the student's progress.~~
- ~~3. —Provide for the termination of the agreement if the provider is unable to meet such goals and timetables.~~
- ~~4. —Contain provisions with respect to the district making payments to the provider.~~
- ~~5. —Prohibit the provider, without written parent/guardian permission, from disclosing to the public the identity of any student eligible for or receiving SES.~~

~~(cf. 5125.1—Release of Directory Information)~~

~~In developing the student learning plan as required by item #1 above, the State Administrator/Superintendent or designee shall consult with the parent/guardian of each student to, at a minimum, provide the parent/guardian an opportunity to express his/her views and have them considered. —Consultation may include, but is not limited to, communication by telephone, email, home visits, parent/guardian meetings, and/or parent/guardian signature(s). Evidence of this consultation shall be included in the student learning plan. —In the event that a consultation does not take place but the parent/guardian has selected an approved SES provider, the Superintendent or designee, or the provider acting on the district's behalf, shall show evidence of at least three separate attempts to contact the parent/guardian using at least two different means of communication. If the parent/guardian elects not to participate in the consultation, the~~

~~Superintendent or designee, or approved provider acting on the district's behalf, must develop a student learning plan for the student. (5 CCR 13075.7)~~

~~The State Administrator/Superintendent or designee may request, but not require, that the SES provider develop the student learning plan on behalf of the district for each student served by the provider as indicated in the agreement. In such cases, the Superintendent or designee shall make available to the provider pertinent student academic achievement data with parent/guardian permission and other technical assistance that will facilitate the development of the plan. The Superintendent or designee shall maintain responsibility to review and approve the student learning plan to ensure that it is developed in consultation with the parent/guardian and contains all required information. (5 CCR 13075.7)~~

~~Eligible SES providers shall be given access to school facilities, using a fair, open, and objective process, on the same basis as other groups that seek access to school facilities. (34 CFR 200.48)~~

~~(cf. 1330—Use of School Facilities)~~

~~(7/04—3/09)—8/13~~

Philosophy, Goals, Objectives and Comprehensive Plans

~~***Note: The following administrative regulation reflects the requirements of federal and state law for Title I schools that were identified by the California Department of Education (CDE) for program improvement (PI) for failing to make "adequate yearly progress" for two or more consecutive school years. Until a new system of school support and improvement is implemented beginning in the 2017-18 school year pursuant to 20 USC 6311, as amended by the Every Student Succeeds Act (ESSA) (P.L. 114-95), PI schools are required to implement the same interventions in the 2016-17 school year as were required in the 2015-16 school year, with specified exceptions. Districts are no longer required to offer intradistrict transfers to students in schools in Year 1 PI and beyond, to provide supplemental educational services by an approved provider in schools in Year 2 PI and beyond, or to issue certain notifications. See the U.S. Department of Education's Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions (May 2016) and the CDE's Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016).***~~

Year 1 Program Improvement

For any district school in its first year of program improvement (PI), the Superintendent or designee shall implement a school improvement plan that was approved by the Governing Board.

(cf. 6171 - Title I Programs)

The Superintendent or designee shall ensure that the school receives technical assistance from the district, California Department of Education (CDE), an institution of higher education, a private organization, an educational service agency, or another entity with experience in helping schools improve academic achievement, including assistance in:

- 1. Analyzing data from state assessments and other examples of student work to identify and address problems in instruction and/or problems in implementing Title I requirements pertaining to parent involvement, professional development, or school and district responsibilities identified in the school plan**
- 2. Identifying and implementing professional development, instructional strategies, and methods of instruction that are derived from scientifically based research and that have proven effective in addressing the specific instructional issues that caused the school to be identified for PI**
- 3. Analyzing and revising the school's budget so that the school's resources are more effectively allocated to the activities most likely to increase student achievement and remove the school from PI status**

(cf. 3100 - Budget)

Year 2 Program Improvement

For any district school in its second year of PI, the Superintendent or designee shall continue to implement the school improvement plan and to provide for technical assistance in accordance with the section "Year 1 Program Improvement" above.

In addition, the Superintendent or designee shall arrange for the provision of alternative supports to eligible students from low-income families, as described below in the section "Alternative Supports."

Year 3 Program Improvement: Corrective Action

After the second full school year after identification for PI, the Superintendent or designee shall continue to implement all elements of Year 1 and Year 2 PI specified above, as well as the corrective action(s) determined by the Board, which may include:

- 1. Replacing school staff relevant to the failure**

(cf. 4113 - Assignment)

(cf. 4114 - Transfers)

(cf. 4314 - Transfers)

2. Implementing a new curriculum and related professional development

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 6141 - Curriculum Development and Evaluation)

3. Significantly decreasing management authority at the school level

4. Appointing an outside expert to advise the school

5. Extending the school year or school day for the school

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

6. Restructuring the internal organization of the school

Year 4 Program Improvement and Beyond: Restructuring

For any school in Year 4 of PI or beyond, the Superintendent or designee shall continue to implement all elements of Year 1 and Year 2 PI specified above, as well as one of the following options for alternative governance and restructuring, as determined by the Board:

1. Reopening the school as a charter school

2. Replacing all or most of the school staff relevant to the failure

3. Entering into a contract with an entity with a demonstrated record of effectiveness to operate the school

4. Turning the operation of the school over to the CDE

5. Instituting any other major restructuring of the school's governance arrangements that makes fundamental reforms

Alternative Supports

~~***Note: The following section should be revised to reflect district practice. P.L. 114-95 repealed 20 USC 6316 which had required Title I schools identified for Year 2 PI, corrective action, or restructuring to provide eligible students with supplemental educational services from an approved service provider. In accordance with the CDE's Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016), the CDE has elected to instead require the~~

~~provision of alternative supports, defined and administered by the district, to eligible students beginning with the 2016-17 school year. The following section is consistent with the CDE's transition plan. Also see BP 6179—Supplemental Instruction.***~~

In any school identified for Year 2 PI or beyond, eligible students from low-income families shall be offered district-selected alternative supports designed to improve their academic achievement. Alternative supports may include, but are not limited to, any of the following:

1. Academic support offered during school hours, before school, after school, during intercession, and/or during summer learning programs

(cf. 5148.2 - Before/After School Programs)

(cf. 6176 - Weekend/Saturday Classes)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

2. Small group instruction and/or pull-out interventions offered during the regular school day

3. Interventions offered during After School Education and Safety or 21st Century Community

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

Philosophy, Goals, Objectives and Comprehensive Plans

Title I Program Improvement Districts

~~The Governing Board shall annually review and analyze the district's performance in making adequate yearly progress (AYP) toward student achievement standards, in accordance with criteria established by the State Board of Education (SBE). The Board's review shall include an evaluation of whether district improvement efforts are aligned and adequately focused on increasing achievement levels for all students. As necessary, the Board and the Superintendent or designee shall take steps to improve district operations and programs to enable students to achieve proficiency.~~

~~(cf. 0500—Accountability)~~

~~(cf. 6011—Academic Standards)~~

~~(cf. 6162.51—Standardized Testing and Reporting Program)~~

Early Warning Program

~~In the event that the district is provided notice by the California Department of Education (CDE) that it is in danger of being identified for program improvement (PI) within two years under the federal No Child Left Behind Act, the Board shall determine whether to participate in the voluntary Early Warning Program. If the Board elects to have the district participate in the program, the district shall conduct a voluntary self-assessment using research-based criteria provided by the CDE and may revise its Title I local educational agency (LEA) plan based on the results of that assessment. — (Education Code 52055.57)~~

~~(cf. 6171—Title I Programs)~~

Year 1 2 PI: Revision and Implementation of LEA Plan

~~In the event that the district is identified for PI by the CDE, the State Administrator/Superintendent or designee shall, in accordance with law and administrative regulation, notify parents/guardians, administer a district self-assessment process, and revise the LEA plan. (20 USC 6316; Education Code 52055.57)~~

~~The revised LEA plan or plan addendum shall be approved by the Board and submitted to the CDE. The Superintendent or designee shall regularly report to the Board regarding the implementation of the plan during Years 1 and 2 of the program.~~

~~The State Administrator/Superintendent or designee shall utilize available state and local resources to identify specific problems contributing to low student achievement and provide technical assistance and support to resolve those problems. He/she also shall work closely with individual school sites to raise student achievement in accordance with school plans.—~~

~~(cf. 0520.2—Title I Program Improvement Schools)~~

~~Year 3 PI: Corrective Action~~

~~If the district does not make AYP after two years of receiving program funding, the Board shall cooperate with the Superintendent of Public Instruction (SPI) and the SBE in the identification and implementation of appropriate corrective actions.—~~

~~The Board shall enter into a contract with a district assistance and intervention team (DAIT) whenever the SPI and SBE determine this to be the most appropriate corrective action. Upon receiving a report of recommendations from the DAIT: (Education Code 52055.57, 52059)~~

~~1.— The Board may, not later than 30 days after completion of the report, appeal to the SPI to be exempted from implementing one or more of the report's recommendations.~~

~~2.— Not later than 60 days after completion of the report, the Board shall, at a regularly scheduled meeting, adopt the report recommendations, as modified by any exemptions granted by the SPI.~~

~~The State Administrator/Superintendent or designee shall establish a district leadership team to collaborate with the DAIT in the development and implementation of an action plan to address high priority needs. This team may include site and district administrators, teacher leaders, special education teachers, English learner experts, fiscal officers, and other key personnel, as appropriate.~~

~~The Board and the Superintendent or designee shall monitor the district's progress in implementing the DAIT's recommendations and shall continually use student performance data to determine whether additional district or school site changes are necessary to improve student achievement.~~

~~Legal Reference:~~

~~EDUCATION CODE~~

~~52055.57–52055.59—Districts identified or at risk of identification for program improvement~~

~~52059—Statewide system of school support~~

~~UNITED STATES CODE, TITLE 20~~

~~6301—Title I program purpose~~

~~6311—Adequate yearly progress~~

~~6312—Local educational agency plan~~

~~6316—School and district improvement~~

~~6321—Fiscal responsibilities~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~200.13–200.20—Adequate yearly progress~~

~~200.30-200.35— Identification of program improvement schools~~
~~200.36-200.38— Notification requirements~~
~~200.52-200.53— District improvement~~

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Blueprint for District Assistance and Intervention, 2008~~

~~2007 Adequate Yearly Progress Report Information Guide, August 2007~~

~~A Training Guide for Local Educational Agencies and Schools: Program Improvement, September 2006~~

~~U.S. DEPARTMENT OF EDUCATION GUIDANCE~~

~~LEA and School Improvement Non-Regulatory Guidance, rev. July 21, 2006~~

WEB SITES

~~CSBA: <http://www.esba.org>~~

~~California Department of Education, Program Improvement:-~~

~~<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>~~

~~U.S. Department of Education, No Child Left Behind: <http://www.nclb.gov>~~

~~(11/04—11/05)—11/08~~

Philosophy, Goals, Objectives and Comprehensive Plans

~~***Note: The following optional policy is for use by districts that receive federal Title I funds and have been identified for districtwide program improvement (PI) by the California Department of Education (CDE) for failure to make "adequate yearly progress" for two or more consecutive years.***~~

~~***Note: As amended by the Every Student Succeeds Act (ESSA) (P.L. 114-95), 20 USC 6311 provides for a new system of support and improvement activities for Title I schools and districts beginning in the 2017-18 school year. Until the new system is in place, the CDE's Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016) requires that districts previously identified for PI must continue to implement their improvement plans and fulfill the requirements described in this policy.***~~

~~***Note: See BP/AR 0520.2—Title I Program Improvement Schools for requirements pertaining to individual schools identified for PI or for single-school districts.***~~

The Governing Board desires to continuously improve educational programs and district operations to enable all students to achieve proficiency. The Superintendent or designee shall ensure the implementation and coordination of all district improvement plans and shall annually report to the Board regarding the district's performance in making progress

toward student achievement standards.

(cf. 0460 - Local Control and Accountability Plan)
 (cf. 0500 - Accountability)
 (cf. 0520.2 - Title I Program Improvement Schools)
 (cf. 6011 - Academic Standards)
 (cf. 6162.51 - State Academic Achievement Tests)

The district shall implement all actions required for Title I program improvement (PI) as required by law and the California Department of Education (CDE).

~~***Note: Education Code 52055.57 requires districts in Year 1 of PI to conduct a self-assessment using materials and criteria provided by the CDE. Among the tools required by the CDE is the District Assistance Survey, which assesses how the district supports its schools in the areas of standards-based curriculum, instruction, and assessment; professional development; human resources; data systems, data analysis, and ongoing monitoring; parent and community involvement; fiscal operations; and governance and leadership. PI districts are also required to complete the English Learner Subgroup Self Assessment and the Inventory of Services and Supports for Students with Disabilities to analyze the needs of English learners and students with disabilities. The CDE's Academic Program Survey may be used to provide school level information on the extent to which the school is providing a coherent instructional program to support student achievement. These tools are available on the CDE's web site.***~~

The development of district improvement strategies shall be based upon the results of a self-assessment conducted with state program assessment tools that identify specific problems contributing to low student achievement.

Each year that the district is in PI status, it shall:

~~***Note: Requirements for districts in any year of PI include review and revision of the district's Title I local educational agency (LEA) plan. The CDE recommends that districts develop an addendum to the LEA plan rather than revising the entire plan and has developed a template for this purpose, available on the CDE's web site. The template indicates that the addendum must be approved by the Governing Board and sent to the CDE.***~~

~~***Note: According to the CDE's Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016), the separate LEA plan will be transitioned out at the end of the 2016-17 school year and, beginning in the 2017-18 school year, state and federal planning requirements will need to be met through the district's local control and accountability plan and the consolidated application reporting system.***~~

1. Review the Title I local educational agency (LEA) plan and, as needed, revise the plan. Revisions may be made in an addendum to the existing plan. The revised LEA plan or plan addendum shall be approved by the Board and electronically submitted to the CDE.

(cf. 6171 - Title I Programs)

2. Reserve and spend at least 10 percent of its Title I, Part A allocation to provide high-quality professional development for instructional staff

(cf. 4131 - Staff Development)

(cf. 4331 - Staff Development)

~~***Note: Districts in Year 3 of PI or beyond are subject to corrective actions as recommended by the Superintendent of Public Instruction and approved by the State Board of Education (SBE). Pursuant to Education Code 52055.57, the SBE must choose at least one of the following sanctions: (1) replacement of district staff who are relevant to the district's inability to make adequate progress; (2) removal of individual schools from the district's jurisdiction; (3) appointment of a trustee to administer the district; (4) abolishment or restructuring of the district; (5) implementation of a new curriculum based on state content and achievement standards, including provision of research-based professional development for all relevant staff; (6) deferment of programmatic funds or reduction of administrative funds; and (7) in conjunction with any of items #1-6, authorization for students to transfer to a higher performing school in another district and to be provided transportation. In addition, the SBE may require the district to contract with a district assistance and intervention team.***~~

In addition, during Year 3 of PI or beyond, the Board shall cooperate with the Superintendent of Public Instruction and the State Board of Education (SBE) in the identification and implementation of appropriate corrective actions. As applicable, the district shall implement the recommendations of the district assistance and intervention team (DAIT) that has been assigned to assist the district pursuant to Education Code 52055.57.

The Superintendent or designee shall submit to the CDE an annual report regarding the district's evidence of progress, including a summary description of the district's progress toward implementing the strategies in the LEA plan, an analysis of the district's progress toward student achievement goals in the LEA plan based on state or local assessment data, and documentation that the Board has been notified of the report.

In the event that the district is required to appear before the SBE within Year 3 of PI to review the district's progress, the Superintendent or designee, the DAIT, and/or the County Superintendent of Schools shall provide testimony and written data sufficient for the SBE to determine whether an alternative corrective action is needed. (Education Code 52055.57)

Legal Reference:

EDUCATION CODE

52055.57-52055.59 Districts identified or at risk of identification for program improvement

52059 Statewide system of school support

UNITED STATES CODE, TITLE 20

6301 Title I program purpose

6311 State plan

6312 Local educational agency plan

6321 Fiscal responsibilities

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

Local Educational Agency Program Improvement Plan Addendum Template, rev. April 2016

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Program Improvement:

<http://www.cde.ca.gov/ta/ac/ti/programimprov.asp>

U.S. Department of Education: <http://www.ed.gov>

(11/05 11/08) 7/16

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

Business and Noninstructional Operations

Tobacco-Free Schools

~~The Governing Board recognizes that the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, are inconsistent with its goal to provide a healthy environment for students and staff.~~

~~(cf. 3514 - Environmental Safety)~~

~~(cf. 4159/4259/4359 - Employee Assistance Programs)~~

~~(cf. 5030 - Student Wellness)~~

~~(cf. 5131.62 - Tobacco)~~

~~(cf. 5141.23 - Asthma Management)~~

~~(cf. 6142.8 - Comprehensive Health Education)~~

~~(cf. 6143 - Courses of Study)~~

The Governing Board recognizes that smoking and other uses of tobacco and nicotine products constitute a serious public health hazard and are inconsistent with district goals to provide a healthy environment for students and staff.

(cf. 3514 - Environmental Safety)

(cf. 4159/4259/4359 - Employee Assistance Programs)

(cf. 5030 - Student Wellness)

(cf. 5131.62 - Tobacco)

(cf. 5141.23 - Asthma Management)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property, and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)

This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.

(cf. 1330 - Use of School Facilities)

(cf. 1330.1 - Joint Use Agreements)

~~Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products.~~

~~Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)~~

Legal Reference:

~~EDUCATION CODE~~

~~48900 Grounds for suspension/expulsion~~

~~48901 Prohibition against tobacco use by students~~

~~HEALTH AND SAFETY CODE~~

~~39002 Control of air pollution from nonvehicular sources~~

~~104350-104495 Tobacco use prevention, especially:~~

~~104495 Prohibition of smoking and tobacco waste on playgrounds~~

~~119405 Unlawful to sell or furnish electronic cigarettes to minors~~

~~LABOR CODE~~

~~3300 Employer, definition~~

~~6304 Safe and healthful workplace~~

~~6404.5 Occupational safety and health; use of tobacco products~~

~~UNITED STATES CODE, TITLE 20~~

~~6083 Nonsmoking policy for children's services~~

~~7100-7117 Safe and Drug Free Schools and Communities Act~~

~~CODE OF FEDERAL REGULATIONS, TITLE 21~~

~~1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors~~

~~PERB RULINGS~~

~~Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)~~

~~CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)~~

Management Resources:

~~WEB SITES~~

~~California Department of Education, Alcohol, Tobacco and Other Drug Prevention:~~

~~<http://www.cde.ca.gov/ls/he/at>~~

~~California Department of Education, Tobacco-Free School District Certification:~~

~~<http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>"><http://www.cde.ca.gov/ls/he/at>"><http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp>~~

~~California Department of Public Health, Tobacco Control:~~

~~<http://www.cdph.ca.gov/programs/tobacco>~~

~~Occupational Safety and Health Standards Board:~~

~~<http://www.dir.ca.gov/OSHSB/oshsb.html>~~

~~U.S. Environmental Protection Agency: <http://www.epa.gov>
(7/02-7/03) 3/11~~

Smoking means inhaling, exhaling, burning, or carrying of any lighted or heated cigar,

cigarette, pipe, tobacco, or plant product intended for inhalation, whether natural or synthetic, in any manner or form, and includes the use of an electronic smoking device that creates aerosol or vapor or of any oral smoking device for the purpose of circumventing the prohibition of smoking. (Business and Professions Code 22950.5; Education Code 48901)

Tobacco products include: (Business and Professions Code 22950.5; Education Code 48901)

- 1. Any product containing, made, or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, including, but not limited to, cigarettes, cigars, little cigars, chewing tobacco, pipe tobacco, or snuff**
- 2. An electronic device that delivers nicotine or other vaporized liquids to the person inhaling from the device, including, but not limited to, an electronic cigarette, cigar, pipe, or hookah**
- 3. Any component, part, or accessory of a tobacco product, whether or not sold separately**

This policy does not prohibit the use or possession of prescription products and other cessation aids that have been approved by the U.S. Department of Health and Human Services, Food and Drug Administration, such as nicotine patch or gum.

Smoking or use of any tobacco-related product or disposal of any tobacco-related waste is prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. In addition, any form of intimidation, threat, or retaliation against a person for attempting to enforce this policy is prohibited. (Health and Safety Code 104495)

Legal Reference:

EDUCATION CODE

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

BUSINESS AND PROFESSIONS CODE

22950.5 Stop Tobacco Access to Kids Enforcement Act; definitions

HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

104559 Tobacco use prohibition

119405 Unlawful to sell or furnish electronic cigarettes to minors

LABOR CODE

3300 Employer, definition

6304 Safe and healthful workplace

6404.5 Occupational safety and health; use of tobacco products

UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

7111-7122 Student Support and Academic Enrichment Grants

CODE OF FEDERAL REGULATIONS, TITLE 21

1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors

PUBLIC EMPLOYMENT AND RELATIONS BOARD RULINGS

Eureka Teachers Assn. v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

Management Resources:

WEB SITES

California Department of Education, Alcohol, Tobacco and Other Drug Prevention:

<http://www.cde.ca.gov/lh/he/at>

California Department of Education, Tobacco-Free School District Certification:

<http://www.cde.ca.gov/lh/he/at/tobaccofreecert.asp>

California Department of Public Health, Tobacco Control:

<http://www.cdph.ca.gov/programs/tobacco>

Occupational Safety and Health Standards Board:

<http://www.dir.ca.gov/OSHSB/oshsb.html>

U.S. Environmental Protection Agency: <http://www.epa.gov>

(3/11 4/14) 7/16

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

Business and Noninstructional Operations

Earthquake Emergency Procedure System

Earthquake Preparedness

Earthquake emergency procedures shall be established in every school building having an occupant capacity of 50 or more students, or more than one classroom, and shall be incorporated into the comprehensive safety plan. (Education Code 32282)

(cf. 0450 - Comprehensive Safety Plan)

Earthquake emergency procedures shall be aligned with the Standardized Emergency Management System and the National Incident Management System. (Government Code 8607; 19 CCR 2400-2450)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Superintendent or designee may work with the California ~~Emergency Management Agency~~ **Governor' Office of Emergency Services** and the Seismic Safety Commission to develop and establish the earthquake emergency procedures. (Education Code 32282)

Earthquake emergency procedures shall outline the roles and responsibilities of students and staff during and after an earthquake.

Earthquake emergency procedures shall include, but not be limited to, all of the following: (Education Code 32282)

1. A school building disaster plan, ready for implementation at any time, for maintaining the safety and care of students and staff
2. A drop procedure whereby each student and staff member takes cover under a table or desk, dropping to his/her knees, with the head protected by the arms and the back to the windows

Drop procedures shall be practiced at least once each semester in secondary schools.

3. Protective measures to be taken before, during, and following an earthquake
4. A program to ensure that students and staff are aware of and properly trained in the earthquake emergency procedure system

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Staff and students shall be informed of the dangers to expect in an earthquake and procedures to be followed. Students shall be instructed to remain silent and follow directions given by staff in such an emergency. Staff and students also shall be taught safety precautions to take if they are in the open or on the way to or from school when an earthquake occurs.

Earthquake emergency procedures shall designate primary and alternative locations outside of buildings, which may include areas off campus if necessary, where individuals on a school site will assemble following evacuation. In designating such areas, the Superintendent or designee shall consider potential post-earthquake hazards outside school buildings including, but not limited to, power lines, trees, covered walkways, chain link fences that may be an electric shock hazard, and areas near buildings that may have debris.

Earthquake emergency procedures also shall outline primary and alternative evacuation routes that avoid areas with potential hazards to the extent possible. The needs of students with disabilities shall be considered when planning evacuation routes.

The Superintendent or designee shall consider the danger of a post-earthquake tsunami when developing evacuation routes and locations, including the need to evacuate to higher ground.

The Superintendent or designee shall identify at least one individual within each building to determine if an evacuation is necessary, the best evacuation location, and the best route to that location when an earthquake occurs.

The Superintendent or designee shall identify potential earthquake hazards in classrooms and other district facilities, including, but not limited to, areas where the main gas supply or electric current enters the building, suspended ceilings, pendant light fixtures, large windows, stairwells, science laboratories, storage areas for hazardous materials, shop areas, and unsecured furniture and equipment. To the extent possible, dangers presented by such potential hazards shall be minimized by securing equipment and furnishings and removing heavy objects from high shelves.

Earthquake While Indoors at School

When an earthquake occurs, the following actions shall be taken inside buildings and classrooms:

1. Staff shall have students perform the drop procedure. Students should stay in the drop position until the emergency is over or until further instructions are given.
2. In laboratories, burners should be extinguished, if possible, before taking cover.

3. As soon as possible, staff shall move students away from windows, shelves, and heavy objects or furniture that may fall.
4. After the earthquake, the principal or designee shall determine whether planned evacuation routes and assembly locations are safe and shall communicate with teachers and other staff.
5. When directed by the principal or designee to evacuate, or if classrooms or other facilities present dangerous hazards that require immediate evacuation, staff shall account for all students under their supervision and shall evacuate the building in an orderly manner.

Earthquake While Outdoors on School Grounds

When an earthquake occurs, the following actions shall be taken by staff or other persons in authority who are outdoors on school grounds:

1. Staff shall direct students to walk away from buildings, trees, overhead power lines, power poles, or exposed wires.
2. Staff shall have students perform the drop procedure.
3. Staff shall have students stay in the open until the earthquake is over or until further directions are given.

Earthquake While on the Bus

If students are on the school bus when an earthquake occurs, the bus driver shall take proper precautions to ensure student safety, which may include pulling over to the side of the road or driving to a location away from outside hazards, if possible. Following the earthquake, the driver shall contact the Superintendent or designee for instructions before proceeding on the route or, if such contact is not possible, drive to an evacuation or assembly location.

(cf. 3543 - Transportation Safety and Emergencies)

Subsequent Emergency Procedures

After an earthquake episode has subsided, the following actions shall be taken:

1. Staff shall extinguish small fires if safe.
2. Staff shall provide first aid to any injured students, take roll, and report missing students to the principal or designee.

3. Staff and students shall refrain from lighting any stoves or burners or operating any electrical switches until the area is declared safe.
4. All buildings shall be inspected for water and gas leaks, electrical breakages, and large cracks or earth slippage affecting buildings.
5. The principal or designee shall post staff at safe distances from all building entrances and instruct staff and students to remain outside the buildings until they are declared safe.
6. The principal or designee shall request assistance as needed from the county or city civil defense office, fire and police departments, city and county building inspectors, and utility companies and shall confer with them regarding the advisability of closing the school.
7. The principal or designee shall contact the Superintendent or designee and request further instructions after assessing the earthquake damage.
8. The Superintendent or designee shall provide updates to parents/guardians of district students and members of the community about the incident, any safety issues, and follow-up directions.

(cf. 1112 - Media Relations)

Legal Reference:

EDUCATION CODE
32280-32289 School safety plans
GOVERNMENT CODE
3100 Public employees as disaster service workers
8607 Standardized Emergency Management System
CODE OF REGULATIONS, TITLE 19
2400-2450 Standardized Emergency Management System

Management Resources:

CALIFORNIA EMERGENCY MANAGEMENT AGENCY PUBLICATIONS
The ABCs of Post-Earthquake Evacuation: A Checklist for School Administrators and Faculty
Guide and Checklist for Nonstructural Earthquake Hazards in California Schools, January 2003
School Emergency Response: Using SEMS at Districts and Sites, June 1998
FEDERAL EMERGENCY MANAGEMENT AGENCY PUBLICATIONS
Guidebook for Developing a School Earthquake Safety Program, 1990
WEB SITES
American Red Cross: <http://www.redcross.org>
California Emergency Management Agency: <http://www.calema.ca.gov>
California Seismic Safety Commission: <http://www.seismic.ca.gov>

Business and Noninstructional Operations

Free And Reduced Price Meals

The Governing Board recognizes that adequate nutrition is essential to the development, health, and learning of all students. The Superintendent or designee shall facilitate and encourage the participation of students from low-income families in the district's food service program.

(cf. 3551 - Food Service Operations/Cafeteria Fund)

(cf. 3552 - Summer Meal Program)

(cf. 5030 - Student Wellness)

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 6177 - Summer School)

The district shall provide at least one nutritionally adequate meal each school day, free of charge or at a reduced price, for students whose families meet federal eligibility criteria. (Education Code 49550, 49552)

The Superintendent or designee shall ensure that meals provided through the free and reduced-price meals program meet applicable state and/or federal nutritional standards in accordance with law, Board policy, and administrative regulation.

(cf. 3550 - Food Service/Child Nutrition Program)

Schools participating in the Special Milk Program pursuant to 42 USC 1772 shall provide milk at no charge to students who meet federal eligibility criteria for free or reduced-price meals.

The Board shall approve, and shall submit to the California Department of Education for approval, a plan that ensures that students eligible to receive free or reduced-price meals and milk are not treated differently from other students. (Education Code 49557)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 3555 - Nutrition Program Compliance)

(cf. 5145.3 - Nondiscrimination/Harassment)

Confidentiality/Release of Records

All applications and records related to eligibility for the free and reduced-price meals program shall be confidential except as provided by law. (Education Code 49558)

The Board authorizes designated employees to use individual records pertaining to student eligibility for the free and reduced-price meals program for the purposes of: (Education Code 49558)

1. Disaggregation of academic achievement data
2. ~~***Note: Education Code 49558 allows districts to use the name and eligibility status of~~

~~students participating in the free and reduced-price meal program to identify students eligible for school choice and supplemental educational services (SES) in Title I schools identified for program improvement. However, the Every Student Succeeds Act (P.L. 114-95) repealed 20 USC 6316 which had required the provision of student transfers and SES. In lieu of SES, beginning in the 2016-17 school year, districts are required pursuant to the CDE's Every Student Succeeds Act 2016-17 School Year Transition Plan to provide alternative supports, defined and administered by the district, to eligible students (i.e., students who would have been eligible for SES in schools with the greatest need). See BP/AR-0520.2 Title I Program Improvement Schools and see BP-6179 Supplemental Instruction. Although Education Code 49558 has not yet been amended to reflect the repeal of 20 USC 6316 and does not expressly authorize the use of free and reduced-price meal information to determine students' eligibility for alternative supports, CSBA believes that the use of such information would be necessary to determine student's eligibility for alternative supports. The district should consult legal counsel if it has questions about the use of free and reduced-price meal information for these or other purposes.***~~

2. Identification of students eligible for alternative supports in any school identified as a Title I program improvement school

**(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 6171 - Title I Programs)**

~~2. In any school identified as a Title I program improvement school pursuant to 20 USC 6316, identification of students eligible for school choice and supplemental educational services~~

~~(cf. 0520.2 Title I Program Improvement Schools)
(cf. 5125 Student Records)
(cf. 6162.51 Standardized Testing and Reporting Program)
(cf. 6171 Title I Programs)~~

If a student transfers from the district to another district, charter school, county office of education program, or private school, the Superintendent or designee may share the student's meal eligibility information to the other educational agency to assist in the continuation of the student's meal benefits.

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to another school district, charter school, or county office of education that is serving a student living in the same household for purposes related to program eligibility and data used in local control funding formula calculations. (Education Code 49558)

The Superintendent or designee may release the name and eligibility status of a student participating in the free or reduced-price meal program to the Superintendent of Public Instruction for purposes of determining allocations under the local control funding formula and

for assessing accountability of that funding. (Education Code 49558)

The Superintendent or designee may release information on the school lunch program application to the local agency that determines eligibility for participation in the Medi-Cal program if the student has been approved for free meals or, if included in the agreement with the local agency, for reduced-price meals. He/she also may release information on the school lunch application to the local agency that determines eligibility for CalFresh or another nutrition assistance program authorized under 7 CFR 210.1 if the student has been approved for free or reduced-price meals. Information may be released for these purposes only if the student's parent/guardian consents to the sharing of information and the district has entered into a memorandum of understanding with the local agency which, at a minimum, includes the roles and responsibilities of the district and local agency and the process for sharing the information. After sharing information with the local agency for purposes of determining eligibility for that program, no further information shall be shared unless otherwise authorized by law. (Education Code 49557.2, 49557.3, 49558)

(cf. 5141.6 - School Health Services)

Legal Reference:

EDUCATION CODE

48980 Notice at beginning of term

49430-49434 Pupil Nutrition, Health, and Achievement Act of 2001

49490-49494 School breakfast and lunch programs

49500-49505 School meals

49510-49520 Nutrition

49530-49536 Child Nutrition Act of 1974

49547-49548.3 Comprehensive nutrition service

49550-49562 Meals for needy students

CODE OF REGULATIONS, TITLE 5

15510 Mandatory meals for needy students

15530-15535 Nutrition education

15550-15565 School lunch and breakfast programs

UNITED STATES CODE, TITLE 20

1232g Federal Educational Rights and Privacy Act

6301-6514 Title I programs

UNITED STATES CODE, TITLE 42

1751-1769j School lunch program

1771-1791 Child nutrition, especially:

1773 School breakfast program

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.10-220.21 National School Breakfast Program

245.1-245.13 Determination of eligibility for free and reduced-price meals and free milk

WELFARE AND INSTITUTIONS CODE

14005.41 Basic health care

Management Resources:

CSBA PUBLICATIONS

Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, 2012

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, 2012

CALIFORNIA DEPARTMENT OF EDUCATION MANAGEMENT BULLETINS

NSD SNP-12-2015 Updated Guidance on Sharing of School Meal Applications and the Passing of Assembly Bill 1599, July 2015

USDA-SNP-07-2010 Change in Free and Reduced-Price Meal Application Approval Process, September 2010

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Feed More Kids, Improve Program Participation

Direct Certification Implementation Checklist, May 2008

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Eligibility Manual for School Meals: Determining and Verifying Eligibility, July 2015

Provision 2 Guidance: National School Lunch and School Breakfast Programs, Summer 2002

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education, Nutrition Services Division: <http://www.cde.ca.gov/ls/nu>

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

California Project LEAN (Leaders Encouraging Activity and Nutrition):

<http://www.californiaprojectlean.org>

U.S. Department of Agriculture, Food and Nutrition Service: <http://www.fns.usda.gov/cnd>

(3/11 11/11) 3/16

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

Business and Noninstructional Operations

Free And Reduced Price Meals

Applications

The Superintendent or designee shall ensure that the district's application form for free and reduced-price meals and related materials include the statements specified in Education Code 49557 and 7 CFR 245.5. In addition, the application packet may include the notifications and information listed in Education Code 49557.2.

The application form and related information shall be distributed to all parents/guardians at the beginning of each school year and shall be available to students at all times during the school day. (Education Code 48980, 49520; 42 USC 1758; 7 CFR 245.5)

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3551 - Food Service Operations/Cafeteria Fund)
(cf. 3552 - Summer Meal Program)
(cf. 5145.6 - Parental Notifications)

The form and information shall also be provided whenever a new student is enrolled.

At the beginning of each school year, the Superintendent or designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the district attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person. (7 CFR 245.5)

(cf. 1112 - Media Relations)

In addition, the district application form for free and reduced price meals shall be available online. The online application form shall require completion of only those questions necessary for determining eligibility, contain clear instructions for families that are homeless or migrant, and comply with other requirements specified in Education Code 49557.

An application form and related information shall also be provided whenever a new student is enrolled.

At the beginning of each school year, the Superintendent or designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the district attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person. (7 CFR 245.5)

Eligibility

The Superintendent or designee shall determine students' eligibility for the free and reduced-price meals program based on the criteria specified in 42 USC 1758 and 1773 and 7 CFR 245.1-245.13 and made available by the California Department of Education.

When authorized by law, participants in other federal or state programs may be directly certified, without further application, for enrollment in the free and reduced-price meals program. (Education Code 49561; 42 USC 1758)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6175 - Migrant Education Program)

Verification of Eligibility

Not later than November 15 of each year, the Superintendent or designee shall verify the eligibility of a sample of household applications approved for the school year in accordance with the sample sizes and procedures specified in 42 USC 1758 and 7 CFR 245.6a. (42 USC 1758; 7 CFR 245.6a)

If the review indicates that the initial eligibility determination is correct, the Superintendent or designee shall verify the approved household application. If the review indicates that the initial eligibility determination is incorrect, the Superintendent or designee shall: (42 USC 1758; 7 CFR 245.6a)

1. If the eligibility status changes from reduced price to free, make the increased benefits immediately available and notify the household of the change in benefits
2. If the eligibility status changes from free to reduced price, first verify the application, then notify the household of the correct eligibility status, and, when required by law, send a notice of adverse action as described below
3. If the eligibility status changes from free or reduced price to paid, send the household a notice of adverse action as described below

If any household is to receive a reduction or termination of benefits as a result of verification activities, or if the household fails to cooperate with verification efforts, the Superintendent or designee shall reduce or terminate benefits, as applicable, and shall properly document and retain on file in the district the reasons for ineligibility. He/she also shall send a notice of adverse action to any household that is to receive a reduction or termination of benefits. Such notice shall be provided 10 days prior to the actual reduction or termination of benefits. The notice shall advise the household of: (7 CFR 245.6a)

1. The change and the reasons for the change

2. The right to appeal, when the appeal must be filed to ensure continued benefits while awaiting a hearing and decision, and instructions on how to appeal
3. The right to reapply at any time during the school year

Confidentiality/Release of Records

The Superintendent designates the following district employee(s) to use individual records pertaining to student participation in the free and reduced-price meals program for the purpose of disaggregation of academic achievement data or for the identification of students in any program improvement school eligible for school choice and supplemental educational services pursuant to 20 USC 6316: ~~Assistant Superintendent of Educational Services~~. **Chief Business Official**

In using the records for such purposes, the following conditions shall be satisfied: (Education Code 49558)

1. No individual indicators of participation in the free and reduced-price meals program shall be maintained in the permanent records of any student if not otherwise allowed by law.

(cf. 5125 - Student Records)

2. Information regarding individual student participation in the free and reduced-price meals program shall not be publicly released.

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

3. All other confidentiality provisions required by law shall be met.
4. Information collected regarding individual students certified to participate in the free and reduced-price meals program shall be destroyed when no longer needed for its intended purpose.

Nondiscrimination Plan

The district's plan for students receiving free or reduced-price meals shall ensure the following: (Education Code 49557; 42 USC 1758)

1. The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.
2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.
3. The students shall not be required to work for their meals or for milk.

4. The students shall not be required to use a separate dining area, go through a separate serving line or entrance, or consume their meals or milk at a different time.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3555 - Nutrition Program Compliance)

When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price. (Education Code 49557; 7 CFR 245.8)

Prices

The maximum price that shall be charged to eligible students for reduced-price meals shall be 40 cents for lunch and 30 cents for breakfast. (42 USC 1758, 1773)

(11/04 11/07) 3/11

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

Business and Noninstructional Operations

Nutrition Program Compliance

The Governing Board recognizes the district's responsibility to comply with state and federal nondiscrimination laws as they apply to the district's nutrition programs. The district shall not deny any individual the benefits or service of any nutrition program or discriminate against him/her because of his/her race, color, national origin, gender, sex, sexual orientation, disability, or any other basis prohibited by law, in its implementation of such a program. **on any basis prohibited by law.**

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 5030 - Student Wellness)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 5030 - Student Wellness)

Coordinator

The Board designates the compliance officer specified in AR 1312.3—Uniform Complaint Procedures as coordinator of the district's efforts to comply with the laws governing its nutrition programs and to investigate any related complaints. Any complaint concerning the district's nutrition programs shall be investigated using the process identified in the section entitled "Procedures" in the district's AR 1312.3—Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

The coordinator shall provide training on the laws, regulations, procedures, and directives related to the district's nutrition programs to district employees involved in administering them. The coordinator also shall develop procedures and systems that do not restrict the participation of individuals in the district's nutrition programs, based on their race, ethnicity, or disability, and that prevent district employees from incorrectly denying the applications for participation submitted by such individuals.

The coordinator shall develop and maintain a system for collecting racial and ethnic data of participants in the district's nutrition programs and shall, at least annually, report to the Board on whether the district's nutrition programs are effectively reaching eligible individuals and whether and where additional outreach may be needed.

~~(cf. 5022—Students and Family Privacy Rights)
(cf. 5125—Student Records)~~

~~When a significant number of participants or potential participants in the district's nutrition programs are only non-English speakers, the coordinator shall make an appropriate language translation available.~~

~~(cf. 5020—Parent Rights and Responsibilities)
(cf. 6020—Parent Involvement)
(cf. 6174—English Language Learners)~~

~~The coordinator also shall ensure that the district's nutrition programs accommodate the special dietary needs of any individual with a disability who has on file a medical statement that restricts his/her diet because of his/her disability.~~

~~(cf. 5141.27—Food Allergies/Special Dietary Needs)
(cf. 6159—Individualized Education Program)
(cf. 6164.6—Identification and Education Under Section 504)~~

~~***Note: According to the CDE's Civil Rights and Complaint Procedures for the Child Nutrition Programs, districts are required to appoint a civil rights coordinator to be responsible for ensuring district compliance with law governing child nutrition programs. The following paragraph may be revised to reflect district practice.***~~

The Board designates the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the district's civil rights coordinator to ensure compliance with the laws governing its nutrition programs and to investigate any related complaints.

~~***Note: Items #1-10 below reflect the duties of the coordinator as provided in CDE's Civil Rights and Complaint Procedures for the Child Nutrition Programs.***~~

The responsibilities of the compliance officer/coordinator include, but are not limited to:

1. Providing the name of the civil rights coordinator, Section 504 coordinator, and Title IX coordinator, if different from the civil rights coordinator, to the California Department of Education and other interested parties

(cf. 6164.6 - Identification and Education Under Section 504)

2. Annually providing mandatory civil rights training to all frontline staff who interact with program applicants or participants and to those who supervise frontline staff

~~***Note: FNS Instruction 113-1 lists required components of training that must be provided to nutrition program staff, as provided below.***~~

The subject matter of such training shall include, but not be limited to, collection and use

of data, effective public notification systems, complaint procedures, compliance review techniques, resolution of noncompliance, requirements for reasonable accommodation of persons with disabilities, requirements for language assistance, conflict resolution, and customer service.

3. Establishing admission and enrollment procedures that do not restrict enrollment of students on the basis of race, ethnicity, national origin, or disability, including preventing staff from incorrectly denying applications and ensuring that such persons have equal access to all programs

(cf. 6159 - Individualized Education Program)

4. Sending a public release announcing the availability of the child nutrition programs and/or changes in the programs to public media and to community and grassroots organizations that interact directly with eligible or potentially eligible participants

5. Communicating the program's nondiscrimination policy and applicable complaint procedures, as provided in the section "Notifications" below

6. Providing appropriate translation services when a significant number of persons in the surrounding population have limited English proficiency

7. Ensuring that every part of a facility is accessible to and usable by persons with disabilities and that participants with disabilities are not excluded from the benefits or services due to inaccessibility of facilities

8. Ensuring that special meals are made available to participants with disabilities who have a medical statement on file documenting that their disability restricts their diet

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

9. Implementing procedures to process and resolve civil rights (discrimination) complaints and program-related complaints, including maintaining a complaint log and working with the appropriate person to resolve any complaint

~~***Note: Districts receiving federal financial assistance are required to request racial/ethnic data of all program applicants and participants for purposes of determining whether the program reaches potential eligible persons, identifying areas where additional outreach is needed, selecting locations for compliance reviews, and completing required reports. According to FNS Instruction 113-1, using the applicant's self-identification or self-reporting is the preferred method of obtaining racial and ethnic data.***~~

10. Developing a method, which preferably uses self-identification or self-reporting, to collect racial and ethnic data for potentially eligible populations, applicants, and

participants

**(cf. 5022 - Students and Family Privacy Rights)
(cf. 5125 - Student Records)**

Notifications

~~The coordinator shall ensure that the U.S. Department of Agriculture's "And Justice for All" or other approved Nutrition Programs Civil Rights posters are displayed in areas visible to the district's nutrition program participants, such as food service areas and school offices.~~

~~Annually, the coordinator shall notify all students, parents/guardians, and employees of program requirements and the procedures for filing a complaint, through the district's usual means of notification.~~

~~(cf. 4112.9/4212.9/4312.9—Employee Notifications)
(cf. 5145.6—Parental Notifications)~~

~~In addition, the coordinator shall ensure that every informational release, publication, or poster concerning the district's nutrition programs and/or activities includes, in a prominent location, the following statement:~~

~~*"In accordance with federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability. In addition, California law prohibits discrimination on any basis identified in Government Code 12940.*~~

~~*To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer."*~~

~~However, if the document is no more than one page and there is no room to print the full nondiscrimination statement, the district may instead use the statement "This institution is an equal opportunity provider" in the same print size as the rest of the text.~~

~~When a complaint is unresolved at the district level, the coordinator shall notify the complainant of the option to contact and/or forward his/her complaint to one of the following agencies:~~

- ~~1. Child Nutrition Program Civil Rights and Program Complaint Coordinator, California Department of Education, Nutrition Services Division, 1430 N Street, Room 1500, Sacramento, CA 95814-2342 or call 916-445-0850 or 800-952-5609~~

2. ~~Office of Civil Rights, USDA, Western Region, 90 Seventh Street, Suite 10-100, San Francisco, CA 94103 or call 415-705-1336 or fax 415-705-1364 or email Joe.Torres@fns.usda.gov~~
3. ~~USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call 800-795-3272 or 202-720-6382 (TTY)~~

Legal Reference:

EDUCATION CODE

~~200-262.4 Prohibition of discrimination
48985 Notices to parents in language other than English
49060-49079 Student records
49490-49590 Child nutrition programs~~

PENAL CODE

~~422.55 Definition of hate crime
422.6 Interference with constitutional right or privilege~~

CODE OF REGULATIONS, TITLE 5

~~3080 Application of section
4600-4687 Uniform complaint procedures
4900-4965 Nondiscrimination in elementary and secondary education programs~~

UNITED STATES CODE, TITLE 20

~~1400-1482 Individuals with Disabilities in Education Act
1681-1688 Discrimination based on sex or blindness, Title IX~~

UNITED STATES CODE, TITLE 29

~~794 Section 504 of the Rehabilitation Act of 1973~~

UNITED STATES CODE, TITLE 42

~~2000d-2000d-7 Title VI, Civil Rights Act of 1964
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended
2000h-2000h-6 Title IX~~

~~12101-12213 Americans with Disabilities Act~~

CODE OF FEDERAL REGULATIONS, TITLE 28

~~35.101-35.190 Americans with Disabilities Act~~

~~36.303 Auxiliary aids and services~~

CODE OF FEDERAL REGULATIONS, TITLE 34

~~100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI~~

~~104.1-104.39 Section 504 of the Rehabilitation Act of 1973~~

~~106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:~~

~~106.9 Dissemination of policy~~

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION, NUTRITION SERVICES DIVISION
PUBLICATIONS

~~Civil Rights and Complaint Procedures for Child Nutrition Programs, March 2010~~

U.S. DEPARTMENT OF AGRICULTURE, FOOD AND NUTRITION SERVICE
PUBLICATIONS

~~Civil Rights Compliance and Enforcement—Nutrition Programs and Activities, FNS Instruction 113-1, November 2005~~

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

~~Protecting Students from Harassment and Hate Crime, January 1999~~

~~Notice of Non-Discrimination, January 1999~~

WEB SITES

~~California Department of Education, Nutrition Services Division: <http://www.ede.ca.gov/ls/nu>~~

~~U.S. Department of Agriculture, Food and Nutrition Services: <http://www.fns.usda.gov>~~

~~U.S. Department of Agriculture, Office for Civil Rights: <http://www.ascr.usda.gov>~~

~~U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>~~

~~Issued: 7/10~~

The U.S. Department of Agriculture's (USDA) "And Justice for All" civil rights poster or a substitute poster approved by the USDA's Food and Nutrition Service shall be displayed in areas visible to the district's nutrition program participants, such as food service areas and school offices.

~~***Note: FNS Instruction 113-1 requires districts to notify nutrition program applicants, participants, and potentially eligible persons of program availability, rights, and responsibilities and to advise them at each service delivery site (e.g., the school) regarding the procedure for filing a complaint. Such notice may be distributed through student and parent/guardian handbooks or other method of parental notifications.***~~

The coordinator shall notify the public, all program applicants, participants, and potentially eligible persons of their program rights and responsibilities and steps necessary for participation. Applicants, participants, and the public also shall be advised of their right to file a complaint, how to file a complaint, the complaint procedures, and that a complaint may be file anonymously or by a third party.

(cf. 5145.6 - Parental Notifications)

~~***Note: As part of its instructions to all recipients of federal funds, FNS requires that all forms of communication available to the public regarding program availability also contain information about that recipient's status as an equal opportunity provider and the address of the agency with responsibility to handle complaints made against the recipient. FNS provides specific language for the notification and prohibits its modification in any way. The FNS requires that all documents, pamphlets, brochures, and other materials be updated to include the 2015 statement when supplies are exhausted, but no later than September 30, 2016.***~~

In addition, all forms of communication available to the public regarding program availability shall contain, in a prominent location, the following statement:

"In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;**
- (2) fax: (202) 690-7442; or**
- (3) email: program.intake@usda.gov.**

This institution is an equal opportunity provider."

Forms of communication requiring this nondiscrimination statement include, but are not limited to, web sites, public information releases, publications, and posters, but exclude menus. The nondiscrimination statement need not be included on every page of program information on the district's or school's web site, but the statement or a link to the statement shall be included on the home page of the program information.

A short version of the nondiscrimination statement, stating "This institution is an equal opportunity provider," may be used on pamphlets, brochures, and flyers in the same print size as the rest of the text.

Complaints

Any complaint concerning the district's nutrition programs shall be investigated using the process identified in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

When a complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability is unresolved at the district level, the coordinator shall notify the complainant of the option to contact and/or forward his/her complaint to one of the following agencies:

1. Child Nutrition Program Civil Rights and Program Complaint Coordinator, California Department of Education, Nutrition Services Division, 1430 N Street, Room 4503, Sacramento, CA 95814-2342 or call (916) 323-8531 or (800) 952-5609
2. U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, (866) 632-9992, (800) 877-8339 (Federal Relay Service - English), (800) 845-6136 (Federal Relay Service - Spanish), fax (202) 690-7442, or email program.intake.usda.gov.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

49060-49079 Student records

49490-49590 Child nutrition programs

PENAL CODE

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 7

210.23 National School Lunch Program, district responsibilities
215.7 Special Milk Program, requirements for participation
215.14 Special Milk Program, nondiscrimination
220.7 School Breakfast Program, requirements for participation
225.3 Summer Food Service Program, administration
225.7 Summer Food Service Program, program monitoring
CODE OF FEDERAL REGULATIONS, TITLE 28
35.101-35.190 Americans with Disabilities Act
36.303 Auxiliary aids and services
CODE OF FEDERAL REGULATIONS, TITLE 34
100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI
104.1-104.39 Section 504 of the Rehabilitation Act of 1973
106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:
106.9 Dissemination of policy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
Civil Rights and Complaint Procedures for the U.S. Department of Agriculture Child Nutrition Programs, rev. November 2015
U.S. DEPARTMENT OF AGRICULTURE, FOOD AND NUTRITION SERVICE PUBLICATIONS
Civil Rights Compliance and Enforcement - Nutrition Programs and Activities, FNS Instruction 113-1, November 2005
U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS
Notice of Non-Discrimination, August 2010
WEB SITES
California Department of Education, Nutrition Services Division:
<http://www.cde.ca.gov/ls/nu>
U.S. Department of Agriculture, Food and Nutrition Services: <http://www.fns.usda.gov>
U.S. Department of Agriculture, Office for Civil Rights: <http://www.ascr.usda.gov>
U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>

(7/10) 7/16

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First reading: September 21, 2016

Adopted:

King City, California

Personnel

Certification

The Governing Board recognizes that the district's ability to provide a high-quality educational program is dependent upon the employment of certificated staff who are adequately prepared and have demonstrated proficiency in basic skills and in the subject matter to be taught. The Superintendent or designee shall ensure that persons employed in positions requiring certification qualifications possess the appropriate credential or permit from the Commission on Teacher Credentialing (CTC) authorizing their employment in such positions.

- (cf. 4111/4211/4311 - Recruitment and Selection)*
- (cf. 4112.21 - Interns)*
- (cf. 4112.22 - Staff Teaching Students of Limited English Proficiency)*
- (cf. 4112.23 - Special Education Staff)*
- (cf. 4112.5/4312.5 - Criminal Record Check)*
- (cf. 4113 - Assignment)*
- (cf. 4121 - Temporary/Substitute Personnel)*
- (cf. 5148 - Child Care and Development)*
- (cf. 6178 - Career Technical Education)*
- (cf. 6178.2 - Regional Occupational Center/Program)*
- (cf. 6200 - Adult Education)*

~~All teachers of core academic subjects shall meet the requirements of the No Child Left Behind Act. (20 USC 6319, 7801; 5 CCR 6100-6125)~~

~~*(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)*~~

The Superintendent or designee shall provide assistance and support to teachers holding preliminary credentials to enable them to meet the qualifications required for the clear credential.

- (cf. 4131 - Staff Development)**
- (cf. 4131.1 - Teacher Support and Guidance)**

When a credentialed teacher or intern is not available, the district may request that the CTC issue a short-term staff permit, provisional internship permit (PIP), visiting faculty permit, emergency permit, or credential waiver under the conditions and limitations provided in state or federal law.

When requesting a PIP, the Board shall approve, as an action item at a public Board meeting, a notice of intent to employ the applicant in the identified position. (5 CCR 80021.1)

Before requesting a visiting faculty permit or emergency permit, the Board shall annually approve a Declaration of Need for Fully Qualified Educators as an action item at a regularly scheduled public Board meeting. (Education Code 44300.1; 5 CCR 80026)

The Superintendent or designee shall provide support and guidance to noncredentialed teachers in accordance with law to ensure the quality of the instructional program. He/she also may provide assistance and support to staff holding preliminary credentials to help them meet the qualifications required for the professional clear credential.

