

Gold Trail Union School District



District Office

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Scott Lyons
Principal

*An Equal Opportunity
Employer*

BOARD OF TRUSTEES

Regular and Closed Session Meeting

Thursday, December 10, 2015

Gold Trail School






Agenda

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Board meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact the Board Secretary, Joe Murchison, at (530) 626-3194 for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodations, auxiliary aids or services.

6:00 P.M.

OPENING BUSINESS

1. CALL TO ORDER

-  J. Bauer, President
-  D. Lander, Clerk
-  J. Barbieri, Member
-  S. Hennike, Member
-  G. Ritz, Member

2. PUBLIC SESSION

.1 Flag Salute

3. ACTION ITEM: Adoption of Agenda

4. OPEN HEARING

Members of the public are encouraged to address the Board concerning any item on the agenda either before or during the Board's consideration of the item. Under the Brown Act and open meeting laws, members of the public shall also be given an opportunity to address the Board on any item of interest that is not on the agenda but within the subject matter jurisdiction of the Board. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. Members of the community may address the Board at this time. (*Education Code 35145.5, Government Code 54952/54954.3, Board Bylaw 9323*)

ANNUAL ORGANIZATIONAL SESSION

5. Organizational Meeting of the Board

- .1 Election of Board President**
- .2 Election of Board Clerk**
- .3 Approval of Board Secretary**
- .4 Election of Board Representative to Serve on the Council of Representatives of the El Dorado School Boards Association**
- .5 Selection of Board Representative to Serve as Observer at Collective Bargaining Sessions**
- .6 Selection of Board Representative to Serve on the Salary and Benefits Committee (Serving Administrative and Confidential Employees)**
- .7 Board Meeting Dates, Times, Venue and Agenda Topics**
- .8 Review/Adoption of Board Bylaw 9320: Meeting Notices**

RECOGNITION

6. RECOGNITION

The Board will recognize Sierra Asset Management for their generous donation to the District.

REPORTS

7. REPORT: Student Council

T. Harwell, President, will report on Student Council activities

8. REPORT: Gold Trail Federation of Educators

B. Beveridge, President, will report on Federation activities.

9. REPORT: Transportation

L. Havner, Transportation Supervisor, will report on our home to school transportation program.

10. REPORT: 2015-16 First Interim

W. Scarlett, CFO, will present data and insights received while compiling the First Interim Report. The Board will take action to accept the report for the period ending October 31, 2015. (*Board Policy 3460*)

CONSENT

11. CONSENT ITEM

The items listed below are passed in one motion without discussion. Any item may be pulled from the Consent Agenda by the Board. (*BB 9322*)

.1 Meeting Minutes (*BB 9324*)

Regular Meeting of November 12, 2015

The Board will approve the Minutes.

.2 Warrants (BP 3314)

The Board will approve the expenditures.

.3 Personnel

Hiring

B. Aguilar, Teacher Associate, 6.0 hours per day, effective November 30, 2015

S. Harm, Instructor: RTI, effective 2015-16 school year

Y. Yates, Instructor: Tutorial, Friday School, effective 2015-16 school year

Resignation/Release

M Ahola, Teacher Associate, 6.0 hours per day, effective November 6, 2015

S. Canfield, Instructor: Odyssey of the Mind, effective November 20, 2015

S. Cupler, Custodian, 4.0 hours per day, effective November 18, 2015

.4 Educator Effectiveness Plan

The Board will approve the plan.

.5 2015-16 Teacher: Administration Ratio

The Board will approve the annual calculation (*Education Code 41402*)

.6 Surplus Equipment

The Board will approve the items for surplus.

.7 Second Reading of Board Policies, Administrative Regulations and Board Bylaws

BP 3270/AR 3270, Sale and Disposal of Books, Equipment and Supplies (Revised)

AR 3311, Bids (Revised)

AR 3512, Equipment (Revised)

AR 4112.23, Special Education Staff (Revised)

AR 4119.11, 4219.11, 4319.11, Sexual Harassment (Revised)

BP 4154, 4254, 4354/AR 4154, 4254, 4354, Health and Welfare Benefits (Revised)

AR 5112.2, Exclusions from Attendance (Revised)

BP 5117, Interdistrict Attendance (Revised)

BP 5141.31/AR 5141.31, Immunizations (Revised)

BP 6190, Evaluation of the Instructional Program (Revised)

The Board will approve the roster for adoption.

ACTION ITEMS

12. ACTION ITEM: Resolution 2015-16:12-01, Resolution to Authorize Competitive Negotiations for Priority One Wan Circuits

The Board will adopt the Resolution authorizing competitive negotiations for E-rate priority one wan circuits (*Public Contract Code Section 20118.2*)

13. ACTION ITEM: Resolution 2015-16:12:02, Resolution to Establish Fund 40, Special Reserve Fund for Capital Outlay Projects

The Board will adopt the Resolution establishing Fund 40, a special reserve fund for capital outlay projects. (*Education Code Section 42840*)

14. ACTION ITEM: Review of Board of Trustees and Superintendent Protocols

The Board will conduct its annual review of the subject protocols.

15. ACTION ITEM: District Vision

The Board will review, and possibly revise, the District's vision statement. (BP0000)

DISCUSSION ITEMS

16. DISCUSSION ITEM: Administrative Reports

J. Murchison will report on activities relevant to District and Sutter's Mill School site business.

S. Lyons will report on activities relevant to Gold Trail School site business.

W. Scarlett will be available to answer question relevant to financial business.

Board members will report on activities relevant to District business.