(cf. 4131 - Staff Development)
(cf. 4131.1 - Beginning Teacher Support/Induction)
(cf. 4138 - Mentor Teachers)

Priorities for Hiring Based on Unavailability of Credentialed Teacher

~~***Note: When the district is unable to hire a "fully prepared" teacher who has completed a teacher preparation program (i.e., a teacher who holds a clear or preliminary teaching credential), Education Code 44225.7 permits the district to hire a teacher without those credentials. Education Code 44225.7 establishes a hierarchy for such hires, as provided in items #1-3 below.***~~

The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher for each assignment. Whenever a teacher with a clear or preliminary credential is not available, the Superintendent or designee shall make reasonable efforts to recruit an individual for the assignment in the following order: (Education Code 44225.7)

~~***Note: Pursuant to Education Code 44225.7, if a credentialed teacher is not available, priority must be given to employing an individual who is enrolled in an approved intern program, as provided in item #1 below. CTC Coded Correspondence 13-01 clarifies that such an individual must possess a CTC issued intern credential.***~~

1. A candidate who enrolls in an approved intern program in the region of the district and possesses an intern credential

~~***Note: Pursuant to Education Code 44225.7, next priority for filling a position should be for a candidate who is scheduled to complete preliminary credential requirements within six months, as provided in item #2 below. CTC Coded Correspondence 13-01 clarifies that such an individual must qualify for and obtain a provisional internship permit (PIP) or short-term staff permit (STSP).***~~

~~***Note: Pursuant to 5 CCR 80021-80021.1, the district may employ persons with an STSP when needed to immediately staff classrooms based on unforeseen circumstances, or a PIP when the district has conducted a diligent search but has been unable to recruit a credentialed teacher. Each of these options requires the district to provide orientation, training, and/or guidance; see the accompanying administrative regulation.***~~

2. A candidate who is scheduled to complete preliminary credential requirements within six months and who holds a provisional internship permit (PIP) or short-term staff permit issued by the CTC

~~***Note: 5 CCR 80021.1 requires that a notice of intent to employ a person with a PIP be made public as described in the following paragraph. A copy of the agenda item and the Superintendent or designee's verification of the Governing Board's favorable action must be included as part of the application to the CTC along with other required verifications; see the accompanying administrative regulation.***~~

The Board shall approve, as an action item at a public Board meeting, a notice of its intent to employ a PIP applicant for a specific position. (5 CCR 80021.1)

~~***Note: Pursuant to Education Code 44225.7, when the district is unable to recruit a credentialed teacher or a teacher who meets the qualifications specified in items #1-2 above, it may request that the CTC issue a "variable term" credential waiver (Education Code 44225; 5 CCR 80120-80125) or a long-term emergency permit (Education Code 44300; 5 CCR 80023-80026.6), as provided in item #3 below.***~~

~~***Note: The STSP and PIP have replaced multiple subject, single subject, and education specialist emergency permits, but the CTC continues to issue the emergency resource specialist permit (5 CCR 80024.3.1), emergency teacher librarian services permit (5 CCR 80024.6), emergency crosscultural, language and academic development permit (5 CCR 80024.8), and emergency bilingual authorization permit (5 CCR 80024.7).***~~

3. An individual who holds an emergency permit or for whom a credential waiver has been granted by the CTC

~~***Note: Pursuant to 5 CCR 80023.2, 80026, and 80027-80027.1, the Board must annually approve a Declaration of Need for Fully Qualified Educators prior to hiring a person with an emergency permit or a limited assignment permit to teach outside his/her area of certification. The form for the Declaration of Need is available in the CTC's online Credential Information Guide, which may be accessed only by employers. Pursuant to 5 CCR 80026, the Declaration of Need must be approved at a regularly scheduled public Board meeting and is valid for up to 12 months, expiring on June 30 following its submission to CTC.***~~

Prior to requesting that the CTC issue an emergency permit pursuant to item #3 above or a limited assignment permit which allows a fully credentialed teacher to teach outside of his/her area of certification while working toward an added or supplementary authorization, the Board shall annually approve a Declaration of Need for Fully Qualified Educators. The Declaration of Need shall be approved by the Board as an action item at a regularly scheduled public Board meeting, with the entire Declaration of Need being included in the Board agenda. (Education Code 44225, 44225.7; 5 CCR 80023.2, 80026, 80027, 80027.1)

The Declaration of Need shall certify that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) and that the district has made reasonable efforts to recruit individuals who meet the qualifications

specified in items #1-2 above. The Declaration of Need shall also indicate the number and type of emergency permits that the district estimates it will need during the valid period of the Declaration of Need, based on the previous year's actual needs and projections of enrollment. Whenever the actual number of permits needed exceeds the estimate by 10 percent, the Board shall revise and resubmit the Declaration of Need. (5 CCR 80026)

Whenever it is necessary to employ noncredentialed teachers to fill a position requiring certification qualifications, the Superintendent or designee shall provide support and guidance in accordance with law to ensure the quality of the instructional program.

National Board for Professional Teaching Standards Certification

The Board encourages district teachers to voluntarily seek additional certification from the National Board for Professional Teaching Standards which demonstrates advanced knowledge and teaching skills.

The Superintendent or designee shall inform all teachers about the program and how to acquire the necessary application and information materials. The Superintendent or designee may provide release time fee support, a stipend upon completion, or other support to teachers participating in the program contingent upon funding.

(cf. 4161.3 - Professional Leaves)

Legal Reference:

EDUCATION CODE

~~8360-8370 Qualifications of child care personnel
32340-32341 Unlawful issuance of a credential
35186 Complaints regarding teacher vacancy or misassignment
41520-41522 Teacher Credentialing Block Grant
42647 Eligibility to issue warrants
44066 Limitations on certification requirements
44200-44399 Teacher credentialing, especially:
44250-44277 Credential types; minimum requirements
44279.1-44279.7 Beginning Teacher Support and Assessment Program
44300-44302 Emergency permits and visiting faculty permits
44320.2 Teachers' performance assessment
44325-44328 District interns
44330-44355 Certificates and credentials
44380-44387 Alternative certification program
44395-44399 National Board for Professional Teaching Standards
44420-44440 Revocation and suspension of credentials
44450-44468 University internship program
44560-44562 Certificated Staff Mentoring Program
44735 Teaching as a Priority Block Grant~~

~~44830-44929 Employment of certificated persons; requirement of proficiency in basic skills~~

~~56060-56063 Substitute teachers in special education~~

~~CODE OF REGULATIONS, TITLE 5~~

~~6100-6125 Teacher qualifications, No Child Left Behind Act~~

~~80001-80674.6 Commission on Teacher Credentialing~~

~~UNITED STATES CODE, TITLE 20~~

~~6311 Parental notifications~~

~~6312 Title I local educational agency plan~~

~~6319 Highly qualified teachers~~

~~7801 Definitions, highly qualified teacher~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~200.55-200.57 Highly qualified teachers~~

~~200.61 Parent notification regarding teacher qualifications~~

~~COURT DECISIONS~~

~~Association of Mexican American Educators et al. v. State of California and the Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534~~

~~Management Resources:~~

~~COMMISSION ON TEACHER CREDENTIALING CODED CORRESPONDENCE~~

~~08-11 Approval of Amendments to Title 5 Regulations Pertaining to Multiple Subject, Single Subject or Education Specialist Short Term Staff Permit, July 18, 2008~~

~~08-09 New Online Credential View and Print Process, July 3, 2008~~

~~07-23 Visiting Faculty Permit, December 14, 2007~~

~~07-19 Designated Subjects Career Technical Education Teaching Credential, December 14, 2007~~

~~COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS~~

~~Teacher Supply in California: A Report to the Legislature, April 2008~~

~~Standards of Quality and Effectiveness for Professional Teacher Induction Programs, June 2008~~

~~The Administrator's Assignment Manual, rev. September 2007~~

~~Standards of Quality and Effectiveness for Professional Teacher Preparation Programs, rev. March 2007~~

~~California Standards for the Teaching Profession, July 1997~~

~~U.S. DEPARTMENT OF EDUCATION GUIDANCE~~

~~Improving Teacher Quality State Grants, rev. October 5, 2006~~

~~WEB SITES~~

~~CSBA: <http://www.csba.org>~~

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

~~California Teacher Credentialing Examinations: <http://www.etcexams.nesinc.com>~~

~~Commission on Teacher Credentialing: <http://www.etc.ca.gov>~~

~~Commission on Teacher Credentialing, Commission's Information Guide (for employers' use only):~~

~~<http://www.etc.ca.gov/credentials/cig>"><http://www.etc.ca.gov>"><http://www.etc.ca.gov/credentials/cig>~~

~~National Board for Professional Teaching Standards: <http://www.nbpts.org>~~

~~U.S. Department of Education: <http://www.ed.gov>~~

~~(3/04-11/05)-11/08~~

Parental Notifications

~~***Note: The following section is for use by districts that receive federal Title I funds, and may be used or adapted by other districts at their discretion.***~~

~~***Note: 20 USC 6312 requires districts receiving federal Title I funds to provide the following annual notification to parents/guardians of students in any school receiving Title I funds. Such districts may choose to provide the same notification to all schools, regardless of whether or not they receive Title I funds. As amended by the Every Student Succeeds Act (P.L. 114-95), 20 USC 6312 no longer requires the notification to include the right of parents/guardians to request information about a teacher's baccalaureate major or graduate certification or degree held by the teacher.***~~

At the beginning of each school year, the Superintendent or designee shall notify the parents/guardians of each student attending a school receiving Title I funds that they may request information regarding the professional qualifications of their child's classroom teacher including, but not limited to, whether the teacher: (20 USC 6312)

- 1. Has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction**
- 2. Is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived**
- 3. Is teaching in the field of discipline of his/her certification**

(cf. 5145.6 - Parental Notifications)

~~***Note: As amended by P.L. 114-95, 20 USC 6312 requires the following notice to parents/guardians whenever a student has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements.***~~

In addition, the Superintendent or designee shall notify parents/guardians in a timely manner whenever their child has been assigned, or has been taught for four or more consecutive weeks by, a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area to which the teacher has been assigned. (20 USC 6312)

Legal Reference:

EDUCATION CODE

8360-8370 Qualifications of child care personnel

32340-32341 Unlawful issuance of a credential

35186 Complaints regarding teacher vacancy or misassignment
44066 Limitations on certification requirements
44200-44399.1 Teacher credentialing, especially:
44250-44277 Credential types; minimum requirements
44300-44302 Emergency permit
44325-44328 District interns
44330-44355 Certificates and credentials
44420-44440 Revocation and suspension of credentials
44450-44468 University intern program
44830-44929 Employment of certificated persons; requirement of proficiency in basic skills
56060-56063 Substitute teachers in special education
CODE OF REGULATIONS, TITLE 5
80001-80674.6 Commission on Teacher Credentialing
UNITED STATES CODE, TITLE 20
6312 Title I local educational agency plans; notifications regarding teacher qualifications
CODE OF FEDERAL REGULATIONS, TITLE 34
200.61 Parent notification regarding teacher qualifications
COURT DECISIONS
Association of Mexican-American Educators et al. v. State of California and the
Commission on Teacher Credentialing, (1993) 836 F.Supp. 1534

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-667 Basic Skills Requirement

CL-856 Provisional Internship Permit

CL 858 Short-Term Staff Permit

13-01 Hiring Hierarchy in Education Code 44225.7, Coded Correspondence, January 30, 2013

Subject Matter Authorization Guideline Book, 2012

Supplementary Authorization Guideline Book, 2012

California Standards for the Teaching Profession, 2009

The Administrator's Assignment Manual, rev. September 2007

WEB SITES

CSBA: <http://www.csba.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Commission on Teacher Credentialing, Credential Information Guide (for employers' use only): <http://www.ctc.ca.gov/credentials/cig>

National Board for Professional Teaching Standards: <http://www.nbpts.org>

U.S. Department of Education: <http://www.ed.gov>

(11/08 8/14) 7/16

Policy **SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT**

First Reading: September 21, 2016

Adopted:

King City, California

Personnel

Assignment

~~***Note: Education Code 35035 gives the Superintendent or designee the authority to assign personnel subject to Governing Board approval. The following optional policy may be revised to reflect district practice.***~~

In order to serve the best interests of students and the educational program, the Governing Board authorizes the Superintendent or designee to assign certificated personnel to positions for which their preparation, certification, professional experience, and aptitude qualify them.

(cf. 4112.2 - Certification)

(cf. 4112.21 - Interns)

(cf. 4112.22 - Staff Teaching English Language Learners)

(cf. 4112.23 - Special Education Staff)

(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)

Teachers may be assigned to any school within the district in accordance with the collective bargaining agreement or Board policy.

(cf. 4141/4241 - Collective Bargaining Agreement)

Assignment to Courses/Classes

The Superintendent or designee shall assign teachers to courses based on the grade level and subject matter authorized by their credentials.

When there is no credential authorization requirement for teaching an elective course, the Superintendent or designee shall select the credentialed teacher whose knowledge and skills best prepare him/her to provide instruction in that subject.

~~***Note: The Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual describes "local teaching assignment options" available to districts when assigning a teacher outside his/her credential authorization. See the accompanying administrative regulation for requirements pertaining to assignments to departmentalized classes in grades K-12 (Education Code 44258.3) or elective courses (Education Code 44258.7).***~~

~~***Note: According to the CTC manual, it is inappropriate to use a local teaching assignment option for an individual who holds an emergency permit, provisional internship permit (PIP), or short term staff permit (STSP). For information about the circumstances under which persons holding these permits may be employed, see BP/AR 4112.2—Certification. If a district uses a local teaching assignment option for a holder of an intern credential, the CTC cautions that the district must ensure that the individual meets the specific requirements of the teaching assignment option as well as the requirements of the intern credential; see BP/AR 4112.21—~~

Interns for further information about intern programs.***

Note: The CTC manual indicates that a district may use the options at its discretion. The following paragraph may be revised to reflect options available in the district.

When specifically authorized by law or regulation, the Superintendent or designee may assign a teacher, with his/her consent, to a position outside his/her credential authorization in accordance with the local teaching assignment options described in the Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual. Assignments made pursuant to Education Code 44256, 44258.2, and 44263 shall be annually approved by Board resolution. In such cases, the Superintendent or designee shall reference in district records the statute or regulation under which the assignment is authorized.

(cf. 3580 - District Records)

Note: Education Code 44258.9 provides that the County Superintendent of Schools is responsible for monitoring district assignment practices and vacancies, as defined in Education Code 33126, and reporting the results to the CTC. Pursuant to Education Code 44258.9, the County Superintendent must annually monitor and review assignment practices in (1) schools and districts likely to have problems with teacher misassignment and vacancies based on past experience and other available information, and (2) schools ranked in deciles 1-3 on the statewide Academic Performance Index (API). However, the API has been suspended pending transition to a new state accountability system. All other schools undergo review of assignment practices on a four year cycle. In counties in which there is a single school district, the CTC is responsible for monitoring teacher assignments.

Note: Education Code 33126 requires that vacancies and misassignments be reported on the School Accountability Report Card. Also, Education Code 35186 requires districts to develop procedures by which a parent/guardian can file a complaint related to teacher misassignments or vacancies. See AR/E 1312.4 - Williams Uniform Complaint Procedures.

Note: Pursuant to Education Code 44258.9, the County Superintendent is required to notify any certificated administrator responsible for a misassignment and advise him/her to correct it within 30 calendar days. The County Superintendent is also required to notify the Superintendent of any district where five percent or more of the certificated teachers in the secondary schools are misassigned, advising him/her to correct the misassignments within 120 calendar days. If a teacher believes he/she has been misassigned, he/she is authorized, after exhausting any local remedies, to file a written notification with the County Superintendent, who must advise the teacher as to the legality of the assignment within 15 working days.

The Superintendent or designee shall periodically report to the Board on teacher assignments and vacancies, including the number and type of assignments made outside a teacher's credential authorization through a local teaching assignment option. Whenever district misassignments and vacancies are reviewed by the County Superintendent of Schools or CTC, as applicable, the Superintendent or designee shall report the results to the Board and shall provide

recommendations for remedying any identified issues.

(cf. 1312.4 - Williams Uniform Complaint Procedures)

Equitable Distribution of Qualified Teachers

~~***Note: The following section may be revised to reflect district practice. 20 USC 6312, as amended by the Every Student Succeeds Act (ESSA) (P.L. 114-95), maintains the requirement that the Title I local educational agency (LEA) plan include a description of how the district will identify and address, consistent with the state's ESSA plan, any disparities that result in low-income or minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers. The LEA plan will be transitioned out at the end of the 2016-17 school year. According to the California Department of Education's (CDE) Every Student Succeeds Act 2016-17 School Year Transition Plan (April 2016), districts will meet Title I planning requirements through the local control and accountability plan and the consolidated application reporting system beginning with the 2017-18 school year.***~~

~~***Note: According to the U.S. Department of Education's Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions (May 2016), the approved State Plan to Ensure Equitable Access to Excellent Educators remains in effect through the 2016-17 school year and states may, but are not required to, amend the plan. The CDE's transition plan indicates that districts will not be required to participate in the state's Compliance Monitoring, Interventions and Sanctions (CMIS) program in the 2016-17 school year and that the CDE intends to update the CMIS with new guidelines.***~~

The Superintendent or designee shall ensure that highly qualified and experienced teachers are equitably distributed among district schools, including those with higher than average levels of low-income, minority, and/or academically underperforming students. He/she shall annually report to the Board comparisons of teacher qualifications across district schools, including the number of teachers serving under a provisional internship permit, short-term staff permit, intern credential, emergency permit, or credential waiver.

(cf. 0520.2 - Title I Program Improvement Schools)

Strategies for ensuring equitable access to experienced teachers may include, but are not limited to, incentives for voluntary transfers, provision of professional development, and/or programs to recruit and retain effective teachers.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 4111 - Recruitment and Selection)

(cf. 4114 - Transfers)

(cf. 4131 - Staff Development)

(cf. 4131.1 - Teacher Support and Guidance)

(cf. 6171 - Title I Programs)

Legal Reference:

EDUCATION CODE

33126 School accountability report card
35035 Additional powers and duties of superintendent
35186 Complaint process
37616 Assignment of teachers to year-round schools
44225.6 Commission report to the legislature re: teachers
44250-44277 Credentials and assignments of teachers
44314 Subject matter programs, approved subjects
44824 Assignment of teachers to weekend classes
44955 Reduction in number of employees

GOVERNMENT CODE

3543.2 Scope of representation

CODE OF REGULATIONS, TITLE 5

80003-80005 Credential authorizations
80020-80020.5 Additional assignment authorizations
80335 Performance of unauthorized professional services
80339-80339.6 Unauthorized certificated employee assignment

UNITED STATES CODE, TITLE 20

6311 State plan
6312 Local educational agency plans
6601-6651 Teacher and Principal Training and Recruiting Fund

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California State Plan to Ensure Equitable Access to Excellent Educators
Every Student Succeeds Act 2016-17 School Year Transition Plan, April 2016

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Administrator's Assignment Manual - Updates and Revisions, May 2014
The Administrator's Assignment Manual, rev. September 2007

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Transitioning to the Every Student Succeeds Act (ESSA): Frequently Asked Questions, rev. May 4, 2016

Improving Teacher Quality State Grants: ESEA Title II, Part A, rev. October 5, 2006

WEB SITES

CSBA: <http://www.csba.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Department of Education: <http://www.ed.gov>

(11/04 3/09) 7/16

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
First Reading: September 21, 2016
Adopted: King City, California

Personnel

Assignment

Assignment to Departmentalized Classes Outside Credential Authorization

~~***Note: Education Code 44258.3 allows the Governing Board to assign the holder of a credential (including a provisional internship permit or short term staff permit, but not an emergency permit) to teach any subject in departmentalized classes in any of grades K-12 provided that the Board first verifies that the teacher has adequate knowledge of each subject to be taught. If the district chooses to make such assignments, Education Code 44258.3 mandates the Board to establish policies and procedures, with specified components, for verifying the adequacy of these teachers' subject matter knowledge. Subject matter specialists as identified below must be involved in the development and implementation of these procedures. For further information, see the Commission on Teacher Credentialing's (CTC) Administrator's Assignment Manual.***~~

Any holder of a credential other than an emergency permit may be assigned, with his/her consent, to teach departmentalized classes in grades K-12 regardless of the designations on his/her teaching credential, provided that their subject matter knowledge is verified prior to the assignment. (Education Code 44258.3)

Procedures for verifying a teacher's subject matter knowledge shall be developed and implemented by the Superintendent or designee with the involvement of appropriate subject matter specialists, including curriculum specialists, resource teachers, classroom teachers certified to teach the subject, staff assigned to regional subject matter projects or curriculum institutes, or college faculty. (Education Code 44258.3)

~~***Note: Items #1-2 below may be revised to reflect procedures and criteria established by the district.***~~

Procedures to be used for this purpose shall specify: (Education Code 44258.3)

1. One or more of the following ways in which subject matter competence shall be assessed:
 - a. Observation by subject matter specialists
 - b. Oral interviews
 - c. Demonstration lessons
 - d. Presentation of curricular portfolios
 - e. Written examinations

2. Specific criteria and standards for verifying subject matter knowledge by any of the above methods. These criteria shall include, but need not be limited to, evidence of the individual's knowledge of the subject matter to be taught, including demonstrated knowledge of the curriculum framework for the subject and the specific content of the district's course of study for the subject at the grade level to be taught.

(cf. 4115 - Evaluation/Supervision)

Whenever a teacher is assigned to teach departmentalized classes pursuant to Education Code 44258.3, the Superintendent or designee shall notify the exclusive representative of the district's certificated employees. (Education Code 44258.3)

(cf. 4140/4240/4340 - Bargaining Units)

Assignment to Elective Courses Outside Credential Authorization

~~***Note: The following section is optional. Education Code 44258.7 authorizes districts to assign a teacher to an elective course outside his/her credential authorization provided that the teacher has special skills and preparation in that subject area and the assignment is approved by a local committee on assignments.***~~

~~***Note: In order to make such assignments, the district must submit a plan to the County Superintendent of Schools which includes, but is not limited to, statements signed by the Board president or chair and the Superintendent approving the establishment of the committee, procedures for the selection of committee members, term of office for committee members, and criteria for determining teachers' qualifications for these assignments.***~~

~~***Note: Pursuant to Education Code 44258.7, an "elective course" for this purpose is a course other than English, mathematics, science, or social science. The CTC's Administrator's Assignment Manual clarifies that whether a course is considered to be within these subject areas or an elective depends on whether students in the class receive graduation credit for the subject area. For instance, if a drama, speech, or journalism course grants graduation credit for English, then it cannot be taught by a teacher outside of his/her credential authorization under this option. However, if the course does not grant credit for English, then a teacher may be approved by the committee on assignments to teach the course outside his/her credential authorization.***~~

A full-time teacher with special skills and preparation outside his/her credential authorization may, with his/her consent and the prior approval of a district committee on assignments, be assigned to teach an elective course in the area of the special skills or preparation, excluding a course in English, mathematics, science, or social studies. (Education Code 44258.7)

The Superintendent or designee shall establish a committee on assignments, consisting of an equal number of teachers selected by teachers and school administrators selected by school administrators, to approve such assignments. (Education Code 44258.7)

~~***Note: The following two paragraphs are optional and may be revised to reflect district practice.***~~

Committee members shall serve a two-year term but may be reappointed using the same procedure as the initial appointment.

When determining whether a teacher is qualified for an assignment pursuant to Education Code 44258.7, the committee may consider the teacher's education, prior experience, observation by subject matter specialists, oral interviews, demonstration lessons, presentation of curricular portfolios, and/or written examinations.

Assignments approved by the committee shall be for a maximum of one school year, but may be extended by action of the committee upon application by the principal and teacher. (Education Code 44258.7)

Assignment to Special Schedules

~~***Note: The following paragraph is for use by districts that operate one or more schools with year-round schedules in addition to schools with traditional schedules.***~~

The Superintendent or designee shall make every reasonable effort to accommodate the preferences of certificated staff when assigning them to schools with year-round or regular schedules. (Education Code 37616)

(cf. 6117 - Year-Round Schedules)

~~***Note: The following paragraph is for use by districts that have established weekend classes; see AR 6176 - Weekend/Saturday Classes.***~~

Full-time probationary or permanent classroom teachers employed by the district prior to implementation of weekend classes shall not, without their written consent, be required to teach for more than 180 full days during a school year or for more than the number of full days during the preceding school year, whichever is greater. No teacher shall be assigned to work on a Saturday or Sunday if he/she objects in writing that such assignment would conflict with his/her religious beliefs or practices. (Education Code 44824)

(cf. 6176 - Weekend/Saturday Classes)

(3/01 3/04) 3/09

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

First Reading: September 21, 2016

Adopted:

King City, California

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Resolution 03:16/17 Designation of
Authorized Agent to Sign School Orders

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

At the beginning of a school year the district is required to update their authorized listing of district staff to sign any orders or funds in the name of the district. With the resignation of the CBO and pending filling of the position the listing will include current staff members who are authorized to sign school orders.

Recommendation:

The recommendation is to approve Resolution 03:16/17 Designation of Authorized Agent to Sign School Orders.

Fiscal Impact:

None.

Submitted By:



Daniel R. Moirao, Ed.D.
Superintendent

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

RESOLUTION NO. 03:16/17

Designation of Authorized Agent to Sign School Orders

South Monterey County Joint Union High School District, Monterey County,

ON APPROVAL BY

Superintendent Daniel R. Moirao, Ed.D., effective September 21, 2016.

IT IS RESOLVED AND ORDERED by the Superintendent that, pursuant to provisions of Education Code Section 42632 or 85232.

Daniel R. Moirao
Diana Jimenez
Shirley Laws
Claudia Arellano

Be authorized and are hereby empowered to sign any and all orders in the name of said district, drawn on the funds of said district.

IT IS FURTHER RESOLVED that this approval shall stand and that all additions and deletions shall be submitted in writing to the County Office of Education.

PASSED AND ADOPTED by Superintendent, Daniel R. Moirao, Ed.D.

I, Daniel R. Moirao, Ed.D., Superintendent, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly passed and adopted at a regularly called and conducted meeting held on said date.

Daniel R. Moirao, Ed.D., Superintendent

Date

Signature of Authorized person(s):

Daniel R. Moirao

Diana Jimenez

Claudia Arellano

Shirley Laws

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Resolution #04:16/17 Week of the
School Administrators

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Annually we recognize our employees for their dedication and commitment to our students and to our school district. This year the week of the School Administrator has been changed to October and this year specifically the week of October 9-15, 2016.

Our administrative team has worked tirelessly these several years to Bring on the Pride. There is no designated time frame for the hours they commit to making their schools and our school district a better place for student learning. Many of our administrators work beyond the five days a week putting in six to seven days a week to accomplish all that we ask and more. They are problem solvers tackling situations that CEO's of the largest Fortune 500 companies would ignore, they engage with our students to make our campuses safe havens for all our students. We are to be proud of our team and this resolution is but a small token of our appreciation.

Recommendation:

It is recommended is to approve Resolution #04:16/17 to honoring the Week of the School Administrator October 9-15, 2016.

Fiscal Impact:

None

Submitted By:



Daniel R. Moirao Ed.D.
Superintendent

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION #04:16/17
Week of the School Administrator
October 9-15, 2016

WHEREAS, Leadership Matters for California’s public education system and the more than 6 million students it serves;

WHEREAS, School administrators are passionate, lifelong learners who believe in the value of quality public education, and

WHEREAS, the title “school administrator” is a broad term used to define many education leadership posts. Superintendents, assistant superintendents, principals, assistant principals, special education and adult education leaders, curriculum and assessment leaders, school business officials, classified educational leaders, and other school district employees are considered administrators; and

WHEREAS, providing quality service for student success is paramount for the profession; and

WHEREAS, Most school administrators began their careers as teachers. The average administrator has served in public education for more than a decade. Most of California’s superintendents have served in education for more than 20 years. Such experience is beneficial in their work to effectively and efficiently lead public education and improve student achievement; and

WHEREAS, Public schools operate with lean management systems, Across the nation, public schools employ fewer managers and supervisors than most public and private sector industries including transportation, food service, manufacturing, utilities, construction, publishing and public administration; and

WHEREAS, School leaders depend on a network of support from school communities – fellow administrators, teachers, parents, students, businesses, community members, board trustees, colleges and universities, community and faith-based organizations, elected officials and district and county staff and resources – to promote ongoing student achievement and school success; and

WHEREAS, Research shows great schools are led by great principals, and great districts are led by great superintendents. These site leaders are supported by extensive administrative networks throughout the state; and

WHEREAS, the State of California has declared October 5 through October 15 as the “Week of the School Administrator” in Education Code 44015.1; and

WHEREAS, the future of California’s public education system depends upon the quality of its leadership; now therefore

BE IT RESOLVED, by the Superintendent and Board of Education of the South Monterey County Joint Union High School District that all school leaders be commended for the contributions they make to successful student achievement.

I, Daniel Moirao, Ed.D., Superintendent of the South Monterey County Joint Union High School District, hereby declare October 9-15, 2016 as the Week of the School Administrator, adopted at the board meeting held on the 21st day of September, 2016.

Paulette Bumbalough, Board President

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Resolution 05:16/17 Recalculated
2015-16 and 2016-2017 for the GANN Limits

MEETING: September 21, 2016

AGENDA SECTION: ACTION

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- Improve/Sustain Student Achievement through CAASP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

In November, 1979 the California voters approved Proposition 4, commonly known as the Gann Initiative, which established the State Appropriations Limit in the State Constitution. This limits the amount of monies that can be spent from state tax proceeds and limits the growth in government spending to be no faster than the growth in population and inflation.

Recommendation:

It is recommended that the State Administrator approve the Gann Limit calculations, Resolution 05:16/17

Fiscal Impact:

None

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

RESOLUTION #05:16-17

FOR ADOPTING THE RECALCULATED 2015-16 AND THE 2016-17 "GANN" LIMIT

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

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

WHEREAS, the District must establish a revised Gann Limit for the 2015-16 fiscal year and a projected Gann Limit for the 2016-17 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent does provide public notice that the attached calculations and documentation of the Gann limits for the 2015-16 and 2016-17 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that the Superintendent does hereby declare that the appropriations in the Budget for the 2015-16 and 2016-17 fiscal years do not exceed the limitations imposed by Proposition 4;

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

Adopted this 21st day of September, 2016

Paulette Bumbalough, Board President

	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA (2014-15 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2014-15 Actual			2015-16 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	14,325,342.54		14,325,342.54			15,904,727.03
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,907.59		1,907.59			2,040.07
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2014-15			Adjustments to 2015-16		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2015-16 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2015-16 P2 Report			2016-17 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	2,040.07		2,040.07	2,086.00		2,086.00
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			2,040.07			2,086.00
C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED TAXES AND SUBVENTIONS (Funds 01, 09, and 62)	2015-16 Actual			2016-17 Budget		
1. Homeowners' Exemption (Object 8021)	29,431.97		29,431.97	29,157.00		29,157.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	5,301,708.76		5,301,708.76	5,124,167.00		5,124,167.00
5. Unsecured Roll Taxes (Object 8042)	217,405.96		217,405.96	207,631.00		207,631.00
6. Prior Years' Taxes (Object 8043)	52,117.39		52,117.39	51,487.00		51,487.00
7. Supplemental Taxes (Object 8044)	128,388.49		128,388.49	64,676.00		64,676.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	277,519.77		277,519.77	138,603.00		138,603.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	7,877.34		7,877.34	2,115.00		2,115.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	195,987.11		195,987.11	255,797.00		255,797.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)	0.00		0.00	0.00		0.00
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	6,210,436.79	0.00	6,210,436.79	5,873,633.00	0.00	5,873,633.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	6,210,436.79	0.00	6,210,436.79	5,873,633.00	0.00	5,873,633.00

	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			0.00			0.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			0.00			0.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	14,921,290.00		14,921,290.00	17,185,806.00		17,185,806.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	(172,610.50)		(172,610.50)	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	14,748,679.50	0.00	14,748,679.50	17,185,806.00	0.00	17,185,806.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	25,959,104.38		25,959,104.38	26,367,276.00		26,367,276.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	74,528.34		74,528.34	45,811.00		45,811.00
APPROPRIATIONS LIMIT CALCULATIONS						
D. PRELIMINARY APPROPRIATIONS LIMIT			2015-16 Actual			2016-17 Budget
1. Revised Prior Year Program Limit (Lines A1 plus A6)			14,325,342.54			15,904,727.03
2. Inflation Adjustment			1.0382			1.0537
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0694			1.0225
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			15,904,727.03			17,135,884.12
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			6,210,436.79			5,873,633.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			244,808.40			250,320.00
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			9,694,290.24			11,262,251.12
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			9,694,290.24			11,262,251.12
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			45,793.79			29,824.02
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			6,256,230.58			5,903,457.02
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			9,648,496.45			11,232,427.10
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			6,256,230.58			
b. State Subventions (Line D8)			9,648,496.45			
c. Less: Excluded Appropriations (Line C23)			0.00			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			15,904,727.03			

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Consultant Contract with Deb Yates

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

This service contract is to assist the district in closing their 2015-2016 year-end financial transactions

Recommendation:

The recommendation is to approve the consultant contract with Deb Yates

Fiscal Impact:

Not to exceed \$10,000.

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT
800 BROADWAY
KING CITY, CA 93930**

AGREEMENT TO FURNISH CONSULTANT SERVICES

Pursuant to California Education Code 10400, South Monterey County Joint Union High School District, hereinafter called "District," has need of the specialized services of Deb Yates, an independent contractor, hereinafter called "Consultant," for the period specified in Article I. "TERM."

Consultant shall be, for the purposes of this agreement, an independent contractor and shall not be deemed an employee of the District for any purpose.

District may provide such supplies and equipment as shown herein for the convenience of CONSULTANT and such accommodation shall not operate as an indication of employment.

I. TERM

The effective date of the agreement is August 29, 2016 and it terminates on October 31, 2016 unless sooner terminate as provided herein.

II. PAYMENT LIMIT

- Consultant shall be compensated at the rate of \$62.50 per hour, mileage, and hotel.
- Payment shall be made upon presentation of monthly time sheets properly completed by Consultant.
- Total payment(s) to Consultant, under this contract shall not exceed \$10,000.

III. DISTRICT OBLIGATION

Inconsideration of Consultant's provision of service(s) as described in the Consultants Services Description and subject to the payment limit expressed herein, the District shall pay the Consultant, upon documented evidence of completion of service(s), payment according to the fee schedule listed within thirty (30) days of billing.

IV. CONSULTANT'S OBLIGATION

- The consultant shall provide service(s) as described in the Consultant Service Description.
- Because the Consultant may work with students in a school-sponsored student activity program, the Consultant shall obtain both a Department of Justice and Federal Bureau of Investigation criminal background check through the district. (Education Code 49024). If the Consultant possesses a current Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing,

issued prior to July 9, 2010, the Consultant shall have satisfied district requirements for the criminal background check. (Education Code 49024)

V. CONSULTANT SERVICES DESCRIPTION

In support of the district's fiscal services department. The consultant shall perform duties to assist with closing the fiscal records for the period ending June 30, 2016 and the CALSTSRs audit. Additionally, to assist and perform duties to update and maintain the district's budget.

VI. ASSIGNMENT

This agreement is for personal services to be performed by Consultant.

VII. TERMINATION OF AGREEMENT

This agreement shall terminate on the last day as written in Article I except:

- a. District may terminate agreement at any time if Consultant does not perform, or refuses to perform according to this Agreement.
- b. District and Consultant may terminate agreement at any time with mutual written consent.
- c. In the event of early termination, Consultant shall be paid for all work or services performed to the date of termination together with an amount for approved expenses due and owing.

VIII. DISTRICT'S RIGHT OF RETENTION

Upon request, the District shall have copies of any records.

IX. EXTENSION OF TERM

By mutual consent of the parties hereto the term of service described herein in Article I may be extended by reformation of this Agreement and the attachment hereto of an addendum mutually executed setting forth the extended term.

X. SIGNATURES

These signatures attest the parties' agreement hereto:

CONSULTANT TITLE

CONTRACT OFFICER OF THE
South Monterey County Joint Union High
School District

Date

Date

Social Security Number of Consultant*

**Whenever organizational names are used; the Employer IRS Identification Number must be used instead of a Social Security Number.*

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval to Award Bid – KCHS Shade Structure

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA’s Masters in Governance and Other Trainings
- X Ensure that Facilities are Safe for Staff and Students
- X Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The District prepared bid documents and went out to bid for the King City High School Shade Structure Addition Project. The bid opening will occur on September 20, 2016.

Recommendation:

The recommendation is being made to approve the bid for the King City High School Shade Structure Addition Project to the apparent lowest responsible and responsive bidder.

Fiscal Impact:

LCAP

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Resolution 06:16/17 to Support
Proposition 55

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- X _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- X _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Proposition 30 was passed by California voters in 2012 and provided funds to California's K-12 schools. The passage of this proposition helped keep California schools afloat as the California economy recovered from a very desperate recession. The funding from Proposition 30 is set to be reduced after this year, 2016 and eliminated by 2018.

The results of the potential loss of these funds, as the State of California begins to realize yet another down turn in the economy would have devastating effects on California Schools and specifically the South Monterey County Joint Union High School District. The SMCJUHSD would be faced with loss of programs it worked diligently to restore or establish and would lose staff that supports those programs. School safety could be jeopardized as the district would reduce campus security and facilities would once again go without proper preventative maintenance.

Passage of Proposition 55 would maintain the requirements set forth in the original Proposition 30 and help secure a portion of the ongoing funding for California schools.

Recommendation:

It is recommended to approve Resolution 06:16/17 in support of Proposition 55 which will appear on the November, 2016 ballot.

Fiscal Impact:

Positive continued funding for California schools.

Submitted By:



Daniel R. Moirao, Ed.D.
Superintendent

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Resolution No. 06:16/17

Resolution to Support Proposition 55

WHEREAS, the South Monterey County Joint Union High School District Board of Education is committed to making policy and financial decisions that enable the school district to provide quality educational programs and services to the school-age children of our community; and

WHEREAS, during the recent recession, the state cut more than \$56 billion from education, healthcare and other critical services; and public schools statewide experienced unprecedented funding reductions and apportionment deferrals; and

WHEREAS, California public schools rank 42nd out of the 50 states in per-pupil spending; California public schools are the most crowded in the nation; and California provides fewer guidance counselors and librarians per student than any other state in the nation;¹ and

WHEREAS, many of California's school children come from low-income families that lack access to the health care services needed to keep those children in school and learning; and

WHEREAS, passage of Proposition 30 in 2012 helped increase state revenues, providing a significant boost to California's K-12 school spending and sending funds directly to school districts through the Education Protection Account;

WHEREAS, the revenues from Proposition 30 will decline after 2016 and will disappear completely after 2018, the last year its provisions will be in effect; and

WHEREAS, Proposition 55 would extend Proposition 30's temporary income tax rates for an additional 12 years, to continue funding the Education Protection Account and boost spending on health care for low income families; and

WHEREAS, unless Californians extend Proposition 30's temporary tax increases, the state's schools most likely will receive relatively fewer dollars in the years ahead, raising the prospect that California's school spending will fall even further behind the nation; and

WHEREAS, loss of these funds will result in the loss of programs provided to students, a reduction in staff, and the ability to maintain adequate and safe facilities especially during a time of growth, and

BE IT RESOLVED that the South Monterey County Joint Union High School District Board of Education joins school districts around the state in supporting Proposition 55 and in urging the Legislature to work with the public education community to identify stable, long-term, adequate funding solutions for public schools; and **BE IT FURTHER RESOLVED**, that the South Monterey County Joint Union High School District, supports the passage of Proposition 55 because it provides needed revenue to public schools and will specifically benefit this district for the reasons described herein.

Adopted by the Governing Board of the South Monterey County Joint Union High School District on September 21, 2016, by the following vote of the Board:

Paulette Bumbalough _____ Aye, _____ Nay

Leslie Girard _____ Aye, _____ Nay

Paul Dake _____ Aye, _____ Nay

Joe Santibanez _____ Aye, _____ Nay

David Gaboni _____ Aye, _____ Nay

Paulette Bumbalough, Board President

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of the Donation to King City High School of 35 East of Eden Books **MEETING:** September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- X _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Anita Leonard, English teacher at King City High School approached the Steinbeck Center. The Director of the Steinbeck Center has donated 35 copies of Steinbeck's East of Eden books to King City High School. As a result of the donation there will now be ample books for the students to read.

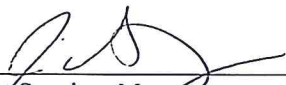
Recommendation:

The recommendation is to approve the donation of the East of Eden books to King City High School.

Fiscal Impact:


None

Submitted By:



Janet Sanchez-Matos
Principal

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Contract with Project to Inspire
for 2016-2017

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- X _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Project to Inspire, parent education program, will provide a 12-week parent training course for each comprehensive site. Project to Inspire educates parents on how to foster a positive educational environment for their children both at home and at school. The program, which lasts twelve weeks, is free to parents. Parents who participate learn about; creating a positive and lasting educational environment at home, creating ongoing dialogue with their students surrounding their academic successes and challenges, use of technology to enhance education, Common Core State Standards, State and Federal Accountability, SPSA, discussing A-G courses, college application process, college expectations and more.

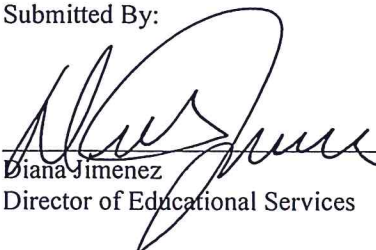
Recommendation:

The recommendation is to approve the contract with Project to Inspire for the 2016-2017 school year.


Fiscal Impact:

\$15,000 for two cohort, one at each comprehensive site. Paid with LCAP funds (Goal 3a: parent Engagement)

Submitted By:


Diana Jimenez
Director of Educational Services

Approved:


Daniel R. Moirao, Ed.D.
Superintendent



August 18, 2016

CABE welcomes the opportunity to work with South Monterey County Joint Union High School District to offer our Family, School, Community Engagement program. Our program builds the capacity of schools to meaningfully engage parents in their children's education with the outcome being increased student achievement.

The CABE 2-INSPIRE Program works with parents to increase their knowledge about schooling to ensure that parents have vital information about high quality educational options for their children (especially those traditionally underserved and/or attending Program Improvement schools). The Project 2-INSPIRE curriculum informs parents of their role in their children's education, works with parents so they learn how to work with the information acquired and develops parent leadership skills to ensure their participation and collaboration as part of the school community.

All three levels of the program share the same objective and goal: To increase parental engagement in their child's learning at home, school, and/or community; and thereby increase their child's academic achievement. However, each of the levels differs markedly in their approach, strategies, methods, activities, and outcomes for parents and their children.

Level 1- Awareness Level –This level has strong coverage of basic content and skill development delivered through traditional presenter-centered workshop format. The outcome is increased parent knowledge.

Level 2 – Mastery Level (comprised of 12 modules and available to schools and districts participating in the research study) - This participant-centered intensive training is provided at the school with on-going follow-up coaching and mentoring to accomplish two things: First, to help parents, teachers and administrators from the same school apply what they are learning to develop and implement individual action plans; and second, to help parents, teachers, and administrators in the same school develop the skills needed to work together as an effective Family-School-Community collaboration team (Action Team for Partnerships). The school collaboration team will use what they are learning to design, implement, evaluate, and revise not only their school's parent involvement policies and parent involvement compact, but all components of their School's Single Plan for Student Achievement. All of these efforts are clearly linked to specific student academic performance standards.

Level 3 – Expert Level (comprised of 16 modules and available to schools and districts participating in the research study) Trainer of Trainers, builds upon the knowledge and skills developed in Level 2 training in two ways: more in-depth coverage of the topics and issues covered; and, development of specific leadership skills, e.g., outreach, group process and facilitation skills to work with diverse communities, as well as how to engage diverse communities in a collaborative strategic planning process for providing children with quality teaching and learning at home, school, and community. This

level provides parents with optimal on-going coaching and feedback as well as opportunities to “practice” teaching of the program modules to other parents.

All three levels are designed to provide parents with a strong awareness of California’s school accountability system, academic content and performance standards, standards-based report cards, assessment, public school choice options, and supplemental service providers, in addition to topics identified by parents (e.g., home learning activities, early childhood education, beyond high school opportunities, goal setting and financial planning for college).

The parent engagement program will be offered at your facility to up to 25 parents attending each cohort (in Spanish). We encourage you and any teachers from the site to also participate in the program so you have an understanding of what the parents are learning and how you can work together as a team.

In order to facilitate communication and schedule the parent engagement program at your school, we suggest appointing one person to whom we can contact to facilitate conducting the parent outreach and training. This person will have the authority to immediately respond to our requests for meeting space and parent outreach information.

The following is our overall schedule of proposed activities.

1. Approval of Work Proposal and signed District Contract
2. Meeting with school community to outline program, goals and outcomes
3. Orientation meeting for parents and teachers
4. Schedule parent workshops as indicated
5. Conduct meetings according to the approved schedule (weekly, biweekly or monthly workshops for parents)

We will be available to work with your school and help you establish a timeline for the services. Thank you again for this opportunity to work with you on this program to effectively engage parents and raise student achievement at your school.

Respectfully,



Jan Gustafson
CABE Chief Executive Officer

SCOPE OF WORK PROPOSAL

CABE PROJECT 2-INSPIRE FAMILY, SCHOOL, COMMUNITY ENGAGEMENT PROGRAM

CABE parent specialists will conduct a series of 2 cohorts (**one in Fall and Spring or (2) in Fall**) (12) 3-hour Mastery Level parent leadership development sessions (in Spanish) using the Project 2-INSPIRE Level 2 Curriculum for a minimum of 25 parents. These sessions will be scheduled according to a timeline approved by Ms. Diana Jiménez. The CABE parent specialist will work with the contact to ensure that all activities are completed and conducted in the best possible manner. This site person will provide all relevant information so that the program is carried out as designed to ensure positive outcomes for parents, students and the school community.

The following services will be available:

1. Conduct preliminary meetings with principal, teachers and parents
2. Conduct (2 cohorts (**one in Fall and Spring or (2) in Fall**) of 12 Level 2's, 3-hour parent engagement sessions according to the approved schedule (weekly or biweekly).
3. Site agrees to provide LCD Projector and Screen
4. Site is responsible for graduation announcements, special guest invitations and celebration
5. CABE agrees to provide certificates for graduating participants
6. CABE agrees to provide a Certificate of Liability of up to 1M if requested
7. Provide any make-up sessions for participants who have missed no more than 3 sessions.

Payments will be made in the following manner:

- At contract signing half of total fees will be due **TOTAL \$ 15,000 for 2 cohorts plus \$175 for each additional parent.**
- The remaining total-upon delivery of all modules of the parent leadership development program
- Checks will be made payable to the California Association for Bilingual Education.

We will schedule the work for this project upon acceptance of this proposal, a signed district contract and will deliver the program based on your approved schedule for your

CABE CEO



Tax ID #:953151449

Dr. Daniel Moirao, Superintendent
South Monterey County Joint Union High School District
800 Broadway, CA 93930

August 18, 2016

Date: _____

	MASTERY Level Session 1 Parent Engagement: Helping Your Child Achieve Academic Success	MASTERY Level Session 2 Building Bridges: Family and School Communication
Key Concepts	<ul style="list-style-type: none"> ➤ Importance of family engagement ➤ Levels of parent/guardian involvement/engagement ➤ Home learning opportunities 	<ul style="list-style-type: none"> ➤ Importance of family/school collaboration ➤ Effective School/Family Communication ➤ Information Access Rights
Session Objectives	<ol style="list-style-type: none"> 1. To emphasize and stress the importance of family engagement for student academic success. 2. To provide participants with information on the various levels/types of parent/guardian involvement and to engage them to become active participants. 3. To provide information and tools for participants to create and maintain a positive learning environment at home conducive to developing positive work and study habits. 4. To help participants understand the community learning theory approach and the Unity Principle and how they are used for building a sense of community. 5. To deepen relationships among participants by understanding the importance of building community and a sense of belonging at their schools. 	<ol style="list-style-type: none"> 1. To help participants understand the importance and impact of an authentic collaboration between families and schools. 2. To look at effective communication strategies that participants can use to build strong collaborative bridges between families and schools. 3. To inform participants of their rights to have access to relevant and accurate academic information regarding their child and their school including the CUM File. 4. To help parents understand that each school has a Parent Involvement policy and that they can access this policy and learn about how they can be engaged in their child(ren)'s education.
Learning Outcomes	<ol style="list-style-type: none"> 1. Participants will share 1 or 2 reasons why parent/guardian engagement in the academic process is important to student success. 2. Participants will distinguish the various levels/types of parent involvement by sharing 1 or 2 examples. 3. Participants will provide learning opportunities for their children at home and in their community by identifying, selecting and implementing at least 1 or 2 every day activities with their children. 4. Participants will report that they have at least 2 parents that they can interact with outside the workshop sessions and who they turn to for additional information and support. 5. Participants will name at least 2 activities that they engage in with other parents at the school. 	<ol style="list-style-type: none"> 1. Participants will understand their role in building a strong school-family collaboration and the positive impact this has for their child's academic success. 2. Participants will be encouraged to attend a teacher/parent conference and will formulate 1-2 questions that address their child's progress. 3. Participants will access information in a variety of ways about their child's school and their child's academic standing. 4. Participants will understand how the parent involvement policy is developed and their role in the school's Parent Involvement Policy.
Action Plan for Participants	Description of three possible actions to take at home to improve student's academic success.	<ol style="list-style-type: none"> 1. Meeting child's teacher and/or principal. 2. Requesting to see child's Academic Folder (CUM Folder) 3. Sharing workshop handouts with other parents at the school or relatives with school age children.
Handouts	<ol style="list-style-type: none"> 1. Fact Sheet on Parent Involvement in Children's Education 2. Help Your Student Get the Most Out of Homework 3. Questions to Ask Your Child About School 4. Home Learning Opportunities 	<ol style="list-style-type: none"> 1. Home-School Communication Strategies 2. Ten Steps to a Good Parent-Teacher Conference 3. Parent-Teacher Conference: Questions to Ask 4. Parent's Information Access Rights

	MASTERY Level Session 3 Education in the Digital World	MASTERY Level Session 4 Understanding the US System of Education
Key Concepts	<ul style="list-style-type: none"> ➤ Use of Technology to Enhance Education (including “STEAM” in the curriculum) ➤ Key On-line Educational Resources ➤ Internet Safety 	<ul style="list-style-type: none"> ➤ Structure of U.S. School System ➤ School Governance ➤ School Legislation and Sources of School Funding
Session Objectives	<ol style="list-style-type: none"> 1. To help parents understand the importance of increasing student interest in STEAM careers and their impact in the 21st century. 2. To provide participants with online resources that support and enhance curriculum for student achievement and their personal educational enrichment. 3. To help parents understand the responsibilities of parents and schools to safeguard and monitor children’s Internet use. 4. To help parents understand the importance of student readiness in English and math skills for future careers. 	<ol style="list-style-type: none"> 1. To provide participants with the basic information on the U.S. educational system in order to ensure they understand its structure and educational options available to support student learning. 2. To clarify the roles and responsibilities of school boards, superintendents, principals and teachers and to reflect on parent/guardian opportunities for participation in making school decisions. 3. To provide participants with information on legislation and funding guidelines that affect schools.
Learning Outcomes	<ol style="list-style-type: none"> 1. Participants will understand what technological skills and abilities their children will need to compete in today’s job market. 2. Participants will use online resources available to support their child’s curriculum and learn how to evaluate their usefulness. 3. Participants will implement safeguards to protect their children’s safety during Internet use. 4. Participants will understand the importance of student readiness in English and math skills for future careers. 	<ol style="list-style-type: none"> 1. Participants will list and correctly order the levels of the US educational structure. 2. Participants will identify critical persons involved in the education of their children, determine 1-2 ways those individuals impact school decisions and indicate how as parents/guardians they can affect those decisions. 3. Participants will demonstrate basic knowledge about school legislation and funding, by giving 1-2 examples of how they impact schools.
Action Plan for Participants	<ol style="list-style-type: none"> 1. Talking with children about the benefits and responsibilities of using the Internet as well as the dangers. 2. Asking children which websites they frequently visit. 3. Asking children what careers they are interested in and telling them about the opportunities in STEAM careers. 	<ol style="list-style-type: none"> 1. Learning about school’s administrative staff. 2. Contacting a school board member. 3. Attending a school board meeting. 4. Completing a project about people who have made a difference
Handouts	<ol style="list-style-type: none"> 1. Ten Things Parents Can do to Monitor Internet Activities 2. For Parents: Facebook/Internet Guidelines 3. Instant Message and Text Guide 	<ol style="list-style-type: none"> 1. Education in the United States 2. School Governance 3. California Public School Funding Fact Sheet

	MASTERY Level Session 5 Basic Components of The Elementary and Secondary Education Act (ESEA)	MASTERY Level Session 6 Common Core Standards An Introduction for Parents
Key Concepts	<ul style="list-style-type: none"> ➤ Basic components of ESEA ➤ ESEA Parent/Guardian Rights and Responsibilities ➤ Educational Advocacy 	<ul style="list-style-type: none"> ➤ Academic Common Core Content and Performance Standards ➤ Grade Level Concepts and Skills ➤ State Exams
Session Objectives	<ol style="list-style-type: none"> 1. To provide participants with information on the four basic components of ESEA (Accountability, Parent Choice, Qualified Teachers and Supplemental Educational Services) so participants can make informed educational decisions for their children. 2. To provide participants examples of their roles, rights and responsibilities under ESEA and to highlight the importance of their involvement in the education of their children. 3. To provide information, tools and strategies for participants on how to advocate for children in their district and school. 	<ol style="list-style-type: none"> 1. To inform parents about Common Core State Academic Content and Performance Standards used to establish and guide classroom curriculum development and lesson plans. 2. To help participants become familiar with the grade level expectations, concepts and skills that their child will be expected to master. 3. To provide participants with information about the purpose of State Standardized Assessments (SBAC) and how these tests affect school and student grade level expectations so participants can make better informed decisions.
Learning Outcomes	<ol style="list-style-type: none"> 1. Participants will describe 1-2 ways how ESEA ensures that their child(ren) are provided with a quality and equal education as defined by federal law. 2. Given a synthesis of parent/guardian roles, responsibilities and rights under ESEA, participants will correctly describe 1-2 scenarios where they can make informed educational choices for their children. 3. Participants will correctly assess the effectiveness of ESEA within their school and describe 1-2 ways how they can advocate for the education of their child(ren). 	<ol style="list-style-type: none"> 1. Participants will give 1-2 reasons why State Common Core Standards are important to monitor student progress at various grade levels. 2. Participants will know where to obtain the standards that apply to their child's grade level and if their child's work reflects high academic standards. 3. Participants will correctly name the standardized tests used in their child's grade level, interpret their child's test scores, and formulate 1-2 questions they can ask their child(ren)'s teacher to clarify grade level performance.
Action Plan for Participants	<ol style="list-style-type: none"> 1. Accessing school's webpage in order to determine compliance and to get information about school. 2. What is the standing of your school? 3. According to ESEA, describe the options parents have available to increase student achievement? 	<ol style="list-style-type: none"> 1. Finding out if child(ren) are performing according to their grade level. 2. Asking teacher how to support academic progress at home. 3. Selecting three questions from handouts and preparing answers to share next session.
Handouts	<ol style="list-style-type: none"> 1. Facts and Terms Every Parent Should Know About ESEA 2. ESEA: You Have Rights 3. ESEA – English Learners Rights 	<ol style="list-style-type: none"> 1. California Common Core State Academic Content Standards 2. Information for Parents Form 3. Helping Your Child Perform Well on Tests

	MASTERY Level Session 7 System of School Accountability	MASTERY Level Session 8 Academic Programs
Key Concepts	<ul style="list-style-type: none"> ➤ State and Federal Accountability Systems ➤ Student Academic Achievement Measures ➤ Educational Choices and Services 	<ul style="list-style-type: none"> ➤ Equitable Education Concept ➤ Academic Program Opportunities ➤ Access to Academic Programs
Session Objectives	<ol style="list-style-type: none"> 1. To explain the differences between API, AYP and PI and State accountability requirements and how they impact education in their schools. 2. To provide participants with information on how student academic achievement is measured, monitored and explain how the outcome of standardized tests affects their schools. 3. To inform participants of their legal educational rights and how they can access and select supplemental services available for increasing their children’s academic achievement. 	<ol style="list-style-type: none"> 1. To have participants understand the concept of an equitable education as it applies to the quality of their children’s education. 2. To inform participants of academic programs that may be available for each of their children. 3. To ensure participants know how to access appropriate academic programs for their child’s educational needs and the requirements for participation. 4. To have participants understand how classroom curriculum is adapted to meet student learning needs.
Learning Outcomes	<ol style="list-style-type: none"> 1. Participants will understand the differences between API, AYP and PI and how school achievement data impact schools and the quality of their children’s education. 2. Participants will learn about the SBAC measuring system to more fully understand student assessments and how to use test results that measure their children’s academic progress. 3. Participants will access and select supplemental services for their children if their school is in program improvement and their children qualify for these services. 	<ol style="list-style-type: none"> 1. Participants will understand what it means to receive an equitable education and to identify available academic programs at their school. 2. Participants will understand about the basic components and eligibility to participate in the academic programs available to their children. 3. Participants will access appropriate academic programs that meet their child’s academic needs. 4. Participants will understand how classroom curriculum can be adapted to meet student-learning needs and in turn understand their child’s learning styles to support them with homework and through the use of community resources to extend their learning.
Action Plan for Participants	Investigate what state assessments are given at school? What types of tests are taken by students? When are the results provided to parents? Were parents informed of how the results are measured? What preparations are completed before the assessments? What can parents do to help?	<ol style="list-style-type: none"> 1. Benefits provided by participating in Categorical Academic Programs-- Describe experiences or challenges? 2. Research and describe a new program of interest for your child
Handouts	<ol style="list-style-type: none"> 1. Guide to School Accountability 2. Questions and Answers about School Choice 3. Student Achievement Measures 	<ol style="list-style-type: none"> 1. What is an Equitable Education 2. Academic Program Opportunities

	MASTERY Level Session 9 Role of Parent Committees	MASTERY Level Session 10 Beyond High School
Key Concepts	<ul style="list-style-type: none"> ➤ State Mandated Parent Committees ➤ Developing the Single Plan for Student Achievement ➤ Effective Parent Committees 	<ul style="list-style-type: none"> ➤ Importance of a College Education ➤ Educational Options in California ➤ College Preparation
Session Objectives	<ol style="list-style-type: none"> 1. To have participants learn about the functions and importance of the school and district parent committees such as SSC, DELAC, ELAC, DAC and PTA/PTO/PTFO. 2. To have participants understand the mandated legislation, Single Plan for Student Achievement, and how it impacts students, schools and districts educational goals and objectives. 3. To have participants understand the purpose and role of the parent committees and learn strategies to engage in the advisory and/or decision making process. 	<ol style="list-style-type: none"> 1. To understand the importance of continuing an education and the requirements for a post-secondary education. 2. To explain the options available for higher education available in California along with strategies for parents to use to advocate for their children to enroll in colleges/universities. 3. To provide participants with information regarding the requirements and financial planning needed and financial aid available to apply to a post-secondary institution and a career.
Learning Outcomes	<ol style="list-style-type: none"> 1. Participants will identify 1-2 parent committees and give 1-2 specific reasons why each is important to the school's educational development plan. 2. Participants will explain the purpose of the Single Plan for Student Achievement and list 1-2 ways it impacts child's school and district. 3. Participants will explain how to join a parent committee, what responsibilities are involved, and how they can be effective members. 	<ol style="list-style-type: none"> 1. Participants will understand how a post-secondary education can impact their children and insure a better lifestyle for their future. 2. Participants will have information about higher education and will advocate for their children so they have access to courses that meet higher education requirements. 3. Participants will be encouraged to visit one campus of higher learning with their children. 4. Participants will develop an action plan for their families to prepare their children for college.
Action Plan for Participants	<ol style="list-style-type: none"> 1. Investigate the parent committees available at your school and list its members. 2. Attend a parent committee of your choice and analyze the issues being presented at the meeting. 3. Determine what role you play at your child's school 	<ol style="list-style-type: none"> 1. Visit a college and/or University 2. Talking with child(ren) about college and future plans 3. Researching a university, or other alternative options for continuing education websites
Handouts	<ol style="list-style-type: none"> 1. Overview: Development of the Single Plan for Student Achievement 2. Parent Committees 3. Joining Parent Committees 	<ol style="list-style-type: none"> 1. A-G Requirements 2. Think College Early 3. School and Beyond 4. (Optional) SAT or ACT: How to Help Your Child Get Read

	MASTERY Level Session 11 Early Childhood Education	MASTERY Level Session 12 Goal Setting
Key Concepts	<ul style="list-style-type: none"> ➤ Benefits of Early Childhood Education ➤ Early Childhood Education Programs ➤ School Readiness 	<ul style="list-style-type: none"> ➤ Importance of Goal Setting ➤ SMART Goals ➤ Action Planning
Session Objectives	<ol style="list-style-type: none"> 1. To understand the importance of their role as their children’s first teachers in early childhood education and encourage their participation in the developmental process that helps prepare their child(ren) for school. 2. To introduce participants to early childhood education programs, services, and resources in their communities along with the basic requirements in order to be able to access services. 3. To have participants understand the importance of age and developmentally appropriate educational activities at home that promote school readiness. 	<ol style="list-style-type: none"> 1. To understand the importance of setting personal and academic goals for themselves and for their children. 2. To have participants apply the concept of SMART goals to determine their own skill level and understanding of setting goals. 3. To have participants engage more fully in understanding how to teach children to plan and achieve their short and long term personal and educational goals.
Learning Outcomes	<ol style="list-style-type: none"> 1. Participants will understand the five stages of child growth and development. Participants will know the necessary steps and requirements to enroll their child(ren) in an early childhood education program in their community. Participants will name 1-2 educational activities that promote school readiness at home. 	<ol style="list-style-type: none"> 1. Participants will develop and monitor an individual plan of action for setting personal goals. 2. Participants will use the concept of SMART goals to establish long and short-term goals for themselves and their children. 3. Participants will develop, support and monitor a plan of action for goal setting for their children and learn how to celebrate their success.
Action Plan for Participants	Applying activities learned to support child’s development at home	<ol style="list-style-type: none"> 1. Setting 1-2 immediate goals to help improve child’s current academic success and encouraging child(ren) to also set goals 2. Teaching children about goal setting and work together to set and accomplish a long term goal
Handouts	<ol style="list-style-type: none"> 1. What you need to Understand about Pre-school Education. 2. Kindergarten Readiness Checklist 3. What is Virtual Pre-K? 	<ol style="list-style-type: none"> 1. Goal Setting: The Foundation of Success 2. Steps for Successful Goal Setting and Achievement 3. Big Picture Goals

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Contract with Naviance for 2016-2017 **MEETING:** September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- X Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Naviance is a comprehensive K-12 college and career readiness online platform that helps districts and schools align student strengths and interests to postsecondary goals, improving student outcomes and connecting learning to life. Naviance will provide students with Academics Planning; Self-Discovery modules that allow students to assess their skills and interests and connects them to colleges and jobs aligned to their interests; College Preparation planning tools, including scholarship applications and tracking system and College and Career Readiness curriculum modules.

Recommendation:

The recommendation is to approve the contract with Naviance for 2016-2017.

Fiscal Impact:


\$37,310 paid with College Readiness Block Grant.

Submitted By:



Diana Jimenez
Director of Educational Services

Approved:



Daniel R. Moirao, Ed.D.
Superintendent



Over 80 districts in CA use the Naviance platform. The platform is used to help students prepare and plan for post-secondary and career opportunities. We help districts and schools do the following: (1) scale their overall counseling, guidance and advisory process for middle and high School students (2) build & manage best practices around college and career readiness, (3) engage with students and parents & (4) track and report on metrics and outcomes specific to college and career readiness. Naviance provides for the following:

Student and Family Engagement:

- Allows students to build personalized learning goals and success plans
- Build multi-year course plans to meet graduation requirements and reach goals
- Guide students & families through the college application process
- Communicate with students and parents through targeted email and surveys
- Provide expert guidance on college and career decisions

Success Planning:

- Build personalized individual action plans for each student represented in a e-portfolio
- Create short-term tasks and set long-term goals
- Ensure student success with SMART goal setting templates
- Document student progress with online journaling tool

Career Planning:

- Assess individual skills and areas of interest
- Map strengths to potential career options
- Explore career pathways
- Connect classroom work to career goals

College Planning:

- Individualize the college search process for each student
- Find college programs that match students' career aspirations
- Compare admissions rates for your students at different colleges
- Build targeted list of (2 and 4 year) colleges and universities that meet students' interests
- Manage automated electronic transcripts and letters of recommendations
- Track, analyze college application and enrollment results across your entire student population

Soft-Skills Development

- Students identify and leverage strengths and interests for developing of non-cognitive competencies
- Aligned to research and standards: Blooms Taxonomy, Common Core, and ASCA Mindsets and Behaviors
- Gain important Concept Knowledge according to Posner and Strike Sequencing Schemes
- Students cultivate confidence, organization, personal responsibility, vision, and hope for their future.



Sampling of Districts in California using Naviance (over 80 Districts):

San Diego USD	Fontana Unified	Pasadena Unified
San Jose Unified	East Side Union	Antelope Union
Anaheim Union	ABC Unified	Irvine Unified
Fremont USD	Campbell Union	Bellflower Unified
Downey Unified	Orange Unified	William Hart Unified
Lake Elsinore	Palo Alto Unified	Napa Valley Unified

Sampling of Council of Great City Schools (CGCS) using Naviance:

Philadelphia PS	Chicago PS	Houston ISD
Dallas ISD	Baltimore County	Portland Schools
Omaha PS	Denver Public PS	Minneapolis PS
Des Moines PS	Fairfax County	Cleveland PS

Key initiatives driving Naviance adoptions in California:

- Bill SB451: Connecting new requirements for student counseling to a set of state educational goals
- A-G Requirements: Tracking and reporting outcomes and completion rates
- LCAP & LCFF: Focus on local control, accountability and key priorities including CCR
- Linked Learning: Project based learning, diagnostic and prescriptive approach using Naviance
- Common Core Adoption: An emphasis on critical thinking, problem solving & reasoning skills
- California Career Pathways Trust (CCPT): Compliance with Regional College District Grants
- School to Career: CTE, Career Pathways and Carl Perkins Initiatives
- Sub-Group Tracking: AVID, 1st Generation College Going, ELL, At Risk, Title I
- Social Emotional Teaching & Learning Strategies: Engagement, PBIS, Hope & Wellbeing

Naviance Impact:

Links below provide you direct access to feedback, data and outcomes Naviance users are experiencing over the years. Naviance goes beyond technology, our focus on people, process and strategy allows for the implementation of a technology tool with fidelity. Access more information below:

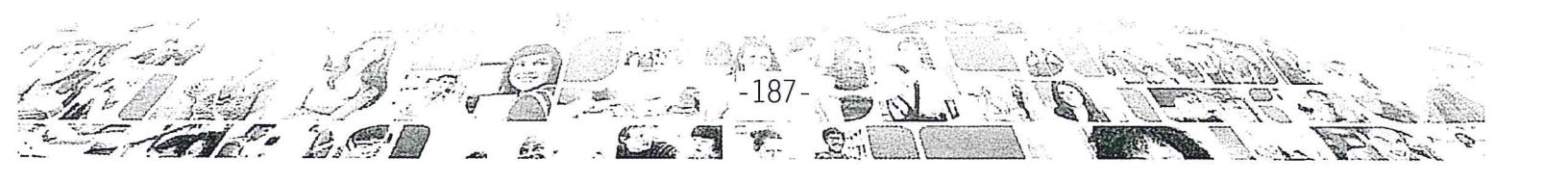
Naviance Case Studies or <http://www.naviance.com/resources/case-studies>

Naviance White Papers or <http://www.naviance.com/resources/white-papers>

Naviance Success Stories or <http://www.naviance.com/resources/success-stories>

Sampling of Case Study Results: Post-Secondary Aspirations and Planning:

- 91% of seniors applied to college – up from 67% who intended to enroll
- Scholarship awards have doubled since implementing Naviance
- Tracked 76% of seniors who planned to enroll in a Degree Program
- 65% increase in 4-year college-going rate, from 43% of students
- 100% of students with post-secondary plans – up from 88%
- 88% of students enrolling in college (2 & 4 year) – up from 75%



Naviance Terms of Service – September 2016

Naviance Inc. maintains the Naviance platform inclusive of Naviance for High Schools, Naviance for Middle Schools, Naviance for Districts, Naviance eDocs, Naviance Course Planner, Naviance Alumni Tracker, Naviance Student, and Naviance Marketplace as well as the PrepMe customized learning and test preparation products and services (collectively, the "Service") subject to the terms and conditions described herein. Your use of the Service constitutes an agreement by you to abide by these terms and conditions (the "Agreement"). If you have entered into this Agreement on behalf of an organization, you represent that you have the authority to bind that organization to these terms and conditions. The term "Client" herein refers to (i) the organization and its officers, directors, agents, and employees or (ii) an individual, in the case of a non-legal entity who are registered to use the Service as a counselor, teacher, admissions officer, or other professional capacity. The term "User" herein refers to a student, a student's parent(s) or guardian(s), and/or a person who registers for the Service through an account provided by a Client or who registers for the Service as an individual. If you do not have the necessary authority, or if you do not agree with these terms and conditions, then you may not use the Service.

1. Scope. The Service includes a browser interface and data encryption, transmission, access, and storage (subject to commercially-reasonable limits as may be imposed by Naviance in its sole discretion). Client's and User's registration for, or use of, the Service shall constitute an acceptance to abide by this Agreement including any materials incorporated by reference herein. Client and Users are responsible for their own Internet connection, communications and computer costs.

2. Service Fees. Certain websites or features of the Service are fee-based and may require a fee for access or use. Such fees are subject to the provisions of this Section.

2.1 Charges and Payments. Client will pay all fees or charges to its account in accordance with the billing terms in effect at the time a fee or charge is due and payable. Service fees are non-refundable whether or not Client actively uses the Service. Client may add additional, optional features by request. Naviance reserves the right to change the fees, applicable charges and usage policies and to introduce new charges at any time, upon at least sixty (60) days prior notice to Client; provided, however that such fees shall not become effective for Client for services then in effect on Client's account until the next renewal period for Client's account.

2.2 Billing and Renewal. Naviance charges in advance for use of the Services. Naviance will notify Client of the opportunity to renew the Service approximately thirty (30) days or more prior to the subscription expiration date. Service fees are exclusive of all taxes, levies, or duties imposed by taxing authorities, and Client shall be responsible for payment of all such taxes, levies, or duties as may be applicable to the Service fees (exclusive of any taxes or similar fees that may be imposed on the net income of Naviance).

2.3 Billing Information. Client agrees to provide Naviance with complete and accurate billing and contact information. This information includes legal name, street address, e-mail address, and name and telephone number of an authorized billing contact. Client agrees to update this information within thirty (30) days of any change to it.

2.4 Non-Payment and Suspension of Service. Client's account will be considered delinquent if payment in full is not received within sixty (60) days of the date of an invoice. Naviance reserves the right to suspend or terminate this Agreement and Client's and Client's Users' access to the Service if Client's account becomes delinquent. Delinquent invoices are subject to an interest of 1.5% per month on any outstanding balance, or the maximum permitted by law, whichever is less, plus all expenses of collection. Client will continue to be charged during any period of suspension. If Client or Naviance initiates termination of this Agreement, Client will be obligated to pay the balance due on the account computed in accordance with Section 2.1 Charges and Payments. Client agrees that Naviance may charge such unpaid fees to Client's credit card, if applicable, or otherwise bill Client for such unpaid fees. Naviance also reserves the right to impose a separate reconnection fee should Client thereafter again request access to the Service.

3. License. Subject to the terms of this Agreement, Naviance grants Client a non-exclusive, non-transferrable worldwide right to use the Service, solely for Client's own business purposes and for the right to provide Users individual accounts to use the Service. Client shall not, without the prior written approval of Naviance: (i) license, sublicense, sell, resell, transfer, or assign the Service to any third party, (ii) modify or make derivative works based upon the Service; or (iii) commercially exploit the Service in any way. All rights not expressly granted to Client are reserved by Naviance and its licensors. Subject to the terms of this Agreement, Client grants to Naviance the non-

exclusive, worldwide right to use, copy, store, transmit and display Client and User data hosted on the Service by Naviance ("Client Data") in accordance with the terms of the privacy policy referenced in Section 5.1 herein. User acknowledges that User has no rights except as expressly identified in the Privacy Statement with respect to Client Data.

4. Client and User Responsibilities.

4.1 Client Responsibilities. Client is responsible for any and all activities (other than User purchases) that occur under Client's and its Users' accounts. Client shall: (i) maintain the confidentiality of Users' names and passwords; (ii) notify Naviance immediately of any unauthorized use of any password or account or any other known or suspected breach of security; (iii) report to Naviance immediately and use reasonable efforts to stop immediately any use of the Service inconsistent with the terms of the License provided in Section 3 herein that is known or suspected by Client; (iv) assure that use of the Service shall at all times comply with all applicable local, state, federal, and international laws, regulations, and conventions, including without limitation those related to data collection, use, disclosure and privacy; international communications; and the exportation of technical or personal data; (v) assure that use of the Service shall at all times conform to the terms and conditions of this Agreement; and (vi) not impersonate another user of the Service or provide false identity information to gain access to or use the Service.

4.2 User Responsibilities. Users are responsible for any and all activities that occur under their accounts. Users shall: (i) maintain the confidentiality of their names and passwords; (ii) notify Client who provides User's access immediately of any unauthorized use of any password or account or any other known or suspected breach of security; (iii) report to Client who provides User's access immediately and use reasonable efforts to stop immediately any use of the Service inconsistent with the terms of the License provided in Section 3 herein that is known or suspected by Users; (iv) use the Service in compliance with all applicable local, state, federal, and international laws, regulations, and conventions, as well as with the terms and conditions of this Agreement; and (v) not impersonate another user of the Service or provide false identity information to gain access to or use the Service. User will not attempt to change any fields that are not intended for User modification. Any attempt by User to view or manipulate the records of another User will be deemed a material breach and, in addition to exercising its termination rights under this Agreement, Naviance may, in its discretion, inform any relevant authorities.

5. Account Information and Data.

5.1 Privacy. Naviance is committed to protecting the privacy of Client Data and maintains a detailed privacy policy, which may be viewed at <http://succeed.naviance.com/auth/signin#privacy> Naviance reserves the right to modify its privacy policy in accordance with the procedure outlined in Section 17 herein. Without limiting the generality of Section 4.1 (iv) of this Agreement, Client represents that it complies with all applicable data privacy laws, rules and regulations with respect to the personal data it stores, collects, and maintains through the Service.

5.2 Security.

5.2.1 The Service has security measures in place to help protect against the loss, misuse, and alteration of the data under Naviance's control. When the Service is accessed using a supported web browser, Secure Socket Layer (SSL) technology protects information using both server authentication and data encryption to help ensure that data are safe, secure, and available only to authorized users. Naviance also implements an advanced security method based on dynamic data and encoded session identifications, and hosts the Service in a secure server environment that uses a firewall and other advanced technology in an effort to prevent interference or access from outside intruders. Finally, the Service requires unique account identifiers, user names, and passwords that must be entered each time a Client or User signs on. These safeguards help to prevent unauthorized access, maintain data accuracy, and ensure the appropriate use of data. The Internet, however, is not perfectly secure and Naviance shall not be responsible for security breaches not reasonably within its control.

5.2.2 Without limiting the generality of Section 4.1 (iv) of this Agreement, Client shall comply with all applicable data security laws, regulations and business guidance published by the Federal Trade Commission, and implement, maintain and update (as appropriate) reasonable security policies, procedures and practices appropriate to the nature of the personal information collected through the Service, in order to protect such information from unauthorized access, destruction, use, modification or disclosure.

5.3 Family Educational Rights and Privacy Act ("FERPA"). In the event Client is subject to the provisions of the Family Educational Rights and Privacy Act (FERPA), the Parties agree as follows: (A) Client appoints Naviance as a "school official" as that term is used in FERPA §§99.7(a)(3)(iii) and 99.31(a)(1) and as interpreted by the Family Policy Compliance Office, and determines that Naviance has a "legitimate educational interest," for the purpose of carrying out its responsibilities under the Agreement. (B) Naviance acknowledges that it shall be bound by all relevant provisions of FERPA and agrees that personally identifiable information obtained from Client by Naviance in the performance of this Agreement: (i) will not be disclosed to third parties, except as expressly provided for in FERPA §§99.31, without signed and dated written consent of the student, or if the student is under eighteen (18) years of age, signed and written consent of the student's parents/guardians and (ii) will be used only to fulfill Naviance's responsibilities under the Agreement. In accordance with FERPA, the Parties agree that any consents to disclose information may be made electronically.

5.4 Children's Online Privacy Protection Act ("COPPA"). Without limiting the generality of Section 4.1(iv) of this Agreement, in the event that Client's use of the Service subjects Client to the provisions of COPPA, Client acknowledges that: (i) if it chooses to make Family Connection available to Users that Client shall be considered the "operator" of that website for the purposes of COPPA, and (ii) Client shall fully comply with COPPA and any rules or regulations promulgated thereunder.

6. Term and Termination.

6.1 Term of Service. This Agreement commences on the date Client access to the Service is first enabled ("Effective Date") and shall continue for an initial term of one year or longer subject to mutual agreement by the Parties, which may be renewed by mutual agreement, unless terminated sooner pursuant to this Agreement. In the event the term is longer than one year as agreed upon and stipulated on the order form and the client desires to cancel this agreement before the end of that term, Client shall remain responsible for 100% of the amount of this agreement.

6.2 Termination for Cause. Any breach of payment obligations or unauthorized use of the Service by Client or User will be deemed a material breach of this Agreement. Naviance, in its sole discretion, may terminate Client's and Users' passwords, account or use of the Service if Client or User breaches or otherwise fails to comply with this Agreement.

6.3 Non Appropriation of Funds. In the event Client is not allotted funds for the next fiscal year to continue using Services under this Agreement, and there are not funds for the purchase of Services performing similar functions to those performed by the products/services hereunder, then Client may terminate this Agreement by giving written notice to Naviance of such termination at least thirty (30) days prior to the end of the then current fiscal year. Additionally, Client must provide proof of the lack of appropriations as well as not appropriate funds for the same or similar Services within the term of this Agreement. Furthermore, Client remains responsible for payment of all products and services it has implemented, used or purchased through the time of termination, and Client will not be refunded for any prepaid fees.

6.4 Data Retention. Client agrees and acknowledges that Naviance has no obligation to retain Client Data, and may delete Client Data, more than thirty (30) days after termination. Upon termination of this Agreement, or at the discretion of Client, Client may request in writing that Client Data be deleted, and Naviance shall comply with such written request within thirty (30) days after termination. Naviance has no obligation to retain Client Data if Client or User has materially breached this Agreement and such breach has not been cured within thirty (30) days of notice of such breach. Naviance has no obligation to retain Client Data if the account is delinquent, and such Client Data may be irretrievably deleted. Prior to deletion, Naviance may charge a reasonable fee, for which payment shall be made in advance, to transfer Client Data to Client in a reasonable manner.

7. Naviance Ownership. Naviance alone (and its licensors, where applicable) owns all right, title and interest, including all related copyright, patent, trademark and other proprietary rights ("Intellectual Property" rights), in and to the Service and will own any suggestions, ideas, enhancement requests, feedback, and recommendations provided by Client, Users, or any other party relating to the Service. This Agreement is not a sale and does not convey any rights of ownership in or related to the Service or Intellectual Property owned by Naviance to Client or Users. Naviance is a registered trademark, and the Naviance logo and product names associated with the Service are trademarks of Naviance or third parties, and no right or license is granted to use them; provided, however, that Client may link to the homepage of a Naviance website or to the Service from another website for the purposes of directing Users to the website or the Service and that such link may include the Naviance name and relevant product name(s). Client may not frame any page of a Naviance website

8. Third-Party Rights.

8.1 During use of the Service, Client may enter into correspondence with, purchase goods and/or services from, or participate in promotions of third-parties showing their goods and/or services through the Service. Any such activity, and any terms, conditions, warranties or representations associated with such activity, is solely between Client and the applicable third-party. Naviance and its licensors shall have no liability, obligation or responsibility for any such correspondence, purchase or promotion between Client and any such third-party. Naviance does not endorse any sites on the Internet that are linked through the Service. Naviance is providing these links to Client only as a matter of convenience. Naviance does not control the third-party sites and in no event shall Naviance or its licensors be responsible for any content, data practices, products, or other materials on or available from such sites.

8.2 Naviance engages the services of third-party intermediaries to provide credit card processing services to Client and Users. Such intermediaries are solely a link in the distribution chain, and are not permitted to store, retain, or use the information provided, except for the sole purpose of credit card processing and as required by law. Before Client and Users submit credit card information, Client and Users shall be required to agree to any applicable third-party intermediaries' terms of service and privacy policies, including provisions on limited warranties and liability.

8.3 In connection with the Services provided by Naviance, Client may register for, purchase, access, or obtain products, services, and/or features to be provided by third parties (e.g., Naviance Marketplace partners). The agreements between Naviance and such third parties may permit Naviance (i) to bill Client for such third party products or services, and/or (ii) deliver such third party products or services to Client. Such third party products or services shall not be considered "Services" for the purposes of this Agreement, and the liability of Naviance to Client or any Users for or in connection with any such third party products or services shall be limited to the amount of fees paid to Naviance by such Client or User for such third party products or services less any amounts paid by Naviance to such third party for such third party product or service.

9. Representation & Warranties. Each party represents and warrants that it has the legal power and authority to enter into this Agreement. Naviance represents and warrants that it will provide the Service in a manner consistent with general industry standards reasonably applicable to the provision thereof, and that the Service will perform substantially in accordance with the on-line Naviance help documentation under normal use and circumstances. Client and Users represent and warrant that they have not falsely identified themselves nor provided any false information to gain access to the Service and that they will comply with the terms and conditions of this Agreement. Each party represents and warrants that it shall make commercially-reasonable efforts, including the use of virus-scanning software on computers that upload files to the Service, to prevent the Service from becoming infected with or spreading a computer virus.

10. Indemnification.

10.1 Client shall indemnify and hold Naviance, its licensors and each such party's parent organizations, subsidiaries, affiliates, officers, directors, employees, attorneys and agents harmless from and against any and all claims, costs, damages, losses, liabilities and expenses (including attorneys' fees and costs) arising out of or in connection with: (i) a claim alleging that use of Client Data infringes the Intellectual Property of, or has caused harm to, a third party, or (ii) a claim arising from or alleging breach by Client or Users of this Agreement; provided that Naviance: (a) promptly gives written notice of the claim to Client; (b) gives Client sole control of the defense and settlement of the claim (provided that Client may not settle or defend any claim unless it unconditionally releases Naviance of all liability and such settlement does not affect Naviance's business or the Service); (c) provides to Client all reasonably available information and assistance; and (d) has not compromised or settled such claim without Client's prior written consent.

10.2 Naviance shall indemnify and hold Client and its parent organizations, subsidiaries, affiliates, officers, directors, employees, attorneys and agents harmless from and against any and all claims, costs, damages, losses, liabilities and expenses (including attorneys' fees and costs) arising out of or in connection with: (i) a claim alleging that the Service directly infringes the Intellectual Property of a third party, or (ii) a claim arising from or alleging breach by Naviance of this Agreement; provided that Client: (a) promptly gives written notice of the claim to Naviance; (b) gives Naviance sole control of the defense and settlement of the claim (provided that Naviance may not settle or defend any claim unless it unconditionally releases Client of all liability); (c) provides to Naviance all reasonably available information and assistance; and (d) has not compromised or settled such claim without Naviance's prior written consent. Naviance shall have no indemnification obligation, and Client shall indemnify Naviance pursuant to this Agreement, for claims arising from any alleged infringement related to the combination of the Service with any of

Client's or any of Client's licensor's products, service, hardware or business process(es), so long as such use was not authorized or directed by Naviance, such authorization and/or direction having been given in writing.

11. Disclaimer of Warranties. (I) NAVIANCE AND ITS LICENSORS MAKE NO REPRESENTATION, WARRANTY, OR GUARANTY AS TO THE RELIABILITY, TIMELINESS, QUALITY, SUITABILITY, AVAILABILITY, ACCURACY OR COMPLETENESS OF THE SERVICE OR ANY CONTENT; (II) NAVIANCE AND ITS LICENSORS DO NOT REPRESENT OR WARRANT THAT (A) THE USE OF THE SERVICE WILL BE SECURE, TIMELY, UNINTERRUPTED OR ERROR-FREE OR OPERATE IN COMBINATION WITH ANY OTHER HARDWARE, SOFTWARE, SYSTEM OR DATA, (B) THE SERVICE WILL MEET CLIENT'S REQUIREMENTS OR EXPECTATIONS, (C) ANY STORED DATA WILL BE ACCURATE OR RELIABLE, (D) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIAL PURCHASED OR OBTAINED BY CLIENT THROUGH THE SERVICE WILL MEET CLIENT'S REQUIREMENTS OR EXPECTATIONS, (E) ERRORS OR DEFECTS WILL BE CORRECTED, OR (F) THE SERVICE OR THE SERVER(S) THAT MAKE THE SERVICE AVAILABLE ARE FREE OF VIRUSES OR OTHER HARMFUL COMPONENTS; (III) THE SERVICE AND ALL CONTENT IS PROVIDED TO YOU STRICTLY ON AN "AS IS" AND "AS AVAILABLE" BASIS; AND (IV) ALL CONDITIONS, REPRESENTATIONS AND WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT OF THIRD PARTY RIGHTS, ARE HEREBY DISCLAIMED TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW.

12. Internet Delays. THE SERVICE MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS. NAVIANCE IS NOT RESPONSIBLE FOR ANY DELAYS, DELIVERY FAILURES, OR OTHER DAMAGE RESULTING FROM SUCH PROBLEMS.

13. Limitation of Liability. EXCEPT FOR INDEMNITY OBLIGATIONS OR AMOUNTS ACTUALLY DUE FOR PROVISION OF THE SERVICE, IN NO EVENT SHALL ANY PARTY'S AGGREGATE LIABILITY UNDER ANY THEORY OR FOR ANY REASON WHATSOEVER EXCEED THE AMOUNTS ACTUALLY PAID BY AND/OR DUE FROM CLIENT IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM. IN NO EVENT SHALL ANY PARTY AND/OR ITS LICENSORS BE LIABLE TO ANYONE FOR ANY INDIRECT, PUNITIVE, SPECIAL, EXEMPLARY, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGES OF ANY TYPE OR KIND (INCLUDING LOSS OF DATA, REVENUE, PROFITS, USE OR OTHER ECONOMIC ADVANTAGE) ARISING OUT OF, OR IN ANY WAY CONNECTED WITH THE SERVICE, INCLUDING BUT NOT LIMITED TO THE USE OR INABILITY TO USE THE SERVICE, OR FOR ANY CONTENT OBTAINED FROM OR THROUGH THE SERVICE, ANY INTERRUPTION, INACCURACY, ERROR OR OMISSION, REGARDLESS OF CAUSE IN THE CONTENT, EVEN IF THE PARTY FROM WHICH DAMAGES ARE BEING SOUGHT OR SUCH PARTY'S LICENSORS HAVE BEEN PREVIOUSLY ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

14. Additional Rights. Certain states and/or jurisdictions do not allow the exclusion of implied warranties or limitation of liability for incidental or consequential damages, so the exclusions set forth above may not apply to Client or Users.

15. Local Laws and Export Control. The Service provides services and uses software and technology that may be subject to United States export controls administered by the U.S. Department of Commerce, the U.S. Department of Treasury Office of Foreign Assets Control, and other U.S. agencies. Client acknowledges and agrees that the site shall not be used, and none of the underlying information, software, or technology may be transferred or otherwise exported or re-exported to Afghanistan, Burma, Cuba, Iraq, Iran, Libya, Sudan, or any other countries to which the United States maintains an embargo (collectively, "Embargoed Countries"), or to or by a national or resident thereof, or any person or entity on the U.S. Department of Treasury's List of Specially Designated Nationals or the U.S. Department of Commerce's Table of Denial Orders (collectively, "Designated Nationals"). The lists of Embargoed Countries and Designated Nationals are subject to change without notice. By using this site, Client represents and warrants that it is not located in, under the control of, or a national or resident of an Embargoed Country or a Designated National. Client agrees to comply strictly with all U.S. export laws and assumes sole responsibility for obtaining licenses to export or re-export as may be required. The Service may use encryption technology that is subject to licensing requirements under the U.S. Export Administration Regulations, 15 C.F.R. Parts 730-774 and Council Regulation (EC) No. 1334/2000. Naviance and its licensors make no representation that the Service is appropriate or available for use in other locations. If Client uses the Service from outside the United States, Client is solely responsible for compliance with all applicable laws, including without limitation export and import regulations of other countries. Any diversion of the content contrary to United States law is prohibited.

16. Notice. Naviance may give notice by means of a general notice on the Service or by written communication or e-mail to the address of the primary contact for Client or Users on record with Naviance. Such notice shall be deemed to have been given to Client or Users upon the expiration of 48 hours after mailing or posting (if sent by first class mail or prepaid post) or 12 hours after sending (if sent by e-mail). Client or Users may give notice to Naviance at any time by letter delivered by a nationally recognized overnight delivery service or first class postage prepaid mail, by e-mail, or by fax to Naviance Inc., 3033 Wilson Boulevard, Suite 500, Arlington, VA 22201, 703-859-7319 (fax), legal@naviance.com, or such other address as may be designated from time-to-time. Such notice shall be deemed given when received by Naviance.

17. Modification. Naviance reserves the right to change the terms and conditions of this Agreement at any time. Naviance shall notify Client and Users not fewer than sixty (60) days prior to any material change in the terms and conditions of this Agreement. Such change shall be effective upon renewal of this Agreement. Renewal of this Agreement after any such changes shall constitute Client's consent to such changes. Continued use by Users after notice - and, if Users have access to the Service through an account provided by Client, Client's renewal - shall constitute User's acceptance of the changes.

18. Assignment. This Agreement, including all rights and obligations hereunder, may not be assigned by Client or Users without the prior written approval of Naviance, however, this Agreement may be assigned by either party without prior written approval to (i) a parent or subsidiary, (ii) an acquirer of assets, or (iii) a successor by merger. Any purported assignment in violation of this Section shall be void.

19. General. This Agreement shall be governed by District of Columbia law and controlling United States federal law, without regard to the choice or conflicts of law provisions of any jurisdiction, and any disputes, actions, claims or causes of action arising out of or in connection with this Agreement or the Service shall be subject to the exclusive jurisdiction of the state and federal courts located in the District of Columbia. In the event of any inconsistency between this Agreement and any purchase order or similar terms on any client form, this Agreement shall control. All parties will at all times comply with all applicable laws, rules and regulations. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then such provision(s) shall be construed, as nearly as possible, to reflect the intentions of the invalid or unenforceable provision(s), with all other provisions remaining in full force and effect. No joint venture, partnership, employment, or agency relationship exists between Naviance and Client or Naviance and Users as a result of this Agreement or use of the Service. The failure of Naviance to enforce any right or provision in this Agreement shall not constitute a waiver of such right or provision unless acknowledged and agreed to by Naviance in writing. This Agreement comprises the entire agreement between Naviance and Client and Naviance and Users with respect to the Service and supersedes all prior or contemporaneous negotiations, discussions or agreements, whether written or oral, between the parties regarding the subject matter contained herein. Sections 2 (for any Service provided prior to termination), 6, 7, 10.1, 11, 13, and 19 shall survive termination of this Agreement.

20. Additional Terms.

20.1 Professional Services. In the event Client elects to receive professional services, including professional development and/or consulting services from Naviance, the following terms shall apply. Client agrees to contact Naviance prior to the session if Client has any questions regarding these responsibilities.

20.1.1. Client Responsibilities for Professional Development. With respect to professional development sessions, participants should meet the prerequisites stated for each course to ensure that each session is productive and effective. All professional development sessions are hands-on sessions and require a computer for each participant. The Client must ensure that participants' computers are in good working order, that the appropriate hardware and software necessary to connect to the network provided in the training facility is installed, and that participants know how to connect the computer to a network. The Client must also plan to have no more than 15 individuals attend a private session at a time to ensure proper student to instructor ratio for effective learning. Client agrees to work with Naviance to ensure that any private professional development session purchased is conducted **no later than six months** from the date of purchase and acknowledge that a failure to have Naviance deliver a session within six months from the date of purchase shall constitute a cancellation by Client as described in Section 20.1.6. For seats purchased in public webinars, Client agrees to register and attend public webinars hosted by Naviance **no later than three months** from the date of purchase. Failure to attend a public webinar in the designated timeframe shall constitute a cancellation by Client as described in Section 20.1.6.

20.1.2. Client Responsibilities for Consulting Services. With respect to consulting services, Client agrees to the required preparation as outlined by Naviance to effectively start the engagement and utilize the services of the Naviance Consultant. Client agrees to work with Naviance to ensure that all consulting hours purchased are utilized within 12 months from the date of purchase and acknowledge that a failure to have Naviance deliver consulting services within 12 months from the date of purchase shall result in a forfeit of the consulting hours purchased. With regards to Delegated Authentication, implementation of this service is the responsibility of the client. The Naviance consultant cannot provide a SOAP-based web service or the technical support to create this service. With regards to automated data import, implementation of cURL is the responsibility of the client. The Naviance consultant cannot install cURL, create a cURL directory or configure cURL for the Client.

20.1.3. Warranties. Naviance warrants that each of its instructors and consultants performing such professional services shall have the proper skill, training, and background to perform in a competent and professional manner. Such professional services may include unknown and unforeseen problems and Naviance shall attempt to resolve such problems, should they occur. Client acknowledges that Naviance does not warrant that a satisfactory solution to all problems will be possible.

20.1.4. Payments and Refunds. Client or a contact designated by Client will be invoiced for professional development session(s) and consulting services at the time of purchase. If applicable, Naviance will invoice Client for travel expenses incurred by the instructor(s) for any on-site professional development services and consultant(s) for any on-site consulting services. Payments are due in accordance with Section 2 and within the time frame stated on each invoice and all consulting services and professional development sessions are non-refundable except as a result of a request by Naviance to cancel or reschedule a professional development session as described in Section 20.1.5.

20.1.5. Cancellation or Rescheduling by Naviance. Naviance reserves the right to cancel or reschedule sessions. In the event Naviance cancels or asks to reschedule a session, Client may choose to reschedule, attend another comparable session, or receive a full refund.

20.1.6. Cancellation or Rescheduling by Client. Client may reschedule a private on-site or webinar session that has been previously confirmed by Naviance, provided that Client agrees to: (a) notify Naviance in writing at least 3 business days in advance prior to the start of the session; (b) pay costs incurred on Client's behalf for the session as originally scheduled (including but not limited to any cancellation fees paid to our instructor(s) and, if applicable, travel expenses), and (c) pay travel expenses associated with the session once rescheduled, if applicable. If Client is unable to attend a previously confirmed public webinar session, Client may register and attend an alternate public webinar session provided that session has availability and that the Client notifies Naviance in writing at least 24 hours in advance prior to the scheduled start of the original public webinar session. A session shall be considered canceled by Client, with no further obligations by Naviance, in the event of any of the following: (a) failure to schedule a private session to be conducted within six months from the date of purchase, (b) failure to attend a public webinar session within 3 months from date of purchase, (c) failure by Client to attend a session for which Client is registered without providing the specified advance notice to Naviance, or (d) failure by Client to reschedule a session in accordance with the provisions of this Section. Client agrees to pay any fees for services and to pay any expenses incurred by Naviance on Client's behalf in connection with sessions confirmed by Naviance and canceled by Client. If cancellation of a private or public session is a result of inclement weather resulting in a school closing or delay, Client is still responsible for paying any expenses incurred by Naviance on the Client's behalf, however the session will not be considered cancelled by the client.

20.2 Use of Interactive Areas.

20.2.1. The Service may contain discussion forums in which Clients, Users, or third-parties may post reviews of, make recommendations for or give ratings of content, events, products, services or third-party providers, or post other content, messages, materials or other items ("Interactive Areas"). If Naviance provides such Interactive Areas, you are solely responsible for your use of such Interactive Areas and use them at your own risk. You acknowledge and agree that Naviance may set up any such forum to be accessible by all Clients and Users or by certain Clients and Users selected at the sole discretion of Naviance or any designee chosen by Naviance. Eligibility for access or membership in any given forum (or any continued access and membership) shall be determined by Naviance or its designee in its sole discretion, and you may not be given access to certain forums.

20.2.2. No review, recommendation or rating within the Service or in any Interactive Area shall be deemed to be an endorsement by Naviance of any the particular matter subject of the review, recommendation or, if such matter is a

third-party provider, a guarantee of such provider's quality, competency, qualifications, experience, resources, character, honesty, integrity, responsiveness or other personal and professional characteristics.

20.2.3. Naviance takes no responsibility and assumes no liability for any content posted, stored or uploaded by you or any third party, or for any loss or damage thereto, nor is Naviance liable for any mistakes, defamation, slander, libel, omissions, falsehoods, obscenity, pornography or profanity you may encounter. As a provider of interactive services, Naviance is not liable for any statements, representations or content provided by its Clients and Users in any public forum, personal home page or other Interactive Area. Although Naviance has no obligation to screen, edit, or monitor any of the content posted to or distributed through any Interactive Area, Naviance reserves the right, and has absolute discretion, to remove, screen, or edit without notice any content posted or stored within the Service at any time and for any reason, and you are solely responsible for creating backup copies of and replacing any material you post or store in these areas at your sole cost and expense.

20.2.4. Any use of the Interactive Areas or other portions of the Service in violation of the foregoing violates these Terms of Service and may result in, among other things, termination or suspension of your rights to use the Interactive Areas and/or the Service. In order to cooperate with legitimate governmental requests, subpoenas or court orders, to protect Naviance's systems and customers, or to ensure the integrity and operation of Naviance's business and systems, Naviance may access and disclose any information it considers necessary or appropriate, including, without limitation, user profile information (i.e. name, e-mail address, etc.), IP addressing and traffic information, usage history, and posted content

20.2.5. Naviance does not and cannot review all content submitted by Clients and Users to the Service, and Naviance therefore does not make any representation or warranty with respect to it and Naviance does not endorse any specific products or services which may be included in any such content. However, Naviance reserves the right to block or remove content or communications that Naviance determines, in its discretion, to be in violation of these Terms of Service. As explained above, under Disclaimer of Warranties, the Service is offered "as is," and you use it at your own risk. Without limitation, this means that, despite the requirements of these Terms of Service, Clients and Users may post content that violates them. Naviance assumes no responsibility or liability for such content. If you have submitted objectionable content, Naviance may, in its sole discretion, terminate your account, take legal action against you and/or, if applicable, notify the appropriate authorities or parties, all without prior notice or liability to you.

20.3. Digital Millennium Copyright Act. The Digital Millennium Copyright Act of 1998 (the "DMCA") provides recourse for copyright owners who believe that material appearing on the Internet infringes their rights under U.S. copyright law. Naviance reserves the right to remove any material on the Service which allegedly infringes another person's copyright. If you believe in good faith that materials hosted by Naviance infringe your copyright, you (or your agent) may send us a notice requesting that the materials be removed, or access to them blocked. Such notice must meet statutory requirements imposed by the DMCA and must be in writing and include the following information in writing: (i) an electronic or physical signature of the person authorized to act on behalf of the owner of the copyright interest; (ii) a description of the copyrighted work that you claim has been infringed. Please describe the work and, where possible, include a copy or the location (e.g., URL) of an authorized version of your work; (iii) a description of the material that you claim to be infringing, as well as its location within the Service; (iv) your name, address, telephone number, and e-mail address; (v) a statement by you that you have a good faith belief that the disputed use of the materials is not authorized by the copyright owner, its agent, or the law; and (vi) a statement by you, made under penalty of perjury, that the above information in your notice is accurate and that you are the copyright owner or authorized to act on the copyright owner's behalf. If you believe in good faith that a notice of copyright infringement has been wrongly filed against you, the DMCA permits you to send us a counter-notice. Notices and counter-notices for the Service should be sent to: Paul M. Vogt, Esq., 46 Southfield Avenue, Suite 400, Stamford, CT 06902. We suggest that you consult your legal advisor before filing a notice or counter-notice. Also, be aware that there can be substantial penalties for false claims.

By affixing their signatures below and intending to be bound, the duly authorized representatives of Naviance and Client indicate their agreement to the terms and conditions of this Agreement as of the date set forth above.

NAVIANCE, INC.

CLIENT

By: _____

By: South Monterey County JUHSD

Name: _____

Name: Dr.Daniel Moirao

Title: _____

Title: Superintendent

Address: 50 E-Business Way, Ste. 300

Address: 800 Broadway

King City, CA 93930

Cincinnati, OH 45241 USA

5-year Subscription Agreement without Test Prep

Hobsons K12 Division: Naviance					
South Monterrey County Joint Unified					
9/9/16					
60 Month Agreement	Year 1	Year 2	Year 3	Year 4	Year 5
# of Schools					
High/Continuation	3	3	3	3	3
Total	3	3	3	3	3
Enrollment					
High/Continuation	2300	2300	2300	2300	2300
Total	2300	2300	2300	2300	2300
Naviance License					
Naviance High School	\$ 7,590.00	\$ 7,590.00	\$ 7,590.00	\$ 7,590.00	\$ 7,590.00
Naviance CCR Curriculum	\$ 5,060.00	\$ 5,060.00	\$ 5,060.00	\$ 5,060.00	\$ 5,060.00
Course Planner	\$ 2,310.00	\$ 2,310.00	\$ 2,310.00	\$ 2,310.00	\$ 2,310.00
License Total	\$ 14,960.00	\$ 14,960.00	\$ 14,960.00	\$ 14,960.00	\$ 14,960.00
Services for Implementation					
Implementation Pkg	\$ 1,800.00				
Consulting & Project Implementation	\$ 6,000.00	\$ 4,000.00			
Onsite Training	\$ 12,000.00	\$ 4,000.00			
PrePaid Travel	\$ 3,000.00	\$ 1,000.00			
Services Total	\$ 22,800.00	\$ 9,000.00	\$ -	\$ -	\$ -
Total	\$ 37,760.00	\$ 23,960.00	\$ 14,960.00	\$ 14,960.00	\$ 14,960.00
Price Per Student	\$ 16.42	\$ 10.42	\$ 6.50	\$ 6.50	\$ 6.50
Total Contract Value (over 5 year term)	\$ 106,600.00				
Invoice Schedule Starting October 1, 2016	\$ 37,310.00	\$ 24,518.00	\$ 14,924.00	\$ 14,924.00	\$ 14,924.00

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Center for Teacher Innovation-
Induction Contract (Riverside County Office of
Education)

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- X _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Center for Teacher Innovation Induction Program (operated by Riverside County Office of Education-RCOE) endeavors to provide participating teachers with an exemplary program of personalized professional development based on the California Standards for the Teaching Profession. Throughout a two-year period, teachers will examine and fine-tune their practice while under the guidance and support of a mentor teacher. The program is a formal, structured system of support and assessment which assists participating teachers to advance to the California Professional Clear Credential. The Center for Teacher Innovation represents a large consortium of county offices of education (Monterey, Riverside, Inyo, Mono, and San Bernardino) as well as many other public school agencies. This is an online program.

Recommendation:

The recommendation is to approve the Center for Teacher Innovation Induction Program contract (RCOE) for new teachers working toward obtaining their Clear Credential.

Fiscal Impact:


\$2,000.00 per teacher candidate/per school year. There will be 11 teachers for a total cost not to exceed \$22,000. Additional funds will need to be expended for the site face-to-face Reflective Coaches.

Submitted By:



Diana Jimenez
Director, Educational Services

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

RIVERSIDE COUNTY SUPERINTENDENT OF SCHOOLS
3939 Thirteenth Street/P.O. Box 868
Riverside, California 92502

**MEMORANDUM OF UNDERSTANDING AND AGREEMENT
FOR PARTICIPATION IN
THE CENTER FOR TEACHER INNOVATION INDUCTION PROGRAM
2016-2019**

This 3-Year MOU/Agreement, effective **July 1, 2016**, is by and between **Riverside County Superintendent of Schools**, hereinafter referred to as the “SUPERINTENDENT,” and **South Monterey County Joint Union High School District** hereinafter referred to as the “EMPLOYING AGENCY.”

RECITALS

The SUPERINTENDENT sponsors a Commission on Teacher Credentialing (CTC) accredited program for the General Education Induction Program and Clear Education Specialist Induction Program and is authorized to recommend clear credentials for program completers. The Center for Teacher Innovation (CTI) is the SUPERINTENDENT’s facilitator of its teacher induction programs.

NARRATIVE

The purpose of this MOU/Agreement is to establish a formal working relationship between the parties to this MOU/Agreement: and to set forth the operative conditions, which will govern this partnership. The SUPERINTENDENT and the EMPLOYING AGENCY will form a partnership in providing and coordinating services as part of the Center for Teacher Innovation Induction Program, hereafter referred to as the SUPERINTENDENT’s CTI Induction Programs, the program sponsor for the Riverside County Office of Education’s Center for Teacher Innovation Induction Programs (CTI Induction).

Each new participating teacher, Candidate, is embarking on a great professional journey in this next phase of his/her teaching career. The intent of induction is to build on the preparation each Candidate has received to become a teacher in order to transform his/her academic preparation into practical success in the classroom. THE SUPERINTENDENT’s most important goal is to support each Candidate in the process of honing his/her teaching practice through induction. With a trained Reflective Coach (mentor teacher), the Candidate will reflect on his/her teaching practice and his/her students’ learning. Each Candidate will participate in reflective conversations and classroom observations with his/her Reflective Coach that are intended to promote his/her success and the success of his/her students.

All induction activities are embedded completely in each Candidate’s current teaching assignments, and thus are intended solely to enhance each Candidate’s professional experience and growth. The induction process, although a carefully thought out and systematic approach to teacher development, is also inherently individualized.

The Center for Teacher Innovation’s General Education and Education Specialist Induction Programs facilitate and enhance authentically supportive, meaningful professional growth experiences for all teachers enrolled and participating in the program.

AGREEMENTS

The EMPLOYING AGENCY agrees to:

1. The EMPLOYING AGENCY agrees to participate in the SUPERINTENDENT’S CTI Induction Programs for each of the EMPLOYING AGENCY’s eligible Candidates. The EMPLOYING AGENCY will be responsible to pay all applicable enrollment/participation fee(s) to the SUPERINTENDENT for each enrolled Candidate each enrollment year.

All Candidates must complete an online enrollment form each enrolled year and be fully eligible to officially participate in the SUPERINTENDENT’S CTI Induction Programs.

2. The EMPLOYING AGENCY further agrees to:

- a. Appoint an authorized designee to fulfill the EMPLOYING AGENCY designated Agency Representative (AR) role for all its participating teachers (Candidates) and Reflective Coaches enrolled in the SUPERINTENDENT’S CTI Induction Program.
 - i. Identify and notify the SUPERINTENDENT of all eligible Candidates to be enrolled in the CTI Induction Program to receive program services as described by the state guidelines and CTI.
 - ii. Identify all school sites with CTI Induction eligible Candidates and distribute CTI Induction Program provided information to all site administrators with Candidates employed at their respective school sites within the EMPLOYING AGENCY.
 - iii. Communicate regularly with the SUPERINTENDENT’S assigned program manager.
- b. Carefully select and hire highly qualified and exemplary experienced teachers as Reflective Coach(es) to perform as an exceptional professional role model for each EMPLOYING AGENCY’S enrolled Candidate assigned, who will meet the following criteria.

Possess:	Description:
	A California Clear and/or Level II Teaching Credential.
	A minimum of 3 years of exemplary teaching experience within an accredited (K-12) California school for students.
	Relevant knowledge of the context and culture of his/her assigned Candidate(s).
	Experience with teacher development and adult learning theory.

Demonstrate:	Description:
	Expert instructional practice as verified through administrative evaluation.
	Resourcefulness in meeting beginning teacher needs.
	A commitment to professional learning.
	Student-centered approach to professional practice.
	Instructional strategies for differentiation and equity relative to diversity and student achievement.

- c. Monitor the effectiveness of all qualified EMPLOYING AGENCY Reflective Coaches enrolled in the CTI Induction Program. Affirm that all its Reflective Coach(es) have fulfilled all program responsibilities before issuance of final stipend payment.
- d. Provide EMPLOYING AGENCY selected Reflective Coach(es) the opportunity to participate in Reflective Coach Professional Learning Sessions provided by the SUPERINTENDENT’s CTI Induction Program.
- e. Provide CTI Induction Program enrolled Candidates opportunities for one-to-one or small group consultations with their assigned Reflective Coach (es).
- f. Pay the SUPERINTENDENT an annual enrollment/participation fee (Program Facilitation Fee and applicable CTI Provided Reflective Coach Fee) per each Candidate, per program year, enrolled during the term of this agreement. The total amount of this MOU/Agreement shall not exceed the fees listed below per Candidate, per enrolled year, without prior written notification by the SUPERINTENDENT to the EMPLOYING AGENCY.
- g. In addition to the *Program Facilitation Fees* the EMPLOYING AGENCY agrees to pay the SUPERINTENDENT any and all applicable *Reflective Coach Stipend Costs*, as outlined in the listed chart below, during the term of this agreement for each **CTI Induction Program Provided Reflective Coach specific to each program year.**

Payment is due to the SUPERINTENDENT within 30 days of the EMPLOYING AGENCY’s receipt of the SUPERINTENDENT’s invoice.

<i>Program Facilitation Fees</i>			
<i>Number of Candidates Per Agency</i>	<i>2016-2017</i>	<i>2017-2018</i>	<i>2018-2019</i>
<i>1-15</i>	<i>\$2,000.00</i>	<i>\$2,200.00</i>	<i>\$2,400.00</i>
<i>16-50</i>	<i>\$1,800.00</i>	<i>\$2,000.00</i>	<i>\$2,200.00</i>
<i>51-100</i>	<i>\$1,600.00</i>	<i>\$1,800.00</i>	<i>\$2,000.00</i>
<i>100+</i>	<i>\$1,500.00</i>	<i>\$1,700.00</i>	<i>\$1,900.00</i>

<i>CTI Provided Reflective Coach Fees</i>						
<i>Number of Candidates Per Agency</i>	<i>2016-2017</i>		<i>2017-2018</i>		<i>2018-2019</i>	
	<i>Employing Agency Provided Reflective Coach (Per Candidate)</i>	<i>CTI Induction Program Provided Reflective Coach (Per Candidate)</i>	<i>Employing Agency Provided Reflective Coach (Per Candidate)</i>	<i>CTI Induction Program Provided Reflective Coach (Per Candidate)</i>	<i>Employing Agency Provided Reflective Coach (Per Candidate)</i>	<i>CTI Induction Program Provided Reflective Coach (Per Candidate)</i>
<i>Blended (Face-to-Face)</i>	<i>\$0.00</i>	<i>\$2,500.00</i>	<i>\$0.00</i>	<i>TBD*</i>	<i>\$0.00</i>	<i>TBD*</i>
<i>Online</i>	<i>\$0.00</i>	<i>\$2,000.00</i>	<i>\$0.00</i>	<i>TBD*</i>	<i>\$0.00</i>	<i>TBD*</i>

*CTI Provided Reflective Coach Fees would be determined at the beginning of each fiscal year starting in 2017-2018.

The total of this MOU/Agreement shall not exceed the applicable Program Facilitation Fees and applicable CTI Induction Program Provided Reflective Coach Stipend Costs, per Candidate each program year, listed below, without prior written notification by the SUPERINTENDENT to the EMPLOYING AGENCY.

- h. All payment(s) are due to the SUPERINTENDENT by the EMPLOYING AGENCY within 30 days of each invoice submitted by the SUPERINTENDENT to the EMPLOYING AGENCY. All payments need to be submitted to the attention of Accounts Receivable, P.O. Box 868, Riverside, CA 92502.
- i. Notify the SUPERINTENDENT within two (2) weeks of each CANDIDATE and/or COACH no longer actively participating in the CTI Induction Program by submitting a "Enrollment Status Change Request" Form for each individual through the CTI eConnect System.
- j. Understand that the recommendation for the Clear Credential for all eligible Candidates will be processed by the SUPERINTENDENT for each Candidate who has met all Clear Credential requirements upon receipt by the SUPERINTENDENT of each Candidate's "Request for Clear Credential Recommendation" form; the EMPLOYING AGENCY's full payment of all enrollment/participation fees on behalf of the Candidate; and the required CANDIDATE paid Clear Credential recommendation fee.

The SUPERINTENDENT agrees to:

- a. Provide the CTI Induction Program's proprietary system of support and individualized learning to participating teachers (Candidates) with preliminary General Education and Education Specialist credentials as they fulfill the requirements of the California clear credential for general education and/or special education teachers. The customized CTI Induction program includes:
 - i. Access to a Learning Management System (LMS) that promotes and supports 21st century learning.
 - ii. Focus on the implementation of the California Standards and the California Standards for the Teaching Profession.
 - iii. Support for the Candidates in designing and implementing equitable and inclusive learning environments which strive to minimize bias in classrooms, while using culturally responsive pedagogical practices.
- b. Provide appropriate staff to operate and administer the CTI Induction programs.
- c. To promote the professional practice and well-being of enrolled Candidates as they work with carefully selected and trained Reflective Coaches. In this relationship Candidates and Reflective Coaches will build upon their professional knowledge; teaching skills; and demonstrate their abilities to enhance the academic achievement and overall growth of students.
- d. Establish, coordinate, and provide initial and ongoing Reflective Coach Professional Learning sessions online and face-to-face for all officially enrolled Reflective Coaches. This training will focus on the specific coaching skills needed to support the unique needs of the enrolled Candidates. This will include techniques that enhance reflective conversations, constructive feedback, and observations of instruction.
- e. Provide materials and informational support to the EMPLOYING AGENCY's site administrators related to their role in supporting the Induction process for officially enrolled Candidates at their site.
- f. Provide the EMPLOYING AGENCY with recruiting materials to inform prospective teaching Candidates that the EMPLOYING AGENCY is offering/providing a Commission on Teacher Credentialing (CTC) accredited Induction Program for the new teaching Candidates to enroll in and participate.
- g. Appoint a program manager to fulfill the program manager roles and responsibilities for the actual numbers of Candidates in the CTI Consortium Professional Teacher Induction Program.
- h. Carry-out all Commission on Teacher Credentialing required accreditation activities, including but not limited to:

- i. Payment of all CTC Accreditation Fees Annually
 - ii. Submission of Biennial Reports
 - iii. Submission of Program Assessment Documents
 - iv. Preparation for and Facilitation of CTC Site Accreditation Visits
 - v. Participate in Program Evaluation and State Reviews

- i. Provide designated staff (program manager) to facilitate program implementation through regular communication with EMPLOYING AGENCY authorized designee (agency representative).

- j. Provide opportunities for Candidates and Reflective Coaches to earn low cost university professional learning credits for program participation through specific partnering Institutions of Higher Education.

- k. Provide opportunities for Candidates to earn low cost university units towards a Master's Degree through specific partnering Institutions of Higher Education.

- l. Establish and maintain accurate records and reports, which includes the following:
 - 1. Program required online enrollment form for each Candidate and each Reflective Coach.
 - 2. Copies of all formative assessment completion records of participation for each Candidate and each Reflective Coach.
 - 3. Induction Program Completion Requirements document upon completion of each year of the CTI Induction Program.
 - 4. Maintenance of an information management system for program completion, credential, and enrollment/participation fee tracking of each Candidate.

- m. Monitor all Candidate and Reflective Coach progress and completion each program year.

- n. Provide the EMPLOYING AGENCY access to and/or reports from its Information Management System for the EMPLOYING AGENCY to monitor enrollment and completion progress of each of its Candidates and Reflective Coaches officially enrolled in the CTI Induction Program.

- o. Provide advisement and assistance to all officially enrolled Candidates to ensure their knowledge of all processes and requirements to be eligible for the Clear Credential recommendation.

- p. Submit to the Commission on Teacher Credentialing the recommendation for the Clear Credential for all eligible Candidates who have met all Clear Credential requirements upon receipt of each Candidate's "Request for Clear Credential Recommendation" form; the EMPLOYING AGENCY's full payment of the enrollment/participation fee on behalf of the Candidate; and the required CANDIDATE paid Clear Credential recommendation fee.

- q. Provide for the EMPLOYING AGENCY the Commission on Teacher Credentialing (CTC) and California Department of Education (CDE) all accreditation report documents and other information requested on all matters related to the CTI Induction Program's requirements and activities.
- r. Charge the EMPLOYING AGENCY the applicable Program Facilitation Fees and CTI Induction Program Provided Reflective Coach Stipend Costs, per Candidate enrolled, per enrolled year, during the term of this agreement, as described in 2(g). The total amount of this MOU/Agreement shall not exceed the fees listed above per Candidate, per enrolled year, without prior written notification by the SUPERINTENDENT to the EMPLOYING AGENCY.
- s. SUPERINTENDENT will collect enrollment/participation fee(s) directly from the EMPLOYING AGENCY for all Candidate(s) of the EMPLOYING AGENCY enrolled each year in the SUPERINTENDENT's CTI Induction Program via an invoice submitted to the EMPLOYING AGENCY after the enrollment period has closed for each program year.
- t. Submit an invoice to the EMPLOYING AGENCY in order for the EMPLOYING AGENCY to process payment to the SUPERINTENDENT for all its Candidates who have been or currently are enrolled in the CTI Induction Program.
- u. All payment(s) are due to the SUPERINTENDENT by the EMPLOYING AGENCY within 30 days of each invoice submitted by the SUPERINTENDENT to the EMPLOYING AGENCY. All payments need to be submitted to the attention of Accounts Receivable, P.O. Box 868, Riverside, CA 92502.
- v. Provide the EMPLOYING AGENCY a Statement of Account, periodically or upon request, of the EMPLOYING AGENCY's fee(s) due to the SUPERINTENDENT related to program enrollment of Candidates each program year; as well as, maintain all the EMPLOYING AGENCY's funding documentation required by CTI and the state.
- w. In the event that the EMPLOYING AGENCY is unable to provide a reflective coach, the SUPERINTENDENT will hire, assign, monitor, and pay reflective coaches using the same criteria outlined in section 2(b) of the EMPLOYING AGENCY's responsibilities. SUPERINTENDENT will be reimbursed by the EMPLOYING AGENCY for CTI Induction Program provided Reflective Coaches at the rate reflected on the table in section 2(g).

It is Further agreed to as follows:

1. The term of this MOU/Agreement shall be from **July 1, 2016**, to and including **June 30, 2019**. Either party may discontinue this MOU/Agreement by giving written notice eight (8) months in advance of the final date.
2. Contract and monitoring responsibilities for this MOU/Agreement rest with the SUPERINTENDENT.

3. Any and all products developed by the SUPERINTENDENT's induction programs are the exclusive property of the SUPERINTENDENT.
4. The SUPERINTENDENT and the SUPERINTENDENT's induction programs shall have the authority to adapt and adopt materials developed by the SUPERINTENDENT's induction programs for dissemination purposes.
5. It is agreed that the EMPLOYING AGENCY or any employee or agent of the EMPLOYING AGENCY is acting as an independent contractor and not as an agent or employee of the said SUPERINTENDENT.
6. The EMPLOYING AGENCY certifies that it is aware of the laws of the state of California requiring the employer to be insured against liability for Worker's Compensation and shall comply with such laws during the term of this contract.
7. The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save, and hold harmless each other, and their respective officers, agents, servants, and employees, from any and all liability, claims demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this MOU/Agreement by such indemnifying party, or its officers, agents, servants, and employees.
8. Neither this MOU/Agreement nor any duties or obligations under this MOU/Agreement may be assigned by EMPLOYING AGENCY without the prior written consent of the SUPERINTENDENT.
9. The EMPLOYING AGENCY and all of the EMPLOYING AGENCY'S employees or agents shall secure and maintain in force such licenses and permits that are required by law, in connection with the furnishing of materials, supplies, or services herein listed.
10. This contract may be amended only by the mutual written consent of the parties hereto, except that the SUPERINTENDENT may unilaterally amend the contract to accomplish the below-listed changes:
 - a. Decreases in dollar amounts.
 - b. Administrative changes that do not affect the contractual rights of the parties.
 - c. Changes as required by law.

IN WITNESS WHEREOF, the parties hereto have executed this MOU/Agreement on the day and year first above written.

**Riverside County
Superintendent of Schools**

**South Monterey County Joint Union
High School District**

Signed _____
Authorized Signature

Signed _____
Authorized Signature

Barbara Howard, Executive Director
Center for Teacher Innovation

Printed Name and Title

Date _____

Date _____

Agency Contact Information:

Diana Jimenez
(831) 385-0606 Ext 4315
djimenez@smcjuhsd.org

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of National Superintendents Roundtable/
Memorandum of Understanding CUBA Travel

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The National Superintendent's Roundtable and the Horace Mann Society have identified Dr. Moirao as a delegate to visit the country of Cuba. They have selected only twenty-five Superintendents across the country for this delegation. The purpose of the trip is multi-faceted: To recruit potential teachers to the United States and hopefully establish a student exchange program. As a part of this trip, delegates will learn the culture of Cuba and for a portion of the trip delegates will stay in the home of host families.

Recommendation:

It is recommended that the board approve the Memo of Understanding/Sales Agreement with National Superintendents Roundtable and the Cuba Educational Travel organization.

Fiscal Impact:

Cost of approximately \$7,000.00 from Title III.

Submitted By:



Daniel R. Moirao, Ed.D.
Superintendent

Approved:



Daniel R. Moirao, Ed.D.
Superintendent



MEMO OF UNDERSTANDING / SALES AGREEMENT
National Superintendents Roundtable
April 8-15, 2017

Please read carefully our company policies listed below. It is your responsibility to inquire about and fully understand change and cancellation policies regarding your travel arrangements.

Ground Package: \$ 3,965 per person
R/T flight Miami/Cuba: \$ 500 per person

**Pricing for ground package is based on double occupancy, single supplement of \$400 applies.
**Charter flights are based on current pricing and are not included in the ground package. This is subject to change based on resumption of commercial flights.

INCLUDED

- 7 night accommodations in Cuba
- Daily breakfast
- Lunches and dinners (as specified on the itinerary)
- Full time, professional, bilingual guide
- All local ground transportation
- Pre-trip departure information
- Cuban Insurance (health and evacuation)
- Cuban Visa
- Compliance with U.S. Treasury Department regulations
- Speaker fees
- Admission to all museums and public buildings listed in itinerary
- Coordination of all listed activities

NOT INCLUDED

- Airfare
- Hotels in Miami
- Airline baggage fees
- Meals other than listed on itinerary
- Individual house/hotel expenses (mini bar, room service, laundry fees, etc.)
- Cuban Airport Departure tax (25 CUC)
- Tips for local guides
 - Recommended tips for guides and drivers range from \$12 to \$20 per person per day depending on group size.

TERMS AND CONDITIONS

PAYMENT:

- A deposit of \$1,000 per person is due by 180 days prior to departure: October 8, 2016. Early deposits are suggested to lock in your spot.
- A signed copy of the Memorandum of Understanding should be turned in with the deposit.
- Full payment will be due 120 days prior to departure: December 8, 2016.
- Please inquire if you are interested in purchasing trip insurance from a certified, third party.

Payment can be made with a check, cashier's check, or money order. Credit cards are not accepted. Checks should be made out to Cuba Educational Travel and mailed to:

Cuba Educational Travel
Attn. National Superintendents Roundtable
48 South Baldwin Place
Massapequa, NY 11758

CANCELLATION and REPLACEMENT POLICIES:

- The sale is final.
- Cancellations made before 180 days prior to the trip eligible for a full refund.
- Cancellations made 179-91 days to trip departure are eligible for a 50 percent refund.
- Cancellations made within 90 days of trip departure are not eligible for a refund.
- In some instances, time permitting, a different traveler can take the place of a scheduled participant for a processing fee of \$350.

UNUSED SERVICES & REFUNDS:

No refund or adjustment can be made for any portion of the services not used such as voluntary non-usage of hotel accommodations, scheduled meals or any planned activity described in your itinerary.

PASSPORT AND VISA:

All travelers are required to carry a valid passport and a Cuban visa. The visa will be completed by a Cuba Educational Travel representative and given to participants at check-in at the airport OR sent to the trip leader beforehand.

IMPORTANT:

Those without a valid passport will not be allowed to enter. Passport should be valid for a minimum of 6 months after departure date. Passports must be U.S. issued. Foreign passports allowed only in conjunction with a valid U.S. Resident Alien card (Green Card) or valid U.S. visa. Cuba Educational Travel is not responsible for lost or stolen passports in Cuba.

RESPONSIBILITY STATEMENT

Cuba Educational Travel serves only to assist in making necessary travel arrangements for its participating members, and in no way represents, or acts as agent for, transportation carriers, hotels, and other suppliers of services connected with this tour. Therefore, is not liable for any injury, damage, loss, accident, delay or other irregularity which may be caused by the defect of any vehicle or the negligence or default of any company or person engaged in performing any of the services involved. Additionally, responsibility is not accepted for losses or expenses due to sickness, weather, strike, hostilities, wars, natural disasters or other such causes. All services and accommodations are subject to the laws of the country in which they are provided. Cuba Educational Travel does not accept liability for any airline cancellation or delay incurred by the purchase of an airline ticket. Baggage and personal effects are the sole responsibility of the owners at all times. Cuba Educational Travel reserves the right to make changes in the published itineraries whenever, in its sole judgment, conditions so warrant, or if they deem it necessary for the comfort, convenience or safety of the tour participants.

Cuba Educational Travel also reserves the right to decline to accept any person as a participant in the tours, or to require any participant to withdraw from the tour at any time, when such an action is determined by the appropriate Cuba Educational Travel staff representative to be in the best interests of the health, safety, and general welfare of the tour group, or of the individual participant.

The undersigned has read carefully the schedule of activities for this tour. The undersigned recognizes that there is a moderate level of physical activity involved in the tour and the tour may require participants to walk long distances and climb stairs. The undersigned accepts any risks thereof and the conditions set forth therein. The undersigned agrees to release and hold harmless Cuba Educational Travel any of their officers or representatives from any and all liability for delays, injuries or death, or for the loss of or damage to, his/her property however occurring during any portion of the program.

Client Name _____

CET Representative _____

Date _____

Date _____

Client Signature _____

CET Signature _____

Trip Name Nat'l Superintendents Roundtable

Trip Date April 8-15, 2017

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Contract with Cari Loete to Provide
Special Education Training

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Cari Loete provided special education training for our special education teachers and para-professionals in the area of teacher collaboration designed to place all special education students into the least restrictive environment, which is the general education setting. These were half-day trainings. She also provided training for our general education teachers during the Friday teacher staff development day that was performed in small breakout sessions.


Recommendation:

The recommendation is being made for the Superintendent and the SMCJUHSD School Board to approve the fees for Cari Loete for providing the professional development.

Fiscal Impact:

The fiscal impact to the Special Education fund is \$2,251.04.

Submitted By:



Steve James, Ed.D.
Director of Alternative Placement for Student Success

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

EDUCATIONAL CONSULTING SERVICES AGREEMENT

This agreement is made effective as of July 1st, 2016 between Cari Loete ("Consultant") and South Monterey Joint Union High School District (hereinafter "Client"), sets forth the terms and conditions of the relationship between Consultant and Client. This agreement covers work occurring between July 1st, 2016 and June 30th, 2017. However, this agreement may be terminated with or without cause after thirty (30) calendar days notification in writing to the Consultant.

Scope of Services: The purpose of this engagement is to provide professional development for Client staff and faculty to accomplish goals set out by Client.

Consultant's delivery of services would include but not necessarily be limited to the following:

- Develop training materials for paraprofessionals and teachers.
- Create and facilitate customized professional development workshops on 8/4/16 and 8/5/16.
- Create and facilitate customized professional development workshop for follow up, date(s) to be determined.
- Consult via email to support paraprofessionals and teachers in supporting special education students in the general education classroom.

In consideration of the services provided stated herein, Client agrees to act in accordance with the protocols of courtesy and professional responsibility, and agrees to facilitate the delivery of services by providing 1) timely access to any and all materials and staff required for planning and delivery of services; and 2) the cooperation of individuals who possess specific knowledge and/or access to information that may be necessary to complete the required objectives. Steven James, Ed.D, Director Alternative Placement for students Success, will be responsible for coordinating Consultant's scheduled activities, reviewing and approving as needed material prepared by the Consultant, and obtaining any approvals necessary from appropriate officials, Regular contact will be maintained between Consultant and Client designees overseeing the projects defined above.

Terms:

1. The Responsible Parties agrees to pay the applicable cost and fee for the Services, as described in Schedule A, attached. If there is more than one Responsible Party who signs this Agreement, each agrees that he or she is jointly and severally responsible for payment of the cost and fees owing to Consultant under this Agreement.
2. Consultant will act in good faith to provide services as set forth in the description of the Services Consultant has been engaged to render for the benefit of the Client.
3. Consultant will submit an invoice upon the completion of services. Client agrees to pay invoices within 30 days of receipt. Significant delays in payment of invoices may result in suspension of Consultant services until payment is received.
4. Consultant shall provide all insurance coverage necessary to protect the Consultant and any employees or agents of the Consultant.
5. Interest on overdue account balance is payable at a rate of 1.5% per month, or the highest rate allowed by law, if less than 1.5% per month. If Consultant is required to engage legal counsel or other representation in connection with any dispute arising out of this Agreement to the Services

Cari Loete, Ed.D

1737 N Hughes Avenue ❖ ❖ Clovis, California 93610 ❖ ❖ 559-321-4241 ❖ ❖ cloete@comcast.net

SCHEDULE A

Fees:

- Full day workshop \$1250.00
- Half day workshop \$825.00
 - Preparation of materials, training, food and lodging included in workshop fee.
- Mileage reimbursement at 54 cents per mile.
- Follow-up support billed at \$50.00 per hour.

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Contract with Pinnacles Educators to Provide Consultation Services for the Special Education Department

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Pinnacles Educators will consult with the Special Education Department because of prior knowledge on high profile cases that could go to litigation, question on Special Education compliance, and gives us access to previous psychological assessment and reports.

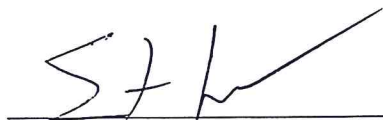
Recommendation:

The recommendation is to approve the Contract with Pinnacles Educators to provide consultation services for the Special Education Department.

Fiscal Impact:


The fiscal impact to the Special Education fund is not to exceed \$6,000.

Submitted By:



Steve James, Ed.D.
Director of Alternative Placement for Student Success

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
800 BROADWAY
KING CITY, CA 93930**

AGREEMENT TO FURNISH CONSULTANT SERVICES

Pursuant to California Education Code 10400, South Monterey County Joint Union High School District, hereinafter called "District," has need of the specialized services of *Pinnacle Educators*, an independent contractor, hereinafter called "Consultant," for the period specified in Article I. "TERM."

Consultant shall be, for the purposes of this agreement, an independent contractor and shall not be deemed an employee of the District for any purpose.

District may provide such supplies and equipment as shown herein for the convenience of CONSULTANT and such accommodation shall not operate as an indication of employment.

I. TERM:

The effective date of the agreement is August 1, 2016 and it terminates June 30, 2017 unless sooner terminate as provided herein.

II. PAYMENT LIMIT

- Consultant shall be compensated for providing coaching and technical assistance in special education.
- Consultant will be paid \$ 140.00 per hour.
- Total payment(s) to Consultant, under this contract shall not exceed \$ 6,000.00

III. DISTRICT OBLIGATION:

Inconsideration of Consultant's provision of service(s) as described in the Consultants Services Description and subject to the payment limit expressed herein, the District shall pay the Consultant, upon documented evidence of completion of service(s), payment according to the fee schedule listed within thirty (30) days of billing.

IV. CONSULTANT'S OBLIGATION

The consultant shall provide service(s) as described in the Consultant Service Description.

V. CONSULTANT SERVICE DESCRIPTION

The Consultant will provide coaching and technical assistance and ongoing support to the District special education staff regarding specific student cases as identified by the Director of Alternative Placement for Student Success.

VI. CONFIDENTIALITY

In the course of performing consulting services, the parties realize that the Consultant may come in contact with or become familiar with information which may be considered confidential. Consultant agrees to keep all such information confidential and not to discuss or divulge it to anyone other than South Monterey County Joint Union High School District.

VII. ASSIGNMENT

This agreement is for personal services to be performed by Consultant and may not be assigned to, sub-let to or performed by any person or persons who are not parties hereto except by employees of Consultant whose names and qualifications have been approved by District.

VIII. TERMINATION OF AGREEMENT

This agreement shall terminate on the last day as written in Article I except:

- a. District may terminate agreement at any time if Consultant does not perform, or refuses to perform according to this Agreement.
- b. District and Consultant may terminate agreement at any time with mutual written consent.
- c. In the event of early termination, Consultant shall be paid for all work or services performed to the date of termination together with an amount for approved expenses due and owing.

IX. DISTRICT'S RIGHT OF RETENTION

District shall become the owner of and entitled to exclusive possession of all records, documents, files, graphs, photographic or other reproductions of any kind produced in the scope of services performed and no other uses thereof will be permitted except by permission of the District.

X. EXTENSION OF TERM

By mutual consent of the parties hereto the term of service described herein in Article I may be extended by reformation of this Agreement and the attachment hereto of an addendum mutually executed setting forth the extended term.

XI. SIGNATURES

These signatures attest the parties' agreement hereto:

CONSULTANT / TITLE

CONTRACT OFFICER OF THE
South Monterey County Joint Union High School District

Date

Date

Social Security Number of Consultant *

* *Whenever organizational names are used, the Employer IRS Identification Number must be used instead of a Social Security Number.*

Preferred contact information:

Lee Shepherd, Pinnacle Educators, COO

CONSULTANT / TITLE (Please Print)

Mailing Address (number, street name, city, state and zip code: Please Print)

Phone number

Cell Phone

Account code: _____

CBO signature _____ Date: _____

Routing:

- 1. Immediate supervisor
- 2. CBO, for coding and presentation to Board
- 3. After Board (State Administrator) approval, CBO for processing

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval of Contract with Melissa Tuck to Provide
in-Person Speech and Language Pathology (SLP)
Services

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Melissa Tuck will provide SLP in-person services for Special Education students who need compensatory education and where parents refuse to allow their students to have tele-therapy deliver this service. This service will keep us from further litigation with the State Office of Administrative Hearing (OAH). These students will not be receiving SLP services from Presence Learning.

Recommendation:

The recommendation is to approve the contract with Melissa Tuck to provide in-person Speech and Language Pathology (SLP) services.

Fiscal Impact:

The fiscal impact to the Special Education fund is approximately \$25,000 annually.

Submitted By:



Steve James, Ed.D.
Director of Alternative Placement for Student Services

Approved:



Daniel R. Moirao, Ed.D.
State Administrator

SPEECH THERAPIST SERVICES AGREEMENT

This services agreement ("Agreement") is made effective as of September 22, 2016 between South Monterey County Joint Union High School District ("SMCJUHS"), at 800 Broadway Street, King City, CA 93930, and Melissa Tuck, at 2 Saint Charles Place #102, Greenfield, CA 93927 ("Provider").

1. Provider agrees to:

- a. Provide: (i) Speech/Language Therapy and evaluations which includes testing and all related paperwork; (ii) complete electronic reports; (iii) present test results at IEP meetings.
- b. Provide a copy of any pertinent documents required by SMCJUHS prior to serving SMCJUHS students including, but not limited to:
 - State fingerprint clearance card;
 - Proof of current applicable State certification;
 - Proof of active automobile liability insurance policies; and
 - A completed Form W-9.
- c. Work closely with SMCJUHS education staff to ensure therapy and assessment areas are addressed in accordance with the individual needs of each student.
- d. Determine eligibility classifications for students, if appropriate, and suggest interventions and modifications to augment new educational therapy goals as required.
- e. Provide invoices with a record of services rendered (which includes at a minimum the dates of service and number of hours of service) to SMCJUHS's Business Department at the address above.
- f. Perform all services in compliance with any standard, ruling or regulation of any governmental agency responsible for administering or regulating the Provider and to conform to all applicable laws and regulations.
- g. Maintain adequate billing records of all services provided.

2. Provider represents and warrants that:

- a. Provider has the right and ability to enter into this Agreement
- b. Provider is duly certificated to practice in the State of California and to provide the services specified and shall immediately notify SMCJUHS if any applicable certificate is suspended or revoked or if licensee is placed on any probationary, provisional or other limited or conditional status.
- c. Provider operates as a Sole Proprietor Vendor, and regularly makes its services available to other clients or the general public, and has the conventional means and requisites of conducting business.
- d. Provider has and shall maintain, at all times, automobile liability insurance coverage in at least the minimum amounts required by statute and such insurance does not exclude business pursuits.

e. Provider agrees to indemnify, and hold SMCJUHS D, its affiliates, subsidiaries, assignees and licensees, harmless from and against any losses, costs, expenses (including reasonable attorney's fees), judgment, settlements, and damages resulting from any claim or action arising out of Provider's breach of any term of this Agreement.

3. Ownership: Provider retains all rights to any materials created or distributed by Provider pursuant to this Agreement. Provider hereby grants to SMCJUHS D a non-exclusive license to use, reproduce, distribute or create derivative works from any materials created or distributed by Provider pursuant to this Agreement internally within SMCJUHS D and between it and its affiliates, subsidiaries, school sites, customers, contractors and others to the extent otherwise permitted or required by law. Provider understands and agrees that the Provider is acting and performing as a Sole Proprietor Vendor at all times. Provider is expected to use Provider's own equipment, supplies and tools unless specifically stated otherwise. Provider understands and agrees that it is not an agent or employee of SMCJUHS D by virtue of this Agreement. Provider will perform the requested services under the general direction of SMCJUHS D, but will determine, in its reasonable discretion, the manner and means by which the services are accomplished. As a Sole Proprietor Vendor, Provider has the responsibility to file all tax returns required by law and assumes sole liability for taxes due on income earned pursuant to this Agreement. Provider acknowledges it is not entitled to any rights or benefits (including vacation, 401k, worker's compensation benefits, and health insurance) to which SMCJUHS D employees may be entitled. Provider agrees to indemnify and hold SMCJUHS D harmless from any liabilities, claims or actions relating to employment taxes or benefits.

4. Confidential Information and FERPA: As used herein, the term "Confidential Information shall mean all information, in whatever form or medium, and whether or not designated or marked "CONFIDENTIAL," or the like, which (a) relate to the students of SMCJUHS D, or the services of SMCJUHS D and (i) which have not been disclosed by SMCJUHS D (ii) which Provider knows or has good reason to know are not generally known, (b) are received by SMCJUHS D from a third party under an obligation of confidentiality to the third party, (c) are derived from the use or application of either of the foregoing, or (d) are created by SMCJUHS D during the term of this Agreement or are created by Provider pursuant to this Agreement. Provider acknowledges that the Confidential Information constitutes a valuable proprietary asset of SMCJUHS D, and that Provider shall not, as a result of any disclosure of Confidential Information by SMCJUHS D to Provider, obtain any right or access to any Confidential Information except as otherwise specifically provided for herein. Provider agrees that disclosure by SMCJUHS D of any Confidential Information, whether written, oral, or in electronic-readable form, is made in strictest confidence. Provider agrees that it will not at any time directly or indirectly disclose Confidential Information of SMCJUHS D to any person or entity outside of SMCJUHS D or make any use of such Confidential Information in any way, commercially or otherwise, other than as is reasonably required to provide the services, provided for herein. Provider agrees not to allow any unauthorized person access to Confidential Information and to take all action reasonably necessary and satisfactory to protect such Confidential Information.

FERPA. In addition to Provider's confidentiality obligations, pursuant to the federal Family Educational Rights and Privacy Act (20 U.S.C. 1232g et seq.), any personally identifiable information about any student that has not been otherwise deemed "directory information" by a school, which is disclosed to Provider pursuant to this Agreement, shall be used solely for the stated purposes of the disclosure to fulfill obligations under this Agreement and shall not be re-disclosed to any other party without the prior written consent of the student's parent (or of the student if he/she is age 18 or older). Any re-disclosure of such information by Provider without

the required prior written consent shall result in the termination of Provider's access to such information for a minimum period of five (5) years from the date of the improper re-disclosure.

Return of Records. Upon expiration or termination of this Agreement, Provider shall deliver all SMCJUHS test protocols, notes and data and that relate to the services to SMCJUHS to which SMCJUHS has ownership rights pursuant to this section 4.

5. Term: This Agreement shall be for a term not to exceed twelve months beginning on September 22, 2016 and extending until June 30, 2017.

6. Service of Notices: Notices served on SMCJUHS will be served by Certified Mail with a return receipt, at the address listed above. Notices served on the Provider will be served by Certified Mail, with a return receipt, to SMCJUHS.

7. Assignment: SMCJUHS shall have the full and unencumbered right to assign any and all rights acquired by it hereunder and to delegate any and all duties hereunder, to any affiliate, subsidiary or licensee of SMCJUHS. Provider may not assign any of its rights or delegate any of its duties under this Agreement. Any assignment by Provider shall be void from its beginning.

8. Waiver of Contractual Right: The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

9. Entire Agreement; Amendments; Survival: This contract sets forth the entire Agreement between the parties with respect to the subject matter hereof, and it may only be changed by a writing signed by both parties. Any prior or contemporaneous agreements, promises, negotiations or representations not expressly set forth in this Agreement are of no force or effect. It is specifically understood that the terms of sections 3 and 4 survive the expiration or termination of this Agreement.

10. Payment: Within fifteen (15) days of receipt of an undisputed invoice, SMCJUHS shall pay the Provider for services rendered. The total charges under this agreement shall not exceed \$60.00 for each billable hour for therapy and IEP meeting attendance and/or \$80 per hour for assessments and report writing. Total billing will not exceed more than \$25,000 during the 2016-17 school-year. *\$100/hr evals.*

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of *September 9, 2016.* ~~December 1,~~ 2015.

SMCJUHS

By: _____
Name: Daniel Moirao, Ed.D
Title: Superintendent

Provider

By: *Melissa Tuck*
Name: Melissa Tuck, MS, CCC-SLP
Title: Speech Language Pathologist

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT
GOVERNING BOARD**

SUBJECT: Approval of Contract with Monarch Behavior Solutions, INC

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

Monarch Behavior Solutions, INC will provide a Board Certified Behavior Analyst for 8 hours a month to provide behavioral support for a special education student per a mediation agreement. This agreement is for a second special education student we need the BCBA observations and data to justify the move.

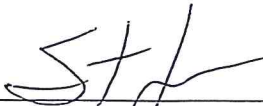
Recommendation:

The recommendation is to approve the fees for Monarch Behavior Solutions, INC during the 2016-17 school-year.

Fiscal Impact:


The fiscal impact to the Special Education fund is approximately \$2,400 a month.

Submitted By:



Steve James, Ed.D.
Director Alternative Placement for Student Success

Approved:



Daniel R. Moirao, Ed.D.
Superintendent



MONARCH
BEHAVIOR SOLUTIONS, INC.

A GROUP PRACTICE OF BCBAS

7340 SOMBRILLA AVENUE, UNIT A, ATASCADERO, CA 93422 www.monarchslo.com (805) 610-1998

Contract for Behavioral Services

between Monarch Behavior Solutions (MONARCH)

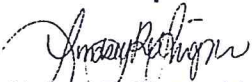
and

South Monterey County Joint Unified High School District (DISTRICT)

- I. Monarch Behavior Solutions agrees to provide 8 hours per month of Board Certified Behavior Analyst (BCBA) level consultation to South Monterey County Joint Unified High School District in order to support the behavioral needs of a specific student.
- II. This agreement will be effective 9/8/2016 through 6/30/2017. The contract may be revised or terminated prior to the end date, pending information gathered throughout the consultation process.
- III. The nature of consultation services will be applied behavior analytic (ABA) and will include the following activities: 1) direct observations of student in various environments, 2) review of relevant student records, 3) meetings with IEP team members, 4) review of data, 5) providing recommendations to IEP team, including administrators, 6) email and phone correspondence, 7) participation in IEP meetings, 8) written reports, as needed, and 9) staff training and fidelity checks.
- IV. Monarch utilizes a unique consultation model, consisting of a team of 2 BCBAs. Fees for services will be applied as follows:
 - a. Team of 2 BCBAs: \$200/hour.
 - b. One BCBA: \$110/hour
 - c. Travel fees will be applied for travel time between Atascadero, CA and school site location and between school site location and Atascadero, CA. Travel fees will be charged at our hourly rate (\$200/hour or \$110/hour).
 - d. The estimated monthly cost for services will be \$2400.
 - e. The District is responsible for payment of all consultation hours provided by Monarch, even if/when unique circumstances necessitate more than 8 hours per month of consultation.
 - f. Monarch will only bill for services actually rendered.
- V. Monarch will submit invoices for services between the 15th-20th of each month (for services provided during the prior month) via email. Payment is due within 30 days of invoice date. A 1.5% late fee will be applied for late payment.

By signing below, District and Monarch both agree to the terms outlined in this contract:

Monarch Representative:

 9/8/2016
Lindsey Reifinger, M.Ed., BCBA
Director/Behavior Consultant

District Representative:

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Contract with the Law Office of Peter Sansom

MEETING: September 21, 2016

AGENDA SECTION:

X ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- X Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The Law Office of Peter Sansom will be providing the district legal counsel in the area of Special Education. Mr. Sansom has done extensive work in the field of Special Education law. His expertise will assist us in some of our rather difficult cases, that could require us to go through the State Office of Administrative Hearing (OAH) to have students placed in alternative educational settings to include residential facilities.

Recommendation:

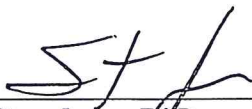
The recommendation is to approve the attorney fees for The Law Office of Peter Sansom during the 2016-2017 school-year.

Fiscal Impact:

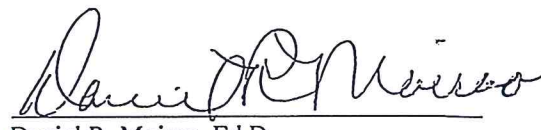
The fiscal impact to the Special Education fund is \$225.00 an hour. We are only charged when we use his service.

Submitted By:

Approved:



Steve James, Ed.D.
Director Alternative Placement for Student Success



Daniel R. Moirao, Ed.D.
Superintendent

LAW OFFICE OF PETER SANSOM

PROFESSIONAL RATE SCHEDULE

(Effective September 13, 2016 for the 2016-2017 School Year)

1. HOURLY PROFESSIONAL RATES

Client agrees to pay Attorney by the following standard hourly rate:

Attorney	\$225 per hour
Law Clerk/Paralegal	\$90 per hour

Time is billed in increments of six (6) minutes and rounded up to the nearest increment evenly divisible by six (e.g., 28 minutes is rounded up to 30 minutes, which is .5 of an hour or \$112.50).

The Law Office of Peter Sansom shall charge its hourly rate for round-trip travel time from our office to the destination required by Client up to a maximum of five (5) hours. Additionally, actual travel expenses as described below will be billed.

2. COSTS AND EXPENSES

In-Office copying	\$0.10 per page
Incoming Facsimile	No Charge
Outgoing Facsimile	No Charge
Postage	Actual Usage
Mileage	IRS Standard Rate

Other costs, such as messenger, airfare and lodging shall be charged on an actual and necessary basis with prior approval from Client. If Client requires Attorney to work during normal mealtimes, Attorney shall bill Client for meals not in excess of \$15 per meal.

LAW OFFICE OF PETER SANSOM

AGREEMENT FOR LEGAL SERVICES

THIS AGREEMENT is effective September 13, 2016, by and between the South Monterey County Joint Union High School District ("Client") and the Law Office of Peter Sansom ("Attorney").

In consideration of the promises and the mutual agreements hereinafter contained, Client and Attorney agree as follows:

Client hires attorney as Client's legal counsel with respect to matters Client specifically refers to Attorney. Attorney shall provide legal services as reasonably required to represent Client in such matters, take reasonable steps to keep Client informed of significant developments and respond to Client's inquiries regarding those matters. Client understands that Attorney cannot guarantee any particular results, including the costs and expenses of representation.

Client agrees to pay Attorney for services rendered to Client based upon the attached rate schedule. Agreements for legal fees on other-than-an-hourly basis may be made by mutual agreement for special projects. Attorney shall send Client a statement for fees and costs incurred every calendar month. Statements shall set forth the amount, rate and description of services provided. Client has agreed to pay Attorney's statements within thirty (30) days after receipt. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. In addition to regular telephone, mail and other common business communication methods, Client authorizes Attorney to use facsimile transmissions, cellular telephone calls and unencrypted email, and other computer transmissions in communicating with Client. Unless otherwise instructed by Client, any such communications may include confidential information.

Client may discharge Attorney at any time by written notice. Unless otherwise agreed, and except as required by law, Attorney will provide no further services hereunder after receipt of such notice. Attorney may withdraw its services hereunder with Client's consent or as allowed or required by law, upon ten (10) days written notice. Upon discharge or withdrawal, Attorney shall transition all outstanding legal work and services to others as Client shall direct.

IN WITNESS WHEREOF, the parties have signed this Agreement for Legal Services.

South Monterey County JUHSD

LAW OFFICE OF PETER SANSOM



South Monterey County JUHSD
Representative

Peter Sansom

Date: _____

Date: September 13, 2016

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Supervised Teaching / Fieldwork Agreement
Between the South Monterey County Joint Union High
School District and the University of La Verne through its
College of Education and Organizational Leadership.

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes / Updating Board Policies and Administrative Regulations**

Summary:

University of La Verne is accredited by the State Board of Education as a teacher education institution desiring to provide teaching experience through directed teaching and/or fieldwork to its students enrolled in the university's teacher training curricula.

The university has approached the South Monterey County Joint Union High School District to place student teachers to the schools in the District for directed teaching and/or fieldwork experience required as part of a teaching credential program. Student teachers are candidates for multiple and single subject credentials.

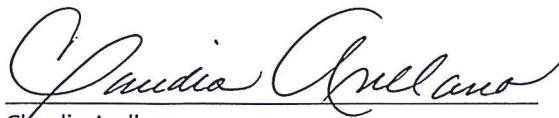
Recommendation:

The recommendation is to approve the Supervised Teaching / Fieldwork Agreement between the South Monterey County Joint Union High School District and the University of La Verne through its College of Education and Organizational Leadership.

Fiscal Impact:

None

Submitted By:



Claudia Arellano
Sr. Human Resources Director

Approved:



Daniel R. Moirao, Ed. D.
Superintendent

**University of La Verne
College of Education and Organizational Leadership
University/District Fieldwork Agreement**

Undergraduate Level Programs

**Liberal Studies
Child Development**

Graduate Level Programs

**Multiple Subject and Single Subject Credential Candidates
Multiple and Single Subjects Intern Credential Candidates
Educational Specialist: Mild/Moderate Preliminary Credential
Candidates
Educational Specialist: Mild/Moderate Preliminary Intern
Credential Candidates
School Counseling Credential Candidates
School Counseling Intern Credential Candidates
School Psychology Credential Candidates
School Psychology Intern Credential Candidates
Administrative Services Credential Candidates
Administrative Services Intern Credential Candidates**

THIS AGREEMENT entered into this **14th day of July 2016** with **South Monterey County Joint Union High School District** by and between the University of La Verne through the Provost of the University of La Verne on behalf of the Board of Trustees hereinafter called the University and, hereafter called the District, referred to in the collective as the Parties.

WITNESSETH

WHEREAS, the University is accredited by the California Commission on Teacher Credentialing (CCTC) and the National Council of Accreditation for Teacher Education (NCATE) as a credential granting institution and desires to provide fieldwork experiences through directed teaching, practicum experiences and/or fieldwork experiences to its students enrolled in the University's undergraduate programs: Liberal Studies and Child Development programs and graduate programs: Multiple and Single Subject Teacher Education program,

Educational Specialist program, School Counseling program, School Psychology program, and Administrative Services program curricula; and

WHEREAS, District agrees to allow University's students to gain the necessary fieldwork, practicum, and teaching, counseling, psychology, and administrative services experiences by interacting with and observing, assessing/assessment of students and teachers, counselors, psychologists, and administrators and teaching classes and working with students at its schools; and

WHEREAS, the Parties agree to provide for the payment in money for multiple and single subject candidates and educational specialist candidates or in services for school counseling, school psychology, administrative services, and the liberal studies and child development undergraduate programs, for the services rendered by the District of an amount not to exceed the actual cost to the District of the services rendered; and

WHEREAS, it has been determined between the Parties hereto that the payments for multiple and single subject candidates and educational specialist candidates be made to the District under this agreement do not exceed the actual cost of the District of the services rendered by the District and that there is an understanding that the University does not provide stipends to the District for the school counseling, school psychology, administrative services, and the liberal studies and child development programs;

NOW, THEREFORE, it is mutually agreed between the Parties hereto as follows:

1. The District shall provide experiences through multiple and single subject and educational specialist fieldwork and directed teaching, school counseling, school psychology, and administrative services practicum experiences and fieldwork, and fieldwork experiences in liberal studies, and fieldwork and supervised teaching experiences in child development in schools and classes of the District for students of the University qualified for such assignments and assigned by the University to multiple and single subject and educational specialist candidates fieldwork and directed teaching, school counseling, school psychology, and administrative services practicum experiences, and/or fieldwork, and field work in the liberal studies program, and fieldwork and supervised teaching in child development in schools or classes of the District, and under the direct supervision and instruction of such credentialed employees of the District, as the district and the University, through their duly authorized representatives, may agree upon.

Directed teaching for multiple and single subject credential candidates shall be deemed to include all supervised student teaching in the University's two supervised teaching courses,

Educational Specialist Level I: Mild/Moderate credential candidates complete a minimum of 40 hours in a general education classroom setting and a ten-week supervised teaching experience over a fifteen-week semester in SPED 409: Supervised teaching in the fall and spring semesters.

School Counseling and School Psychology programs require practicum experiences and fieldwork experiences that must be completed under the supervision of a credentialed District employee to meet the required number of practicum hours. Administrative Services program requires fieldwork experiences only.

At the undergraduate level, fieldwork experiences are required for the Liberal Studies program and the Child Development program.

The Child Development program also requires a supervised teaching experience in EDUC 454: Early Childhood Student Teaching.

Fieldwork experiences are completed as part of the curricula requirements in both the undergraduate level for the bachelor's degree requirements and the graduate level credential programs. These fieldwork experiences are hourly based and require the undergraduate candidates and graduate credential candidates to complete the requirements in appropriate districts and school classes.

Intern Programs

The University of La Verne College of Education and Organizational Leadership offers Internship Programs in Multiple and Single Subject Teaching, Educational Specialist Mild/Moderte Level I, School Counseling, School Psychology, and Administrative Services for qualified students. These internship programs provide a process whereby selected, qualified individuals may be employed as multiple and single subject teachers, education specialist teachers, counselors, psychologists, and school administrators in participating public schools and concurrently meet the University of La Verne's requirements in professional education. These internship requirements are consistent with the current multiple and single subject teaching, educational specialist teaching, counseling, psychology, and administrative services credential programs.

Under this contract, the District shall provide intern experiences for multiple and single subject credential program, educational specialist program, school counseling program, school psychology program, and the administrative services program.

Full explanation of the University's undergraduate and graduate programs can be found in: **Exhibit A**

Intern Programs Eligibility can be found in: **Exhibit B**

Intern Programs Agreement can be found in: **Exhibit C**

Prior to any University student entering a District or school-site to complete fieldwork, practicum, or supervised teaching, he/she must have TB clearance and be cleared by the state with either a Certificate of Clearance or other form of DOJ clearance.

The District may, in its sole discretion, refuse to accept for directed teaching, practicum, or fieldwork, any student of the University assigned in the district. Upon request of the District, the University shall terminate the directed teaching, practicum, or fieldwork assignment of any student of the University in the District.

Multiple and single subject and educational specialist and liberal studies and child development directed teaching and fieldwork students, and students completing practicum and fieldwork experiences in school counseling, school psychology, and administrative services programs as used herein and elsewhere in this agreement mean active participation in the duties and function of classroom teaching, school counseling, school psychology, and administrative services practicum, and fieldwork experiences under the direct supervision and instruction of employees of the District holding a valid credential, with a minimum of three years of exemplary experience as a classroom teacher, school counselor, school psychologist, or site administrator, issued by the California Commission on Teacher Credentialing.

2. In the multiple and single subject and educational specialist programs, the University will pay the District directly for the performance by the District of all services required to be performed by the District under this agreement. There is no payment provision for the University's fieldwork assignments that must be completed in the University's coursework or for the school counseling, school psychology, and administrative services programs or the undergraduate programs, liberal studies and child development.

The number of semester units of directed teaching or fieldwork to be provided for each student of the University assigned to directed teaching, practicum, or fieldwork under this agreement shall be determined by the University.

3. An assignment of a student of the University to directed teaching, practicum, or fieldwork in schools or classes of the District shall be at the

discretion of the University. A student may be given more than one assignment by the University for placement in directed teaching, practicum or fieldwork experiences in such schools or classes. The assignment of a student of the University to directed teaching, practicum, or fieldwork in the District shall be deemed to be effective for the purposes of this Agreement as of the date the student presents to the proper authorities of the District the assignment letter or other document given him/her by the University effecting such assignments, but not earlier than the date of such assignments as shown on such letter or other document. In the event the assignment of a multiple subject, single subject, or educational specialist student of the University to directed teaching, practicum or fieldwork is terminated by the University or the District for any reason, the District shall receive payment on account of such student as though there had been no termination of the assignment, except that if such assignment is terminated before half the term of the assignment is completed, the District shall receive payment for an assignment for one-half services only. There is no payment for students in the school counseling, school psychology, administrative services, or liberal studies and child development programs.

4. Within a reasonable time following the close of each semester of the University the District shall submit an invoice, in duplicate, to the University for payment at the rate provided herein, for all students who participated in directed teaching in the multiple and single subject programs and the education specialist program provided by the District under and in accordance with this Agreement during said semester or term.

The District shall attach to the invoice a certificate, in duplicate, executed by a duly authorized representative of the District certifying that the District expended or became obligated to expend in providing such directed teaching an amount not less than the amount of the invoice.

2042 Multiple and Single Subject Credential Program Educational Specialist Credential Program

ED 468: Introductory Supervised Teaching - \$100.00 per student teaching assignment for each student in full-day introductory directed teaching.

ED 478 and SPED 409: Advanced Supervised Teaching - \$200.00 per student teaching assignment for each student in full-day directed teaching.

ED 467: Intern Teaching: Multiple and Single Subjects and SPED 459: Intern Teaching Educational Specialist school-site support providers receive a stipend of \$200 for each semester they have an intern.

Child Development: Liberal Studies: School Counseling: School Psychology: Administrative Services

The university does not pay a stipend to school-site supervisors for these programs.

5. The term of the agreement shall commence on the **14th day of July 2016**. This agreement may be terminated by either District or University immediately for cause upon giving written notice to the other party. If not terminated, this contract will remain in effect until either the District or the University requests to alter the existing contract or write a new contract.
6. Notwithstanding anything herein contained to the contrary, this Agreement may be terminated and the provisions of this agreement may be altered, changed, or amended, by mutual written consent of both parties hereto.
7. Notwithstanding any other provisions of this agreement, the University shall not be obligated by this agreement to pay the District any amount in excess of a total of Two Hundred (\$200.00) for ED 478 and SPED 409 or One Hundred (\$100.00) per student for ED 468, or Two Hundred (\$200) per student for ED 467 and SPED 459.
8. Parties agree District is not responsible for maintaining workers' compensation coverage for students of the University.

INDEMNIFICATION: The parties hereto, and each of them, do hereby mutually agree to indemnify, defend, save and hold harmless each other, and their respective officers, agents, servants and employees, of and from any and all liability, claims, demands, debts, suits, actions and causes of action, including wrongful death and reasonable attorneys fees for the defense thereof, arising out of or in any manner connected with the performance of any act or deed under or pursuant to the terms and provisions of this agreement by such indemnifying party, or its officers, agents, servants and employees, but only in proportion to and to the extent such liability, claims demands, debts, suits, actions, causes of action, or attorneys fees are caused by or result from the negligent or intentional acts of omissions of either party.

UNIVERSITY shall carry and maintain at least \$1,000,000 per occurrence and \$3,000,000 in General Aggregate commercial general liability insurance and provide DISTRICT with an additional covered party endorsement naming the DISTRICT as an additional covered party. Copies of renewal notices during the term of this contract must be provided to the DISTRICT within thirty (30) days to keep the contract in force. If the UNIVERSITY changes insurance carriers, DISTRICT must be notified thirty (30) days prior to change.

For purposes of this paragraph, the student teacher shall not be deemed to be an officer, agent, servant, or employee of **UNIVERSITY OF LA VERNE** or **SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT**.

The following signature hereby indicates approval of this contract:

University of La Verne

UNIVERSITY

By _____

Dr. Jonathan Reed
Provost



**South Monterey County Joint
Union High School District
DISTRICT**

By _____

TITLE

CERTIFICATION

I, the duly appointed and acting Secretary to the Governing Board of the School District listed below, do hereby certify that the following is a true and exact copy of a portion of the Minutes of the regular meeting of said Board held on _____, 2016.

It was moved, seconded and carried that the attached contract with **South Monterey County Joint Union High School District** whereby the University may assign students to the schools in the School District for multiple and single subject and educational specialist internship, directed teaching and/or fieldwork, school counseling and school psychology internship, practicum and/or fieldwork, and administrative services internship and fieldwork be approved; and the Secretary to the Board is hereby authorized to execute the same.

DISTRICT

COUNTY

BY

TITLE

EXHIBIT A

Program Descriptions

Fieldwork Experiences

The University of La Verne requires fieldwork experiences for students at both the undergraduate and graduate levels.

UNDERGRADUATE LEVEL PROGRAMS

Liberal Studies Program Child Development Program

Fieldwork Experiences

At the undergraduate level, the University seeks to place students in fieldwork experiences where each student can observe and interact with regularly certified or credentialed teachers.

These fieldwork experiences may or may not be observed by the University's instructors and may involve observations and small group instruction with limited whole class involvement.

These fieldwork experiences are totally different from the fieldwork experiences required for the graduate programs. These experiences are not graduate level supervised teaching assignments and undergraduate students do not have to meet the same requirements as the graduate students.

Each undergraduate student must hold a State of California Certificate of Clearance (Liberal Studies) or State of California Department of Justice Bureau of Criminal Information and Analysis (Child Development Program) allowing him/her to engage with children in a public or private school setting and a verification of negative TB screening.

Each undergraduate candidate will be issued a letter of introduction listing the requirements of the fieldwork experience to be presented to the school-site and/or the District to request fieldwork placement.

These undergraduate experiences are designated as "Field Study Candidates."

At the undergraduate level, the University seeks to place two classifications of field-work students: 1) Field Study Candidates and 2) Undergraduate Student Teaching Candidates.

Field Study Candidates

Field Study Candidates can observe and interact with regularly certified or credentialed teachers. At this level, students may or may not be supervised by the University's instructors and the experience may involve observations and small group instruction with limited whole class involvement.

Undergraduate Student Teaching Candidates

Undergraduate Student Teaching is a requirement of the Child Development Program. Requirements for this program are completely different from the supervised teaching assignments that must be completed at the graduate and credential level. At this level, students are supervised by the University on a weekly basis. The University works solely with the cooperating school or school district to request placement with a certified or credentialed school-site supervisor for each supervised student teacher.

GRADUATE LEVEL PROGRAMS

Teacher Education: Multiple and Single Subject Credential Program
Educational Specialist Credential Program
School Counseling Credential Program
School Psychology Credential Program
School Administration Credentials Program
Level I Administrative Credential Program
Level II Administrative Credential Program

Graduate level students are placed in participating districts and schools for the purpose of meeting individual course work requirements for field experiences relating to the individual course or for supervised teaching or practicum experiences.

Supervised teaching is a requirement of the Teacher Education and Educational Specialist Credential programs.

Practicum and fieldwork experiences are requirements of the School Counseling and School Psychology programs.

The Administrative Credential program requires fieldwork experiences only.

TEACHER EDUCATION: MULTIPLE AND SINGLE SUBJECT CREDENTIAL PROGRAMS

Fieldwork Requirements

Teacher education programs require fieldwork experiences in classrooms that are not supervised by the University, but are approved by the course instructor, and the placements must be approved by the individual school-sites and districts. Each individual candidate will arrange cooperatively with the school-site administrator and/or the district for his/her own fieldwork placement and will present a letter of introduction from the course instructor, in which the fieldwork experience is required, outlining the requirements for the fieldwork assignment.

Each candidate seeking a fieldwork placement holds a Certificate of Clearance and a clear TB verification, has passed, or is completing, the University's writing requirement, and has passed or is completing the CBEST and CSET requirements.

Supervised Teaching

Teacher Education supervised teaching assignments are set up by the University with the cooperating partner districts and are supervised by the University's supervisors on a weekly schedule.

The University works solely with the cooperating partner school districts to request placements for supervised teaching. Candidates are never permitted to seek to placement for themselves.

Placement requests for multiple subject candidates are any two assignments either K-2: 3-5: or 6-8 core middle school.

Placement requirements for single subject candidates are grades 7-12 in the credential area. Students may be placed in a middle school/junior high school assignment for one of the supervised teaching assignments or they can complete the two assignments in a comprehensive high school.

ED 468: Introductory Supervised Teaching: five-week supervised teaching experience.

ED 478: Advanced Supervised Teaching: ten-week supervised teaching experience.

Either the District or the University may remove the supervised teaching candidate for unsatisfactory performance.

Intern Teaching: Multiple and Single Subject

Intern teacher candidates have been accepted into the University of La Verne's Intern Program having successfully completed the pre-requisite requirements. Completed: ED 460: Diversity, Interaction, and the Learning Process

ED 470: Theories and methods of Education for Linguistically
Diverse Students

Passed: CBEST: CSET or subject matter competency: University's writing
requirement

Verified: Certificate of Clearance: TB clearance: U.S. Constitution

The maximum amount of time for a candidate to remain as an intern is two years.

University of La Verne's interns are supervised on a weekly basis by the University supervisor and by a qualified District employee until the intern has completed all of the state and University's credential requirements. The school-site support provider must be teaching at the same school-site within the same subject area as the intern, and must hold the appropriate credential, has taught in the subject area for a minimum of three years, is EL proficient, and would be an exemplary teacher who can successfully mentor and monitor the supervised teacher.

Either the District or the University may remove the intern candidate for unsatisfactory performance.

EDUCATION SPECIALIST CREDENTIAL PROGRAM

Fieldwork Requirements

Education Specialist Credential program requires fieldwork experiences in appropriate special education classrooms, or mainstreamed classrooms, or included classrooms, that are not supervised by the university, but are approved by the course instructor and the placements must be approved by the individual school-sites and districts.

Each individual candidate will arrange cooperatively with the school-site administrator and/or the District for his/her own fieldwork placement and will present a letter of introduction from the course instructor, in which the fieldwork experience is required, outlining the requirements for the fieldwork assignment.

Each candidate seeking a fieldwork placement holds a Certificate of Clearance and a clear TB verification, has passed, or is completing, the University's writing requirement, and has passed or is completing the CBEST and CSET requirements.

Supervised Teaching

Education Specialist supervised teaching assignments are set up by the university with the cooperating partner districts and are supervised by the university's supervisors every two weeks.

The university works solely with the cooperating partner school Districts to request placements for supervised teaching. Candidates are never permitted to seek to place themselves.

Placement assignment requests are for RSP, SDC classrooms, an included classroom, or a mainstream classroom.

SPED 409: Education specialist Mild-Moderate Supervised Teaching: ten-week supervised teaching experience.

Either the District or the University may remove the supervised teaching candidate for unsatisfactory performance.

Intern Teaching: Education Specialist Credential Program

Intern special education teacher candidates have been accepted into the University of La Verne's Intern Program having successfully completed the pre-requisite requirements.

The maximum amount of time for a candidate to remain as an intern is two years. University of La Verne's educational specialist interns are supervised on a bi-weekly basis until they have completed all of the state and university's credential requirements.

Either the District or the University may remove the intern candidate for unsatisfactory performance.

PRACTICUM REQUIREMENTS

SCHOOL COUNSELING CREDENTIAL PROGRAM

School Counseling unsupervised fieldwork assignments and supervised practicum assignments are arranged by the University with the cooperating Districts. Supervised practicum assignments are supervised by the University on a regularly scheduled calendar.

All School Counseling candidates hold a Certificate of Clearance and a clear TB verification.

Graduate Level School Counselor Trainee

Graduate Level School Counselor Trainees are University recommended master's degree candidates who have been approved to engage in unpaid educational observation or service for the purpose of gaining professional experience under the supervision of an appropriately trained or credentialed

professional of the district. Arrangements for this experience will be made cooperatively between the counselor trainee and the principal of the participating school.

School Counseling Fieldwork Candidate

School Counseling Fieldwork candidates are University recommended master's degree candidates who have been approved to engage in unpaid counseling experiences under the supervision of a fully credentialed school counselor from the district and a University supervisor. Assignment of a University candidate to placement in a district school shall be at the discretion of the University working cooperatively with the District. The school-site supervisor and the school counseling fieldwork candidate will decide on the number of hours to be completed at the site in fulfillment of the requirements of the California Commission on Teacher Credentialing and the American School Counselor Association standards. This information will be noted in writing prior to beginning the fieldwork experience. The University reserves the right to issue or deny the PPS credential at the end of the fieldwork experience. Either the District or the University may remove the school counseling candidate for unsatisfactory performance.

School Counseling Intern

School counseling interns are University recommended master's degree candidates who possess a Pupil Personnel Service (PPS) Internship Credential. School counseling interns have been approved to engage in paid counseling services under the supervision of a fully credentialed school counselor from the district and a university supervisor. The district supervisor and the school counseling fieldwork candidate will decide on the number of hours to be completed at the site in fulfillment of the requirements of the California Commission on Teacher Credentialing. This information will be noted in writing prior to beginning the internship. The University reserves the right to issue or deny the PPS credential at the end of the internship experience. Either the District or the University may remove the school counseling intern for unsatisfactory performance.

SCHOOL PSYCHOLOGY CREDENTIAL PROGRAM

School Psychology Practicum Trainees

School Psychology Practicum Trainees are candidates recommended by the University possessing a Certificate of Clearance or other appropriate certificate who have been approved to participate in unpaid school psychology experiences, that occur prior to the field experience. These experiences are conducted in laboratory field-based settings under the supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor.

The District supervisor or the on-site supervisor and the school psychology practicum trainee will decide how the 450 prescribed clock hours (spread over two years) will be accomplished in fulfillment of the National Association of School Psychology domains, to be completed at the site. These hours are prescribed by the School Psychology curriculum: the district supervisor is not necessarily involved. This information will be noted in writing, in the Planning Document, prior to beginning the practicum experience. Either the district or the university may remove the school psychology practicum trainee for unsatisfactory performance.

School Psychology Fieldwork Candidates

School Psychology Fieldwork Candidates are candidates recommended by the University possessing a Certificate of Clearance or other appropriate certificate who have been approved to engage in unpaid school psychology experiences under supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor. An assignment of a candidate of the University to a placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. The District supervisor and the school psychology candidate will decide how the 1,200 fieldwork hours will be accomplished in fulfillment of the National Association of School Psychology domains to be completed at the site. This information will be noted in writing, in the Planning Document, prior to beginning the fieldwork experience. The University reserves the right to issue or deny the Pupil Personnel Service Credential at the end of the fieldwork experience, based on passing the PRAXIS at the University of La Verne required level. Either the District or the University may remove the school psychology candidate for unsatisfactory performance.

School Psychology Interns

School Psychology Interns are candidates recommended by the University, possessing a Certificate of Clearance and an Intern Credential, who have been approved to engage in paid school psychology services under the supervision of a credentialed school psychologist, with three years full-time experience, and a University supervisor. The district supervisor and the school psychology candidate will decide how the 1,200 fieldwork hours will be accomplished, in fulfillment of the National Association of School Psychology domains, to be completed at the site. This information will be noted in writing, in the Planning Document, prior to beginning the fieldwork experience. The University reserves the right to issue or deny the Pupil Personnel Service Credential at the end of the internship experience. Either the District or the University may remove the school psychology intern for unsatisfactory performance.

ADMINISTRATIVE SERVICES CREDENTIAL PROGRAM

Administrative Services Credentials

The Administrative Services Preliminary and Professional Credential Programs require fieldwork experiences supervised by the University staff at the beginning of the placement. All administrative services placements must be approved by the individual school-sites and Districts prior to starting the program.

Administrative Fieldwork Candidates

Administrative Fieldwork Candidates are candidates recommended by the University, who possess appropriate certification, and have been approved to engage in unpaid administrative services under the supervision of a fully credentialed administrative employee of the district. An assignment of a candidate of the University to a placement in schools of the District shall be at the discretion of the University, working cooperatively with the District. Either the District or the University may remove the administrative fieldwork candidate for unsatisfactory performance.

Administrative Interns

Administrative Interns are candidates recommended by the University, possess an Intern Credential issued by the California Teacher Credentialing Commission, who have been approved to engage in paid administrative duties under the supervision of a fully credentialed employee of the District, and a University supervisor. The University reserves the right to issue or deny the Preliminary Administrative Credential upon completion of the University program. Either the District or the University may remove the administrative Intern for unsatisfactory performance.

Professional Administrative Fieldwork Candidates

Professional Fieldwork Candidates are candidates who hold a valid Preliminary Administrative Credential, have been hired by a District for a full time, paid administrative position, and are under the supervision of a fully credentialed administrative employee of the District and a University supervisor. Recommendation for the Professional Credential shall be at the discretion of the University, working cooperatively with the District.

EXHIBIT B

Intern Credential Program Eligibility

These programs permit the students to become eligible for the intern credential if the student has:

Multiple and Single Subject Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed the program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as a classroom teacher in the credential subject area.
8. U.S. Constitution
9. Speech

Internship must be completed within two years.

Interns are observed by the University weekly.

Education Specialist Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Subject matter competence: CSET
6. Passed CBEST
7. Been offered employment as an educational specialist-mild-moderate teacher
8. Complete previous experience in a special education classroom.

Internship must be completed within two years.

Interns are observed by the University bi-weekly.

School Counseling Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school counselor

Internship must be completed within two years.

Interns are supervised by the University.

School Psychology Intern Eligibility

1. Bachelor's degree
2. Admitted into program and completed program's prerequisite course requirements
3. Certificate of Clearance
4. TB Clearance
5. Passed CBEST
6. Letters of recommendation
7. Personal statement
8. Been offered employment as a school psychologist

Internship must be completed within two years.

Interns are supervised by the University.

Administrative Services Intern Eligibility

1. Preliminary or clear teaching credential or other appropriate credential
2. Admitted into program and completed program's prerequisite course requirements
3. Minimum three years teaching or other appropriate experience
4. Letters of recommendation
5. Personal statement
6. Been offered employment as a school administrator

Internship must be completed within two years.

Interns are supervised by the University.

EXHIBIT C

INTERNSHIP PROGRAMS AGREEMENT

RESPONSIBILITIES OF PARTICIPATING PUBLIC SCHOOL DISTRICTS

The participating public school district has the following responsibilities:

1. To assist in the screening of interns;
2. To screen and employ qualified interns;
3. To determine the salary of each intern in accordance with district policies;
4. To identify and assign an individual who holds a valid California teaching credential to provide on-site supervision of the internship teacher, counselor, psychologist, administrative services candidate throughout the internship experience
5. To assume appropriate responsibilities for preparing the intern for full credentialing, including advising, supervising, evaluating and recommending the intern for the credential.
6. District shall assign each intern a site supervisor who, along with the University, shall supervise the intern on a regular basis.

EVALUATION

The Multiple and Single Subject Teacher Internship Program, Special Education Level I - Mild/Moderate Internship Program, School Counseling Intern Program, School Psychology Intern Program, and the Administrative Services Intern Program Evaluation Plan will be conducted by the individual Departments of the College of Education and Organizational Leadership of the University in cooperation with approved participating public school districts. The evaluation plan will include the following components:

1. evaluation of candidates prior to admission to the program;
2. continuing evaluation during the period of internship counseling;
3. final evaluation prior to recommendation to CCTC;
4. follow-up of graduates; and
5. evaluation of the program.

**SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL
DISTRICT**

SUBJECT: Approval to Purchase Driver's Ed Vehicle

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

GOVERNING BOARD

Board Goals:

- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
- Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- Develop/Sustain Fiscal Crisis Long-Term Solution
- Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- Ensure that Facilities are Safe for Staff and Students
- Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The district would like to purchase a 2013 Chevrolet Cruze Eco Sedan 4D, with 18,000 miles from JV Automotive Dealership for \$11,500. The existing Driver's Education vehicle is 20 years old and has 180,000 miles. Despite the regular maintenance on the vehicle and the frequent repairs, it has broken down with students at the wheel three times in the last two years.

The district mechanic has checked the car over for any mechanical issues as well as driven the vehicle and found it to be in excellent condition.

Recommendation:

The recommendation is to approve the purchase of the 2013 Chevrolet Cruz for Driver's Education.

Fiscal Impact:

The amount will not exceed \$12,564. The funding source will be from the General Fund, equipment replacement, pupil transportation.

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

RETAIL INSTALLMENT SALE CONTRACT – SIMPLE FINANCE CHARGE (WITH ARBITRATION PROVISION)

aler Number 87880 Contract Number _____ R.O.S. Number _____ Stock Number 10183

Buyer Name and Address (Including County and Zip Code) SMCJUSD 900 BROADWAY King City, CA, Monterey, 93930	Co-Buyer Name and Address (Including County and Zip Code)	Seller-Creditor (Name and Address) JV Automobiles 815c Broadway King City, CA, 93930 (831) 385-5858
--	--	---

I, the Buyer (and Co-Buyer, if any), may buy the vehicle below for cash or on credit. By signing this contract, you choose to buy the vehicle on credit under the agreements on the front and back of this contract. You agree to pay the Seller - Creditor (sometimes "we" or "us" in this contract) the Amount Financed and Finance Charge in U.S. funds according to the payment schedule below. We will figure your finance charge on a daily basis. The Truth-In-Lending Disclosures below are part of this contract.

New Used	Year	Make and Model	Odometer	Vehicle Identification Number	Primary Use For Which Purchased
USED	2013	Chevrolet Cruze	18254	1G1PH5SB6D7213026	<input type="checkbox"/> Personal, family or household unless otherwise indicated below. <input type="checkbox"/> business or commercial

FEDERAL TRUTH-IN-LENDING DISCLOSURES				
ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments	Total Sale Price
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.	The total cost of your purchase on credit, including your down payment of
0.00 %	\$ 0.00 (e)	\$ 12563.88 (e)	\$ 2563.88 (e)	\$ 12563.88 (e)
(e) means an estimate				

YOUR PAYMENT SCHEDULE WILL BE:

Number of Payments:	Amount of Payments:	When Payments Are Due:
One Payment of	N/A	
One Payment of	N/A	
One Payment of	N/A	
	N/A	Monthly beginning
	N/A	
One final payment	12563.88	Sep 02 2016

Late Charge. If payment is not received in full within 10 days after it is due, you will pay a late charge of 5% of the part of the payment that is late.
Prepayment. If you pay early, you may be charged a minimum finance charge.
Security Interest. You are giving a security interest in the vehicle being purchased.
Additional Information: See this contract for more information including information about nonpayment, default, any required repayment in full before the scheduled date, minimum finance charges, and security interest.

ITEMIZATION OF THE AMOUNT FINANCED (Seller may keep part of the amounts paid to others.)

1. Total Cash Price

A. Cash Price of Motor Vehicle and Accessories	\$ 11500.00 (A)
1. Cash Price Vehicle	\$ 11500.00
2. Cash Price Accessories	\$ N/A
3. Other (Nontaxable)	\$ N/A
Describe _____	\$ N/A
Describe _____	\$ N/A
B. Document Processing Charge (not a governmental fee)	\$ 80.00 (B)
C. Emissions Testing Charge (not a governmental fee)	\$ N/A (C)
D. (Optional) Theft Deterrent Device(s)	
1. (paid to) _____	\$ N/A (D1)
2. (paid to) _____	\$ N/A (D2)
3. (paid to) _____	\$ N/A (D3)
E. (Optional) Surface Protection Product(s)	
1. (paid to) _____	\$ N/A (E1)
2. (paid to) _____	\$ N/A (E2)
F. EV Charging Station (paid to) _____	\$ -250.00 (F)
G. Sales Tax (on taxable items in A through F)	\$ 740.88 (G)

STATEMENT OF INSURANCE

NOTICE. No person is required as a condition of financing the purchase of a motor vehicle to purchase or negotiate any insurance through a particular insurance company, agent or broker. You are not required to buy any other insurance to obtain credit. Your decision to buy or not buy other insurance will not be a factor in the credit approval process.

Vehicle Insurance		
	Term	Premium
\$ N/A Ded. Comp., Fire & Theft	___ Mos.	\$ N/A
\$ N/A Ded. Collision	___ Mos.	\$ N/A
Bodily Injury \$ N/A Limits	___ Mos.	\$ N/A
Property Damage \$ N/A Limits	___ Mos.	\$ N/A
Medical	___ Mos.	\$ N/A
	___ Mos.	\$ N/A
Total Vehicle Insurance Premiums		\$ N/A

UNLESS A CHARGE IS INCLUDED IN THIS AGREEMENT FOR PUBLIC LIABILITY OR PROPERTY DAMAGE INSURANCE, PAYMENT FOR SUCH COVERAGE IS NOT PROVIDED BY THIS AGREEMENT.

You may buy the physical damage insurance this contract requires (see back) from anyone you choose who is acceptable to us. You are not required to buy any other insurance to obtain credit.

Buyer X
 Co-Buyer X
 Seller X

OPTIONAL DEBT CANCELLATION AGREEMENT. A debt cancellation agreement is not required to obtain credit and will not be provided unless you sign below and agree to pay the extra charge. If you choose to buy debt cancellation, the charge is shown in item 1K of the Itemization of Amount Financed. See your debt cancellation agreement for details on the terms and conditions it provides. It is a part of this contract.

Term N/A Mos. _____
 Debt Cancellation Agreement
 I want to buy a debt cancellation agreement.

Buyer Signs X

OPTIONAL SERVICE CONTRACT(S) You want to purchase the service contract(s) written with the following company(ies) for the term(s) shown below for the charge(s) shown in item 1I.

11 Company <u>N/A</u>	Term <u>N/A</u> Mos. or <u>N/A</u> Miles
12 Company <u>N/A</u>	Term <u>N/A</u> Mos. or <u>N/A</u> Miles
13 Company <u>N/A</u>	Term <u>N/A</u> Mos. or <u>N/A</u> Miles
14 Company <u>N/A</u>	Term <u>N/A</u> Mos. or <u>N/A</u> Miles
15 Company <u>N/A</u>	Term <u>N/A</u> Mos. or <u>N/A</u> Miles

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Approval of Unaudited Actuals for Fiscal Year
2015-2016

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

Board Goals:

- _____ Improve/Sustain Student Achievement through CAASSP Test and Other Assessment Measures
- _____ Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
- X _____ Develop/Sustain Fiscal Crisis Long-Term Solution
- _____ Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
- _____ Ensure that Facilities are Safe for Staff and Students
- X _____ Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The books have been closed for the 2015-2016 fiscal year. All district funds ended with a positive fund balance.

Recommendation:

It is recommended to approve the unaudited actuals for fiscal year 2015-2016.

Fiscal Impact:

None

Submitted By:



Russell Miller
Interim Chief Business Official

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

2015-16 Unaudited Actuals

Budget Executive Summary

Presented

September 21, 2016



The district has closed its financial records for the 2015-16 fiscal year. The results of our operations present a positive outcome for the district in 2015-16. Some of the highlights include:

- LCFF revenues increased nearly \$4,000,000.
- Teacher salaries increased \$1.3 million to reflect our emphasis on a competitive salary schedule designed to attract the best possible teachers.
- Our cost of employee benefits increased \$1.1 million mainly due to the state's efforts to address concerns about the continuing solvency of the employee's pension plans.
- In an attempt to recover from multiple years of reduced spending in all other categories, we have strategically increased our expenditures in instructional supplies, teacher trainings, repairs to campuses and all areas of instructional focus.
- Our financial reserves are now at a level that reflects a generally healthy financial status. We must remain cautious and thoughtful into the future as some of this reserve is the result of one-time allocations. An additional caution is, that the State of California may enter another financial down turn which would result in cuts to educational spending. Our reserve should be guarded so that we can migrate this down turn with a minimum of disruptions.

SMCJUHS			
Analysis of Annual Unaudited Actuals			
	F/Y 13-14	F/Y 14-15	F/Y 15-16
Revenues			
LCFF Sources	14,564,175	16,984,749	20,812,218
Federal Revenues	1,049,794	1,069,182	1,043,782
State Revenues	1,229,246	823,329	2,416,351
Local Revenues	1,254,526	1,971,406	1,686,754
Total Revenues	18,097,741	20,848,666	25,959,105
Expenditures			
Certificated Salaries	7,157,151	7,212,524	8,542,167
Certificated Salaries	2,087,894	2,360,494	2,694,360
Employee Benefits	2,653,978	3,033,440	4,109,624
Books and Supplies	1,049,652	1,362,711	2,023,808
Services/Operating Expenses	2,393,440	3,092,878	4,346,228
Capital Outlay	64,399	136,526	169,173
Other Outgo	1,190,603	1,425,743	1,693,169
Indirect Costs	-		-
Total Expenditures	16,597,117	18,624,316	23,578,529
Excess (Deficiency) Revenue	1,500,624	2,224,350	2,380,576
Other Sources	(13,515)		-
Net Increase (Decrease) Fund	1,487,109	2,224,350	2,380,576
Fund Balance Reconciliation			
Beginning Fund Balance 7/1/15	2,149,947	3,637,056	5,941,074
Adjustments: Audit and Other		79,668	(164,296)
Adjusted Beginning Balance	2,149,947	3,716,724	5,776,778
Ending Fund Balance 6/30/16	3,637,056	5,941,074	8,157,354
Components of Ending Fund			
Revolving Cash	6,000	6,000	6,000
Prepaid Expenses			42,484
Restricted Programs	1,455,452	1,419,709	647,411
Reserve for Econ Uncert	497,914	625,460	4,008,350
Unassigned Amounts	1,677,690	3,889,905	3,453,108

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2015-16 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100.

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

Date of Meeting: Sep 21, 2016

To the Superintendent of Public Instruction:

2015-16 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100.

Signed _____
County Superintendent/Designee
(Original signature required)

Date: _____

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

For School District:

Gary Bousum
Name
Asst Supt. Business
Title
831-755-0307
Telephone
gbousum@montereycoe.org
E-mail Address

Russell Miller
Name
Interim Chief Business Official
Title
831-385-0606
Telephone
rmiller@smcjuhsd.org
E-mail Address

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

Form	Description	Value
CEA	Percent of Current Cost of Education Expended for Classroom Compensation Must equal or exceed 60% for elementary, 55% for unified, and 50% for high school districts or future apportionments may be affected. (EC 41372)	48.98%
	CEA Deficiency Amount Applicable to districts not exempt from the requirement and not meeting the minimum classroom compensation percentage - see Form CEA for further details.	\$204,385.32
GANN	Adjustments to Appropriations Limit Per Government Code Section 7902.1 If this amount is not zero, it represents an increase to your appropriations limit. The Department of Finance must be notified of increases within 45 days of budget adoption.	\$0.00
	Adjusted Appropriations Limit	\$15,904,727.03
	Appropriations Subject to Limit These amounts represent the board approved Appropriations Limit and Appropriations Subject to Limit pursuant to Government Code Section 7906 and EC 42132.	\$15,904,727.03
ICR	Preliminary Proposed Indirect Cost Rate Fixed-with-carry-forward indirect cost rate for use in 2017-18, subject to CDE approval.	4.52%
NCMOE	No Child Left Behind (NCLB) Maintenance of Effort (MOE) Determination If MOE Not Met, the 2017-18 apportionment may be reduced by the lesser of the following two percentages: MOE Deficiency Percentage - Based on Total Expenditures MOE Deficiency Percentage - Based on Expenditures Per ADA	MOE Met

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	20,812,217.57	0.00	20,812,217.57	22,839,806.00	0.00	22,839,806.00	9.7%
2) Federal Revenue		8100-8299	13,940.00	1,029,841.63	1,043,781.63	0.00	1,238,681.00	1,238,681.00	18.7%
3) Other State Revenue		8300-8599	1,407,734.76	1,008,616.32	2,416,351.08	393,383.00	329,556.00	722,939.00	-70.1%
4) Other Local Revenue		8600-8799	739,403.35	947,350.75	1,686,754.10	761,276.00	804,574.00	1,565,850.00	-7.2%
5) TOTAL, REVENUES			22,973,295.68	2,985,808.70	25,959,104.38	23,994,465.00	2,372,811.00	26,367,276.00	1.6%
B. EXPENDITURES									
1) Certificated Salaries		1000-1999	6,718,571.09	1,823,595.64	8,542,166.73	8,447,116.00	1,784,957.00	10,232,073.00	19.8%
2) Classified Salaries		2000-2999	2,119,231.12	575,129.04	2,694,360.16	2,296,504.00	748,443.00	3,044,947.00	13.0%
3) Employee Benefits		3000-3999	2,866,414.33	1,243,210.02	4,109,624.35	3,594,141.00	974,234.00	4,568,375.00	11.2%
4) Books and Supplies		4000-4999	1,487,380.64	536,427.52	2,023,808.16	1,270,308.00	281,195.00	1,551,503.00	-23.3%
5) Services and Other Operating Expenditures		5000-5999	2,454,454.69	1,891,773.20	4,346,227.89	3,179,728.00	1,476,063.00	4,655,791.00	7.1%
6) Capital Outlay		6000-6999	169,172.65	0.00	169,172.65	335,619.00	503.00	336,122.00	98.7%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	1,359,227.45	333,942.01	1,693,169.46	1,389,929.00	234,600.00	1,624,529.00	-4.1%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(121,812.04)	121,812.04	0.00	(40,450.00)	40,451.00	1.00	New
9) TOTAL, EXPENDITURES			17,052,639.93	6,525,889.47	23,578,529.40	20,472,895.00	5,540,446.00	26,013,341.00	10.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)									
			5,920,655.75	(3,540,080.77)	2,380,574.98	3,521,570.00	(3,167,635.00)	353,935.00	-85.1%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	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	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(2,787,002.69)	2,787,002.69	0.00	(3,167,635.00)	3,167,635.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(2,787,002.69)	2,787,002.69	0.00	(3,167,635.00)	3,167,635.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			3,133,653.06	(753,078.09)	2,380,574.98	353,935.00	0.00	353,935.00	-85.1%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	4,521,365.46	1,419,708.74	5,941,074.20	7,490,722.52	666,630.66	8,157,353.18	37.3%
b) Audit Adjustments		9793	(164,296.00)	0.00	(164,296.00)	0.00	0.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			4,357,069.46	1,419,708.74	5,776,778.20	7,490,722.52	666,630.66	8,157,353.18	41.2%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			4,357,069.46	1,419,708.74	5,776,778.20	7,490,722.52	666,630.66	8,157,353.18	41.2%
2) Ending Balance, June 30 (E + F1e)			7,490,722.52	666,630.66	8,157,353.18	7,844,657.52	666,630.66	8,511,288.18	4.3%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	6,000.00	0.00	6,000.00	0.00	0.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Expenditures		9713	21,443.00	21,040.94	42,483.94	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	647,410.79	647,410.79	0.00	666,630.66	666,630.66	3.0%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments		9780	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Unassigned/unappropriated									
Reserve for Economic Uncertainties		9789	4,008,350.00	0.00	4,008,350.00	4,422,268.00	0.00	4,422,268.00	10.3%
Unassigned/Unappropriated Amount		9790	3,454,929.52	(1,821.07)	3,453,108.45	3,422,389.52	0.00	3,422,389.52	-0.9%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	% Diff Column C & F
G. ASSETS									
1) Cash									
a) in County Treasury		9110	7,494,485.44	2,896,317.66	10,390,803.30				
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00	0.00	0.00				
b) in Banks		9120	0.00	0.00	0.00				
c) in Revolving Fund		9130	6,000.00	0.00	6,000.00				
d) with Fiscal Agent		9135	934,669.44	0.00	934,669.44				
e) collections awaiting deposit		9140	26,404.55	805.08	27,209.63				
2) Investments		9150	0.00	0.00	0.00				
3) Accounts Receivable		9200	116,841.90	298,817.04	415,658.94				
4) Due from Grantor Government		9290	0.00	0.00	0.00				
5) Due from Other Funds		9310	5,563.00	0.00	5,563.00				
6) Stores		9320	0.00	0.00	0.00				
7) Prepaid Expenditures		9330	21,443.00	21,040.94	42,483.94				
8) Other Current Assets		9340	0.00	0.00	0.00				
9) TOTAL, ASSETS			8,605,407.33	3,216,980.92	11,822,388.25				
H. DEFERRED OUTFLOWS OF RESOURCES									
1) Deferred Outflows of Resources		9490	0.00	0.00	0.00				
2) TOTAL, DEFERRED OUTFLOWS			0.00	0.00	0.00				
I. LIABILITIES									
1) Accounts Payable		9500	1,114,684.81	748,294.90	1,862,979.71				
2) Due to Grantor Governments		9590	0.00	0.00	0.00				
3) Due to Other Funds		9610	0.00	0.00	0.00				
4) Current Loans		9640	0.00	0.00	0.00				
5) Unearned Revenue		9650	0.00	1,802,055.36	1,802,055.36				
6) TOTAL, LIABILITIES			1,114,684.81	2,550,350.26	3,665,035.07				
J. DEFERRED INFLOWS OF RESOURCES									
1) Deferred Inflows of Resources		9690	0.00	0.00	0.00				
2) TOTAL, DEFERRED INFLOWS			0.00	0.00	0.00				
K. FUND EQUITY									
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			7,490,722.52	666,630.66	8,157,353.18				

Description	Resource Codes	Object Codes	Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
LCFF SOURCES									
Principal Apportionment State Aid - Current Year		8011	11,729,919.00	0.00	11,729,919.00	14,013,631.00	0.00	14,013,631.00	19.5%
Education Protection Account State Aid - Current Year		8012	3,191,371.00	0.00	3,191,371.00	3,172,175.00	0.00	3,172,175.00	-0.6%
State Aid - Prior Years		8019	(172,610.50)	0.00	(172,610.50)	0.00	0.00	0.00	-100.0%
Tax Relief Subventions Homeowners' Exemptions		8021	29,431.97	0.00	29,431.97	29,157.00	0.00	29,157.00	-0.9%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes									
Secured Roll Taxes		8041	5,301,708.76	0.00	5,301,708.76	5,124,167.00	0.00	5,124,167.00	-3.3%
Unsecured Roll Taxes		8042	217,405.96	0.00	217,405.96	207,631.00	0.00	207,631.00	-4.5%
Prior Years' Taxes		8043	52,117.39	0.00	52,117.39	51,487.00	0.00	51,487.00	-1.2%
Supplemental Taxes		8044	128,388.49	0.00	128,388.49	64,676.00	0.00	64,676.00	-49.6%
Education Revenue Augmentation Fund (ERAF)		8045	277,519.77	0.00	277,519.77	138,603.00	0.00	138,603.00	-50.1%
Community Redevelopment Funds (SB 617/699/1992)		8047	49,088.39	0.00	49,088.39	36,164.00	0.00	36,164.00	-26.3%
Penalties and Interest from Delinquent Taxes		8048	7,877.34	0.00	7,877.34	2,115.00	0.00	2,115.00	-73.2%
Miscellaneous Funds (EC 41604)									
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			20,812,217.57	0.00	20,812,217.57	22,839,806.00	0.00	22,839,806.00	9.7%
LCFF Transfers									
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00		0.00	0.00		0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			20,812,217.57	0.00	20,812,217.57	22,839,806.00	0.00	22,839,806.00	9.7%
FEDERAL REVENUE									
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	357,745.00	357,745.00	0.00	388,231.00	388,231.00	8.5%
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290		448,274.70	448,274.70		662,796.00	662,796.00	47.9%
NCLB: Title I, Part D, Local Delinquent Programs	3025	8290		0.00	0.00		0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290		96,291.00	96,291.00		53,075.00	53,075.00	-44.9%
NCLB: Title III, Immigrant Education Program	4201	8290		4,125.35	4,125.35		4,825.00	4,825.00	17.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290		40,435.92	40,435.92		54,537.00	54,537.00	34.9%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290		0.00	0.00		0.00	0.00	0.0%
Other No Child Left Behind	3012-3020, 3030-3199, 4036-4126, 5510	8290		2,361.66	2,361.66		0.00	0.00	-100.0%
Vocational and Applied Technology Education	3500-3699	8290		80,608.00	80,608.00		75,217.00	75,217.00	-6.7%
Safe and Drug Free Schools	3700-3799	8290		0.00	0.00		0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	13,940.00	0.00	13,940.00	0.00	0.00	0.00	-100.0%
TOTAL, FEDERAL REVENUE			13,940.00	1,029,841.63	1,043,781.63	0.00	1,238,681.00	1,238,681.00	18.7%
OTHER STATE REVENUE									
Other State Apportionments									
ROC/P Entitlement Prior Years	6360	8319		0.00	0.00		0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311		0.00	0.00		0.00	0.00	0.0%
Prior Years	6500	8319		0.00	0.00		0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	1,112,331.00	0.00	1,112,331.00	106,430.00	0.00	106,430.00	-90.4%
Lottery - Unrestricted and Instructional Materials		8560	295,403.76	91,560.00	386,963.76	286,953.00	90,700.00	377,653.00	-2.4%
Tax Relief Subventions Restricted Levies - Other									
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590		0.00	0.00		0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590		0.00	0.00		0.00	0.00	0.0%
Charter School Facility Grant	6030	8590		0.00	0.00		0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590		0.00	0.00		0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590		(118,040.00)	(118,040.00)		121,145.00	121,145.00	-202.6%
Career Technical Education Incentive Grant Program	6387	8590		0.00	0.00		0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590		0.00	0.00		0.00	0.00	0.0%
Specialized Secondary	7370	8590		0.00	0.00		0.00	0.00	0.0%
Quality Education Investment Act	7400	8590		0.00	0.00		0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590		0.00	0.00		0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	1,035,096.32	1,035,096.32	0.00	117,711.00	117,711.00	-88.6%
TOTAL, OTHER STATE REVENUE			1,407,734.76	1,008,616.32	2,416,351.08	393,383.00	329,556.00	722,939.00	-70.1%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
OTHER LOCAL REVENUE									
Other Local Revenue									
County and District Taxes									
Other Restricted Levies									
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes									
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds									
Not Subject to LCFF Deduction		8625	146,898.72	0.00	146,898.72	219,633.00	0.00	219,633.00	49.5%
Penalties and Interest from									
Delinquent Non-LCFF									
Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sales									
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	22,661.75	0.00	22,661.75	16,000.00	0.00	16,000.00	-29.4%
Interest		8660	72,420.95	(314.87)	72,106.08	43,352.00	36.00	43,388.00	-39.8%
Net Increase (Decrease) in the Fair Value									
of Investments		8662	2,422.26	0.00	2,422.26	2,423.00	0.00	2,423.00	0.0%
Fees and Contracts									
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue									
Plus: Misc Funds Non-LCFF									
(50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From									
Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	494,999.67	114,068.62	609,068.29	479,868.00	17,700.00	497,568.00	-18.3%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Apportionments									
Special Education SELPA Transfers									
From Districts or Charter Schools	6500	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6500	8792		833,597.00	833,597.00		786,838.00	786,838.00	-5.6%
From JPAs	6500	8793		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers									
From Districts or Charter Schools	6360	8791		0.00	0.00		0.00	0.00	0.0%
From County Offices	6360	8792		0.00	0.00		0.00	0.00	0.0%
From JPAs	6360	8793		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments									
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			739,403.35	947,350.75	1,686,754.10	761,276.00	804,574.00	1,565,850.00	-7.2%
TOTAL, REVENUES			22,973,295.68	2,985,808.70	25,959,104.38	23,994,465.00	2,372,811.00	26,367,276.00	1.6%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
CERTIFICATED SALARIES									
Certificated Teachers' Salaries		1100	5,544,929.13	1,545,816.34	7,090,745.47	7,023,681.00	1,346,368.00	8,370,049.00	18.0%
Certificated Pupil Support Salaries		1200	285,073.02	0.00	285,073.02	329,054.00	285,880.00	614,934.00	115.7%
Certificated Supervisors' and Administrators' Salaries		1300	796,131.32	277,779.30	1,073,910.62	994,379.00	152,709.00	1,147,088.00	6.8%
Other Certificated Salaries		1900	92,437.62	0.00	92,437.62	100,002.00	0.00	100,002.00	8.2%
TOTAL, CERTIFICATED SALARIES			6,718,571.09	1,823,595.64	8,542,166.73	8,447,116.00	1,784,957.00	10,232,073.00	19.8%
CLASSIFIED SALARIES									
Classified Instructional Salaries		2100	0.00	422,036.01	422,036.01	0.00	539,665.00	539,665.00	27.9%
Classified Support Salaries		2200	1,051,082.07	91,706.56	1,142,788.63	1,175,541.00	139,341.00	1,314,882.00	15.1%
Classified Supervisors' and Administrators' Salaries		2300	413,732.75	38,383.56	452,116.31	447,719.00	42,923.00	490,642.00	8.5%
Clerical, Technical and Office Salaries		2400	533,780.75	23,002.91	556,783.66	573,242.00	26,514.00	599,756.00	7.7%
Other Classified Salaries		2900	120,635.55	0.00	120,635.55	100,002.00	0.00	100,002.00	-17.1%
TOTAL, CLASSIFIED SALARIES			2,119,231.12	575,129.04	2,694,360.16	2,296,504.00	748,443.00	3,044,947.00	13.0%
EMPLOYEE BENEFITS									
STRS		3101-3102	706,187.16	677,763.55	1,383,950.71	1,033,453.00	224,329.00	1,257,782.00	-9.1%
PERS		3201-3202	216,074.71	62,168.49	278,243.20	324,228.00	103,953.00	428,181.00	53.9%
OASDI/Medicare/Alternative		3301-3302	255,165.48	71,086.27	326,251.75	321,073.00	104,983.00	426,056.00	30.6%
Health and Welfare Benefits		3401-3402	1,286,398.43	377,091.99	1,663,490.42	1,523,840.00	482,185.00	2,006,025.00	20.6%
Unemployment Insurance		3501-3502	4,442.67	1,191.15	5,633.82	5,412.00	1,286.00	6,698.00	18.9%
Workers' Compensation		3601-3602	201,068.38	53,908.57	254,976.95	243,611.00	57,498.00	301,109.00	18.1%
OPEB, Allocated		3701-3702	197,077.50	0.00	197,077.50	142,524.00	0.00	142,524.00	-27.7%
OPEB, Active Employees		3751-3752	0.00	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	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			2,866,414.33	1,243,210.02	4,109,624.35	3,594,141.00	974,234.00	4,568,375.00	11.2%
BOOKS AND SUPPLIES									
Approved Textbooks and Core Curricula Materials		4100	59,156.77	122,253.76	181,410.53	100,000.00	90,736.00	190,736.00	5.1%
Books and Other Reference Materials		4200	75,870.85	32,718.33	108,589.18	58,088.00	20,469.00	78,557.00	-27.7%
Materials and Supplies		4300	471,198.35	103,094.56	574,292.91	564,022.00	101,767.00	665,789.00	15.9%
Noncapitalized Equipment		4400	881,154.67	278,360.87	1,159,515.54	548,198.00	68,223.00	616,421.00	-46.8%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			1,487,380.64	536,427.52	2,023,808.16	1,270,308.00	281,195.00	1,551,503.00	-23.3%
SERVICES AND OTHER OPERATING EXPENDITURES									
Subagreements for Services		5100	0.00	0.00	0.00	0.00	20,000.00	20,000.00	New
Travel and Conferences		5200	87,398.83	101,004.47	188,403.30	100,500.00	76,560.00	177,060.00	-6.0%
Dues and Memberships		5300	47,212.28	6,000.00	53,212.28	72,043.00	2,270.00	74,313.00	39.7%
Insurance		5400 - 5450	166,469.62	0.00	166,469.62	166,890.00	0.00	166,890.00	0.3%
Operations and Housekeeping Services		5500	520,901.38	0.00	520,901.38	563,220.00	0.00	563,220.00	8.1%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	646,987.31	688,588.22	1,335,575.53	706,562.00	394,200.00	1,100,762.00	-17.6%
Transfers of Direct Costs		5710	0.00	0.00	0.00	(4,000.00)	4,000.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(5,563.00)	0.00	(5,563.00)	0.00	0.00	0.00	-100.0%
Professional/Consulting Services and Operating Expenditures		5800	962,470.58	1,094,780.59	2,057,251.17	1,468,619.00	972,593.00	2,441,212.00	18.7%
Communications		5900	28,577.69	1,399.92	29,977.61	105,894.00	6,440.00	112,334.00	274.7%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			2,454,454.69	1,891,773.20	4,346,227.89	3,179,728.00	1,476,063.00	4,655,791.00	7.1%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
CAPITAL OUTLAY									
Land		6100	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	20,975.00	0.00	20,975.00	199,985.00	0.00	199,985.00	853.4%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	148,197.65	0.00	148,197.65	135,634.00	503.00	136,137.00	-8.1%
TOTAL, CAPITAL OUTLAY			169,172.65	0.00	169,172.65	335,619.00	503.00	336,122.00	98.7%
OTHER OUTGO (excluding Transfers of Indirect Costs)									
Tuition									
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	5,696.00	0.00	5,696.00	6,943.00	0.00	6,943.00	21.9%
Tuition, Excess Costs, and/or Deficit Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	40,169.52	333,942.01	374,111.53	58,002.00	234,600.00	292,602.00	-21.8%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6500	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6500	7223		0.00	0.00		0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221		0.00	0.00		0.00	0.00	0.0%
To County Offices	6360	7222		0.00	0.00		0.00	0.00	0.0%
To JPAs	6360	7223		0.00	0.00		0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	22,937.73	0.00	22,937.73	32,370.00	0.00	32,370.00	41.1%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service									
Debt Service - Interest		7438	710,424.20	0.00	710,424.20	712,614.00	0.00	712,614.00	0.3%
Other Debt Service - Principal		7439	580,000.00	0.00	580,000.00	580,000.00	0.00	580,000.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,359,227.45	333,942.01	1,693,169.46	1,389,929.00	234,600.00	1,624,529.00	-4.1%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS									
Transfers of Indirect Costs		7310	(121,812.04)	121,812.04	0.00	(40,450.00)	40,451.00	1.00	New
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(121,812.04)	121,812.04	0.00	(40,450.00)	40,451.00	1.00	New
TOTAL, EXPENDITURES			17,052,639.93	6,525,889.47	23,578,529.40	20,472,895.00	5,540,446.00	26,013,341.00	10.3%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
INTERFUND TRANSFERS									
INTERFUND TRANSFERS IN									
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT									
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	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	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES									
SOURCES									
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds									
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources									
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds									
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
USES									
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS									
Contributions from Unrestricted Revenues		8980	(2,787,002.69)	2,787,002.69	0.00	(3,167,635.00)	3,167,635.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(2,787,002.69)	2,787,002.69	0.00	(3,167,635.00)	3,167,635.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			(2,787,002.69)	2,787,002.69	0.00	(3,167,635.00)	3,167,635.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
A. REVENUES									
1) LCFF Sources		8010-8099	20,812,217.57	0.00	20,812,217.57	22,839,806.00	0.00	22,839,806.00	9.7%
2) Federal Revenue		8100-8299	13,940.00	1,029,841.63	1,043,781.63	0.00	1,238,681.00	1,238,681.00	18.7%
3) Other State Revenue		8300-8599	1,407,734.76	1,008,616.32	2,416,351.08	393,383.00	329,556.00	722,939.00	-70.1%
4) Other Local Revenue		8600-8799	739,403.35	947,350.75	1,686,754.10	761,276.00	804,574.00	1,565,850.00	-7.2%
5) TOTAL, REVENUES			22,973,295.68	2,985,808.70	25,959,104.38	23,994,465.00	2,372,811.00	26,367,276.00	1.6%
B. EXPENDITURES (Objects 1000-7999)									
1) Instruction	1000-1999		7,921,951.43	3,521,968.79	11,443,920.22	9,516,980.00	3,127,796.00	12,644,776.00	10.5%
2) Instruction - Related Services	2000-2999		2,001,399.39	961,278.60	2,962,677.99	2,831,525.00	544,236.00	3,375,761.00	13.9%
3) Pupil Services	3000-3999		1,491,995.66	431,586.81	1,923,582.47	1,763,597.00	660,395.00	2,423,992.00	26.0%
4) Ancillary Services	4000-4999		398,627.98	4,733.00	403,360.98	498,249.00	0.00	498,249.00	23.5%
5) Community Services	5000-5999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.00	0.00	0.00	0.00	0.0%
7) General Administration	7000-7999		1,778,767.32	134,264.04	1,913,031.36	1,851,506.00	40,451.00	1,891,957.00	-1.1%
8) Plant Services	8000-8999		2,100,670.70	1,138,116.22	3,238,786.92	2,621,109.00	932,968.00	3,554,077.00	9.7%
9) Other Outgo	9000-9999	Except 7600-7699	1,359,227.45	333,942.01	1,693,169.46	1,389,929.00	234,600.00	1,624,529.00	-4.1%
10) TOTAL, EXPENDITURES			17,052,639.93	6,525,889.47	23,578,529.40	20,472,895.00	5,540,446.00	26,013,341.00	10.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			5,920,655.75	(3,540,080.77)	2,380,574.98	3,521,570.00	(3,167,635.00)	353,935.00	-85.1%
D. OTHER FINANCING SOURCES/USES									
1) Interfund Transfers									
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	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	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(2,787,002.69)	2,787,002.69	0.00	(3,167,635.00)	3,167,635.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(2,787,002.69)	2,787,002.69	0.00	(3,167,635.00)	3,167,635.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals			2016-17 Budget			% Diff Column C & F
			Unrestricted (A)	Restricted (B)	Total Fund col. A + B (C)	Unrestricted (D)	Restricted (E)	Total Fund col. D + E (F)	
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			3,133,653.06	(753,078.08)	2,380,574.98	353,935.00	0.00	353,935.00	-85.1%
F. FUND BALANCE, RESERVES									
1) Beginning Fund Balance									
a) As of July 1 - Unaudited		9791	4,521,365.46	1,419,708.74	5,941,074.20	7,490,722.52	666,630.66	8,157,353.18	37.3%
b) Audit Adjustments		9793	(164,296.00)	0.00	(164,296.00)	0.00	0.00	0.00	-100.0%
c) As of July 1 - Audited (F1a + F1b)			4,357,069.46	1,419,708.74	5,776,778.20	7,490,722.52	666,630.66	8,157,353.18	41.2%
d) Other Restatements		9795	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			4,357,069.46	1,419,708.74	5,776,778.20	7,490,722.52	666,630.66	8,157,353.18	41.2%
2) Ending Balance, June 30 (E + F1e)			7,490,722.52	666,630.66	8,157,353.18	7,844,657.52	666,630.66	8,511,288.18	4.3%
Components of Ending Fund Balance									
a) Nonspendable									
Revolving Cash		9711	6,000.00	0.00	6,000.00	0.00	0.00	0.00	-100.0%
Stores		9712	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Prepaid Expenditures		9713	21,443.00	21,040.94	42,483.94	0.00	0.00	0.00	-100.0%
All Others		9719	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
b) Restricted		9740	0.00	647,410.79	647,410.79	0.00	666,630.66	666,630.66	3.0%
c) Committed									
Stabilization Arrangements		9750	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
d) Assigned									
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
e) Unassigned/unappropriated									
Reserve for Economic Uncertainties		9789	4,008,350.00	0.00	4,008,350.00	4,422,268.00	0.00	4,422,268.00	10.3%
Unassigned/Unappropriated Amount		9790	3,454,929.52	(1,821.07)	3,453,108.45	3,422,389.52	0.00	3,422,389.52	-0.9%

Resource	Description	2015-16 Unaudited Actuals	2016-17 Budget
6230	California Clean Energy Jobs Act	117,113.00	117,113.00
6264	Educator Effectiveness	58,046.20	77,266.07
6300	Lottery: Instructional Materials	23,357.08	23,357.08
6512	Special Ed: Mental Health Services	137,980.56	137,980.56
8150	Ongoing & Major Maintenance Account (RMA: Education Code Secti	161,317.70	161,317.70
9010	Other Restricted Local	149,596.25	149,596.25
Total, Restricted Balance		647,410.79	666,630.66

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	79,636.00	78,500.00	-1.4%
4) Other Local Revenue		8600-8799	465.00	0.00	-100.0%
5) TOTAL, REVENUES			80,101.00	78,500.00	-2.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	26,654.40	0.00	-100.0%
2) Classified Salaries		2000-2999	4,451.99	0.00	-100.0%
3) Employee Benefits		3000-3999	4,839.79	0.00	-100.0%
4) Books and Supplies		4000-4999	13,123.12	17,193.00	31.0%
5) Services and Other Operating Expenditures		5000-5999	6,392.50	61,307.00	859.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			55,461.80	78,500.00	41.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)					
			24,639.20	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			24,639.20	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited					
		9791	0.00	24,639.20	New
b) Audit Adjustments					
		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)					
			0.00	24,639.20	New
d) Other Restatements					
		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)					
			0.00	24,639.20	New
2) Ending Balance, June 30 (E + F1e)			24,639.20	24,639.20	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
		9711	0.00	0.00	0.0%
		9712	0.00	0.00	0.0%
		9713	0.00	0.00	0.0%
		9719	0.00	0.00	0.0%
b) Restricted					
		9740	24,639.20	24,639.20	0.0%
c) Committed					
		9750	0.00	0.00	0.0%
		9760	0.00	0.00	0.0%
d) Assigned					
		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
		9789	0.00	0.00	0.0%
		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	(35,752.23)		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	61,734.31		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			25,982.08		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	1,342.88		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			1,342.88		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			24,639.20		

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
LCFF SOURCES					
LCFF Transfers					
LCFF Transfers - Current Year		8091	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.0%
FEDERAL REVENUE					
Interagency Contracts Between LEAs					
		8285	0.00	0.00	0.0%
No Child Left Behind	3105, 4045	8290	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Other State Apportionments					
All Other State Apportionments - Current Year		8311	0.00	0.00	0.0%
All Other State Apportionments - Prior Years		8319	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.0%
Adult Education Block Grant Program	6391	8590	78,500.00	78,500.00	0.0%
All Other State Revenue	All Other	8590	1,136.00	0.00	-100.0%
TOTAL, OTHER STATE REVENUE			79,636.00	78,500.00	-1.4%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Adult Education Fees		8671	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	465.00	0.00	-100.0%
Tuition		8710	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			465.00	0.00	-100.0%
TOTAL, REVENUES			80,101.00	78,500.00	-2.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Teachers' Salaries		1100	26,654.40	0.00	-100.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			26,654.40	0.00	-100.0%
CLASSIFIED SALARIES					
Classified Instructional Salaries		2100	0.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	4,451.99	0.00	-100.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			4,451.99	0.00	-100.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	3,198.73	0.00	-100.0%
PERS		3201-3202	295.68	0.00	-100.0%
OASDI/Medicare/Alternative		3301-3302	627.96	0.00	-100.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	15.52	0.00	-100.0%
Workers' Compensation		3601-3602	701.90	0.00	-100.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			4,839.79	0.00	-100.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	11,791.47	14,493.00	22.9%
Materials and Supplies		4300	553.19	1,944.00	251.4%
Noncapitalized Equipment		4400	778.46	756.00	-2.9%
TOTAL, BOOKS AND SUPPLIES			13,123.12	17,193.00	31.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	6,392.50	61,307.00	859.0%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			6,392.50	61,307.00	859.0%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Tuition					
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.0%
Other Transfers Out					
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			55,461.80	78,500.00	41.5%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	79,636.00	78,500.00	-1.4%
4) Other Local Revenue		8600-8799	465.00	0.00	-100.0%
5) TOTAL, REVENUES			80,101.00	78,500.00	-2.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		49,676.53	23,191.00	-53.3%
2) Instruction - Related Services	2000-2999		5,785.27	55,309.00	856.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			55,461.80	78,500.00	41.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			24,639.20	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			24,639.20	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	0.00	24,639.20	New
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			0.00	24,639.20	New
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			0.00	24,639.20	New
2) Ending Balance, June 30 (E + F1e)			24,639.20	24,639.20	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			24,639.20	24,639.20	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<u>Resource</u>	<u>Description</u>	<u>2015-16 Unaudited Actuals</u>	<u>2016-17 Budget</u>
6391	Adult Education Block Grant Program	24,639.20	24,639.20
Total, Restricted Balance		<u>24,639.20</u>	<u>24,639.20</u>

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	456,689.29	455,000.00	-0.4%
3) Other State Revenue		8300-8599	38,749.47	36,500.00	-5.8%
4) Other Local Revenue		8600-8799	174,897.19	164,971.00	-5.7%
5) TOTAL, REVENUES			670,335.95	656,471.00	-2.1%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	123,506.12	143,216.00	16.0%
3) Employee Benefits		3000-3999	61,063.98	98,501.00	61.3%
4) Books and Supplies		4000-4999	383,067.98	397,413.00	3.7%
5) Services and Other Operating Expenditures		5000-5999	16,031.82	17,341.00	8.2%
6) Capital Outlay		6000-6999	10,275.07	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			593,944.97	656,471.00	10.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			76,390.98	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Unaudited Actuals
 Cafeteria Special Revenue Fund
 Expenditures by Object

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			76,390.98	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	150,935.39	227,326.37	50.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			150,935.39	227,326.37	50.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			150,935.39	227,326.37	50.6%
2) Ending Balance, June 30 (E + F1e)			227,326.37	227,326.37	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	227,326.37	227,326.37	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	171,862.02		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	51.49		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	3,797.57		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	64,675.05		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			240,386.13		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	13,059.76		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			13,059.76		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			227,326.37		

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
FEDERAL REVENUE					
Child Nutrition Programs		8220	456,689.29	455,000.00	-0.4%
Donated Food Commodities		8221	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			456,689.29	455,000.00	-0.4%
OTHER STATE REVENUE					
Child Nutrition Programs		8520	38,749.47	36,500.00	-5.8%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			38,749.47	36,500.00	-5.8%
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Food Service Sales		8634	174,698.84	164,500.00	-5.8%
Leases and Rentals		8650	0.00	0.00	0.0%
Interest		8660	198.35	471.00	137.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Fees and Contracts					
Interagency Services		8677	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			174,897.19	164,971.00	-5.7%
TOTAL, REVENUES			670,335.95	656,471.00	-2.1%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
CERTIFICATED SALARIES					
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	123,506.12	143,216.00	16.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			123,506.12	143,216.00	16.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	12,490.82	18,143.00	45.3%
OASDI/Medicare/Alternative		3301-3302	9,160.49	10,747.00	17.3%
Health and Welfare Benefits		3401-3402	36,559.12	66,287.00	81.3%
Unemployment Insurance		3501-3502	61.79	74.00	19.8%
Workers' Compensation		3601-3602	2,791.76	3,250.00	16.4%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			61,063.98	98,501.00	61.3%
BOOKS AND SUPPLIES					
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	37,641.78	48,954.00	30.1%
Noncapitalized Equipment		4400	6,564.76	10,000.00	52.3%
Food		4700	338,861.44	338,459.00	-0.1%
TOTAL, BOOKS AND SUPPLIES			383,067.98	397,413.00	3.7%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	941.32	2,000.00	112.5%
Dues and Memberships		5300	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	2,267.68	4,000.00	76.4%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	12,822.82	11,341.00	-11.6%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			16,031.82	17,341.00	8.2%
CAPITAL OUTLAY					
Buildings and Improvements of Buildings		6200	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	10,275.07	0.00	-100.0%
TOTAL, CAPITAL OUTLAY			10,275.07	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS					
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.0%
TOTAL, EXPENDITURES			593,944.97	656,471.00	10.5%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund		8916	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	456,689.29	455,000.00	-0.4%
3) Other State Revenue		8300-8599	38,749.47	36,500.00	-5.8%
4) Other Local Revenue		8600-8799	174,897.19	164,971.00	-5.7%
5) TOTAL, REVENUES			670,335.95	656,471.00	-2.1%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		593,944.97	656,471.00	10.5%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			593,944.97	656,471.00	10.5%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			76,390.98	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			76,390.98	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	150,935.39	227,326.37	50.6%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			150,935.39	227,326.37	50.6%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			150,935.39	227,326.37	50.6%
2) Ending Balance, June 30 (E + F1e)			227,326.37	227,326.37	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			227,326.37	227,326.37	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	0.00	0.00	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<u>Resource</u>	<u>Description</u>	<u>2015-16 Unaudited Actuals</u>	<u>2016-17 Budget</u>
5310	Child Nutrition: School Programs (e.g., School Lunch, School	227,326.37	227,326.37
Total, Restricted Balance		<u>227,326.37</u>	<u>227,326.37</u>

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	24,449.50	16,266.00	-33.5%
5) TOTAL, REVENUES			24,449.50	16,266.00	-33.5%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			24,449.50	16,266.00	-33.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Unaudited Actuals

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			24,449.50	16,266.00	-33.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,997,389.10	3,021,838.60	0.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,997,389.10	3,021,838.60	0.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,997,389.10	3,021,838.60	0.8%
2) Ending Balance, June 30 (E + F1e)			3,021,838.60	3,038,104.60	0.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	3,021,838.60	3,038,104.60	0.5%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Unaudited Actuals

South Monterey County Joint Union High Special Reserve Fund for Other Than Capital Outlay Projects
 Monterey County Expenditures by Object

27 66068 0000000
 Form 17

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	3,021,838.60		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			3,021,838.60		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640			
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			3,021,838.60		

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
OTHER LOCAL REVENUE					
Other Local Revenue					
Sales					
Sale of Equipment/Supplies		8631	0.00	0.00	0.0%
Interest		8660	24,449.50	16,266.00	-33.5%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			24,449.50	16,266.00	-33.5%
TOTAL, REVENUES			24,449.50	16,266.00	-33.5%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
From: General Fund/CSSF		8912	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund/CSSF		7612	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	24,449.50	16,266.00	-33.5%
5) TOTAL, REVENUES			24,449.50	16,266.00	-33.5%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			24,449.50	16,266.00	-33.5%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			24,449.50	16,266.00	-33.5%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	2,997,389.10	3,021,838.60	0.8%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,997,389.10	3,021,838.60	0.8%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,997,389.10	3,021,838.60	0.8%
2) Ending Balance, June 30 (E + F1e)			3,021,838.60	3,038,104.60	0.5%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	3,021,838.60	3,038,104.60	0.5%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<u>Resource</u>	<u>Description</u>	<u>2015-16 Unaudited Actuals</u>	<u>2016-17 Budget</u>
	Total, Restricted Balance	<u>0.00</u>	<u>0.00</u>

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	187,765.27	174,685.00	-7.0%
5) TOTAL, REVENUES			187,765.27	174,685.00	-7.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	9,709.56	10,000.00	3.0%
5) Services and Other Operating Expenditures		5000-5999	79,015.91	59,461.00	-24.7%
6) Capital Outlay		6000-6999	103,731.49	0.00	-100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	105,223.78	105,224.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			297,680.74	174,685.00	-41.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(109,915.47)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(109,915.47)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	293,695.01	183,779.54	-37.4%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			293,695.01	183,779.54	-37.4%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			293,695.01	183,779.54	-37.4%
2) Ending Balance, June 30 (E + F1e)			183,779.54	183,779.54	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	183,779.54	183,779.54	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	237,085.37		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	57,826.16		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			294,911.53		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	105,568.99		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	5,563.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			111,131.99		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			183,779.54		

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
OTHER STATE REVENUE					
Tax Relief Subventions Restricted Levies - Other					
Homeowners' Exemptions		8575	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes					
Other Restricted Levies Secured Roll					
		8615	0.00	0.00	0.0%
Unsecured Roll					
		8616	0.00	0.00	0.0%
Prior Years' Taxes					
		8617	0.00	0.00	0.0%
Supplemental Taxes					
		8618	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes					
		8621	0.00	0.00	0.0%
Other					
		8622	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction					
		8625	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes					
		8629	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies					
		8631	0.00	0.00	0.0%
Interest					
		8660	2,307.67	1,685.00	-27.0%
Net Increase (Decrease) in the Fair Value of Investments					
		8662	0.00	0.00	0.0%
Fees and Contracts					
Mitigation/Developer Fees					
		8681	185,457.60	173,000.00	-6.7%
Other Local Revenue					
All Other Local Revenue					
		8699	0.00	0.00	0.0%
All Other Transfers In from All Others					
		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			187,765.27	174,685.00	-7.0%
TOTAL, REVENUES			187,765.27	174,685.00	-7.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
CERTIFICATED SALARIES					
Other Certificated Salaries		1900	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.0%
CLASSIFIED SALARIES					
Classified Support Salaries		2200	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.0%
EMPLOYEE BENEFITS					
STRS		3101-3102	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.0%
BOOKS AND SUPPLIES					
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.0%
Noncapitalized Equipment		4400	9,709.56	10,000.00	3.0%
TOTAL, BOOKS AND SUPPLIES			9,709.56	10,000.00	3.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
SERVICES AND OTHER OPERATING EXPENDITURES					
Subagreements for Services		5100	0.00	0.00	0.0%
Travel and Conferences		5200	2,666.65	5,000.00	87.5%
Insurance		5400-5450	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	5,563.00	0.00	-100.0%
Professional/Consulting Services and Operating Expenditures		5800	70,786.26	54,461.00	-23.1%
Communications		5900	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			79,015.91	59,461.00	-24.7%
CAPITAL OUTLAY					
Land		6100	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	103,731.49	0.00	-100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			103,731.49	0.00	-100.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Other Transfers Out					
All Other Transfers Out to All Others		7299	0.00	0.00	0.0%
Debt Service					
Debt Service - Interest		7438	12,844.78	12,845.00	0.0%
Other Debt Service - Principal		7439	92,379.00	92,379.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			105,223.78	105,224.00	0.0%
TOTAL, EXPENDITURES			297,680.74	174,685.00	-41.3%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Proceeds					
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.0%
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	187,765.27	174,685.00	-7.0%
5) TOTAL, REVENUES			187,765.27	174,685.00	-7.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		5,563.00	0.00	-100.0%
8) Plant Services	8000-8999		186,893.96	69,461.00	-62.8%
9) Other Outgo	9000-9999	Except 7600-7699	105,223.78	105,224.00	0.0%
10) TOTAL, EXPENDITURES			297,680.74	174,685.00	-41.3%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			(109,915.47)	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(109,915.47)	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	293,695.01	183,779.54	-37.4%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			293,695.01	183,779.54	-37.4%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			293,695.01	183,779.54	-37.4%
2) Ending Balance, June 30 (E + F1e)			183,779.54	183,779.54	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	183,779.54	183,779.54	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<u>Resource</u>	<u>Description</u>	<u>2015-16 Unaudited Actuals</u>	<u>2016-17 Budget</u>
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	7,506.38	0.00	-100.0%
4) Other Local Revenue		8600-8799	1,665,287.52	0.00	-100.0%
5) TOTAL, REVENUES			1,672,793.90	0.00	-100.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	1,581,381.26	0.00	-100.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,581,381.26	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			91,412.64	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			91,412.64	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,577,032.00	1,685,886.64	6.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,577,032.00	1,685,886.64	6.9%
d) Other Restatements		9795	17,442.00	0.00	-100.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,594,474.00	1,685,886.64	5.7%
2) Ending Balance, June 30 (E + F1e)			1,685,886.64	1,685,886.64	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	1,685,886.64	1,685,886.64	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	1,685,886.64		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	0.00		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			1,685,886.64		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources					
		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable					
		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources					
		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			1,685,886.64		

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
Tax Relief Subventions Voted Indebtedness Levies					
Homeowners' Exemptions		8571	7,506.38	0.00	-100.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			7,506.38	0.00	-100.0%
OTHER LOCAL REVENUE					
Other Local Revenue County and District Taxes Voted Indebtedness Levies					
Secured Roll		8611	1,661,153.01	0.00	-100.0%
Unsecured Roll		8612	0.00	0.00	0.0%
Prior Years' Taxes		8613	0.00	0.00	0.0%
Supplemental Taxes		8614	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.0%
Interest		8660	4,134.51	0.00	-100.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			1,665,287.52	0.00	-100.0%
TOTAL, REVENUES			1,672,793.90	0.00	-100.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Bond Redemptions		7433	1,315,000.00	0.00	-100.0%
Bond Interest and Other Service Charges		7434	266,381.26	0.00	-100.0%
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			1,581,381.26	0.00	-100.0%
TOTAL, EXPENDITURES			1,581,381.26	0.00	-100.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
To: General Fund		7614	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	7,506.38	0.00	-100.0%
4) Other Local Revenue		8600-8799	1,665,287.52	0.00	-100.0%
5) TOTAL, REVENUES			1,672,793.90	0.00	-100.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	1,581,381.26	0.00	-100.0%
10) TOTAL, EXPENDITURES			1,581,381.26	0.00	-100.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			91,412.64	0.00	-100.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			91,412.64	0.00	-100.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,577,032.00	1,685,886.64	6.9%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,577,032.00	1,685,886.64	6.9%
d) Other Restatements		9795	17,442.00	0.00	-100.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,594,474.00	1,685,886.64	5.7%
2) Ending Balance, June 30 (E + F1e)			1,685,886.64	1,685,886.64	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	1,685,886.64	1,685,886.64	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<u>Resource</u>	<u>Description</u>	<u>2015-16</u> <u>Unaudited Actuals</u>	<u>2016-17</u> <u>Budget</u>
Total, Restricted Balance		0.00	0.00

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES					
1) Certificated Salaries		1000-1999	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,248,727.02	1,248,727.02	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,248,727.02	1,248,727.02	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,248,727.02	1,248,727.02	0.0%
2) Ending Balance, June 30 (E + F1e)			1,248,727.02	1,248,727.02	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted					
		9740	0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments		9780	1,248,727.02	1,248,727.02	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
G. ASSETS					
1) Cash					
a) in County Treasury		9110	0.00		
1) Fair Value Adjustment to Cash in County Treasury		9111	0.00		
b) in Banks		9120	0.00		
c) in Revolving Fund		9130	0.00		
d) with Fiscal Agent		9135	1,248,727.02		
e) collections awaiting deposit		9140	0.00		
2) Investments		9150	0.00		
3) Accounts Receivable		9200	0.00		
4) Due from Grantor Government		9290	0.00		
5) Due from Other Funds		9310	0.00		
6) Stores		9320	0.00		
7) Prepaid Expenditures		9330	0.00		
8) Other Current Assets		9340	0.00		
9) TOTAL, ASSETS			1,248,727.02		
H. DEFERRED OUTFLOWS OF RESOURCES					
1) Deferred Outflows of Resources		9490	0.00		
2) TOTAL, DEFERRED OUTFLOWS			0.00		
I. LIABILITIES					
1) Accounts Payable		9500	0.00		
2) Due to Grantor Governments		9590	0.00		
3) Due to Other Funds		9610	0.00		
4) Current Loans		9640	0.00		
5) Unearned Revenue		9650	0.00		
6) TOTAL, LIABILITIES			0.00		
J. DEFERRED INFLOWS OF RESOURCES					
1) Deferred Inflows of Resources		9690	0.00		
2) TOTAL, DEFERRED INFLOWS			0.00		
K. FUND EQUITY					
Ending Fund Balance, June 30 (must agree with line F2) (G9 + H2) - (I6 + J2)			1,248,727.02		

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
FEDERAL REVENUE					
All Other Federal Revenue		8290	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.0%
OTHER STATE REVENUE					
All Other State Revenue		8590	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.0%
OTHER LOCAL REVENUE					
Interest		8660	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.0%
Other Local Revenue					
All Other Local Revenue		8699	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)					
Debt Service					
Debt Service - Interest		7438	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.0%

Description	Resource Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
INTERFUND TRANSFERS					
INTERFUND TRANSFERS IN					
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.0%
INTERFUND TRANSFERS OUT					
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.0%
OTHER SOURCES/USES					
SOURCES					
Other Sources					
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.0%
Long-Term Debt Proceeds					
Proceeds from Certificates of Participation		8971	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.0%
USES					
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.0%
CONTRIBUTIONS					
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
A. REVENUES					
1) LCFF Sources		8010-8099	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.0%
B. EXPENDITURES (Objects 1000-7999)					
1) Instruction	1000-1999		0.00	0.00	0.0%
2) Instruction - Related Services	2000-2999		0.00	0.00	0.0%
3) Pupil Services	3000-3999		0.00	0.00	0.0%
4) Ancillary Services	4000-4999		0.00	0.00	0.0%
5) Community Services	5000-5999		0.00	0.00	0.0%
6) Enterprise	6000-6999		0.00	0.00	0.0%
7) General Administration	7000-7999		0.00	0.00	0.0%
8) Plant Services	8000-8999		0.00	0.00	0.0%
9) Other Outgo	9000-9999	Except 7600-7699	0.00	0.00	0.0%
10) TOTAL, EXPENDITURES			0.00	0.00	0.0%
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B10)			0.00	0.00	0.0%
D. OTHER FINANCING SOURCES/USES					
1) Interfund Transfers					
a) Transfers In		8900-8929	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.0%
2) Other Sources/Uses					
a) Sources		8930-8979	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.0%

Description	Function Codes	Object Codes	2015-16 Unaudited Actuals	2016-17 Budget	Percent Difference
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.0%
F. FUND BALANCE, RESERVES					
1) Beginning Fund Balance					
a) As of July 1 - Unaudited		9791	1,248,727.02	1,248,727.02	0.0%
b) Audit Adjustments		9793	0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,248,727.02	1,248,727.02	0.0%
d) Other Restatements		9795	0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,248,727.02	1,248,727.02	0.0%
2) Ending Balance, June 30 (E + F1e)			1,248,727.02	1,248,727.02	0.0%
Components of Ending Fund Balance					
a) Nonspendable					
Revolving Cash		9711	0.00	0.00	0.0%
Stores		9712	0.00	0.00	0.0%
Prepaid Expenditures		9713	0.00	0.00	0.0%
All Others		9719	0.00	0.00	0.0%
b) Restricted			0.00	0.00	0.0%
c) Committed					
Stabilization Arrangements		9750	0.00	0.00	0.0%
Other Commitments (by Resource/Object)		9760	0.00	0.00	0.0%
d) Assigned					
Other Assignments (by Resource/Object)		9780	1,248,727.02	1,248,727.02	0.0%
e) Unassigned/Unappropriated					
Reserve for Economic Uncertainties		9789	0.00	0.00	0.0%
Unassigned/Unappropriated Amount		9790	0.00	0.00	0.0%

<u>Resource</u>	<u>Description</u>	<u>2015-16 Unaudited Actuals</u>	<u>2016-17 Budget</u>
Total, Restricted Balance		<u>0.00</u>	<u>0.00</u>

Description	2015-16 Unaudited Actuals			2016-17 Budget		
	P-2 ADA	Annual ADA	Funded ADA	Estimated P-2 ADA	Estimated Annual ADA	Estimated Funded ADA
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	2,036.22	2,022.79	2,036.22	2,086.00	2,086.00	2,086.00
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)						
4. Total, District Regular ADA (Sum of Lines A1 through A3)	2,036.22	2,022.79	2,036.22	2,086.00	2,086.00	2,086.00
5. District Funded County Program ADA						
a. County Community Schools		1.06				
b. Special Education-Special Day Class	3.85	3.69	3.85			3.85
c. Special Education-NPS/LCI						
d. Special Education Extended Year						
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools						
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]						
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	3.85	4.75	3.85	0.00	0.00	3.85
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	2,040.07	2,027.54	2,040.07	2,086.00	2,086.00	2,089.85
7. Adults in Correctional Facilities						
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30
Governmental Activities:						
Capital assets not being depreciated:						
Land	2,269,094.00		2,269,094.00			2,269,094.00
Work in Progress	2,003,154.00		2,003,154.00	125,891.99		2,129,045.99
Total capital assets not being depreciated	4,272,248.00	0.00	4,272,248.00	125,891.99	0.00	4,398,139.99
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings	30,795,933.00		30,795,933.00	380,882.75		31,176,815.75
Equipment	3,773,989.00		3,773,989.00	158,472.72		3,932,461.72
Total capital assets being depreciated	34,569,922.00	0.00	34,569,922.00	539,355.47	0.00	35,109,277.47
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings	(9,486,014.00)		(9,486,014.00)			(9,486,014.00)
Equipment	(3,505,440.00)		(3,505,440.00)			(3,505,440.00)
Total accumulated depreciation	(12,991,454.00)	0.00	(12,991,454.00)	0.00		(12,991,454.00)
Total capital assets being depreciated, net	21,578,468.00	0.00	21,578,468.00	539,355.47	0.00	22,117,823.47
Governmental activity capital assets, net	25,850,716.00	0.00	25,850,716.00	665,247.46	0.00	26,515,963.46
Business-Type Activities:						
Capital assets not being depreciated:						
Land			0.00			0.00
Work in Progress			0.00			0.00
Total capital assets not being depreciated			0.00			0.00
Capital assets being depreciated:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total capital assets being depreciated			0.00			0.00
Accumulated Depreciation for:						
Land Improvements			0.00			0.00
Buildings			0.00			0.00
Equipment			0.00			0.00
Total accumulated depreciation			0.00			0.00
Total capital assets being depreciated, net			0.00			0.00
Business-type activity capital assets, net			0.00			0.00

Current Expense Formula/Minimum Classroom Compensation

PART I - CURRENT EXPENSE FORMULA	Total Expense for Year (1)	EDP No.	Reductions (See Note 1) (2)	EDP No.	Current Expense of Education (Col 1 - Col 2) (3)	EDP No.	Reductions (Extracted) (See Note 2) (4a)	Reductions (Overrides)* (See Note 2) (4b)	EDP No.	Current Expense-Part II (Col 3 - Col 4) (5)	EDP No.
1000 - Certificated Salaries	8,542,166.73	301	0.00	303	8,542,166.73	305	0.00	0.00	307	8,542,166.73	309
2000 - Classified Salaries	2,694,360.16	311	0.00	313	2,694,360.16	315	237,882.50	237,882.50	317	2,456,477.66	319
3000 - Employee Benefits	4,109,624.35	321	197,077.50	323	3,912,546.85	325	83,453.66	83,453.66	327	3,829,093.19	329
4000 - Books, Supplies Equip Replace. (6500)	2,172,005.81	331	13,305.93	333	2,158,699.88	335	535,694.21	535,694.21	337	1,623,005.67	339
5000 - Services... & 7300 - Indirect Costs	4,346,227.89	341	311,281.99	343	4,034,945.90	345	447,912.88	447,912.88	347	3,587,033.02	349
TOTAL					21,342,719.52	365			TOTAL	20,037,776.27	369

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

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

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

PART II: MINIMUM CLASSROOM COMPENSATION (Instruction, Functions 1000-1999)		Object	EDP No.
1. Teacher Salaries as Per EC 41011		1100	375
2. Salaries of Instructional Aides Per EC 41011		2100	380
3. STRS		3101 & 3102	382
4. PERS		3201 & 3202	383
5. OASDI - Regular, Medicare and Alternative		3301 & 3302	384
6. Health & Welfare Benefits (EC 41372) (Include Health, Dental, Vision, Pharmaceutical, and Annuity Plans)		3401 & 3402	385
7. Unemployment Insurance		3501 & 3502	390
8. Workers' Compensation Insurance		3601 & 3602	392
9. OPEB, Active Employees (EC 41372)		3751 & 3752	393
10. Other Benefits (EC 22310)		3901 & 3902	393
11. SUBTOTAL Salaries and Benefits (Sum Lines 1 - 10)			395
12. Less: Teacher and Instructional Aide Salaries and Benefits deducted in Column 2			396
13a. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4a (Extracted)			396
b. Less: Teacher and Instructional Aide Salaries and Benefits (other than Lottery) deducted in Column 4b (Overrides)*			396
14. TOTAL SALARIES AND BENEFITS			397
15. Percent of Current Cost of Education Expended for Classroom Compensation (EDP 397 divided by EDP 369) Line 15 must equal or exceed 60% for elementary, 55% for unified and 50% for high school districts to avoid penalty under provisions of EC 41372			48.98%
16. District is exempt from EC 41372 because it meets the provisions of EC 41374. (If exempt, enter 'X')			

PART III: DEFICIENCY AMOUNT

A deficiency amount (Line 5) is only applicable to districts not meeting the minimum classroom compensation percentage required under EC 41372 and not exempt under the provisions of EC 41374.

1. Minimum percentage required (60% elementary, 55% unified, 50% high)	50.00%
2. Percentage spent by this district (Part II, Line 15)	48.98%
3. Percentage below the minimum (Part III, Line 1 minus Line 2)	1.02%
4. District's Current Expense of Education after reductions in columns 4a or 4b (Part I, EDP 369)	20,037,776.27
5. Deficiency Amount (Part III, Line 3 times Line 4)	204,385.32

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

Entered same numbers as column 4a extracted

	Unaudited Balance July 1	Audit Adjustments/ Restatements	Audited Balance July 1	Increases	Decreases	Ending Balance June 30	Amounts Due Within One Year
Governmental Activities:							
General Obligation Bonds Payable	8,413,548.00		8,413,548.00		1,315,000.00	7,098,548.00	1,395,000.00
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable	298,165.00		298,165.00		92,379.00	205,786.00	74,013.00
Lease Revenue Bonds Payable	12,515,000.00		12,515,000.00		580,000.00	11,935,000.00	605,000.00
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability	791,303.00	10,345,043.00	11,136,346.00			11,136,346.00	
Net OPEB Obligation	614,107.00	103,062.00	717,169.00			717,169.00	
Compensated Absences Payable	163,048.00	20,109.00	183,157.00			183,157.00	
Governmental activities long-term liabilities	22,795,171.00	10,468,214.00	33,263,385.00	0.00	1,987,379.00	31,276,006.00	2,074,013.00
Business-Type Activities:							
General Obligation Bonds Payable			0.00			0.00	
State School Building Loans Payable			0.00			0.00	
Certificates of Participation Payable			0.00			0.00	
Capital Leases Payable			0.00			0.00	
Lease Revenue Bonds Payable			0.00			0.00	
Other General Long-Term Debt			0.00			0.00	
Net Pension Liability			0.00			0.00	
Net OPEB Obligation			0.00			0.00	
Compensated Absences Payable			0.00			0.00	
Business-type activities long-term liabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00

	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
A. PRIOR YEAR DATA (2014-15 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2014-15 Actual			2015-16 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	14,325,342.54		14,325,342.54			15,904,727.03
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	1,907.59		1,907.59			2,040.07
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2014-15			Adjustments to 2015-16		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)			0.00			0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2015-16 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2015-16 P2 Report			2016-17 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	2,040.07		2,040.07	2,086.00		2,086.00
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			2,040.07			2,086.00
C. LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2015-16 Actual			2016-17 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	29,431.97		29,431.97	29,157.00		29,157.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	5,301,708.76		5,301,708.76	5,124,167.00		5,124,167.00
5. Unsecured Roll Taxes (Object 8042)	217,405.96		217,405.96	207,631.00		207,631.00
6. Prior Years' Taxes (Object 8043)	52,117.39		52,117.39	51,487.00		51,487.00
7. Supplemental Taxes (Object 8044)	128,388.49		128,388.49	64,676.00		64,676.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	277,519.77		277,519.77	138,603.00		138,603.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	7,877.34		7,877.34	2,115.00		2,115.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	195,987.11		195,987.11	255,797.00		255,797.00
12. Parcel Taxes (Object 8621)	0.00		0.00	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)	0.00		0.00	0.00		0.00
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	6,210,436.79	0.00	6,210,436.79	5,873,633.00	0.00	5,873,633.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	6,210,436.79	0.00	6,210,436.79	5,873,633.00	0.00	5,873,633.00

	2015-16 Calculations			2016-17 Calculations		
	Extracted Data	Adjustments*	Entered Data/Totals	Extracted Data	Adjustments*	Entered Data/Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			0.00			0.00
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			0.00			0.00
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	14,921,290.00		14,921,290.00	17,185,806.00		17,185,806.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	(172,610.50)		(172,610.50)	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	14,748,679.50	0.00	14,748,679.50	17,185,806.00	0.00	17,185,806.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	25,959,104.38		25,959,104.38	26,367,276.00		26,367,276.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	74,528.34		74,528.34	45,811.00		45,811.00
APPROPRIATIONS LIMIT CALCULATIONS						
D. PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			14,325,342.54			15,904,727.03
2. Inflation Adjustment			1.0382			1.0537
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0694			1.0225
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			15,904,727.03			17,135,884.12
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			6,210,436.79			5,873,633.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			244,808.40			250,320.00
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			9,694,290.24			11,262,251.12
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			9,694,290.24			11,262,251.12
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			45,793.79			29,824.02
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			6,256,230.58			5,903,457.02
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			9,648,496.45			11,232,427.10
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			6,256,230.58			
b. State Subventions (Line D8)			9,648,496.45			
c. Less: Excluded Appropriations (Line C23)			0.00			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			15,904,727.03			

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) 694,689.31
- 2. Contracted general administrative positions not paid through payroll
 - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. _____
 - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

B. Salaries and Benefits - All Other Activities

- 1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 14,454,384.43

C. Percentage of Plant Services Costs Attributable to General Administration

(Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 4.81%

Part II - Adjustments for Employment Separation Costs

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

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

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

A. Normal Separation Costs (optional)

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

B. Abnormal or Mass Separation Costs (required)

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. 0.00

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

A. Indirect Costs

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	915,855.38
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	448,146.34
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	14,715.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	139,804.09
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)	1,518,520.81
9. Carry-Forward Adjustment (Part IV, Line F)	(590,863.91)
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	927,656.90

B. Base Costs

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	11,443,920.22
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	2,962,677.99
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	1,870,923.53
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	403,360.98
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	438,775.93
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)	0.00
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	2,766,725.84
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	55,461.80
15. Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
16. Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	583,669.90
17. Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
18. Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a)	20,525,516.19

C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment
 (For information only - not for use when claiming/recovering indirect costs)
 (Line A8 divided by Line B18)

7.40%

D. Preliminary Proposed Indirect Cost Rate
 (For final approved fixed-with-carry-forward rate for use in 2017-18 see www.cde.ca.gov/fg/ac/ic/)
 (Line A10 divided by Line B18)

4.52%

Part IV - Carry-forward Adjustment

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

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

A. Indirect costs incurred in the current year (Part III, Line A8)	<u>1,518,520.81</u>
B. Carry-forward adjustment from prior year(s)	
1. Carry-forward adjustment from the second prior year	<u>454,252.25</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
C. Carry-forward adjustment for under- or over-recovery in the current year	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (12.49%) times Part III, Line B18); zero if negative	<u>0.00</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (12.49%) times Part III, Line B18) or (the highest rate used to recover costs from any program (12.49%) times Part III, Line B18); zero if positive	<u>(590,863.91)</u>
D. Preliminary carry-forward adjustment (Line C1 or C2)	<u>(590,863.91)</u>
E. Optional allocation of negative carry-forward adjustment over more than one year	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>4.52%</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment (\$-295,431.96) is applied to the current year calculation and the remainder (\$-295,431.95) is deferred to one or more future years:	<u>5.96%</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment (\$-196,954.64) is applied to the current year calculation and the remainder (\$-393,909.27) is deferred to one or more future years:	<u>6.44%</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)	<u>(590,863.91)</u>

Approved indirect cost rate: 12.49%
 Highest rate used in any program: 12.49%

Fund	Resource	Eligible Expenditures (Objects 1000-5999 except Object 5100)	Indirect Costs Charged (Objects 7310 and 7350)	Rate Used
01	3010	398,501.82	49,772.88	12.49%
01	3310	345,125.35	43,105.65	12.49%
01	3550	77,381.15	3,226.85	4.17%
01	4035	90,394.15	5,896.85	6.52%
01	7091	660,337.39	19,809.81	3.00%

Unaudited Actuals
 2015-16 Unaudited Actuals
 LOTTERY REPORT
 Revenues, Expenditures and
 Ending Balances - All Funds

Description	Object Codes	Lottery: Unrestricted (Resource 1100)	Transferred to Other Resources for Expenditure	Lottery: Instructional Materials (Resource 6300)*	Totals
A. AMOUNT AVAILABLE FOR THIS FISCAL YEAR					
1. Adjusted Beginning Fund Balance	9791-9795	321,579.60		54,365.71	375,945.31
2. State Lottery Revenue	8560	295,403.76		91,560.00	386,963.76
3. Other Local Revenue	8600-8799	1,448.54		(314.87)	1,133.67
4. Transfers from Funds of Lapsed/Reorganized Districts	8965	0.00		0.00	0.00
5. Contributions from Unrestricted Resources (Total must be zero)	8980	0.00			0.00
6. Total Available (Sum Lines A1 through A5)		618,431.90	0.00	145,610.84	764,042.74
B. EXPENDITURES AND OTHER FINANCING USES					
1. Certificated Salaries	1000-1999	0.00			0.00
2. Classified Salaries	2000-2999	1,931.60			1,931.60
3. Employee Benefits	3000-3999	266.72			266.72
4. Books and Supplies	4000-4999	236,491.92		122,253.76	358,745.68
5. a. Services and Other Operating Expenditures (Resource 1100)	5000-5999	64,330.30			64,330.30
b. Services and Other Operating Expenditures (Resource 6300)	5000-5999, except 5100, 5710, 5800				
c. Duplicating Costs for Instructional Materials (Resource 6300)	5100, 5710, 5800				
6. Capital Outlay	6000-6999	0.00			0.00
7. Tuition	7100-7199	0.00			0.00
8. Interagency Transfers Out					
a. To Other Districts, County Offices, and Charter Schools	7211,7212,7221, 7222,7281,7282	0.00			0.00
b. To JPAs and All Others	7213,7223, 7283,7299	0.00			0.00
9. Transfers of Indirect Costs	7300-7399				
10. Debt Service	7400-7499	0.00			0.00
11. All Other Financing Uses	7630-7699	0.00			0.00
12. Total Expenditures and Other Financing Uses (Sum Lines B1 through B11)		303,020.54	0.00	122,253.76	425,274.30
C. ENDING BALANCE (Must equal Line A6 minus Line B12)	979Z	315,411.36	0.00	23,357.08	338,768.44
D. COMMENTS:					

Data from this report will be used to prepare a report to the Legislature as required by Control Section 24.60 of the Budget Act.

*Pursuant to Government Code Section 8880.4(a)(2)(B) and the definition in Education Code Section 60010(h), Resource 6300 funds are to be used for the purchase of instructional materials only. Any amounts in the shaded cells of this column should be reviewed for appropriateness.

Section I - Expenditures	Funds 01, 09, and 62			2015-16 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	23,578,529.40
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	1,060,327.63
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	0.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	169,172.65
3. Debt Service	All	9100	5400-5450, 5800, 7430- 7439	1,290,424.20
4. Other Transfers Out	All	9200	7200-7299	22,937.73
5. Interfund Transfers Out	All	9300	7600-7629	0.00
6. All Other Financing Uses	All	9100	7699	0.00
		9200	7651	
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	13,305.93
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				1,495,840.51
D. Plus additional MOE expenditures:			1000-7143, 7300-7439 minus 8000-8699	
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All		0.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				21,022,361.26

Section II - Expenditures Per ADA		2015-16 Annual ADA/ Exps. Per ADA
A. Average Daily Attendance (Form A, Annual ADA column, sum of lines A6 and C9)		2,027.54
B. Expenditures per ADA (Line I.E divided by Line II.A)		10,368.41
Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)		
	Total	Per ADA
A. Base expenditures (Preloaded expenditures from prior year official CDE MOE calculation). (Note: If the prior year MOE was not met, CDE has adjusted the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	16,086,098.25	8,476.45
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0:00	0:00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	16,086,098.25	8,476.45
B. Required effort (Line A.2 times 90%)	14,477,488.43	7,628.81
C. Current year expenditures (Line I.E and Line II.B)	21,022,361.26	10,368.41
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under NCLB covered programs in FY 2017-18 may be reduced by the lower of the two percentages)	0.00%	0.00%

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

Unaudited Actuals
2015-16
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Allocation Factors (AF) for Support Costs

	-----Teacher Full-Time Equivalents-----				----- Classroom Units -----		Pupils Transported
	Instructional Supervision and Administration (Functions 2100-2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3100-3199 & 3900)	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Pupil Transportation (Function 3600)
A. Amount of Undistributed Expenditures, Funds 01, 09, and 62, Goals 0000 and 9000 (will be allocated based on factors input)	285,385.20	60,054.66	0.00	262,970.10	2,646,502.03	0.00	505,540.62
B. Enter Allocation Factor(s) by Goal: (Note: Allocation factors are only needed for a column if there are undistributed expenditures in line A.)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	FTE Factor(s)	CU Factor(s)	CU Factor(s)	PT Factor(s)
Instructional Goals Description							
0001 Pre-Kindergarten							
1110 Regular Education, K-12	76.78	76.78	76.78	76.78	152.00		108.00
3100 Alternative Schools							
3200 Continuation Schools					4.00		
3300 Independent Study Centers							
3400 Opportunity Schools							
3550 Community Day Schools							
3700 Specialized Secondary Programs							
3410 00 Career Technical Education							
3410 10 Regular Education, Adult							
4610 Adult Independent Study Centers							
4620 Adult Correctional Education							
4630 Adult Career Technical Education							
4760 Bilingual							
4850 Migrant Education							
5000-5999 Special Education (allocated to 5001)	10.88	10.88	10.88	10.88	10.00		1.00
6000 ROC/P	3.00	3.00	3.00	3.00	4.00		
Other Goals Description							
7110 Nonagency - Educational							
7150 Nonagency - Other							
8100 Community Services							
8500 Child Care and Development Services							
Other Funds Description							
-- Adult Education (Fund 11)							
-- Child Development (Fund 12)							
-- Cafeteria (Funds 13 & 61)							
C. Total Allocation Factors	90.66	90.66	90.66	90.66	170.00	0.00	109.00

Unaudited Actuals
2015-16
General Fund and Charter Schools Funds
Program Cost Report

27 66068 000000
Form PCR

South Monterey County Joint Union High
Monterey County

Goal	Program/Activity	----- Direct Costs -----			Central Admin Costs (col. 3 x Sch. CAC line E) Column 4	Other Costs (Schedule OC) Column 5	Total Costs by Program (col. 3 + 4 + 5) Column 6
		Direct Charged (Schedule DCC) Column 1	Allocated (Schedule AC) Column 2	Subtotal (col. 1 + 2) Column 3			
Instructional Goals							
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00		0.00
1110	Regular Education, K-12	11,962,299.53	3,382,449.50	15,344,749.03	1,447,541.39		16,792,290.42
3100	Alternative Schools	0.00	0.00	0.00	0.00		0.00
3200	Continuation Schools	67,157.79	62,270.64	129,428.43	12,209.58		141,638.01
3300	Independent Study Centers	0.00	0.00	0.00	0.00		0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00		0.00
3550	Community Day Schools	0.00	0.00	0.00	0.00		0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00		0.00
3800	Career Technical Education	467,098.47	0.00	467,098.47	44,063.57		511,162.04
4110	Regular Education, Adult	9,148.22	0.00	9,148.22	862.99		10,011.21
4610	Adult Independent Study Centers	0.00	0.00	0.00	0.00		0.00
4620	Adult Correctional Education	0.00	0.00	0.00	0.00		0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00		0.00
4640	Bilingual	0.00	0.00	0.00	0.00		0.00
4650	Migrant Education	0.00	0.00	0.00	0.00		0.00
5000-5999	Special Education	2,949,857.51	233,329.14	3,183,186.65	300,284.77		3,483,471.42
6000	Regional Occupational Ctr/Prg (ROC/P)	410,751.53	82,403.34	493,154.87	46,521.59		539,676.46
Other Goals							
7110	Nonagency - Educational	13,305.93	0.00	13,305.93	1,255.21		14,561.14
7150	Nonagency - Other	0.00	0.00	0.00	0.00		0.00
8100	Community Services	0.00	0.00	0.00	0.00		0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00		0.00
Other Costs							
----	Food Services					0.00	0.00
----	Enterprise					0.00	0.00
----	Facilities Acquisition & Construction					332,256.99	332,256.99
----	Other Outgo					1,693,169.46	1,693,169.46
Other Funds	Adult Education, Child Development, Cafeteria, Foundation ([Column 3 + CAC, line C5] times CAC, line E)		0.00	0.00	60,292.26		60,292.26
----	Indirect Cost Transfers to Other Funds (Net of Funds 01, 09, 62, Function 7210, Object 7350)				0.00		0.00
----	Total General Fund and Charter Schools Funds Expenditures	15,879,618.98	3,760,452.62	19,640,071.60	1,913,031.36	2,025,426.45	23,578,529.41

Unaudited Actuals
2015-16
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Direct Charged Costs (DCC)

Goal	Type of Program	Instruction (Functions 1000-1999)	Instructional Supervision and Administration (Functions 2100-2200)	Library, Media, Technology and Other Instructional Resources (Functions 2420-2495)	School Administration (Function 2700)	Pupil Support Services (Functions 3110-3160 and 3900)	Pupil Transportation (Function 3600)	Ancillary Services (Functions 4000-4999)	Community Services (Functions 5000-5999)	General Administration (Functions 7000-7999, except 7210)*	Plant Maintenance and Operations (Functions 8100-8400)	Facilities Rents and Leases (Function 8700)	Total
Instructional Goals													
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
1110	Regular Education, K-12	8,493,640.87	478,195.01	700,672.85	872,784.79	753,617.13	0.00	403,360.98			260,027.90	0.00	11,962,299.53
3100	Alternative Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3200	Continuation Schools	0.00	0.00	0.00	67,157.79	0.00	0.00	0.00			0.00	0.00	67,157.79
3300	Independent Study Centers	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3550	Community Day Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
3800	Career Technical Education	467,098.47	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	467,098.47
343	Regular Education, Adult	9,148.22	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	9,148.22
4620	Adult Independent Study Centers	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4630	Adult Correctional Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4760	Bilingual	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
4850	Migrant Education	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	0.00
5000-5999	Special Education	2,049,975.20	384,463.83	0.00	113,963.86	78,118.31	323,336.31	0.00			0.00	0.00	2,949,857.51
6000	ROC/P	410,751.53	0.00	0.00	0.00	0.00	0.00	0.00			0.00	0.00	410,751.53
Other Goals													
7110	Nonagency - Educational	13,305.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,305.93
7150	Nonagency - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8100	Community Services		0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
8500	Child Care and Development Services	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Total Direct Charged Costs		11,443,920.22	862,658.84	700,672.85	1,053,906.44	831,735.44	323,336.31	403,360.98	0.00	0.00	260,027.90	0.00	15,879,618.98

* Functions 7100-7199 for goals 8100 and 8500

Unaudited Actuals
2015-16
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Allocated Support Costs (AC)

Goal	Type of Program	Allocated Support Costs (Based on factors input on Form PCRAF)			Total
		Full-Time Equivalents	Classroom Units	Pupils Transported	
Instructional Goals					
0001	Pre-Kindergarten	0.00	0.00	0.00	0.00
1110	Regular Education, K-12	515,262.70	2,366,284.17	500,902.63	3,382,449.50
3100	Alternative Schools	0.00	0.00	0.00	0.00
3200	Continuation Schools	0.00	62,270.64	0.00	62,270.64
3300	Independent Study Centers	0.00	0.00	0.00	0.00
3400	Opportunity Schools	0.00	0.00	0.00	0.00
3550	Community Day Schools	0.00	0.00	0.00	0.00
3700	Specialized Secondary Programs	0.00	0.00	0.00	0.00
3800	Career Technical Education	0.00	0.00	0.00	0.00
4110	Regular Education, Adult	0.00	0.00	0.00	0.00
4610	Adult Independent Study Centers	0.00	0.00	0.00	0.00
4620	Adult Correctional Education	0.00	0.00	0.00	0.00
4630	Adult Career Technical Education	0.00	0.00	0.00	0.00
4760	Bilingual	0.00	0.00	0.00	0.00
4850	Migrant Education	0.00	0.00	0.00	0.00
5000-5999	Special Education (allocated to 5001)	73,014.56	155,676.59	4,637.99	233,329.14
6000	ROC/P	20,132.70	62,270.64	0.00	82,403.34
Other Goals					
7110	Nonagency - Educational	0.00	0.00	0.00	0.00
7150	Nonagency - Other	0.00	0.00	0.00	0.00
8100	Community Services	0.00	0.00	0.00	0.00
8500	Child Care and Development Svcs.	0.00	0.00	0.00	0.00
Other Funds					
--	Adult Education (Fund 11)		0.00		0.00
--	Child Development (Fund 12)	0.00	0.00	0.00	0.00
--	Cafeteria (Funds 13 and 61)		0.00		0.00
Total Allocated Support Costs		608,409.96	2,646,502.04	505,540.62	3,760,452.62

A. Central Administration Costs in General Fund and Charter Schools Funds	
1 Board and Superintendent (Funds 01, 09, and 62, Functions 7100-7180, Goals 0000-6999 and 9000, Objects 1000-7999)	438,775.93
2 External Financial Audits (Funds 01, 09, and 62, Functions 7190-7191, Goals 0000-6999 and 9000, Objects 1000-7999)	14,715.00
3 Other General Administration (Funds 01, 09, and 62, Functions 7200-7600 except 7210, Goal 0000, Objects 1000-7999)	915,855.38
4 Centralized Data Processing (Funds 01, 09, and 62, Function 7700, Goal 0000, Objects 1000-7999)	543,685.05
5 Total Central Administration Costs in General Fund and Charter Schools Funds	1,913,031.36
B. Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	
1 Total Direct Charged Costs (from Form PCR, Column 1, Total)	15,879,618.98
2 Total Allocated Costs (from Form PCR, Column 2, Total)	3,760,452.62
3 Total Direct Charged and Allocated Costs in General Fund and Charter Schools Funds	19,640,071.60
C. Direct Charged Costs in Other Funds	
1 Adult Education (Fund 11, Objects 1000-5999, except 5100)	55,461.80
2 Child Development (Fund 12, Objects 1000-5999, except 5100)	0.00
3 Cafeteria (Funds 13 & 61, Objects 1000-5999, except 5100)	583,669.90
4 Foundation (Funds 19 & 57, Objects 1000-5999, except 5100)	0.00
5 Total Direct Charged Costs in Other Funds	639,131.70
D. Total Direct Charged and Allocated Costs (B3 + C5)	20,279,203.30
E. Ratio of Central Administration Costs to Direct Charged and Allocated Costs (A5/D)	9.43%

-345-

Unaudited Actuals
2015-16
General Fund and Charter Schools Funds
Program Cost Report
Schedule of Other Costs (OC)

Type of Activity	Food Services (Function 3700)	Enterprise (Function 6000)	Facilities Acquisition & Construction (Function 8500)	Other Outgo (Functions 9000-9999)	Total
Food Services (Objects 1000-5999, 6400, and 6500)	0.00				0.00
Enterprise (Objects 1000-5999, 6400, and 6500)		0.00			0.00
Facilities Acquisition & Construction (Objects 1000-6500)			332,256.99		332,256.99
Other Outgo (Objects 1000-7999)				1,693,169.46	1,693,169.46
Total Other Costs	0.00	0.00	332,256.99	1,693,169.46	2,025,426.45

-346-

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
11 GENERAL FUND								
Expenditure Detail	0.00	(5,563.00)	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							5,563.00	0.00
19 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
0 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
1 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
2 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
3 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
4 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
5 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
7 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
8 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
9 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
3 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
1 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
5 CAPITAL FACILITIES FUND								
Expenditure Detail	5,563.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	5,563.00
3 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
5 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
1 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
3 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
1 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
2 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
3 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
3 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
7 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation							0.00	0.00
1 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00

Unaudited Actuals
 2015-16 Unaudited Actuals
 SUMMARY OF INTERFUND ACTIVITIES
 FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 5750	Transfers Out 5750	Transfers In 7350	Transfers Out 7350				
2 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
3 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
6 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
7 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation							0.00	0.00
1 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
3 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation							0.00	0.00
5 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
5 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation							0.00	0.00
TOTALS	5,563.00	(5,563.00)	0.00	0.00	0.00	0.00	5,563.00	5,563.00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec. Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total	
UNDUPLICATED PUPIL COUNT										271	
TOTAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-9999)											
1000-1999	Certificated Salaries	192,990.42	0.00	0.00	0.00	0.00	0.00	903,983.85		1,096,974.27	
2000-2999	Classified Salaries	23,002.91	0.00	0.00	0.00	0.00	274,859.58	147,176.43		445,038.92	
3000-3999	Employee Benefits	57,866.41	0.00	0.00	0.00	0.00	115,541.75	450,817.87		624,226.03	
4000-4999	Books and Supplies	3,185.46	0.00	0.00	0.00	0.00	29,568.65	1,254.24		34,008.35	
5000-5999	Services and Other Operating Expenditures	621,862.43	0.00	0.00	0.00	0.00	18,433.39	109,314.12		749,609.94	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	898,907.63	0.00	0.00	0.00	0.00	438,403.37	1,612,546.51	0.00	2,949,857.51	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	43,105.65		43,105.65	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
PCRA	Program Cost Report Allocations	233,329.15								233,329.15	
	Total Indirect Costs and PCR Allocations	233,329.15	0.00	0.00	0.00	0.00	0.00	43,105.65	0.00	276,434.80	
	TOTAL COSTS	1,132,236.78	0.00	0.00	0.00	0.00	438,403.37	1,655,652.16	0.00	3,226,292.31	
FEDERAL EXPENDITURES (Funds 01, 09, and 62; resources 3000-5999, except 3385)											
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	179,226.98	52,956.54		232,183.52	
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	81,295.30	31,646.53		112,941.83	
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	260,522.28	84,603.07	0.00	345,125.35	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	43,105.65		43,105.65	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	43,105.65	0.00	43,105.65	
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	260,522.28	127,708.72	0.00	388,231.00	
8980	Less: Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)										30,486.00
	TOTAL COSTS										357,745.00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec. Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total	
STATE AND LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)											
1000-1999	Certificated Salaries	192,990.42	0.00	0.00	0.00	0.00	0.00	903,983.85		1,096,974.27	
2000-2999	Classified Salaries	23,002.91	0.00	0.00	0.00	0.00	95,632.60	94,219.89		212,855.40	
3000-3999	Employee Benefits	57,866.41	0.00	0.00	0.00	0.00	34,246.45	419,171.34		511,284.20	
4000-4999	Books and Supplies	3,185.46	0.00	0.00	0.00	0.00	29,568.65	1,254.24		34,008.35	
5000-5999	Services and Other Operating Expenditures	621,862.43	0.00	0.00	0.00	0.00	18,433.39	109,314.12		749,609.94	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	898,907.63	0.00	0.00	0.00	0.00	177,881.09	1,527,943.44	0.00	2,604,732.16	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
PCRA	Program Cost Report Allocations	233,329.15								233,329.15	
	Total Indirect Costs and PCR Allocations	233,329.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	233,329.15	
	TOTAL BEFORE OBJECT 8980	1,132,236.78	0.00	0.00	0.00	0.00	177,881.09	1,527,943.44	0.00	2,838,061.31	
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)										30,486.00
	TOTAL COSTS										2,868,547.31
LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)											
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	21,142.89		21,142.89	
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	21,142.89	0.00	21,142.89	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00	21,142.89	0.00	21,142.89	
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)										30,486.00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500, 6510, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500, 6510, & 7240, goals 5000-5999)										1,918,744.69
	TOTAL COSTS										1,970,373.58

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

2014-15 Expenditures	A. State and Local	B. Local Only
1. Enter Total Costs amounts from the 2014-15 Report SEMA, 2014-15 Expenditures by LEA (LE-CY) worksheet, Total Column, for the State and Local Expenditures section and the Local Expenditures section	2,194,570.16	1,283,138.47
2. Enter audit adjustments of 2014-15 special education expenditures from SACS2016ALL data, not included in Line 1 (explain below) (Funds 01, 09, and 62; resources 0000-2999 & 6000-9999; Object 9793)		

3. Enter restatements of 2015-16 special education beginning fund balances from SACS2016ALL data, not included in Line 1 (explain below) (Funds 01, 09, and 62; resources 0000-2999 & 6000-9999; Object 9795)		

4. Enter any other adjustments, not included in Line 1 (explain below)		

5. 2014-15 Expenditures, Adjusted for 2015-16 MOE Calculation (Sum lines 1 through 4)	2,194,570.16	1,283,138.47
C. Unduplicated Pupil Count		
1. Enter the unduplicated pupil count reported in 2014-15 Report SEMA, 2014-15 Expenditures by LEA (LE-CY) worksheet	<u>247.00</u>	
2. Enter any adjustments not included in Line C1 (explain below)	<u> </u>	

3. 2014-15 Unduplicated Pupil Count, Adjusted for 2015-16 MOE Calculation (Line C1 plus Line C2)	247.00	

SELPA: Monterey County (AS)

This form is used to check maintenance of effort (MOE) for an LEA, whether the LEA is a member of a SELPA or is a single-LEA SELPA. If a member of a SELPA, submit this form together with the 2015-16 Expenditures by LEA (LE-CY) and the 2014-15 Expenditures by LEA (LE-PY) to the SELPA AU. If a single-LEA SELPA, submit the forms to the CDE.

Per the federal Subsequent Years Rule, in order to determine the required level of effort, the LEA must look back to the last fiscal year in which the LEA maintained effort using the same method by which it is currently establishing the compliance standard. To meet the requirement of the Subsequent Years Rule, the LMC-A worksheet has been revised to add Section 3.A.2 and Section 3.B.2. Section 3.A.2 and Section 3.B.2 allow the LEA to compare the 2015-16 expenditures to the most recent fiscal year the LEA met MOE using that method, which is the comparison year. To ensure the LEA is comparing 2015-16 expenditures to the appropriate comparison year, the LEA is required to complete the Subsequent Years Tracking (SYT) worksheet with their LMC-A worksheet. The SYT worksheet tracks the result for each of the four methods back to FY 2011-12, which is the baseline year for LEA MOE calculations established by the Office of Special Education Programs. The SYT worksheet is available at: <http://www.cde.ca.gov/sp/se/as/documents/subseqyrtrckwrksht.xls>.

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

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

SECTION 1 Exempt Reduction Under 34 CFR Section 300.204

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

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

Provide the condition number, if any, to be used in the calculation below:	State and Local	Local Only
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total exempt reductions	0.00	0.00

SELPA: Monterey County (AS)

SECTION 2 Reduction to MOE Requirement Under IDEA, Section 613 (a)(2)(C) (34 CFR Sec. 300.205)

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

Up to 50% of the increase in IDEA Part B Section 611 funding in current year compared with prior year may be used to reduce the required level of state and local expenditures. This option is available only if the LEA used or will use the freed up funds for activities authorized under the Elementary and Secondary Education Act (ESEA) of 1965. Also, the amount of Part B funds used for early intervening services (34 CFR 300.226(a)) will count toward the maximum amount by which the LEA may reduce its MOE requirement under this exception [P.L. 108-446].

	<u>State and Local</u>	<u>Local Only</u>
Current year funding (IDEA Section 611 Local Assistance Grant Awards - Resources 3310 and 3320)	_____	
Less: Prior year's funding (IDEA Section 611 Local Assistance Grant Awards - Resources 3310 and 3320)	_____	
Increase in funding (if difference is positive)	<u>0.00</u>	
Maximum available for MOE reduction (50% of increase in funding)	<u>0.00 (a)</u>	
Current year funding (IDEA Section 619 - Resource 3315)	_____	
Maximum available for early intervening services (EIS) (15% of current year funding - Resources 3310, 3315, and 3320)	<u>0.00 (b)</u>	

<p>If (b) is greater than (a). Enter portion to set aside for EIS (cannot exceed line (b), Maximum available for EIS)</p> <p style="text-align: right;">_____ (c)</p> <p>Available for MOE reduction. (line (a) minus line (c), zero if negative)</p> <p style="text-align: right;"><u>0.00 (d)</u></p> <p>Enter portion used to reduce MOE requirement (cannot exceed line (d), Available for MOE reduction).</p> <p style="text-align: right;">_____</p>

<p>If (b) is less than (a). Enter portion used to reduce MOE requirement (first column cannot exceed line (a), Maximum available for MOE reduction, second and third columns cannot exceed (e), Portion used to reduce MOE requirement).</p> <p style="text-align: right;">_____ (e) _____</p> <p>Available to set aside for EIS (line (b) minus line (e), zero if negative)</p> <p style="text-align: right;"><u>0.00 (f)</u></p>

<p>Note: If your LEA exercises the authority under 34 CFR 300.205(a) to reduce the MOE requirement, the LEA must list the activities (which are authorized under the ESEA) paid with the freed up funds:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

SELPA: Monterey County (AS)

SECTION 3

	Column A	Column B	Column C
	Actual Expenditures FY 2015-16 (LE-CY Worksheet)	Actual Expenditures FY 2014-15 (LE-PY Worksheet)	Difference (A - B)
A. COMBINED STATE AND LOCAL EXPENDITURES METHOD			
1. Was the 2014-15 MOE compliance requirement met based on the state and local expenditures and/or per capita state and local expenditures method?			
If the answer is "NO", then the LEA must complete Section A2.			
a. Total special education expenditures	3,226,292.31		
b. Less: Expenditures paid from federal sources	357,745.00		
c. Expenditures paid from state and local sources	2,868,547.31	2,194,570.16	
Less: Exempt reduction(s) from SECTION 1	0.00	0.00	
Less: 50% reduction from SECTION 2	0.00	0.00	
Net expenditures paid from state and local sources	2,868,547.31	2,194,570.16	673,977.15
d. Special education unduplicated pupil count	271	247	
e. Per capita state and local expenditures (A1c/A1d)	10,585.05	8,884.90	1,700.15

Per the federal Subsequent Years Rule, if the 2014-15 MOE compliance requirement was not met based on the state and local expenditures and/or per capita state and local expenditures method, this section cannot be used to meet the 2015-16 MOE compliance requirement. The LEA must complete Section A2.

	Actual FY 2015-16	Most Recent FY	Difference
2. Under "Most Recent FY", enter the most recent year in which MOE compliance requirement was met using the actual vs. actual method based on state and local expenditures and/or per capita state and local expenditures.			
a. Expenditures paid from state and local sources	2,868,547.31		
Less: Exempt reduction(s) from SECTION 1	0.00	0.00	
Less: 50% reduction from SECTION 2	0.00	0.00	
Net expenditures paid from state and local sources	2,868,547.31	0.00	2,868,547.31
b. Special education unduplicated pupil count	271		
c. Per capita state and local expenditures (A2a/A2b)	10,585.05	0.00	10,585.05

If one or both of the differences in Column C for Section A1 (if applicable) or A2 are positive, the MOE compliance requirement is met.

SELPA: Monterey County (AS)

B. LOCAL EXPENDITURES ONLY METHOD

	Actual FY 2015-16	FY 2014-15	Difference
1. Was the 2014-15 MOE compliance requirement met based on the local expenditures only and/or per capita local expenditures only method?			
If the answer is "NO", then the LEA must complete Section B2.			
a. Expenditures paid from local sources	1,970,373.58	1,283,138.47	
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from local sources	1,970,373.58	1,283,138.47	687,235.11
b. Per capita local expenditures (B1a/A1d)	7,270.75	5,194.89	2,075.86

Per the federal Subsequent Years Rule, if the 2014-15 MOE compliance requirement was not met based on the local expenditures only and/or per capita local expenditures only method, this section cannot be used to meet the 2015-16 MOE compliance requirement. The LEA must complete Section B2.

	Actual FY 2015-16	Most Recent FY	Difference
2. Under "Most Recent FY", enter the most recent year in which MOE compliance requirement was met using the actual vs. actual method based on local expenditures only and/or per capita local expenditures only.			
a. Expenditures paid from local sources	1,970,373.58		
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from local sources	1,970,373.58	0.00	1,970,373.58
b. Special education unduplicated pupil count	271		
c. Per capita local expenditures (B2a/B2b)	7,270.75	0.00	7,270.75

If one or both of the differences in Column C for Section B1 (if applicable) or Section B2 are positive, the MOE compliance requirement is met.

Russell Miller
Contact Name

831 385-0606
Telephone Number

Interim Chief Business Official
Title

rmiller@smcjuhsd.org
E-mail Address

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec. Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total	
UNDUPLICATED PUPIL COUNT										271	
TOTAL BUDGET (Funds 01, 09, & 62; resources 0000-9999)											
1000-1999	Certificated Salaries	146,708.00	0.00	0.00	0.00	0.00	0.00	1,274,794.00		1,421,502.00	
2000-2999	Classified Salaries	30,513.00	0.00	0.00	0.00	0.00	291,302.00	248,363.00		570,178.00	
3000-3999	Employee Benefits	49,871.00	0.00	0.00	0.00	0.00	193,666.00	555,157.00		798,694.00	
4000-4999	Books and Supplies	3,500.00	0.00	0.00	0.00	0.00	22,597.00	12,426.00		38,523.00	
5000-5999	Services and Other Operating Expenditures	365,438.00	0.00	0.00	0.00	0.00	82,275.00	135,984.00		583,697.00	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	596,030.00	0.00	0.00	0.00	0.00	589,840.00	2,226,724.00	0.00	3,412,594.00	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL COSTS	596,030.00	0.00	0.00	0.00	0.00	589,840.00	2,226,724.00	0.00	3,412,594.00	
STATE AND LOCAL BUDGET (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)											
1000-1999	Certificated Salaries	146,708.00	0.00	0.00	0.00	0.00	0.00	1,274,794.00		1,421,502.00	
2000-2999	Classified Salaries	30,513.00	0.00	0.00	0.00	0.00	125,366.00	169,565.00		325,444.00	
3000-3999	Employee Benefits	49,871.00	0.00	0.00	0.00	0.00	79,354.00	510,244.00		639,469.00	
4000-4999	Books and Supplies	3,500.00	0.00	0.00	0.00	0.00	22,597.00	12,426.00		38,523.00	
5000-5999	Services and Other Operating Expenditures	365,438.00	0.00	0.00	0.00	0.00	82,275.00	135,984.00		583,697.00	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	596,030.00	0.00	0.00	0.00	0.00	309,592.00	2,103,013.00	0.00	3,008,635.00	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL BEFORE OBJECT 8980	596,030.00	0.00	0.00	0.00	0.00	309,592.00	2,103,013.00	0.00	3,008,635.00	
8980	Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)										15,728.00
	TOTAL COSTS										3,024,363.00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec. Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total	
LOCAL BUDGET (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)											
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	0.00	22,981.00		22,981.00	
2000-2999	Classified Salaries	3,999.00	0.00	0.00	0.00	0.00	0.00	0.00		3,999.00	
3000-3999	Employee Benefits	955.00	0.00	0.00	0.00	0.00	0.00	28,378.00		29,333.00	
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	4,954.00	0.00	0.00	0.00	0.00	0.00	51,359.00	0.00	56,313.00	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	TOTAL BEFORE OBJECT 8980	4,954.00	0.00	0.00	0.00	0.00	0.00	51,359.00	0.00	56,313.00	
8980	Contributions from Unrestricted Revenues to Federal Resources (from State and Local Budget section)										15,728.00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500-6540, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500-6540, & 7240, goals 5000-5999)										2,340,084.00
	TOTAL COSTS										2,412,125.00

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

-357-

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec. Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total	
	UNDUPLICATED PUPIL COUNT									271	
TOTAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-9999)											
1000-1999	Certificated Salaries	192,990.42	0.00	0.00	0.00	0.00	0.00	903,983.85		1,096,974.27	
2000-2999	Classified Salaries	23,002.91	0.00	0.00	0.00	0.00	274,859.58	147,176.43		445,038.92	
3000-3999	Employee Benefits	57,866.41	0.00	0.00	0.00	0.00	115,541.75	450,817.87		624,226.03	
4000-4999	Books and Supplies	3,185.46	0.00	0.00	0.00	0.00	29,568.65	1,254.24		34,008.35	
5000-5999	Services and Other Operating Expenditures	621,862.43	0.00	0.00	0.00	0.00	18,433.39	109,314.12		749,609.94	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	898,907.63	0.00	0.00	0.00	0.00	438,403.37	1,612,546.51	0.00	2,949,857.51	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	43,105.65		43,105.65	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
PCRA	Program Cost Report Allocations (non-add)	233,329.15								233,329.15	
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	43,105.65	0.00	43,105.65	
	TOTAL COSTS	898,907.63	0.00	0.00	0.00	0.00	438,403.37	1,655,652.16	0.00	2,992,963.16	
FEDERAL EXPENDITURES (Funds 01, 09, and 62; resources 3000-5999, except 3385)											
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	179,226.98	52,956.54		232,183.52	
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	81,295.30	31,646.53		112,941.83	
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	260,522.28	84,603.07	0.00	345,125.35	
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	43,105.65		43,105.65	
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	43,105.65	0.00	43,105.65	
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	260,522.28	127,708.72	0.00	388,231.00	
8980	Less: Contributions from Unrestricted Revenues to Federal Resources (Resources 3310-3400, except 3385, all goals; resources 3000-3178 & 3410-5810, goals 5000-5999)										30,486.00
	TOTAL COSTS										357,745.00

Object Code	Description	Special Education, Unspecified (Goal 5001)	Regionalized Services (Goal 5050)	Regionalized Program Specialist (Goal 5060)	Special Education, Infants (Goal 5710)	Special Education, Preschool Students (Goal 5730)	Spec. Education, Ages 5-22 Severely Disabled (Goal 5750)	Spec. Education, Ages 5-22 Nonseverely Disabled (Goal 5770)	Adjustments*	Total
STATE AND LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-2999, 3385, & 6000-9999)										
1000-1999	Certificated Salaries	192,990.42	0.00	0.00	0.00	0.00	0.00	903,983.85		1,096,974.27
2000-2999	Classified Salaries	23,002.91	0.00	0.00	0.00	0.00	95,632.60	94,219.89		212,855.40
3000-3999	Employee Benefits	57,866.41	0.00	0.00	0.00	0.00	34,246.45	419,171.34		511,284.20
4000-4999	Books and Supplies	3,185.46	0.00	0.00	0.00	0.00	29,568.65	1,254.24		34,008.35
5000-5999	Services and Other Operating Expenditures	621,862.43	0.00	0.00	0.00	0.00	18,433.39	109,314.12		749,609.94
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	898,907.63	0.00	0.00	0.00	0.00	177,881.09	1,527,943.44	0.00	2,604,732.16
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
PCRA	Program Cost Report Allocations (non-add)	233,329.15								233,329.15
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	898,907.63	0.00	0.00	0.00	0.00	177,881.09	1,527,943.44	0.00	2,604,732.16
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)									30,486.00
	TOTAL COSTS									2,635,218.16
LOCAL EXPENDITURES (Funds 01, 09, & 62; resources 0000-1999 & 8000-9999)										
1000-1999	Certificated Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
2000-2999	Classified Salaries	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
3000-3999	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
4000-4999	Books and Supplies	0.00	0.00	0.00	0.00	0.00	0.00	21,142.89		21,142.89
5000-5999	Services and Other Operating Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
6000-6999	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7130	State Special Schools	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7430-7439	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	21,142.89	0.00	21,142.89
7310	Transfers of Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
7350	Transfers of Indirect Costs - Interfund	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00
	Total Indirect Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL BEFORE OBJECT 8980	0.00	0.00	0.00	0.00	0.00	0.00	21,142.89	0.00	21,142.89
8980	Contributions from Unrestricted Revenues to Federal Resources (from Federal Expenditures section)									30,486.00
8980	Contributions from Unrestricted Revenues to State Resources (Resources 3385, 6500, 6510, & 7240, all goals; resources 2000-2999 & 6010-7810, except 6500, 6510, & 7240, goals 5000-5999)									1,918,744.69
	TOTAL COSTS									1,970,373.58

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

SELPA: Monterey County (AS)

This form is used to check maintenance of effort (MOE) for an LEA, whether the LEA is a member of a SELPA or is a single-LEA SELPA. If a member of a SELPA, submit this form together with the 2016-17 Budget by LEA (LB-B) and the 2015-16 Expenditures by LEA (LE-B) to the SELPA AU. If a single-LEA SELPA, submit the forms to the CDE.

Per the federal Subsequent Years Rule, in order to determine the required level of effort, the LEA must look back to the last fiscal year in which the LEA maintained effort using the same method by which it is currently establishing the eligibility standard. To meet the requirement of the Subsequent Years Rule, the LMC-B worksheet has been revised to add Section 3.A.2 and Section 3.B.2. Section 3.A.2 and Section 3.B.2 allow the LEA to compare the 2016-17 budgeted expenditures to the most recent fiscal year the LEA met MOE using that method, which is the comparison year. To ensure the LEA is comparing 2016-17 budgeted expenditures to the appropriate comparison year, the LEA is required to complete the Subsequent Years Tracking (SYT) worksheet with their LMC-B worksheet. The SYT worksheet tracks the result for each of the four methods back to FY 2011-12, which is the baseline year for LEA MOE calculations established by the Office of Special Education Programs. The SYT worksheet is available at: <http://www.cde.ca.gov/sp/se/as/documents/subseqyrtrckwrksht.xls>.

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

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

SECTION 1 Exempt Reduction Under 34 CFR Section 300.204

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

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

Provide the condition number, if any, to be used in the calculation below:	<u>State and Local</u>	<u>Local Only</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total exempt reductions	<u>0.00</u>	<u>0.00</u>

SELPA: Monterey County (AS)

SECTION 2

Reduction to MOE Requirement Under IDEA, Section 613 (a)(2)(C) (34 CFR Sec. 300.205)

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

Up to 50% of the increase in IDEA Part B Section 611 funding in current year compared with prior year may be used to reduce the required level of state and local expenditures. This option is available only if the LEA used or will use the freed up funds for activities authorized under the Elementary and Secondary Education Act (ESEA) of 1965. Also, the amount of Part B funds used for early intervening services (34 CFR 300.226(a)) will count toward the maximum amount by which the LEA may reduce its MOE requirement under this exception [P.L. 108-446].

	<u>State and Local</u>	<u>Local Only</u>
Current year funding (IDEA Section 611 Local Assistance Grant Awards - Resources 3310 and 3320)	_____	_____
Less: Prior year's funding (IDEA Section 611 Local Assistance Grant Awards - Resources 3310 and 3320)	_____	_____
Increase in funding (if difference is positive)	<u>0.00</u>	_____
Maximum available for MOE reduction (50% of increase in funding)	<u>0.00 (a)</u>	_____
Current year funding (IDEA Section 619 - Resource 3315)	_____	_____
Maximum available for early intervening services (EIS) (15% of current year funding - Resources 3310, 3315, and 3320)	<u>0.00 (b)</u>	_____

If (b) is greater than (a).		
Enter portion to set aside for EIS (cannot exceed line (b), Maximum available for EIS)	_____ (c)	_____
Available for MOE reduction. (line (a) minus line (c), zero if negative)	<u>0.00 (d)</u>	_____
Enter portion used to reduce MOE requirement (cannot exceed line (d), Available for MOE reduction).	_____	_____

If (b) is less than (a).		
Enter portion used to reduce MOE requirement (first column cannot exceed line (a), Maximum available for MOE reduction, second and third columns cannot exceed (e), Portion used to reduce MOE requirement).	_____ (e)	_____
Available to set aside for EIS (line (b) minus line (e), zero if negative)	<u>0.00 (f)</u>	_____

Note: If your LEA exercises the authority under 34 CFR 300.205(a) to reduce the MOE requirement, the LEA must list the activities (which are authorized under the ESEA) paid with the freed up funds:		

SELPA: Monterey County (AS)

SECTION 3

	Column A	Column B	Column C
	Budgeted Amounts FY 2016-17 (LB-B Worksheet)	Actual Expenditures FY 2015-16 (LE-B Worksheet)	Difference (A - B)
A. COMBINED STATE AND LOCAL EXPENDITURES METHOD			
1. Was the 2015-16 MOE compliance requirement met based on the state and local expenditures and/or per capita state and local expenditures method?			
If the answer is "NO", then the LEA must complete Section A2.			
a. Total special education expenditures	3,412,594.00		
b. Less: Expenditures paid from federal sources	388,231.00		
c. Expenditures paid from state and local sources	3,024,363.00	2,635,218.16	
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from state and local sources	3,024,363.00	2,635,218.16	389,144.84
d. Special education unduplicated pupil count	271	271	
e. Per capita state and local expenditures (A1c/A1d)	11,160.01	9,724.05	1,435.96

Per the federal Subsequent Years Rule, if the 2015-16 MOE compliance requirement was not met based on the state and local expenditures and/or per capita state and local expenditures method, this section cannot be used to meet the 2016-17 MOE eligibility requirement. The LEA must complete Section A2.

	Budgeted Amounts FY 2016-17	Most Recent FY	Difference
2. Under "Most Recent FY", enter the most recent year in which MOE compliance requirement was met using the actual vs. actual method based on state and local expenditures and/or per capita state and local expenditures.			
a. Expenditures paid from state and local sources	3,024,363.00		
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from state and local sources	3,024,363.00	0.00	3,024,363.00
b. Special education unduplicated pupil count	271		
c. Per capita state and local expenditures (A2a/A2b)	11,160.01	0.00	11,160.01

If one or both of the differences in Column C for Section A1 (if applicable) or A2 are positive, the MOE eligibility requirement is met.

SELPA: Monterey County (AS)

B. LOCAL EXPENDITURES ONLY METHOD

	Budget FY 2016-17	Actual FY 2015-16	Difference
1. Was the 2015-16 MOE compliance requirement met based on the local expenditures only and/or per capita local expenditures only method?			
If the answer is "NO", then the LEA must complete Section B2.			
a. Expenditures paid from local sources	2,412,125.00	1,970,373.58	
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from local sources	<u>2,412,125.00</u>	<u>1,970,373.58</u>	<u>441,751.42</u>
b. Per capita local expenditures (B1a/A1d)	<u>8,900.83</u>	<u>7,270.75</u>	<u>1,630.08</u>

Per the federal Subsequent Years Rule, if the 2015-16 MOE compliance requirement was not met based on the local expenditures only and/or per capita local expenditures only method, this section cannot be used to meet the 2016-17 MOE eligibility requirement. The LEA must complete Section B2.

	Budget FY 2016-17	Most Recent FY	Difference
2. Under "Most Recent FY", enter the most recent year in which MOE compliance requirement was met using the actual vs. actual method based on local expenditures only and/or per capita local expenditures only.			
a. Expenditures paid from local sources	2,412,125.00		
Less: Exempt reduction(s) from SECTION 1		0.00	
Less: 50% reduction from SECTION 2		0.00	
Net expenditures paid from local sources	<u>2,412,125.00</u>	<u>0.00</u>	<u>2,412,125.00</u>
b. Special education unduplicated pupil count	<u>271</u>		
c. Per capita local expenditures (B2a/B2b)	<u>8,900.83</u>	<u>0.00</u>	<u>8,900.83</u>

If one or both of the differences in Column C for Section B1 (if applicable) or Section B2 are positive, the MOE eligibility requirement is met.

Russell Miller
Contact Name

831 385-0606
Telephone Number

Interim Chief Business Official
Title

rmiller@smcjuhsd.org
E-mail Address

SACS2016ALL Financial Reporting Software - 2016.2.0
9/10/2016 12:06:54 PM

27-66068-000000

Unaudited Actuals
2015-16 Unaudited Actuals
Technical Review Checks

South Monterey County Joint Union High
County

Monterey

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

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

IMPORT CHECKS

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

ACCOUNT					RESOURCE	OBJECT	VALUE
FD	RS	PY	GO	FN	OB		
01	4035	0	0000	0000	9330	9330	1,821.07
Explanation: Prepaid expense paid June 2016 for conference held in FY 2016-17. 9330 clears in FY 2016-17 and the actual expenditure is posted.							
01	4035	0	0000	0000	9713	9713	1,821.07
Explanation: 9330 Prepaid expense for a conference in FY 16-17 paid in June 2016 created this. Expenditure has been now posted in FY 16-17 and the prepaid expense cleared.							
01	4035	0	0000	0000	9790	9790	-1,821.07
Explanation: 9330 Prepaid expense for a conference in FY 16-17 paid in June 2016. Prepaid has cleared in FY 16-17 to actual expenditure line.							

GENERAL LEDGER CHECKS

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

FUND	RESOURCE	OBJECT	VALUE
01	4035	9790	-1,821.07
Explanation: This is created by the prepaid expense 9330.			
01	6230	8590	-118,040.00
Explanation: A prior year revenue receivable was overstated and is now written off in FY 2015-16 creating the negative revenue.			
01	6300	8660	-314.87

Explanation:Expenditures occurred before revenue received generating the negative interest.

REV-POSITIVE - (W) - In the following resources, total revenues exclusive of contributions (objects 8000-8979) are negative, by fund: EXCEPTION

FUND	RESOURCE	VALUE
01	6230	-118,040.00

Explanation:Write off of prior year revenue receivable not realized.

EXP-POSITIVE - (W) - The following expenditure functions have a negative balance by resource, by fund. (NOTE: Functions, including CDE-defined optional functions, are checked individually, except functions 7200-7600 are combined.)

EXCEPTION

FUND	RESOURCE	FUNCTION	VALUE
01	6500	1180	-44,096.81

Explanation:Created by write off of a prior year payable not paid and no current cost enough to zero out.

SUPPLEMENTAL CHECKS

CURRENT-CALC-EXP - (O) - The Percent of Current Cost of Education Expended for Classroom Compensation (Line 15 in Form CEA) is less than the allowable percentage. EXCEPTION

Percent of Current Cost of Education Expended for Classroom Compensation (Line 15 in Form CEA)	48.98%
Allowable percentage for High School	50.00%
District is exempt from EC Section 41372 as reported in Current Expense (Line 16 in Form CEA).	No

EXPORT CHECKS

Checks Completed.

Fiscal Year 2015/16

Fund - Resource - Project Year	Starting Balance	Revenue	Expenditures	Difference
--------------------------------	------------------	---------	--------------	------------

Calculations for Accrual and Outstanding

For Vendor, Employee, and Payment Requisitions -
 Accrual = Amount Received - Expensed
 Outstanding = Total - Expensed - Accrual

For Stores and Department Requisitions -
 Outstanding = Total - Expensed

For AR Invoices -
 Accrual = Total - Received

-366-

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

GOVERNING BOARD

SUBJECT: Board Policies -Second Reading

MEETING: September 21, 2016

AGENDA SECTION:

ACTION

INFORMATION

ACTION/CONSENT

-
- Improve/Sustain Student Achievement through CAASPP Test and Other Assessment Measures
 - Improve School Climate and Student Discipline in Support of Teaching, Learning and Student Safety
 - Develop/Sustain Fiscal Crisis Long-Term Solution
 - Ensure Board and Administrator Participation in CSBA's Masters in Governance and Other Trainings
 - Ensure that Facilities are Safe for Staff and Students
 - Ensure compliance with Education/Other Codes/Updating Board Policies and Administrative Regulations

Summary:

The following Board Policies are presented as a first reading/revision for the Governing's Board Consideration:

- BP 2121 – Superintendents Contract
- AR 3314 – Payment for Goods and Services
- AR 3515.5 – Sex Offender Notification
- BP 4030 – Nondiscrimination in Employment
- AR 4112 – Appointment and Conditions of Employment
- BP 4112.21 – Interns
- BP 4112.23 (1) – Special Education Staff
- E 4112.9 – Employee Notification
- BP 4117.13 – Early Retirement Option
- AR 5141.4 (1) – Child Abuse Prevention Reporting
- BP 5146 – Married Pregnant Parenting Students
- AR 6158 – Independent Study
- AR 6171 – Title I Programs
- BB 9321 – Closed Session Purposes and Agendas
- E 9323.2 – Actions By the Board

Recommendation:

All suggested changes have been made from the first reading. The recommendation is to approve the policies second reading.

Fiscal Impact:

No fiscal impact

Submitted By:



Daniel R. Moirao Ed. D.
Superintendent

Approved:



Daniel R. Moirao, Ed.D.
Superintendent

Administration

Superintendent's Contract

The Governing Board believes that the Superintendent's employment contract should outline the framework through which the Board and Superintendent are to work together to achieve district goals and objectives. When approving the Superintendent's employment contract, the Board shall consider the need for stability in district administration and shall ensure the best use of district resources.

(cf. 0200 - Goals for the School District)
(cf. 2120 - Superintendent Recruitment and Selection)
(cf. 4312.1 - Contracts)
(cf. 9000 - Role of the Board)

In approving employment contracts with the Superintendent, the Governing Board wishes to encourage the Superintendent's long-term commitment to the district and community while carefully considering the financial and legal implications of the contract in order to protect the district from any potentially adverse obligations.

(cf. 2120 - Superintendent Recruitment and Selection)
(cf. 4312.1 - Contracts)
(cf. 9000 - Role of the Board)

The Board shall designate a representative to negotiate with the Superintendent on its behalf and shall consult legal counsel to draft the contract document.

The contract shall be reviewed by the district's legal counsel and may include the following:

1. Term of the contract, which shall be for no more than four years pursuant to Education Code 35031
2. Length of the work year and hours of work
3. Salary, health and welfare benefits, and other compensation for the position

(cf. 4154/4254/4354 - Health and Welfare Benefits)

4. Reimbursement of work-related expenses, including mileage reimbursement, consistent with Board policies, regulations, and guidelines applicable to other professional administrative staff

(cf. 3350 - Travel Expenses)

The contract may also address payment for professional dues and activities, the district's

provision of cell phones or other technological devices, and the Superintendent's use of his/her personal vehicle.

(cf. 4040 - Employee Use of Technology)

5. Vacation, illness and injury leave, and personal leaves

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.2/4261.2/4361.2 - Personal Leaves)

(cf. 4161.5/4261.5/4361.5 - Military Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

6. General duties and responsibilities of the position

(cf. 2110 - Superintendent Responsibilities and Duties)

7. Criteria, process, and procedure for annual evaluation of the Superintendent

(cf. 2140 - Evaluation of the Superintendent)

8. A statement that any subsequent increase in the Superintendent's salary shall be at the sole discretion of the Board

9. A statement that there shall be no automatic renewal or extension of the contract, although the Board can enter into a new contract with the Superintendent prior to the expiration of the existing contract

10. Timeline for providing written notice to the Superintendent if the Board does not wish to enter into a new contract, which shall be at least 45 days in advance of the expiration of the term of the contract pursuant to Education Code 35031, and the responsibility of the Superintendent to remind the Board in a timely manner of the requirement to give notice

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

11. Conditions and process for termination of the contract, including the maximum cash settlement that the Superintendent may receive if the contract is terminated prior to its expiration date

12. Matters related to liability and indemnification against demands, claims, suits, actions, and legal proceedings brought against the Superintendent in his/her official capacity in the performance of duties related to his/her employment

The Board may deliberate about terms of the contract in closed session at a regular meeting. Discussions regarding the salary, salary schedule, or other compensation may occur in closed session only as permitted under Government Code 54957.6 between the Board and its designated representative(s) (the "labor exception"), for the purpose of reviewing the Board's position or instructing the designated representative(s) prior to or during bona fide negotiations with the current or prospective Superintendent. (Government Code 54956, 54957, 54957.6)

The Board may consult with district legal counsel prior to holding a closed session with the designated representative(s) to discuss compensation to be paid to the current or prospective Superintendent.

(cf. 9320 - Meetings and Notices)
(cf. 9321 - Closed Session Purposes and Agendas)
(cf. 9321.1 - Closed Session Actions and Reports)

Terms of the contract shall remain confidential until the ratification process commences.

(cf. 9011 - Disclosure of Confidential/Privileged Information)

The Board shall ratify the Superintendent's contract in an open meeting, which shall be reflected in the Board's minutes. Copies of the contract shall be available to the public upon request. (Government Code 53262)

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)

The Superintendent's contract shall be extended only by Board action and subsequent to a satisfactory evaluation of the Superintendent's performance.

(cf. 2140 - Evaluation of the Superintendent)

Termination of Contract

(cf. 4117.5/4217.5/4317.5 - Termination Agreements)

In such an event, any cash settlement that the Superintendent may receive upon termination of the contract shall not exceed his/her monthly salary multiplied by the number of months left on the contract or, if the unexpired term of the contract is more than 18 months and the contract was executed prior to January 1, 2016, no greater than the Superintendent's monthly salary multiplied by 18. For any contract executed on or after January 1, 2016, any cash settlement shall not exceed the Superintendent's monthly salary multiplied by 12. (Government Code 53260)

The cash settlement shall not include any noncash items other than health benefits, which may be continued for the same duration of time as covered in the settlement or until the Superintendent finds other employment, whichever occurs first. (Government Code 53260, 53261)

However, when the termination of the Superintendent's contract is based upon the Board's belief and subsequent confirmation through an independent audit that the Superintendent has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, no cash or noncash settlement of any amount shall be provided. (Government Code 53260)

In addition, if the Superintendent is convicted of a crime involving an abuse of his/her office or position, he/she shall reimburse the district for payments he/she receives as paid leave salary pending investigation or as cash settlement upon his/her termination, and for any funds expended by the district in his/her defense against a crime involving his/her office or position. (Government Code 53243-53243.4, 53260)

Legal Reference:

EDUCATION CODE

35031 Term of employment

41325-41329.3 Conditions of emergency apportionment

GOVERNMENT CODE

3511.1-3511.2 Local agency executives

53243-53243.4 Abuse of office

53260-53264 Employment contracts

54954 Time and place of regular meetings

54956 Special meetings

54957 Closed session personnel matters

54957.1 Closed session, public report of action taken

UNITED STATES CODE, TITLE 26

105 Self-insured medical reimbursement plan; definition of highly compensated individual

UNITED STATES CODE, TITLE 42

300gg-16 Group health plan; nondiscrimination in favor of highly compensated individuals

CODE OF FEDERAL REGULATIONS

1.105-11 Self-insured medical reimbursement plan

Management Resources:

CSBA PUBLICATIONS

Superintendent Contract Template, 2015

WEB SITES

CSBA: <http://www.csba.org>

Association of California School Administrators: <http://www.acsa.org>

(11/04 11/11) 12/15

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

AR 3314 Business and Noninstructional Operations

Payment For Goods And Services

Payment for Construction Contracts

Payment on any contract for the creation, construction, alteration, repair, or improvement of any district property or facility or other public works project shall be made in accordance with the estimates, process, and/or schedule approved by the Governing Board.

The Superintendent or designee progress payments with a written statement of why the request is not proper. (Public Contract Code 20104.50)

As necessary, the Superintendent or designee as actual work is completed or materials are delivered. When a payment request is properly submitted by a contractor, any undisputed portion of the payment request shall be paid within 30 days. If the Superintendent or designee determines any payment request to be improper, he/she shall return the payment request to the contractor with a written statement of reasons why the request is not proper. (Public Contract Code 9203, 20104.50)

(cf. 3312 - Contracts)

The district may withhold up to five percent of the proceeds due to the contractor until completion and acceptance of the project. (Public Contract Code 7201)

The proceeds to be withheld by the district may exceed five percent when the Board has made a finding, prior to the bid and during a properly noticed and regularly scheduled public meeting, that the project is substantially complex and requires a higher retention amount than five percent. In such cases, the Board's finding shall include a description of the specific project and why it is a unique project that is not regularly, customarily, or routinely performed by the district or licensed contractors. The bid documents shall include details explaining the basis for the finding and the actual amount to be withheld shall be included in the bid documents. (Public Contract Code 7201)

(cf. 3311 - Bids)

(cf. 9320 - Meetings and Notices)

(cf. 9324 - Minutes and Recordings)

At any time after 50 percent of the work has been completed, the Board may release the withheld proceeds if it finds that satisfactory progress is being made. (Public Contract Code 9203)

Proceeds withheld by the district from payments to contractors for public works contracts shall be released within 60 days after the construction or improvement is completed. In the event of a dispute between the district and the contractor, the district may withhold from the final payment an amount not to exceed 150 percent of the disputed amount. (Public Contract Code 7107)

(10/93 7/07) 11/11

Regulation SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Business and Noninstructional Operations

Sex Offender Notification

The Superintendent or designee shall develop a plan for receiving and communicating information about registered sex offenders residing within district boundaries. He/she shall ensure, at a minimum that the following components are part of the plan:

1. The Superintendent or designee shall appoint a staff member to serve as liaison with law enforcement regarding these matters.
2. The Superintendent or district liaison shall, at the beginning of each school year, contact local law enforcement to coordinate the receipt of information. Law enforcement shall be informed that all notifications and correspondence should be directed to the liaison as well as the individual school sites. A letter shall be sent annually to local law enforcement, identifying the name, phone number, and address of the liaison.
3. The Superintendent or district liaison shall collaborate with law enforcement in order to alert children to the dangers of sex offenders, develop a system for distributing information about sex offenders, and train school staff and parents/guardians about the roles and responsibilities of both the district and law enforcement.
4. The Superintendent or liaison shall, at the beginning of each school year, notify parents/guardians of the district's willingness and intention to work with law enforcement on this matter and shall explain the appropriate roles and responsibilities of both the district and law enforcement.

This communication shall also explain:

- a. The reporting requirements pursuant to Penal Code 290 and 290.45, including the fact that law enforcement is the agency best able to assess the relative danger of a sex offender
 - b. The ability of the parents/guardians to contact law enforcement for additional information and to view the information on the Megan's Law Internet website
5. When law enforcement notifies the district of the residency or employment of a sex offender within district boundaries, the Superintendent or district liaison shall consult with law enforcement about the appropriate scope of the disclosure. When authorized by law enforcement, the Superintendent or liaison may disclose information about a sex offender to the following staff:

- a. The principal of the school which is in the attendance area of the sex offender's residence or place of employment
- b. Teachers and classified personnel at that school, including staff responsible for visitor registration

(cf. 1250 - Visitors/Outsiders)

- c. Principals and staff at adjacent schools, as appropriate
 - d. Security staff
 - e. Bus drivers
 - f. Yard supervisors
6. Any staff member who receives information directly from law enforcement regarding registered sex offenders shall immediately contact the Superintendent or liaison in order to help ensure that the district is able to respond appropriately.
 7. If an identified sex offender is seen on or near school grounds or around any student, staff shall immediately contact the district liaison. A staff member may also inform local law enforcement.

Notification to Parents/Guardians

When law enforcement has determined that parents/guardians should be notified regarding the presence of a sex offender in the community, the Superintendent or district liaison shall collaborate with local law enforcement in order to determine an appropriate response. This response may include:

1. An article in a school or parent council newsletter notifying parents/guardians that law enforcement information about registered sex offenders is available at the local law enforcement agency headquarters and/or at the school office. This article shall encourage parents/guardians to contact local law enforcement and access the Department of Justice's Megan's Law Internet website for additional information.
2. A mailing, at law enforcement's expense, prepared by law enforcement, and printed on law enforcement letterhead and envelopes, notifying parents/guardians of the presence of registered sex offenders. This notification shall encourage parents/guardians to contact local law enforcement and access the Department of Justice's Megan's Law Internet website for additional information.

3. A mailing of a letter, at district expense, prepared by law enforcement and printed on law enforcement letterhead and envelopes, notifying parents/guardians of the presence of registered sex offenders. This notification shall encourage parents/guardians to contact

local law enforcement and access the Department of Justice's Megan's Law Internet website for additional information.

Whenever the principal has granted permission to a person who is required to register as a sex offender pursuant to Penal Code 290 to come into a school building or upon school grounds to volunteer at the school, he/she shall notify the parent/guardian of each student at that school, at least 14 days in advance using one of the methods specified in Education Code 48981, that a registered sex offender has been granted such permission, the date(s) and times for which permission has been granted, and the parent/guardian's right to obtain information regarding the person from a designated law enforcement agency. (Penal Code 626.81)

(cf. 1240 - Volunteer Assistance)
(cf. 5145.6 - Parental Notifications)

(2/98 11/05) 5/16

Regulation

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Personnel

Nondiscrimination In Employment

The Governing Board is determined to provide district employees and job applicants a safe, positive environment where they are assured of full and equal employment access and opportunities, protection from harassment or intimidation, and freedom from any fear of reprisal or retribution for asserting their employment rights in accordance with law. The Board prohibits district employees from discriminating against or harassing any other district employee or job applicant on the basis of the person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, or sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
 (cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

The Board also prohibits discrimination against any employee or job applicant in compensation, terms, conditions, and other privileges of employment and the taking of any adverse employment action, including, but not limited to, termination or the denial of employment, promotion, job assignment, or training, against an employee or job applicant based on any of the categories listed above.

(cf. 4032 - Reasonable Accommodation)
 (cf. 4154/4254/4354 - Health and Welfare Benefits)

Prohibited discrimination on the basis of religious creed includes discrimination based on an employee's or job applicant's religious belief or observance, including his/her religious dress or grooming practices. In accordance with Government Code 12940, prohibited discrimination on the basis of religious creed also includes the district's failure or refusal to use reasonable means to accommodate an employee's or job applicant's religious belief, observance, or practice which conflicts with an employment requirement. However, the district shall not accommodate an employee's religious dress practice or religious grooming practice if it requires segregation of the individual from other employees or the public or if it would result in a violation of this policy or any law prohibiting discrimination.

Prohibited sex discrimination includes discrimination based on an employee's or job applicant's pregnancy, childbirth, breastfeeding, or any related medical condition.

(cf. 4033 - Lactation Accommodation)

Harassment consists of unwelcome verbal, physical, or visual conduct that is based on any of the prohibited categories of discrimination listed above and that is so severe or pervasive that it adversely affects an individual's employment opportunities, has the purpose or effect of unreasonably interfering with the individual's work performance, or creates an intimidating, hostile, or offensive work environment.

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

The Board also prohibits retaliation against any district employee or job applicant who opposes any discriminatory employment practice by the district or its employee, agent, or representative or who complains, testifies, assists, or in any way participates in the district's complaint procedures pursuant to this policy. No employee or job applicant who requests an accommodation for any protected characteristic listed in this policy shall be subjected to any punishment or sanction, regardless of whether the request was granted. (Government Code 12940)

Complaints concerning employment discrimination, harassment, or retaliation shall immediately be investigated in accordance with procedures specified in the accompanying administrative regulation.

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to the Superintendent or designated district coordinator as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately. The district shall protect any employee who does report such incidents from retaliation.

The Superintendent or designee shall use all appropriate means to reinforce the district's nondiscrimination policy. He/she shall provide training and information to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination. The State Administrator/Superintendent or designee shall regularly review the district's employment practices and, as necessary, shall take action to ensure district compliance with the nondiscrimination laws.

Any district employee who engages in prohibited discrimination, harassment, or retaliation or who aids, abets, incites, compels, or coerces another to engage or attempt to engage in such behavior in violation of this policy shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

CIVIL CODE

51.7 Freedom from violence or intimidation

GOVERNMENT CODE

11135 Unlawful discrimination

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.56 Definitions, hate crimes

CODE OF REGULATIONS, TITLE 2

11019 Terms, conditions and privileges of employment

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

UNITED STATES CODE, TITLE 29

621-634 Age Discrimination in Employment Act

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964, as amended

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age discrimination in federally assisted programs

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

104.7 Designation of responsible employee for Section 504

104.8 Notice

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

110.1-110.39 Nondiscrimination on the basis of age

COURT DECISIONS

Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863

Shephard v. Loyola Marymount, (2002) 102 Cal.App.4th 837

Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment, December 2014

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Notice of Non-Discrimination, August 2010

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Questions and Answers: Religious Discrimination in the Workplace, 2008

New Compliance Manual Section 15: Race and Color Discrimination, April 2006

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

(3/12 11/12) 12/15

Policy

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Personnel

Appointment And Conditions Of Employment

Upon recommendation from the Superintendent or designee, the Governing Board shall approve the appointment of all certificated personnel. The position and the salary classification shall be reported to the Board at a regular meeting.

(cf. 4111/4211/4311 - Recruitment and Selection)
(cf. 4121 - Temporary/Substitute Personnel)

Individuals appointed to the certificated staff shall:

1. Possess the appropriate certification qualifications and register the certification document in accordance with law and Board policy (Education Code 44250-44279, 44330)

(cf. 4112.2 - Certification)
(cf. 4112.21 - Interns)

2. Demonstrate proficiency in basic skills as required by law and Board policy (Education Code 44252.5, 44830)

3. Submit to fingerprinting as required by law (Education Code 44830.1)

4. Not have been convicted of a violent or serious felony as defined in Penal Code 667.5 or 1192.7, unless the individual has received a certificate of rehabilitation and pardon (Education Code 44830.1)

(cf. 4112.5/4212.5/4312.5 - Criminal Record Check)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

5. Not have been convicted of any sex offense as defined in Education Code 44010 (Education Code 44836)

6. Not have been required to register as a sex offender pursuant to Penal Code 290 because of a conviction for a crime where the victim was a minor under the age of 16 (Penal Code 290.95)

(cf. 3515.5 - Sex Offender Notification)

7. Not have been determined to be a sexual psychopath pursuant to Welfare and Institutions Code 6300-6332 (Education Code 44837)

8. Not have been convicted of any controlled substance offense as defined in Education

Code 44011 (Education Code 44836)

9. Submit to a physical examination, tuberculosis testing and/or provide a medical certificate as required by law and Board policy (Education Code 44839, 49406)

(cf. 4112.4/4212.4/4312.4 - Health Examinations)

10. Submit to drug and alcohol testing as required by Board policy

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

11. Furnish a statement of military service and, if any was rendered, a copy of the discharge or release from service or, if no such document is available, other suitable evidence of the termination of service (Education Code 44838)

12. File the oath or affirmation of allegiance required by Government Code 3100-3109

(cf. 4112.3/4212.3/4312.3 - Oath or Affirmation)

13. Fulfill any other requirements as specified by law, collective bargaining agreement, Board policy or administrative regulation

(cf. 4112.8/4212.8/4312.8 - Employment of Relatives)

Legal Reference:

EDUCATION CODE

35161 Powers and duties

44008 Effect of termination of probation

44009 Conviction of specified crimes; definitions

44010 Sex offense

44011 Controlled substance offense

44066 Limitation on certification requirements

44250-44277 Credential types

44330 Effect of registration of certification document

44830.1 Felons; certificated positions; criminal record summary; fingerprints

44836 Employment of person convicted of sex offenses or controlled substance offenses

44837 Employment of sexual sociopath

44838 Statement of military service

44839 Medical certificate

44839.5 Medical certificate for retirant

49406 Examination for tuberculosis

GOVERNMENT CODE

3100-3109 Oaths or affirmations of allegiance for disaster service workers and public employees

12940-12950 Unlawful employment practices

PENAL CODE

290 Registration of sex offenders

290.95 Disclosure by persons required to register as sex offenders

667.5 Prior prison terms, enhancement of prison terms

1192.7 Plea bargaining limitation

WELFARE AND INSTITUTIONS CODE

6300-6332 Sexual psychopaths

CODE OF REGULATIONS, TITLE 5

6100-6125 Teacher qualifications, No Child Left Behind Act

CODE OF FEDERAL REGULATIONS, TITLE 34

200.55-200.57 Highly qualified teachers

(3/02 7/04) 5/16

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT.

Adopted: September 21, 2016

King City, California

Personnel

Interns

The district may employ interns as necessary to fulfill the need for sufficient instructional staff and to provide future teachers an opportunity to link teaching theory with practice in order to meet state credentialing requirements. In addition, the district may employ teachers who already possess a preliminary or clear credential and are pursuing a credential in a different specialization as interns for positions that require such other credential.

(cf. 4112.2 - Certification)

(cf. 4112.22 - Staff Teaching English Language Learners)

(cf. 4112.23 - Special Education Staff)

The district may enter into partnership agreements with one or more approved teacher preparation programs sponsored by colleges or universities and/or may provide a district intern program with approval of the Commission on Teacher Credentialing (CTC). Any intern program in which the district participates shall be aligned with the preconditions and program standards adopted by the CTC.

The Superintendent or designee shall make reasonable efforts to recruit an intern from an approved program within the region whenever a teacher with a preliminary or clear credential is not available for a position requiring certification. (Education Code 44225.7)

(cf. 4111/4211/4311 - Recruitment and Selection)

The Superintendent or designee shall ensure that any intern employed by the district possesses an appropriate intern credential and is adequately prepared for the responsibilities of the position.

An intern may be assigned to provide the same service as a holder of a regular multiple subject, single subject, or education specialist credential in accordance with the authorizations and grade/age level specified on the intern credential. (Education Code 44454, 44325, 44326, 44830.3)

(cf. 4113 - Assignment)

Terms of employment for interns shall be consistent with law and the district's collective bargaining agreement, as applicable.

(cf. 4116 - Probationary/Permanent Status)

(cf. 4141/4241 - Collective Bargaining Agreement)

Interns shall receive intensive, structured supervision and ongoing support by qualified personnel in order to enhance their instructional skills and knowledge. The Superintendent or designee shall ensure that district staff serving as supervisors, mentor teachers, or other support providers

receive appropriate training to fulfill their responsibilities and that they maintain frequent communication with the interns they are assigned to assist.

(cf. 4131 - Staff Development)
(cf. 4131.1 - Teacher Support and Guidance)

Interns shall be provided with ongoing feedback regarding their performance and shall be formally evaluated in accordance with Board policy and the district's collective bargaining agreement.

(cf. 4115 - Evaluation/Supervision)

Upon receiving notification from the Superintendent or designee that an intern has successfully completed the program, the Governing Board may recommend to the CTC that the intern be awarded a preliminary credential. (Education Code 44328, 44468, 44830.3)

The Board shall regularly evaluate the effectiveness of the intern program(s) to determine whether changes are needed in the support and/or assignment of interns. The Board's evaluation shall be based on a report by the Superintendent or designee, including, but not limited to, data on student performance in classes taught by interns, feedback from interns and supervisors, and the number of interns who successfully complete the program and obtain general education or education specialist credentials.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

300-340 English language education for immigrant children
44225 Credentials, responsibilities of Commission on Teacher Credentialing
44225.7 Priority for hiring fully prepared teacher
44253.3-44253.4 Certificate to provide services to English learners
44253.10 Qualifications to provide specially designed academic instruction in English
44259 Minimum requirements for teaching credential
44314 Diversified or liberal arts program
44321 CTC approval of intern programs
44325-44328 District interns
44339-44341 Teacher fitness
44450-44468 Teacher Education Internship Act of 1967 (university interns)
44830.3 Employing district interns
44885.5 District interns classified as probationary employees
CODE OF REGULATIONS, TITLE 5
6100-6126 No Child Left Behind teacher requirements
80021.1 Provisional internship permit
80033 Intern teaching credential

80055 Intern credential, extension for extenuating circumstances
UNITED STATES CODE, TITLE 20
6319 Highly qualified teachers
7801 Definitions, highly qualified teacher

7801 Note Applicability of federal regulation defining interns as highly qualified teachers
COURT DECISIONS
Renee v. Duncan, 686 F.3d 1002 (2012)

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

CL-840 Early Completion Option

SB 2042 Multiple Subject and Single Subject Preliminary Credential Program Standards, rev.
February 2014

Intern Preservice, Support and Supervision Requirements: Preparation to Teach English
Learners, Program Sponsor Alert 13-06, June 3, 2013

Education Specialist Teaching and Other Related Services Credential Program Standards, rev.
May 2013

California Standards for the Teaching Profession, October 2009

Hiring Hierarchy in Education Code 44225.7, Coded Correspondence 13-01, January 30, 2013
Administrator's Assignment Manual, 2008

Preparation of Intern Credential Holders Prior to Service as Teacher of Record as an Intern,
Coded Correspondence 08-03, March 3, 2008

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Improving Teacher Quality State Grants, rev. October 5, 2006

WEB SITES

CSBA: <http://www.csba.org>

Commission on Teacher Credentialing, Interns: <http://www.ctc.ca.gov/educator-prep/intern>

U.S. Department of Education: <http://www.ed.gov>

(7/07 11/08) 8/14

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Special Education Staff

Personnel

Qualifications/Assignment of Special Education Teachers

Any teacher assigned to serve students with disabilities shall possess an appropriate credential or other authorization issued by the Commission on Teacher Credentialing (CTC) that specifically authorizes him/her to teach students with the primary disability within the program placement recommended in the students' individualized education program (IEP). (5 CCR 80046.1-80048.9.4)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

The district may employ a person with an appropriate district intern credential to provide classroom instruction to students with disabilities, provided he/she has met the subject matter requirement specified in Education Code 44325 and receives guidance, supervision, and professional development through an established district intern program. (Education Code 44325, 44326, 44830.3)

(cf. 4112.21 - Interns)

The Superintendent or designee may request that the CTC issue a special education limited assignment teaching permit which authorizes a qualified special education teacher, with his/her written consent, to serve outside the specialty area of his/her credential. If the teacher has not yet obtained permanent status, the Superintendent or designee shall assign one or more experienced educators in the special education subject area(s) of the permit, who have at least three years of full-time teaching experience in each of the subject area(s) of the permit, to provide guidance and assistance to the permit holder. (5 CCR 80026, 80027.1)

As needed, the district may apply to the CTC for an emergency permit for resource specialist services pursuant to 5 CCR 80023.2 and 80024.3.1.

When requesting either a limited assignment teaching permit or an emergency resource specialist permit, the Superintendent or designee shall submit a Declaration of Need for Fully Qualified Educators that satisfies the requirements of 5 CCR 80026 and has been approved by the Board at a regularly scheduled Board meeting. (5 CCR 80026)

If there is a need to immediately fill a classroom vacancy or a suitable credentialed teacher cannot be found after a diligent search, the Superintendent or designee may, as appropriate,

apply to the CTC for a short-term staff permit pursuant to 5 CCR 80021, a provisional internship permit pursuant to 5 CCR 80021.1, or, as a last resort, a credential waiver.

Individuals providing related services to students with disabilities, including developmental, corrective, and other supportive and related services, shall meet the applicable qualifications specified in 5 CCR 3051-3051.24. (5 CCR 3051; 34 CFR 300.34, 300.156)

(cf. 3312 - Contracts)
(cf. 3600 - Consultants)

The Superintendent or designee shall provide ongoing professional development as needed to assist special education staff in updating and improving their knowledge and skills.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

Whenever a candidate for a clear education specialist credential is employed by the district, the Superintendent or designee shall, within 60 days of employment, collaborate with the candidate and, as applicable, with the college or university to develop an individualized induction plan including supported induction and job-related course of advanced preparation. (5 CCR 80048.8.1)

(cf. 4131.1 - Teacher Support and Guidance)

Resource Specialists

The duties of resource specialists shall include, but are not limited to: (Education Code 56362; 5 CCR 80070.5)

1. Providing instruction and services for students with disabilities whose needs have been identified in an IEP
2. Conducting educational assessments
3. Providing information and assistance for students with disabilities and their parents/guardians
4. Providing consultation, resource information, and material regarding students with disabilities to staff members in the regular education program and the students' parents/guardians
5. Coordinating special education services with the regular school program for each student with disabilities enrolled in the resource specialist program

6. Monitoring student progress on a regular basis, participating in the review and revision of IEPs as appropriate, and referring students who do not demonstrate appropriate progress to the IEP team

7. Providing services for secondary students that emphasize academic achievement, career and vocational development, and preparation for adult life

Any student who receives resource specialist services shall be assigned to regular classroom teacher(s) for a majority of the school day, unless his/her IEP team approves enrollment in the resource specialist program for a majority of the school day. (Education Code 56362; 5 CCR 80070.5)

Resource specialists shall not simultaneously be assigned to serve as resource specialists and to teach regular classes. (Education Code 56362)

The district's resource specialist program shall be under the direction of a resource specialist who possesses the qualifications specified in Education Code 56362.

Caseloads

The Superintendent or designee shall ensure that caseloads for special education teachers are within the maximum caseloads established by law, the collective bargaining agreement, and/or the comprehensive plan of the Special Education Local Plan Area (SELPA) in which the district participates.

(cf. 0430 - Comprehensive Local Plan for Special Education)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4141/4241 - Collective Bargaining Agreement)

No resource specialist shall have a caseload which exceeds 28 students. As necessary and with the agreement of the resource specialist, the Governing Board may request a waiver from the State Board of Education to increase the caseload to no more than 32 students, provided that an individual resource specialist does not have a caseload exceeding 28 students for more than two school years and has the assistance of an instructional aide at least five hours daily during the period of the waiver. (Education Code 56362, 56362.1; 5 CCR 3100)

(cf. 1431 - Waivers)

The average caseload for language, speech, and hearing specialists shall not exceed 55 cases, unless the SELPA plan specifies a higher average caseload and states the reasons for the higher average caseload (Education Code 56363.3, 56441.7)

Legal Reference:

EDUCATION CODE

8264.8 Staffing ratios

44250-44279 Credentials, especially:

44256 Credential types, specialist instruction

44258.9 Assignment monitoring

44265-44265.9 Special education credential

44325-44328 District interns

44830.3 District interns, supervision and professional development

56000-56865 Special education, especially:

56195.8 Adoption of policies

56361 Program options

56362-56362.5 Resource specialist program

56363.3 Maximum caseload; language, speech, and hearing specialists

56440-56441.7 Programs for individuals between the ages of three and five years; caseloads

CODE OF REGULATIONS, TITLE 5

3051.1-3051.24 Staff qualifications to provide related services to students with disabilities

3100 Waivers of maximum caseload for resource specialists

80021 Short-term staff permit

80021.1 Provisional internship permit

80023.2 Emergency permits

80025.4 Substitute teaching, special education

80026 Declaration of need for fully qualified educators

80027.1 Special education limited assignment teaching permit

80046.1 Adapted physical education specialist

80046.5 Credential holders authorized to serve students with disabilities

80047-80047.9 Credentials to provide instructional services to students with disabilities

80048-80048.9.4 Credential requirements and authorizations

80070.1-80070.6 Resource specialists

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

CODE OF FEDERAL REGULATIONS, TITLE 34

300.8 Definition of autism

300.34 Related services

300.156 Special education personnel requirements

Management Resources:

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

Special Education Teaching and Services Credentials, Added Authorizations in Special Education, and Limited Assignment Permits for California Prepared Teachers: Frequently Asked Questions, May 26, 2014

Education Specialist Teaching and Other Related Services Credential Program Standards, 2012

WEB SITES

California Association of Resource Specialists and Special Education Teachers:

<http://www.carsplus.org>

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

California Speech-Language-Hearing Association: <http://www.csha.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

National Association of Special Education Teachers: <http://www.naset.org>

(11/10 10/15) 5/16

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Personnel

Employee Notifications

I. To All Employees

When/Whom to Notify: At the beginning of school year or upon employment
Legal Code: Education Code 231.5, Government Code 12950, 2 CCR 7288.0
Board Policy/Administrative Regulation #: AR 4119.11/4219.11/4319.11
Subject: The district's policy on sexual harassment, legal remedies, complaints

When/Whom to Notify: Annually to all employees
Legal Code: Education Code 17612
Board Policy/Administrative Regulation #: AR 3514.2
Subject: Use of pesticide product, active ingredients, Internet address to access information

When/Whom to Notify: To all employees, prior to
Legal Code: Education Code 37616
Board Policy/Administrative Regulation #: AR 6112
Subject: Public hearing on year-round implementing year-round program schedule

When/Whom to Notify: To all employees, prior to
Legal Code: Education Code 46162
Board Policy/Administrative Regulation #: AR 6112
Subject: Public hearing on block implementing block schedule schedule

When/Whom to Notify: Annually to all employees
Legal Code: 49013; 5 CCR 4622
Board Policy/Administrative Regulation #: AR 1312.3 BP 3260
Subject: Uniform complaint procedures, appeals, civil law remedies, coordinator, complaints about student fees and local control and accountability plan

When/Whom to Notify: To all employees
Legal Code: Government Code 1126
Board Policy/Administrative Regulation #: BP 4136/4236/4336
Subject: Prohibition of activities that are inconsistent, incompatible, in conflict with, or inimical to duties; discipline; appeal

When/Whom to Notify: Prior to beginning employment
Legal Code: Government Code 3102
Board Policy/Administrative Regulation #: AR 4112.3/4212.3/4312.3
Subject: Oath or affirmation of allegiance required of public employees

When/Whom to Notify: To all employees

Legal Code: Government Code 8355; 41 USC 8102
Board Policy/Administrative Regulation #: BP 4020, BP 4159/4259/4359
Subject: District's drug- and alcohol-free workplace; actions that will be taken if violated; available employee assistance programs

When/Whom to Notify: To all employees, if the district receives Tobacco-Use Prevention Education funds

When/Whom to Notify: Upon placement of automated external defibrillator (AED) in school, and annually thereafter
Education or Other Legal Code: Health and Safety Code 1797.196
Board Policy/Administrative Regulation #: AR 5141
Subject: Proper use of AED; location of all AEDs on campus, sudden cardiac arrest, school's emergency response plan

Legal Code: Health and Safety Code 104420
Board Policy/Administrative Regulation #: AR 3513.3
Subject: District's tobacco-free schools policy and enforcement procedures

When/Whom to Notify: Annually to all employees
Legal Code: Health and Safety Code 120875, 120880
Board Policy/Administrative Regulation #: AR 4119.43/4219.43/4319.43
Subject: AIDS and hepatitis B, methods to prevent exposure

When/Whom to Notify: To all employees, with each paycheck
Legal Code: Labor Code 246
Board Policy/Administrative Regulation #: AR 4161.1/4261.1/4361.1
Subject: Amount of sick leave available

When/Whom to Notify: To covered employees and former employees
Legal Code: Labor Code 2800.2
Board Policy/Administrative Regulation #: AR4154/4254/4354
Subject: Availability of COBRA/Cal-COBRA continuation and conversion coverage; statement encouraging careful examination of options before declining coverage

When/Whom to Notify: Upon employment or by end of first pay period
Legal Code: Labor Code 3551
Board Policy/Administrative Regulation #: BP 4157.1/4257.1/ 4357.1
Subject: Workers' compensation benefits, how to obtain medical care, role of primary physician, form for reporting personal physician/chiropractor

When/Whom to Notify: Prior to beginning employment
Legal Code: Penal Code 11165.7, 11166.5
Board Policy/Administrative Regulation #: AR 5141.4

Subject: Status as a mandated reporter of child abuse, reporting obligations, confidentiality rights, copy of law

When/Whom to Notify: Upon employment, and when employee goes on leave for specified reasons

Legal Code: Unemployment Insurance Code 2613

Board Policy/Administrative Regulation #: AR 4154/4254/4354

Subject: Disability insurance rights and benefits

When/Whom to Notify: Annually to all employees

Legal Code: 5 CCR 4622

Board Policy/Administrative Regulation #: AR 1312.3

Subject: Uniform complaint procedures, available appeals, civil law remedies, identity of coordinator

When/Whom to Notify: To all employees

Legal Code: Education Code 49414

Board Policy/Administrative Regulation #: AR 5141.21

Subject: Request for volunteers to be trained to administer epinephrine auto-injectors

When/Whom to Notify: To all employees

Legal Code: Education Code 49414.7

Board Policy/Administrative Regulation #: AR 5141.21

Subject: Request for volunteers to administer emergency antiseizure medication; training to be provided

When/Whom to Notify: To all employees via employee handbook, or to each new employee

Legal Code: 29 CFR 825.300

Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8

Subject: Benefits through Family and Medical Leave Act

When/Whom to Notify: To all employees and job applicants

Legal Code: 34 CFR 104.8, 106.

Board Policy/Administrative Regulation #: BP 0410, BP 4030

Subject: District's policy on nondiscrimination and related complaint procedures

When/Whom to Notify: Annually to all employees

Legal Code: 40 CFR 763.84, 763.93

Board Policy/Administrative Regulation #: AR3514

Subject: Availability of asbestos management plan; any inspections, response actions or post-

response actions planned or in progress

II. To Certificated Employees

When/Whom to Notify: To eligible certificated employees in a timely manner, and to part-time and substitute certificated employees within 30 days of hire

Legal Code: Education Code 22455.5

Board Policy/Administrative Regulation #: AR 4121

Subject: Criteria for membership in retirement system; right to elect membership at any time

When/Whom to Notify: Upon employment of a retired certificated individual

Legal Code: Education Code 22461

Board Policy/Administrative Regulation #: AR 4117.14/4317.14

Subject: Postretirement compensation limitation

When/Whom to Notify: To certificated employees

Legal Code: Education Code 35171

Board Policy/Administrative Regulation #: AR 4115, BP 4315

Subject: District regulations related to performance evaluations

When/Whom to Notify: 30 days before last day of school year for instructional staff, or by June 30 for noninstructional certificated staff, in any year in which employee is evaluated

Legal Code: Education Code 44663

Board Policy/Administrative Regulation #: AR 4115

Subject: Copy of employee's evaluation

When/Whom to Notify: To a certificated employee with unsatisfactory evaluation

Legal Code: Education Code 44664

Board Policy/Administrative Regulation #: AR 4115

Subject: Notice and description of the unsatisfactory performance

When/Whom to Notify: By May 30, if district elects to issue reemployment notices to certificated employees

Legal Code: Education Code 44842

Board Policy/Administrative Regulation #: AR 4112.1

Subject: Request to notify district of intent to remain in service for the following school year; copy of law

When/Whom to Notify: To certificated employees upon employment

Legal Code: Education Code 44916

Board Policy/Administrative Regulation #: AR 4112.1, AR 4121

Subject: Employment status and salary

When/Whom to Notify: To probationary employees in district with ADA of 250 or more, by March 15 of employee's second consecutive year of employment

Legal Code: Education Code 44929.21

Board Policy/Administrative Regulation #: AR 4117.6

Subject: Whether or not employee is reelected for next school year

When/Whom to Notify: When certificated employee is subject to disciplinary action for cause

Legal Code: Education Code 4493

Board Policy/Administrative Regulation #: AR 4117.4, AR 4118

Subject: Notice of charges, procedures, and employee rights; intent to dismiss or suspend 30 days after notice

When/Whom to Notify: To certificated employee charged with unprofessional conduct

Legal Code: Education Code 44938

Board Policy/Administrative Regulation #: AR 4118

Subject: Notice of deficiency and opportunity to correct

When/Whom to Notify: To certificated employee charged with mandatory leave of absence offense, within 10 days of entry of judgment in proceedings

Legal Code: Education Code 44940.5

Board Policy/Administrative Regulation #: AR 4118

Subject: Notice of intent to dismiss 30 days from notice

When/Whom to Notify: To probationary employees 30 days prior to dismissal, or not later than March 15 for second- year probationary employees

Legal Code: Education Code 44948.3

Board Policy/Administrative Regulation #: AR 4117.4

Subject: Reasons for dismissal and opportunity to appeal

When/Whom to Notify: To probationary employees in districts with less than 250 ADA, before notice of nonreelection but no later than March 15, with final notice by May 15

Legal Code: Education Code 44948.5

Board Policy/Administrative Regulation #: AR 4117.4

Subject: Recommendation of nonreelection notice for reason other than personnel reduction; statement of reasons upon request

When/Whom to Notify: By March 15 when necessary to reduce certificated personnel, with final notice by May 15

Legal Code: Education Code 44949, 44955

Board Policy/Administrative Regulation #: BP 4117.3

Subject: Reasons for personnel reduction and employees' right to hearing; final notice of Board decision re: termination

When/Whom to Notify: On or before June 30, to temporary employee who served 75 percent of school year but will be released

Legal Code: Education Code 44954

Board Policy/Administrative Regulation #: BP 4121

Subject: District's decision not to reelect employee for following school year

When/Whom to Notify: To teacher, when student engages in or is reasonably suspected of specified acts

Legal Code: Education Code 49079

Board Policy/Administrative Regulation #: AR 4158/4258/4358

Subject: Student has committed specified act that constitutes ground for suspension or expulsion

When/Whom to Notify: To certificated employee upon change in employment status due to alleged misconduct

Legal Code: 5 CCR 80303

Board Policy/Administrative Regulation #: AR 4117.7

Subject: Contents of state regulation re: report to Commission on Teacher Credentialing

III. To Classified Employees

When/Whom to Notify: To teachers when school is identified for Title I program improvement restructuring

Legal Code: 20 USC 6316

Board Policy/Administrative Regulation #: AR 0520.2

Subject: School identified for restructuring opportunity to comment and participate

When/Whom to Notify: To classified employee charged with mandatory leave of absence offense, in merit system district

Legal Code: Education Code 44940.5

Board Policy/Administrative Regulation #: AR 4218

Subject: Notice of intent to dismiss in 30 days

When/Whom to Notify: When classified employee is subject to disciplinary action for cause, in nonmerit district

Legal Code: Education Code 45113

Board Policy/Administrative Regulation #: AR 4218

Subject: Notice of charges, procedures, and employee rights

When/Whom to Notify: To classified employees, at least 45 days prior to layoff, or by April 29 if specially funded program is expiring

Legal Code: Education Code 45117

Board Policy/Administrative Regulation #: AR 4217.3

Subject: Notice of layoff and reemployment rights

When/Whom to Notify: To classified employees upon employment and upon each change in classification

Legal Code: Education Code 45169

Board Policy/Administrative Regulation #: AR 4212

Subject: Employee's class specification, salary data, assignment or work location, duty hours, prescribed workweek

When/Whom to Notify: To classified permanent employee whose leave is exhausted

Legal Code: Education Code 45192, 45195

Board Policy/Administrative Regulation #: AR 4261.1, AR 4261.11

Subject: Exhaustion of leave, opportunity to request additional leave

When/Whom to Notify: To school bus drivers, prior to district drug testing program and thereafter upon employment Legal Code: 49 CFR 382.601

Board Policy/Administrative Regulation #: BP 4112.42/4212.42/4312.42

Subject: Explanation of federal requirements for drug testing program and district's policy

When/Whom to Notify: To school bus drivers and school activity bus drivers upon employment and at least one per year thereafter

Legal Code: 13 CCR 2480

Board Policy/Administrative Regulation #: AR 3542

Subject: Limitations on vehicle idling; consequences of not complying

When/Whom to Notify: To school bus drivers, prior to district drug testing program and thereafter upon employment

Legal Code: 49 CFR 382.601

Board Policy/Administrative Regulation #: BP 4112.42/4212.42/4312.42

Subject: Explanation of federal requirements for drug testing program and district's policy

IV. To Administrative/Supervisory Personnel

When/Whom to Notify: To deputy, associate, or assistant superintendent or senior manager of classified service, at least 45 days before expiration of contract

Legal Code: Education Code 35031

Board Policy/Administrative Regulation #: BP 4312.1

Subject: Decision not to reelect or reemploy upon expiration of contract or term

When/Whom to Notify: Upon request by administrative or supervisory employee transferred to teaching position

Legal Code: Education Code 44896

Board Policy/Administrative Regulation #: AR 4313.2
Subject: Statement of the reasons for the release or reassignment

When/Whom to Notify: By March 15 to employee who may be released/reassigned the following school year

Legal Code: Education Code 44951
Board Policy/Administrative Regulation #: AR 4313.2
Subject: Notice that employee may be released or reassigned the following school year

V. To Individual Employees Under Special Circumstances

When/Whom to Notify: In the event of a breach of security of district records to affected employees

Education or Other Legal Code: Civil Code 1798.21

Board Policy/Administrative Regulation # BP 3580

Subject: Types of records affected, date of breach, description of incident, and, as applicable, contact information for credit reporting agencies

When/Whom to Notify: Prior to placing derogatory information in personnel file

Legal Code: Education Code 44031

Board Policy/Administrative Regulation #: AR 4112.6/4212.6 /4312.6

Subject: Notice of derogatory information, opportunity to review and comment

When/Whom to Notify: 24 hours before Board meets in closed session to hear complaints or charges against employee

Legal Code: Government Code 54957

Board Policy/Administrative Regulation #: BB 9321

Subject: Employee's right to have complaints/charges heard in open session

When/Whom to Notify: Notice or training to employee with access to confidential information

Legal Code: Government Code 54963

Board Policy/Administrative Regulation #: BP 4119.23/4219.23/4319.23

Subject: Law prohibiting disclosure of confidential information obtained in closed session

When/Whom to Notify: Within one working day of work-related injury or victimization of crime at workplace

Legal Code: Labor Code 3553, 5401

Board Policy/Administrative Regulation #: BP 4157.1/4257.1/4357.1

Subject: Potential eligibility for workers' compensation benefits, claim form

When/Whom to Notify: When adverse employment action is based on DOJ criminal history information or subsequent arrest notification

Legal Code: Penal Code 11105, 11105.2
Board Policy/Administrative Regulation #: AR 4112.5/4212.5/4312.5
Subject: Copy of DOJ notification

When/Whom to Notify: Within five days of employee's request for family care and medical leave

Legal Code: 2 CCR 11049, 29 CFR 825.300
Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8
Subject: Whether or not employee is eligible for FMLA leave

When/Whom to Notify: To any employee with exposure to bloodborne pathogens, upon initial employment and at least annually thereafter

Legal Code: 8 CCR 3204, 5193

Board Policy/Administrative Regulation #: AR 4119.42/4219.42/4319.42
Subject: The existence, location, and availability of exposure and medical records; person responsible for maintaining and providing access to records; right to access records

When/Whom to Notify: To any employee assigned to a work area where hazardous chemicals are present, upon initial assignment and upon new exposure situation

Legal Code: 8 CCR 5191
Board Policy/Administrative Regulation #: AR 3514.1
Subject: Location and availability of chemical hygiene plan, exposure limits, signs and symptoms of exposure, location of reference material

When/Whom to Notify: To any employee who may be exposed to hazardous substance in the work area, upon initial assignment and when new hazard is introduced into work area

Legal Code: 8 CCR 5194
Board Policy/Administrative Regulation #: AR 3514.1
Subject: Any presence of hazardous substances in the work area, location and availability of hazard communication program, new material safety data sheet, employee rights

When/Whom to Notify: To employee eligible for military leave

Legal Code: 38 USC 4334
Board Policy/Administrative Regulation #: AR 4161.5/4261.5/4361.5
Subject: Notice of rights, benefits, and obligations under military leave

When/Whom to Notify: Within five days of employee's request for family care and medical leave

Legal Code: 29 CFR 825.300
Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8
Subject: Whether or not employee is eligible for FMLA leave, rights and obligations; consequences of failure to meet obligations

When/Whom to Notify: Whenever notice of eligibility for FMLA is provided to employee

Legal Code: 29 CFR 825.300

Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8

Subject: Rights and responsibilities re: use of FMLA; consequence of failure to meet obligations

When/Whom to Notify: Within five days of receiving information to determine if leave qualifies for FMLA

Legal Code: 29 CFR 825.300

Board Policy/Administrative Regulation #: AR 4161.8/4261.8/4361.8

Subject: Designation of leave as FMLA or non-FMLA; any requirement to use paid leave; any requirement for fitness- for-duty certification; any subsequent changes in designation notice

7/12

Exhibit SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Personnel

Early Retirement Option

When it is beneficial to the district, the Governing Board may offer certificated employees the option to retire early in accordance with law.

Two Years of Service Credit Retirement Incentive

As an incentive to early retirement for certificated employees participating in the State Teachers' Retirement System (STRS), the Board may offer such employees an additional two years of service credit. (Education Code 22714, 44929)

Before taking formal action to approve this service incentive, the Board shall determine that encouraging early retirement would be in the best interest of the district due to the curtailment of services or changes in the manner in which services are performed and that the retirement will result in a net savings to the district. The Board shall demonstrate and certify to the County Superintendent of Schools that the formal action taken would result in a net savings to the district. (Education Code 22714, 44929)

The Board may also consider the impact of the early retirement option on the staffing needs of district schools.

To be eligible for the two years of service credit option, the employee must have five or more years of service credit and must retire during a period of 60 to 120 days after the Board takes formal action to implement the option. (Education Code 22714)

In providing the early retirement option, the district shall meet all conditions as specified in Education Code 22714 and 44929.

Two + Two Retirement Incentive: 2 Years of Service Credit + 2 Years of Age Credit

As an incentive to early retirement for certificated employees participating in the State Teachers' Retirement System, the Board may offer an additional two years of service credit and two years of age credit to employees who retire within the "window period" established by the Board in a Memorandum of Understanding or by Board action prior to January 1, 2005 pursuant to repealed Education Code 22714.5.

Legal Reference:

EDUCATION CODE

22714 Service credit under STRS; additional two years

44929 Service credit under STRS; additional two years

COURT DECISIONS

United Teacher of Los Angeles v. Los Angeles Unified School District (1994) 24 Cal.App. 4th 1510

Management Resources:

CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM PUBLICATIONS

Retirement Incentive Program, Frequently Asked Questions

WEB SITES

California State Teachers' Retirement System: <http://www.calstrs.com>

(3/04 7/06) 5/16

Policy: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Students

Child Abuse Prevention And Reporting

Definitions

Child abuse or neglect includes the following: (Penal Code 11165.5, 11165.6)

1. A physical injury or death inflicted by other than accidental means on a child by another person
2. Sexual abuse of a child, including sexual assault or sexual exploitation, as defined in Penal Code 11165.1
3. Neglect of a child as defined in Penal Code 11165.2
4. Willful harming or injuring of a child or the endangering of the person or health of a child as defined in Penal Code 11165.3
5. Unlawful corporal punishment or injury as defined in Penal Code 11165.4

(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 5145.7 - Sexual Harassment)

Child abuse or neglect does not include:

1. A mutual affray between minors (Penal Code 11165.6)
2. An injury caused by reasonable and necessary force used by a peace officer acting within the course and scope of his/her employment (Penal Code 11165.6)

(cf. 3515.3 - District Police/Security Department)

3. An injury resulting from the exercise by a teacher, vice principal, principal, or other certificated employee of the same degree of physical control over a student that a parent/guardian would be privileged to exercise, not exceeding the amount of physical control reasonably necessary to maintain order, protect property, protect the health and safety of students, or maintain proper and appropriate conditions conducive to learning (Education Code 44807)
4. An injury caused by a school employee's use of force that is reasonable and necessary to quell a disturbance threatening physical injury to persons or damage to property, to protect himself/herself, or to obtain weapons or other dangerous objects within the control of a student (Education Code 49001)

(cf. 5131.7 - Weapons and Dangerous Instruments)
(cf. 5144 - Discipline)
(cf. 6159.4 - Behavioral Interventions for Special Education Students)

5. Physical pain or discomfort caused by athletic competition or other such recreational activity voluntarily engaged in by a student (Education Code 49001)

(cf. 6142.7 - Physical Education and Activity)
(cf. 6145.2 - Athletic Competition)

6. Homelessness or classification as an unaccompanied minor (Penal Code 11165.15)

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; athletic coaches, administrators, and directors; administrators and employees of a licensed child day care facility; Head Start teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Any mandated reporter who has knowledge of or who reasonably suspects that a child is suffering serious emotional damage or is at a substantial risk of suffering serious emotional damage, based on evidence of severe anxiety, depression, withdrawal, or untoward aggressive behavior toward self or others, may make a report to the appropriate agency. (Penal Code 11166.05, 11167)

Any district employee who reasonably believes that he/she has observed the commission of a murder, rape, or lewd or lascivious act by use of force, violence, duress, menace, or fear of immediate and unlawful bodily injury against a victim who is a child under age 14 shall notify a peace officer. (Penal Code 152.3, 288)

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

When two or more mandated reporters jointly have knowledge of a known or suspected instance of child abuse or neglect, the report may be made by a member of the team selected by mutual agreement and a single report may be made and signed by the selected member of the reporting team. Any member who has knowledge that the member designated to report has failed to do so shall thereafter make the report. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Any person not identified as a mandated reporter who has knowledge of or observes a child whom he/she knows or reasonably suspects has been a victim of child abuse or neglect may report the known or suspected instance of child abuse or neglect to the appropriate agency. (Penal Code 11166)

(cf. 1240 - Volunteer Assistance)

Reporting Procedures

1. Initial Telephone Report

Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11165.9, 11166)

(Name of appropriate agency)

(Address)

(Phone number)

When the initial telephone report is made, the mandated reporter shall note the name of the official contacted, the date and time contacted, and any instructions or advice received.

2. Written Report

Within 36 hours of knowing or observing the information concerning the incident, the mandated

reporter shall then prepare and either send, fax, or electronically submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572). (Penal Code 11166, 11168)

The Department of Justice form may be obtained from the district office or other appropriate agencies, such as the county probation or welfare department or the police or sheriff's department.

Reports of suspected child abuse or neglect shall include, if known: (Penal Code 11167)

- a. The name, business address, and telephone number of the person making the report and the capacity that makes the person a mandated reporter
- b. The child's name and address, present location, and, where applicable, school, grade, and class
- c. The names, addresses, and telephone numbers of the child's parents/guardians
- d. The name, address, telephone number, and other relevant personal information about the person who might have abused or neglected the child
- e. The information that gave rise to the reasonable suspicion of child abuse or neglect and the source(s) of that information

The mandated reporter shall make a report even if some of this information is not known or is uncertain to him/her. (Penal Code 11167)

The mandated reporter may give to an investigator from an agency investigating the case, including a licensing agency, any information relevant to an incident of child abuse or neglect or to a report made for serious emotional damage pursuant to Penal Code 11166.05. (Penal Code 11167)

3. Internal Reporting

The mandated reporter shall not be required to disclose his/her identity to his/her supervisor, the principal, or the Superintendent or designee. (Penal Code 11166)

However, employees reporting child abuse or neglect to an appropriate agency are encouraged, but not required, to notify the principal as soon as possible after the initial telephone report to the appropriate agency. When so notified, the principal shall inform the Superintendent or designee.

The principal so notified shall provide the mandated reporter with any assistance necessary to ensure that reporting procedures are carried out in accordance with law, Board

policy, and administrative regulation. At the mandated reporter's request, the principal may assist in completing and filing the necessary forms.

Reporting the information to an employer, supervisor, principal, school counselor, co-worker, or other person shall not be a substitute for making a mandated report to the appropriate agency. (Penal Code 11166)

Training

Within the first six weeks of each school year, the Superintendent or designee shall provide training on mandated reporting requirements to district employees and persons working on their behalf who are mandated reporters. Any school personnel hired during the school year shall receive such training within the first six weeks of employment. (Education Code 44691; Penal Code 11165.7)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall use the online training module provided by the California Department of Social Services (Education Code 44691) or other district/state approved program.

The training shall include, but not necessarily be limited to, training in identification and reporting of child abuse and neglect. In addition, the training shall include information that failure to report an incident of known or reasonably suspected child abuse or neglect as required by law is a misdemeanor punishable by imprisonment and/or a fine as specified. (Education Code 44691; Penal Code 11165.7)

The Superintendent or designee shall obtain and retain proof of each mandated reporter's completion of the training. (Education Code 44691)

In addition, at least once every three years, school personnel may receive training in the prevention of child abuse, including sexual abuse, on school grounds, by school personnel, or in school-sponsored programs. (Education Code 44691)

Victim Interviews by Social Services

Whenever the Department of Social Services or another government agency is investigating suspected child abuse or neglect that occurred within the child's home or out-of-home care facility, the student may be interviewed by an agency representative during school hours, on school premises. The Superintendent or designee shall give the student the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the student. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)

1. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. (Education Code 48906)

(cf. 5145.11 - Questioning and Apprehension by Law Enforcement)

Parent/Guardian Complaints

Upon request, the Superintendent or designee shall provide parents/guardians with procedures for reporting suspected child abuse occurring at a school site to appropriate agencies. For parents/guardians whose primary language is not English, such procedures shall be in their primary language and, when communicating orally regarding those procedures, an interpreter shall be provided.

To file a complaint against a district employee or other person suspected of child abuse or neglect at a school site, parents/guardians may file a report by telephone, in person, or in writing with any appropriate agency identified above under "Reporting Procedures." If a parent/guardian makes a complaint about an employee to any other employee, the employee receiving the information shall notify the parent/guardian of procedures for filing a complaint with the appropriate agency. The employee also is obligated pursuant to Penal Code 11166 to file a report himself/herself using the procedures described above for mandated reporters.

(cf. 1312.1 - Complaints Concerning District Employees)

In addition, if the child is enrolled in special education, a separate complaint may be filed with the California Department of Education pursuant to 5 CCR 4650.

(cf. 1312.3 - Uniform Complaint Procedures)

Notifications

The Superintendent or designee shall provide to all new employees who are mandated reporters a statement that informs them of their status as mandated reporters, their reporting obligations under Penal Code 11166, and their confidentiality rights under Penal Code 11167. The district also shall provide these new employees with a copy of Penal Code 11165.7, 11166, and 11167. (Penal Code 11165.7, 11166.5)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Before beginning employment, any person who will be a mandated reporter by virtue of his/her position shall sign a statement indicating that he/she has knowledge of the reporting obligations under Penal Code 11166 and will comply with those provisions. The signed statement shall be retained by the Superintendent or designee. (Penal Code 11166.5)

Employees who work with dependent adults shall be notified of legal responsibilities and reporting procedures pursuant to Welfare and Institutions Code 15630-15637.

The Superintendent or designee also shall notify all employees that:

1. A mandated reporter who reports a known or suspected instance of child abuse or neglect shall not be held civilly or criminally liable for making a report and this immunity shall apply even if the mandated reporter acquired the knowledge or reasonable suspicion of child abuse or neglect outside of his/her professional capacity or outside the scope of his/her employment. Any other person making a report shall not incur civil or criminal liability unless it can be proven that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11172)
2. If a mandated reporter fails to timely report an incident of known or reasonably suspected child abuse or neglect, he/she may be guilty of a crime punishable by a fine and/or imprisonment. (Penal Code 11166)
3. No employee shall be subject to any sanction by the district for making a report unless it can be shown that he/she knowingly made a false report or made a report with reckless disregard of the truth or falsity of the report. (Penal Code 11166)

(11/10 12/14) 5/16

AR 5141.4 (h)

Regulation: SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Students

Married/Pregnant/Parenting Students

The Governing Board recognizes that early marriage, pregnancy, or parenting and related responsibilities may disrupt a student's education and increase the chance of a student dropping out of school. The Board therefore desires to support married, pregnant, and parenting students to continue their education, attain strong academic and parenting skills, and promote the healthy development of their children.

(cf. 5113.1 - Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits toward Graduation)
(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)
(cf. 6164.5 - Student Success Teams)

Married, expectant and parenting students shall have the same educational and extracurricular opportunities as all students. Participation in special programs or schools shall be voluntary.

The district shall not discriminate against any student on the basis of the student's marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery. (Education Code 230; 20 USC 1681-1688)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5127 - Graduation Ceremonies and Activities)

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5127 - Graduation Ceremonies and Activities)
(cf. 6145 - Extracurricular and Cocurricular Activities)

For school-related purposes, married students under the age of 18 are emancipated minors and have all the rights and privileges of students who are 18, even if the marriage has been dissolved. (Family Code 7002)

Any complaint of discrimination on the basis of pregnancy or marital or parental status shall be addressed through the district's uniform complaint procedures in accordance with 5 CCR 4600-4687 and BP/AR 1312.3 - Uniform Complaint Procedures.
(cf. 1312.3 - Uniform Complaint Procedures)

Education and Support Services for Pregnant and Parenting Students

Pregnant and parenting students shall retain the right to participate in any comprehensive school or educational alternative program. The classroom setting shall be the preferred instructional

strategy unless an alternative is necessary to meet the needs of the student and/or his/her child.

- (cf. 6158 - Independent Study)
- (cf. 6181 - Alternative Schools/Programs of Choice)
- (cf. 6184 - Continuation Education)
- (cf. 6200 - Adult Education)

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program. A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. A lactating student shall have access to a private location, other than a restroom, to breastfeed or express milk for her infant child.

- (cf. 6183 - Home and Hospital Instruction)

Any education program or activity that is offered separately to pregnant students, including any class or extracurricular activity, shall be equal to that offered to other district students. A student's participation in such programs shall be voluntary. (5 CCR 4950)

- (cf. 6142.7 - Physical Education and Activity)
- (cf. 6145 - Extracurricular and Co-curricular Activities)

As required for other students with physical or emotional conditions or temporary disabilities, the Superintendent or designee may require a student, based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery, to obtain certification from a physician indicating that the student is physically and emotionally able to participate in an educational program or activity. (34 CFR 106.40)

Expectant and Parenting Students

The Board is committed to providing to expectant and parenting students and their children a comprehensive, continuous, community-linked program that reflects the cultural and linguistic diversity of the community.

The Superintendent or designee shall collaborate with the County Superintendent of Schools and other community agencies and organizations to ensure that appropriate educational and related support services are available to meet the needs of expectant and parenting students their children.

- (cf. 1020 - Youth Services)
- (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

Expectant and parenting students retain the right to participate in any comprehensive school or educational alternative programs. School placement and instructional strategies for participating students shall be based on the needs and learning styles of individual students. The classroom

setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the individual student and/or child. (Education Code 54745)

(cf. 6158 - Independent Study)
(cf. 6183 - Home and Hospital Instruction)
(cf. 6184 - Continuation Education)
(cf. 6200 - Adult Education)

In addition to providing a quality education program for expectant and parenting students, the district's program shall provide parenting education and life skills instruction, special school nutrition supplements for pregnant and lactating students, and a child care and development program on or near the school site for the children of enrolled students. The district's program may provide other support services authorized by Education Code 54746 as necessary to meet the needs of students and their children. (Education Code 54745)

(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 5141.6 - School Health Services)
(cf. 5148 - Child Care and Development)
(cf. 5148.1 - Child Care Services for Parenting Students)
(cf. 6164.2 - Guidance/Counseling Services)

The Superintendent or designee shall grant a student a leave of absence due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary by her physician. At the conclusion of the leave, the student shall be reinstated to the status she held when the leave began. (34 CFR 106.40)

(cf. 5112.3 - Student Leave of Absence)

Pregnancy Prevention Program

The Superintendent or designee shall ensure that age-appropriate, culturally sensitive and community-sensitive instruction and services are available to assist in the prevention of pregnancy among minors. The district's program shall be based on strategies that have proven effective in delaying the onset of sexual activity and reducing the incidence of pregnancy among school-age youth. Instruction shall be consistent with the district's family life/sex education curriculum.

(cf. 5141.25 - Availability of Condoms)
(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)
(cf. 6142.8 - Comprehensive Health Education)
(cf. 6143 - Courses of Study)

Absences

Pregnant or parenting students may be excused for absences related to confidential medical appointments in accordance with BP/AR 5113 - Absences and Excuses.

(cf. 5113 - Absences and Excuses)

A parenting student may request exemption from attendance because of personal services that must be rendered to a dependent.

(cf. 5112.1 - Exemptions from Attendance)

Reasonable Accommodations

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program.

A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. (34 CFR 106.40)

(cf. 6183 - Home and Hospital Instruction)

The school shall provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to: (Education Code 222)

1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child
2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk
3. Access to a power source for a breast pump or any other equipment used to express breast milk
4. Access to a place to store expressed breast milk safely
5. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child

Complaints

Any complaint of discrimination on the basis of pregnancy or marital or parental status shall be addressed through the district's uniform complaint procedures in accordance with 5 CCR 4600-4687 and BP/AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Any complaint alleging district noncompliance with the requirements to provide reasonable accommodations for lactating students also may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant who is not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 222; 5 CCR 4600-4687)

Program Evaluation

The Superintendent or designee shall periodically report to the Board regarding the effectiveness of district strategies to support married, pregnant, and parenting students, which may include data on participation rates in district programs and services, academic achievement, school attendance, graduation rate, and/or student feedback on district programs and services.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE

222 Reasonable accommodations; lactating students

230 Sex discrimination

8200-8498 Child Care and Development Services Act

48205 Excused absences

48220 Compulsory education requirement

48410 Persons exempted from continuation classes

49553 Nutrition supplements for pregnant/lactating students

51220.5 Parenting skills and education

51745 Independent study

52610.5 Enrollment of pregnant and parenting students in adult education

CIVIL CODE

51 Unruh Civil Rights Act

FAMILY CODE

7002 Description of emancipated minor

HEALTH AND SAFETY CODE

104460 Tobacco prevention services for pregnant and parenting students

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4950 Nondiscrimination, marital and parental status

CODE OF REGULATIONS, TITLE 22

101151-101239.2 General licensing requirements for child care centers

101351-101439.1 Infant care centers

UNITED STATES CODE, TITLE 20
1681-1688 Title IX, Education Act Amendments
UNITED STATES CODE, TITLE 42
1786 Special supplemental nutrition program for women, infants, and children
CODE OF FEDERAL REGULATIONS, TITLE 7
246.1-246.28 Special supplemental nutrition program for women, infants, and children
CODE OF FEDERAL REGULATIONS, TITLE 34
106.40 Marital or parental status
ATTORNEY GENERAL OPINIONS
87 Ops.Cal.Atty.Gen. 168 (2004)
COURT DECISIONS
American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:

CALIFORNIA WOMEN'S LAW CENTER PUBLICATIONS
Educational Rights of Pregnant and Parenting Teens: Title IX and California State Law Requirements
Pregnant Students and Confidential Medical Services
The Civil Rights of Pregnant and Parenting Teens in California Schools, 2002
U.S. DEPARTMENT OF EDUCATION PUBLICATIONS
Supporting the Academic Success of Pregnant and Parenting Students under Title IX of the Education Amendments of 1972, rev. June 2013
WEB SITES
California Department of Education: <http://www.cde.ca.gov>
California Women's Law Center: <http://www.cwlc.org/resources>
U.S. Department of Agriculture, Women, Infants, and Children Program:
<http://www.fns.usda.gov/wic>
U.S. Department of Education: <http://www.ed.gov>

(3/03 12/13) 3/16

Policy SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Instruction

Independent Study

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

(cf. 6143 - Courses of Study)

2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum
3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum
4. Continuing and special study during travel

(cf. 5112.3 - Student Leave of Absence)

5. Volunteer community service activities that support and strengthen student achievement

(cf. 0420.4 - Charter Schools)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6181 - Alternative Schools/Programs of Choice)

In addition, when requested by a parent/guardian due to an emergency, vacation, or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in his/her regular classes.

(cf. 5113 - Absences and Excuses)

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

(cf. 6146.1 - High School Graduation Requirements)

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 time frame. 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)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

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. (Education Code 46300.6, 51747.3)

Eligibility for Independent Study

Provided that experienced certificated staff are available to effectively supervise students in independent study, 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. A student whose academic performance is not at grade level may participate in independent study only if the school 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)

(cf. 5111.12 - Residency Based on Parent/Guardian Employment)

For a student with disabilities, as defined in Education Code 56026, participation in independent study shall be approved only if his/her individualized education program specifically provides for such participation. (Education Code 51745)

(cf. 6159 - Individualized Education Program)

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745)

(cf. 6183 - Home and Hospital Instruction)

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225.3 or the Governing Board. (Education Code 46300.1, 46300.4)

(cf. 6200 - Adult Education)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant and parenting students who are primary caregivers for one or more of their children, shall be eligible for apportionment credit for independent study. (Education Code 51745)

(cf. 5146 - Married/Pregnant/Parenting Students)
(cf. 6184 - Continuation Education)

Master Agreement

A written agreement shall be developed and implemented for each student participating in independent study for five or more consecutive school days. (Education Code 46300, 51747; 5 CCR 11703)

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 not be 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 and for reporting his/her 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, including materials and personnel, that will be made available to the student
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion and the number of missed assignments, by grade level and type of program, 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 an elementary student, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement that independent study is an optional educational alternative in which no student may be required to participate

8. 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

(cf. 5144.1 - Suspension and Expulsion/Due Process)

9. Signatures of the student, the parent/guardian or caregiver of the student if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student

The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

The signed, dated agreement may be maintained on file electronically. (Education Code 51747)

Course-Based Independent Study

The district shall offer a course-based independent study program for students in grades K-12 subject to the following requirements: (Education Code 51749.5)

1. 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.

(cf. 4112.2 - Certification)

2. Courses shall be annually certified by Board resolution to be of the same rigor and educational quality as equivalent classroom-based courses and shall be aligned to all relevant local and state content standards. This 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.

3. Students enrolled in these courses shall meet the applicable age requirements established pursuant to Education Code 46300.1 and 46300.4 and the applicable residency and enrollment requirements established pursuant to Education Code 46300.2, 48204, and 51747.3.

4. Teachers shall communicate with each student in person, by telephone, or by any other live visual or audio connection at least twice per calendar month to assess whether the student is making satisfactory educational progress. For this purpose, satisfactory educational progress includes, but is not limited to, applicable statewide accountability measures and the completion

of assignments, examinations, or other indicators that the student is working on assignments, learning required concepts, and progressing toward successful completion of the course, as determined by the teacher providing instruction.

Written or computer-based evidence of satisfactory educational progress shall be retained for each course and student, including, at a minimum, a grade book or summary document that lists all assignments, examinations, and associated grades for each course.

If satisfactory educational progress is not being made, the teacher shall notify the student and, if the student is under age 18 years, his/her 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 he/she 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 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.

(cf. 5125 - Student Records)

5. Examinations shall be administered by a proctor.
6. 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.

(cf. 6162.51 - State Academic Achievement Tests)

7. A student shall not be required to enroll in courses included in this program.
8. The student-teacher ratio in the courses in this program shall meet the requirements of Education Code 51745.6.
9. 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.

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

10. Courses required for high school graduation or for admission to the University of California or California State University shall not be offered exclusively through independent study.

11. A student participating in this program shall not be assessed a fee that is prohibited by Education Code 49011.

(cf. 3260 - Fees and Charges)

12. A student shall not be prohibited from participating in independent study solely on the basis that he/she does not have the materials, equipment, or Internet access necessary to participate in the course.

Before enrolling a student in a course within this program, the Superintendent or designee shall provide the student and, if the student is under age 18 years, his/her 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 this program
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 #2 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, including materials and personnel, that will be made available to the student
6. A statement that the student is not required to enroll in courses in this program
7. Signatures of the student, the student's parent/guardian if the student is under age 18 years, and all teachers providing instruction

The student's or parent/guardian's signature shall constitute permission for the student to receive instruction through independent study. (Education Code 51749.6)

8. 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

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Before the student begins the independent study, the written agreement shall be signed and dated by the student, the parent/guardian or caregiver of the student if the student is under age 18, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student. (Education Code 51747; 5 CCR 11702)

The Superintendent or designee shall retain a physical or electronic copy of the signed learning agreement for at least three years and as appropriate for auditing purposes. (Education Code 51749.6)

Monitoring Student Progress

Independent study students who are late, miss scheduled conferences, or do not submit assigned work on time shall not be reported as tardy or truant.

However, the independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of his/her 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 missed the number of assignments specified in the written agreement as precipitating an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to a regular school program.

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator shall be to:

1. Ensure that the district's independent study option is operated in accordance with law, Board policy, and administrative regulation and is substantially equal in quality and quantity to the classroom instruction

2. Obtain and maintain current information and skills required for the operation of an independent study program that meets established standards for the district's educational programs
3. Develop and manage the budget for independent study
4. Authorize the selection of certificated staff to be assigned as independent study teachers
5. Supervise any staff assigned to independent study functions who are not regularly supervised by another administrator
6. Approve or deny the participation of students requesting independent study
7. Facilitate the completion of written independent study agreements
8. Assure a smooth transition for students into and out of the independent study mode of instruction
9. Approve all credits earned through independent study and forward the information to the appropriate staff so that the information becomes part of the student's record
10. Complete or coordinate 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 certificated employee who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)

(cf. 4112.2 - Certification)

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind)

The principal and independent study administrator may recommend and the Superintendent shall approve the assignment of teachers to directly supervise independent study and/or work with students on specific subject matter. The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

(cf. 4131 - Staff Development)

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 (at the applicable grade span) in the district, unless a new higher or lower (grade span) ratio for all other educational programs

offered (within the grade span) 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 (grade span) ratio. (Education Code 51745.6

The responsibilities of the supervising teacher shall be to:

1. Complete designated portions of the written independent study agreement and add additional information to the written agreement when appropriate
2. Supervise and approve coursework
3. Design lesson plans and make assignments
4. Maintain records of student assignments showing the date the assignment is given and the date the assignment is due
5. Provide direct instruction and counsel as necessary for individual student success
6. Regularly meet with the student to discuss the student's progress
7. Judge the time value of assigned work or work products completed and submitted by the student
8. Assess student work and determine and assign grades or other approved measures of achievement
9. Select and save representative samples of the student's completed and evaluated assignments for each subject, signed or initialed and dated in accordance with item #3 in the section on "Records" below
10. Maintain a daily or hourly attendance register in accordance with item #4 in the section on "Records" below
11. Maintain any other required records and files on a current basis

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 separate listing of the students, by grade level, program, and school, who have participated in independent study. This listing shall identify units of the curriculum attempted and units of the curriculum completed by students in grades K-8 and identify course credits attempted by and awarded to students in grades 9-12 and in adult education, as specified in their written agreements.
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 he/she has personally evaluated the work or that he/she has personally reviewed the evaluations made by another certificated teacher.
4. A daily or hourly attendance register, as appropriate to the program in which the students are participating, separate from classroom attendance records, and 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.

(cf. 3580 - District Records)

The above records shall be maintained for three years, excluding the current fiscal year.

The Superintendent or designee also shall maintain a record of grades and other evaluations issued to each student for independent study assignments.

Each school shall maintain records for the students at that school.

A written record of the findings of any evaluation conducted after the student has missed the number of assignments specified in Board policy shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

(cf. 5125 - Student Records)

(2/99 3/05) 7/10

Regulation

SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Instruction

Title I Programs

Schoolwide Programs

A school may operate a Title I schoolwide program in order to upgrade the entire educational program of the school when at least 40 percent of the students in the school attendance area, or at least 40 percent of the students enrolled in the school, are from low-income families. The Superintendent or designee shall inform any such eligible school and the school's parents/guardians of the school's eligibility and its ability to consolidate funds from federal, state, and local sources for program purposes. (20 USC 6312, 6314)

Any participating school shall develop, annually review, and update a single plan for student achievement which incorporates the plan required by 20 USC 6314 for reforming the school's total instructional program and plans required by other categorical programs included in the state's consolidated application. (Education Code 64001; 20 USC 6314)

(cf. 0420 - School Plans/Site Councils)

A schoolwide program shall include: (20 USC 6314)

1. A comprehensive needs assessment of the entire school, including the needs of migrant students, which includes the achievement of students in relation to state academic content and achievement standards

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - Standardized Testing and Reporting Program)

(cf. 6162.52 - High School Exit Examination)

(cf. 6175 - Migrant Education Program)

2. Schoolwide reform strategies that:

- a. Provide opportunities for all students to meet the state's proficient and advanced levels of achievement
- b. Use effective methods and instructional strategies, based on scientifically based research, that strengthen the school's core academic program, increase the amount and quality of learning time, help provide an enriched and accelerated curriculum, and include strategies for meeting the educational needs of historically underserved populations

(cf. 5148.2 - Before/After School Programs)

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

(cf. 6177 - Summer School)

- c. Include strategies to address the needs of all students in the school, but particularly the needs of low-achieving students and those at risk of not meeting state achievement standards who are members of the target population of any program that is part of the schoolwide program

Such strategies may include counseling, student services, mentoring services, college and career awareness and preparation, and the integration of vocational and technical education programs.

(cf. 5149 - At-Risk Students)
(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6164.5 - Student Success Teams)

- d. Address how the school will determine if student needs have been met
- e. Are consistent with and designed to implement state and local improvement plans, if any

(cf. 0520.2 - Title I Program Improvement Schools)
(cf. 0520.3 - Title I Program Improvement Districts)

4. High-quality and ongoing professional development for teachers, principals, paraprofessionals, and, if appropriate, student services personnel, other staff, and parents/guardians to enable all students in the school to meet state academic achievement standards

(cf. 4131 - Staff Development)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

5. Strategies to attract high-quality, highly qualified teachers to high-need schools

(cf. 4111 - Recruitment and Selection)

6. Strategies to increase parent involvement

(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

7. Measures to include teachers in decisions regarding the use of academic assessments to provide information on and to improve the achievement of individual students and the overall instructional program

8. Activities to ensure that students who experience difficulty mastering the proficient and advanced levels of academic standards shall be provided with effective, timely additional assistance, which shall include measures for timely identification of students' difficulties and provision of sufficient information on which to base effective assistance

(cf. 6179 - Supplemental Instruction)

9. Coordination and integration of federal, state, and local services and programs

Targeted Assistance Programs

Any school that receives Title I funds but does not operate a schoolwide program shall use Title I funds to provide services to students in grades 9-12 identified by the school as failing, or most at risk of failing, to meet the state's academic achievement standards on the basis of criteria established by the district and supplemented by the school. (20 USC 6315)

A targeted assistance program shall: (20 USC 6315)

1. Use program resources to help participating students meet state academic achievement standards expected for all students
2. Ensure that program planning is incorporated into existing school planning
3. Use effective methods and instructional strategies, based on scientifically based research, that strengthen the core academic program, give primary consideration to providing extended learning time, help provide an accelerated, high-quality curriculum, and minimize removing students from the regular classroom during regular school hours for instruction provided by Title I
4. Coordinate with and support the regular education program, which may include services to assist preschool students in the transition to elementary school programs
5. Provide instruction by highly qualified teachers
6. Provide opportunities for professional development for teachers, principals, paraprofessionals, and, if appropriate, student services personnel, other staff, and parents/guardians who work with participating students
7. Provide strategies to increase parent involvement
8. Coordinate and integrate federal, state, and local services and programs

Participation of Private School Students

The Superintendent or designee shall provide or contract to provide special educational services or other Title I benefits to eligible private school students residing in a participating school attendance area. Such services and benefits shall be provided on an equitable basis with participating public school students. (20 USC 6320, 7881)

Teachers, other educational personnel, and families of participating private school students shall have an opportunity to participate, on an equitable basis, in parent involvement activities and professional development pursuant to 20 USC 6318 and 6319. (20 USC 6320, 7881)

The Superintendent or designee shall consult, in a meaningful and timely manner, with appropriate private school officials during the design and development of the district's Title I programs. Such consultation shall occur before the district makes any decision that affects the opportunities of eligible private school students to participate in Title I programs and shall include a discussion of: (20 USC 6320, 7881; 34 CFR 200.63)

1. How the needs of private school students will be identified
2. What services will be offered
3. How, where, and by whom the services will be provided
4. How the services will be academically assessed and how assessment results will be used to improve those services
5. The size and scope of the equitable services to be provided to private school students and the proportion of funds that is allocated for such services
6. The method or sources of data that are used to determine the number of students from low-income families in participating school attendance areas who attend private schools
7. How and when the district will make decisions about the delivery of service to such students, including a thorough consideration and analysis of the views of private school officials on the provision of services through a third-party provider
8. How, if the district disagrees with the views of private school officials on the provision of services through a third-party provider, the district will provide to private school officials a written analysis of the reasons that the district has chosen not to use a contractor

Meetings between district and private school officials shall continue throughout implementation and assessment of services. (20 USC 6320)

The Superintendent or designee shall maintain, and shall provide to the California Department of Education upon request, a written affirmation signed by officials of each participating private school that consultation has occurred. (20 USC 6320)

(cf. 3580 - District Records)

(10/95 11/02) 8/06

Regulation SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Bylaws of the Board

Board Bylaws

The Governing Board is committed to complying with state open meeting laws and modeling transparency in its conduct of district business. The Board shall hold closed sessions only for purposes authorized by law. A closed session may be held during a regular, special, or emergency meeting in accordance with law.

Each agenda shall contain a general description of each closed session item to be discussed at the meeting, as required by law. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

The Board shall disclose in open session the items to be discussed in closed session. In the closed session, the Board may consider only those matters covered in its statement. After the closed session, the Board shall reconvene in open session before adjourning the meeting, and when applicable, shall disclose any action taken in the closed session, in the manner prescribed by Government Code 54957.1. (Government Code 54957.7)

(cf. 9321.1 - Closed Session Actions and Reports)

The Board shall not disclose any information that is protected by state or federal law. In addition, no victim or alleged victim of tortious sexual conduct or child abuse shall be identified in any Board agenda, notice, announcement, or report required by the Brown Act, unless the identity of the person has previously been publicly disclosed. (Government Code 54957.7, 54961)

(cf. 1340 - Access to District Records)

A Board member shall not disclose confidential information received in a closed session unless the Board authorizes the disclosure of that information. (Government Code 54963)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

Personnel Matters

The Board may hold a closed session under the "personnel exception" to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an employee. Such a closed session shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline. (Government Code 54957)

(cf. 2140 - Evaluation of the Superintendent)

(cf. 4115 - Evaluation/Supervision)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4215 - Evaluation/Supervision)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 4315 - Evaluation/Supervision)

The Board may also hold a closed session to hear complaints or charges brought against an employee by another person or employee, unless the employee requests an open session. Before the Board holds a closed session on specific complaints or charges brought against an employee, the employee shall receive written notice of his/her right to have the complaints or charges heard in open session if desired. This notice shall be delivered personally or by mail at least 24 hours before the time of the session. (Government Code 54957)

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

The Board may hold a closed session to discuss a district employee's application for early withdrawal of funds in a deferred compensation plan when the application is based on financial hardship arising from an unforeseeable emergency due to illness, accident, casualty, or other extraordinary event, as specified in the deferred compensation plan. (Government Code 54957.10)

Agenda items related to district employee appointments and employment shall describe the position to be filled. Agenda items related to performance evaluations shall specify the title of the employee being reviewed. Agenda items related to employee discipline, dismissal, or release require no additional information. (Government Code 54954.5)

Negotiations/Collective Bargaining

Unless otherwise agreed upon by the parties involved, the following shall not be subject to the Brown Act: (Government Code 3549.1)

1. Any meeting and negotiating discussion between the district and a recognized or certified employee organization
2. Any meeting of a mediator with either party or both parties to the meeting and negotiating process
3. Any hearing, meeting, or investigation conducted by a factfinder or arbitrator
4. Any executive (closed) session of the district or between the district and its designated

representative for the purpose of discussing its position regarding any matter within the scope of representation and instructing its designated representatives

(cf. 4140/4240/4340 - Bargaining Units)

(cf. 4143/4243 - Negotiations/Consultation)

(cf. 4143.1/4243.1 - Public Notice - Personnel Negotiations)

The Board may meet in closed session to review the Board's position and/or instruct its designated representative regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of its represented and unrepresented employees. Prior to the closed session, the Board shall

identify its designated representative in open session. Any closed session held for this purpose may include discussions of the district's available funds and funding priorities, but only insofar as they relate to providing instructions to the Board's designated representative. (Government Code 54957.6)

(cf. 2121 - Superintendent's Contract)

Closed sessions may take place prior to and during consultations and discussions with representatives of employee organizations and unrepresented employees. For unrepresented employees, closed sessions held pursuant to Government Code 54957.6 shall not include final action on the proposed compensation of one or more unrepresented employees. (Government Code 54957.6)

For represented employees, the Board may also meet in closed session regarding any other matter within the statutorily provided scope of representation. (Government Code 54957.6)

The Board also may meet in closed session with a state conciliator or mediator who has intervened in proceedings regarding any of the purposes enumerated in Government Code 54957.6.

Agenda items related to negotiations shall specify the name of the district's designated representative(s) attending the closed session. If circumstances necessitate the absence of a specified designated representative, an agent or designee may participate in place of the absent representative as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the organization representing the employee(s) or the position title of the unrepresented employee who is the subject of the negotiations. (Government Code 54954.5)

Matters Related to Students

The Board shall meet in closed session to consider the expulsion of a student, unless the student submits a written request at least five days before the date of the hearing that the hearing be held in open session. Regardless of whether the expulsion hearing is conducted in open or closed session, the Board may meet in closed session for the purpose of deliberating and determining whether the student should be expelled. (Education Code 48918)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

The Board shall meet in closed session to address any student matter that may involve disclosure of confidential student information, or to consider a suspension, disciplinary action, or any other action against a student except expulsion. If a written request for open session is received from the parent/guardian or adult student, it will be honored to the extent that it does not violate the privacy rights of any other student. (Education Code 35146, 48912, 49070)

(cf. 5117 - Interdistrict Attendance)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5125.3 - Challenging Student Records)

(cf. 5144 - Discipline)

Agenda items related to student matters shall briefly describe the reason for the closed session, such as "student expulsion hearing" or "grade change appeal," without violating the confidentiality rights of individual students. The student shall not be named on the agenda, but a number may be assigned to the student in order to facilitate record keeping. The agenda shall also state that the Education Code requires closed sessions in these cases in order to prevent the disclosure of confidential student record information.

(cf. 5125 - Student Records)

Security Matters

The Board may meet in closed session with the Governor, Attorney General, district attorney, district legal counsel, sheriff or chief of police, or their respective deputies, or a security consultant or a security operations manager, on matters posing a threat to the security of public buildings; to the security of essential public services, including water, drinking water, wastewater treatment, natural gas service, and electric service; or to the public's right of access to public services or public facilities. (Government Code 54957)

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515 - Campus Security)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

The Board may meet in closed session during an emergency meeting held pursuant to Government Code 54956.5 to meet with law enforcement officials for the emergency purposes specified in Government Code 54957 if agreed to by a two-thirds vote of the Board members present. If less than two-thirds of the members are present, then the Board must agree by a unanimous vote of the members present. (Government Code 54956.5)

Agenda items related to security matters shall specify the name of the law enforcement agency and the title of the officer, or name of applicable agency representative and title, with whom the Board will consult. (Government Code 54954.5)

Conference with Real Property Negotiator

The Board may meet in closed session with its real property negotiator prior to the purchase, sale, exchange, or lease of real property by or for the district in order to grant its negotiator authority regarding the price and terms of payment for the property. (Government Code 54956.8)

Before holding the closed session, the Board shall hold an open and public session to identify its negotiator(s) and the property under negotiation and to specify the person(s) with whom the negotiator may negotiate. (Government Code 54956.8)

For purposes of real property transactions, negotiators may include members of the Board. (Government Code 54956.8)

Agenda items related to real property negotiations shall specify the district negotiator attending the closed session. If circumstances necessitate the absence of a specified negotiator, an agent or designee may participate in place of the absent negotiator as long as the name of the agent or designee is announced at an open session held prior to the closed session. The agenda shall also specify the name of the negotiating parties and the street address of the real property under negotiation. If there is no street address, the agenda item shall specify the parcel number or another unique reference of the property. The agenda item shall also specify whether instruction to the negotiator will concern price, terms of payment, or both. (Government Code 54954.5)

Pending Litigation

Based on the advice of its legal counsel, the Board may hold a closed session to confer with or receive advice from its legal counsel regarding a pending litigation when a discussion of the matter in open session would prejudice the district's position in the litigation. For this purpose, "litigation" means any adjudicatory proceeding, including eminent domain, before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. (Government Code 54956.9)

Litigation is considered "pending" in any of the following circumstances: (Government Code 54956.9)

1. Litigation to which the district is a "party" has been initiated formally. (Government Code 54956.9(a))
2. A point has been reached where, in the Board's opinion based on the advice of its legal counsel regarding the "existing facts and circumstances," there is a "significant exposure to litigation" against the district, or the Board is meeting solely to determine whether, based on existing facts or circumstances, a closed session is authorized. (Government Code 54956.9(b))

Existing facts and circumstances for these purposes are limited to the following: (Government Code 54956.9)

- a. Facts and circumstances that might result in litigation against the district but which the district believes are not yet known to potential plaintiffs and which do not need to be disclosed.
- b. Facts and circumstances including, but not limited to, an accident, disaster, incident, or transactional occurrence which might result in litigation against the district, which are already known to potential plaintiffs and which must be publicly disclosed before the closed session or specified on the agenda.
- c. The receipt of a claim pursuant to the Tort Claims Act or a written threat of litigation from a potential plaintiff. The claim or written communication must be available for public inspection.

(cf. 3320 - Claims and Actions Against the District)

- d. A threat of litigation made by a person in an open meeting on a specific matter within the responsibility of the Board.

e. A threat of litigation made by a person outside of an open meeting on a specific matter within the responsibility of the Board, provided that the district official or employee receiving knowledge of the threat made a record of the statement before the meeting and the record is available for public inspection. Such record does not need to identify an alleged victim of tortious sexual conduct or anyone making a threat on his/her behalf or identify an employee who is the alleged perpetrator of any unlawful or tortious conduct, unless the identity of this person has been publicly disclosed.

3. Based on existing facts and circumstances, the Board has decided to initiate or is deciding whether to initiate litigation. (Government Code 54956.9(c))

Before holding a closed session pursuant to the pending litigation exception, the Board shall state on the agenda or publicly announce the subdivision of Government Code 54956.9 under which the closed session is being held. If authority is based on Government Code 54956.9(a), the Board shall either state the title or specifically identify the litigation to be discussed or state that doing so would jeopardize the district's ability to effectuate service of process upon unserved parties or to conclude existing settlement negotiations to its advantage. (Government Code 54956.9)

Agenda items related to pending litigation shall be described as a conference with legal counsel regarding either "existing litigation" or "anticipated litigation." (Government Code 54954.5)

"Existing litigation" items shall identify the name of the case specified by either the claimant's name, names of parties, or case or claim number, unless the Board states that to identify the case would jeopardize service of process or existing settlement negotiations. (Government Code 54954.5)

"Anticipated litigation" items shall state that there is significant exposure to litigation pursuant to Government Code 54956.9(b) and shall specify the potential number of cases. When the district expects to initiate a suit, items related to anticipated litigation shall state that the discussion relates to the initiation of litigation pursuant to Government Code 54956.9(c) and shall specify the potential number of cases. The agenda or an oral statement before the closed session may be required to provide additional information regarding existing facts and circumstances described in item #2 b-e above. (Government Code 54954.5)

Joint Powers Agency Issues

The Board may meet in closed session to discuss a claim for the payment of tort liability losses, public liability losses, or workers' compensation liability incurred by a joint powers agency (JPA) formed for the purpose of insurance pooling or self-insurance authority of which the district is a member. (Government Code 54956.95)

Closed session agenda items related to liability claims shall specify the claimant's name and the name of the agency against which the claim is made. (Government Code 54954.5)

(cf. 3530 - Risk Management/Insurance)

When the board of the JPA has so authorized and upon advice of district legal counsel, the Board may meet in closed session in order to receive, discuss, and take action concerning information

obtained in a closed session of the JPA. During the Board's closed session, a Board member serving on the JPA board may disclose confidential information acquired during a closed session of the JPA to fellow Board members. (Government Code 54956.96)

The Board member may also disclose the confidential JPA information to district legal counsel in order to obtain advice on whether the matter has direct financial or liability implications for the district. (Government Code 54956.96)

Closed session agenda items related to conferences involving a JPA shall specify the closed session description used by the JPA and the name of the Board member representing the district on the JPA board. Additional information listing the names of agencies or titles of representatives attending the closed session as consultants or other representatives shall also be included. (Government Code 54954.5)

Review of Audit Report from California State Auditor's Office

Upon receipt of a confidential final draft audit report from the California State Auditor's Office, the Board may meet in closed session to discuss its response to that report. After public release of the report from the California State Auditor's Office, any Board meeting to discuss the report must be conducted in open session, unless exempted from that requirement by some other provision of law. (Government Code 54956.75)

Closed session agenda items related to an audit by the California State Auditor's Office shall state "Audit by California State Auditor's Office." (Government Code 54954.5)

Review of Assessment Instruments

The Board may meet in closed session to review the contents of any student assessment instrument approved or adopted for the statewide testing system. Before any such meeting, the Board shall agree by resolution to accept any terms or conditions established by the State Board of Education for this review. (Education Code 60617)

(cf. 6162.5 - Student Assessment)

Agenda items related to the review of student assessment instruments shall state that the Board is reviewing the contents of an assessment instrument approved or adopted for the statewide testing program and that Education Code 60617 authorizes a closed session for this purpose in order to maintain the confidentiality of the assessment under review.

Legal Reference:

EDUCATION CODE

35145 Public meetings

35146 Closed session (re student suspension)

44929.21 Districts with ADA of 250 or more

48912 Governing board suspension

48918 Rules governing expulsion procedures; hearings and notice

49070 Challenging content of students records

60617 Meetings of governing board

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

6252-6270 California Public Records Act

54950-54963 The Ralph M. Brown Act

COURT DECISIONS

Morrison v. Housing Authority of the City of Los Angeles Board of Commissioners, (2003) 107 Cal.App.4th 860

Bell v. Vista Unified School District, (2001) 82 Cal.App. 4th 672

Fischer v. Los Angeles Unified School District, (1999) 70 Cal.App. 4th 87

Furtado v. Sierra Community College District (1998) 68 Cal.App. 4th 876

Roberts v. City of Palmdale, (1993) 5 Cal.App. 4th 363

Sacramento Newspaper Guild v. Sacramento County Board of Supervisors, (1968) 263 Cal.App. 2d 41

San Diego Union v. City Council, (1983) 146 Cal.App.3d 947

ATTORNEY GENERAL OPINIONS

94 Ops.Cal.Atty.Gen. 82 (2011)

86 Ops.Cal.Atty.Gen. 210 (2003)

78 Ops.Cal.Atty.Gen. 218 (1995)

59 Ops.Cal.Atty.Gen. 532 (1976)

57 Ops. Cal. Atty. Gen. 209 (1974)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2009

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, rev. July 2010

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.oag.ca.gov>

League of California Cities: <http://www.cacities.org>

(7/12 12/14) 06/16

Bylaw

SOUTH MONTREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California

Bylaws of the Board

Actions By The Board

ACTIONS REQUIRING MORE THAN A MAJORITY VOTE

Actions Requiring a Two-Thirds Vote of the Board:

1. Resolution declaring intention to sell or lease real property (Education Code 17466)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

2. Resolution declaring intent of Governing Board to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)
4. Lease for up to three months of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)
5. Request for temporary borrowing pursuant to Government Code 53820-53833, to pay district obligations incurred before the receipt of district income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, ordering city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)

(cf. 7131 - Relations with Local Agencies)

(cf. 7150 - Site Selection and Development)

(cf. 7160 - Charter School Facilities)

7. Resolution to transfer excess local funds from a deferred maintenance fund when state funds are insufficient to match local funds being held in the deferred maintenance fund (Education Code 17582, 17583)
8. When the district has an average daily attendance (ADA) of 2,500 or less and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)
9. When the district is organized to serve only grades K-8 and seeks to situate a community

day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)

10. When the district desires to operate a community day school to serve any of grades K-6 (and no higher grades) on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)

(cf. 6185 - Community Day School)

11. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district (Education Code 15266)

(cf. 7214 - General Obligation Bonds)

12. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

(cf. 7213 - School Facilities Improvement Districts)

13. Resolution to place a parcel tax on the ballot (Government Code 53724)

14. Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:

1. Determination that there is a need to take immediate action and that the need for action came to the district's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)
2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session Purposes and Agendas)

Actions Requiring a Four-Fifths Vote of the Board:

1. The expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or

sabotage, or to provide for adequate national or local defense (Government Code 53790-53792)

(cf. 3110 - Transfer of Funds)

2. Resolution for district borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the district's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing (Government Code 53822, 53824)

1. Resolution, adopted between July 15 and August 30, to borrow funds of up to 25 percent of the estimated income and revenue to be received by the district during the current fiscal year from apportionments based on average daily attendance for the preceding school year (Government Code 53822-53824)
2. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

(cf. 3311 - Bids)

3. Resolution for district borrowing, between July 15 and August 30 of any fiscal year, of up to 25 percent of the estimated income and revenue to be received by the district during that fiscal year from apportionments based on ADA for the preceding school year (Government Code 53823-53824)

4. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

(cf. 3311 - Bids)

5. Resolution to award a contract for a public works project at \$187,500 or less to the lowest responsible bidder, when the district is using the informal process authorized under the Uniform Public Construction Cost Accounting Act for projects of \$175,000 or less, all bids received are in excess of \$175,000, and the Board determines that the district's cost estimate was reasonable (Public Contract Code 22034)

Actions Requiring a Unanimous Vote of the Board:

1. Resolution authorizing and prescribing the terms of a community lease for extraction of gas (Education Code 17510-17511)

2. Waiver of the competitive bid process pursuant to Public Contract Code 20111 when the Board determines that an emergency exists and upon approval of the County Superintendent of Schools (Public Contract Code 20113)

Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500. Disposal of surplus property in the local dump or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

(3/06 11/07) 8/14

Exhibit SOUTH MONTEREY COUNTY JOINT UNION HIGH SCHOOL DISTRICT

Adopted: September 21, 2016

King City, California