CLOSED SESSION

17. CLOSED SESSION OPEN HEARING

Members of the public may take this opportunity to comment on Closed Session agenda items.

18. CLOSED SESSION

The Board will adjourn to Closed Session pursuant to Government Code 54956.8. Closed Session attendants: Board Members and Superintendent

19. PERSONNEL

.1 Conference with Labor Negotiators (Government Code Section 54957.6)

The Board will give direction regarding employee bargaining issues with the Gold Trail Federation of Educators and discussion with other non-represented employee groups.

RECONVENE PUBLIC SESSION

20. RECONVENE PUBLIC SESSION AND CLOSED SESSION DISCLOSURE

Any action taken during Closed Session will be disclosed at this time. Public action necessitated by Closed Session deliberations will also be disclosed at this time.

ADVANCE PLANNING

21. FUTURE REGULAR MEETING SCHEDULE

Date: TBD Time: TBD Location: TBD

Agenda Items for that meeting may include but not limited to:

TBD

Requests may be made at this time for items to be placed on a future agenda.

ADJOURNMENT

PUBLIC INSPECTION

Documents provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located in the Sutter's Mill School Administration building, 4801 Luneman Road, Placerville, California, during normal business hours. In addition, such writings and documents will be posted on the District's website, www.gtusd.org. Agendas will be posted at:

Gold Trail School

889 Cold Springs Road

Placerville, Ca 95667

Sutter's Mill School/District Office






4801 Luneman Road

Placerville, CA 95667

And E-mailed To Every District Family

AGENDA ITEM Opening Business

1.0 CALL TO ORDER

-  J. Bauer, President
-  D. Lander, Clerk
-  J. Barbieri, Member
-  S. Hennike, Member
-  G. Ritz, Member

2.0 PUBLIC SESSION

.1 Flag Salute

3.0 ACTION ITEM: Adoption of Agenda

This item is provided as an opportunity for trustees, through consensus, to re-sequence or table agenda topics.

<i>ACTION</i>		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

4.0 OPEN HEARING

Under the Brown Act and open meeting laws, members of the community wishing to address an item on the agenda may do so at this time or for action items, when they come before the Board. Items not on the agenda, but within jurisdiction of this body, may be addressed at this time or be submitted to the Superintendent in writing for Board consideration as an agenda item. Items not on the agenda, which are expressed in person before this Board without written request are restricted in response and action by the Board and its members. A three-minute limit is set for each speaker on all such items. *(Board Bylaws 9323/Government Code 54952)*

AGENDA ITEM 5.0 Organizational Meeting of the Board
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	<i>Title</i>	<i>Description</i>	<i>Budgeted</i>			<i>Sup Recommend</i>	<i>Action</i>		
			<i>NA</i>	<i>Y</i>	<i>N</i>		<i>1st</i>	<i>2nd</i>	<i>Vote</i>
5.1	Election of the Board President	<i>Duties include:</i> <i>- Presiding at all meetings of the Board.</i> <i>- Maintaining order.</i> <i>- Enforcing the rules of the Board at all meetings.</i> <i>- Signing bonds, notes, agreements, contracts, titles, and leaves, and other legal instruments ordered to be executed by the Board.</i> <i>- Appointing all standing committees and special committees.</i> <i>- Meeting with the Superintendent monthly prior to each meeting to assist in the development of the agenda. (Required by BB 9121)</i>	x			Current: J. Bauer			
5.2	Election of the Board Clerk	<i>Duties include:</i> <i>- The clerk is expected to take over all the responsibilities of the President in the President's absence. (Required by BB 9121)</i>	x			Current: D. Lander			

5.3 Approval of Board Secretary	<p><i>Duties include:</i></p> <p><i>The position is filled by the Superintendent (BB 9213). Responsibilities include:</i></p> <ul style="list-style-type: none"> - <i>Preparing and handling the Board agenda and minutes.</i> - <i>Handling all District and Board records and documents.</i> - <i>Preparing a tentative agenda and meeting calendar for the year.</i> - <i>Submitting all correspondence addressed to the Board President or Governing Board.</i> 	x	Current: J. Murchison	
5.4 Election of Board Representative to Serve on the Council of Representatives of the El Dorado County School Boards Association	<p><i>This representative serves as the District's delegate to EDCSBA, attends periodic meetings and reports back to the Board.</i></p>	x	Current: J. Bauer	<p>► Expanded Information</p>
5.5 Selection of Board Member to Serve at Collective Bargaining Sessions	<p><i>This representative serves as only an independent observer of negotiation proceedings.</i></p>	x	Current: G. Ritz	

5.6 Selection of Board Member to Serve on the Salary and Benefits Committee	<i>Historically, this representative meets with the Superintendent prior to and during the “meet and confer” sessions with employee groups other than those represented by an official, exclusive representative.</i>	x	Current: G. Ritz	
5.7 Board Meeting Dates, Times, Venue and Agenda Topics	<i>The 2016 schedule of Regular Meeting dates, agenda topics, venue and times will be adopted.</i>	x		
► Proposed Schedule				
5.8 Adoption of Board Bylaws 9320: Meeting Notices	<i>Review of Bylaw which designates Regular Meeting logistics.</i>	x		
► Board Bylaw 9320		x		

ATTACHMENTS

- Description of El Dorado County School Boards Association Council/ Representative Activities
- Proposed 2016 Board Meeting Schedule
- 2015-16 School Calendar
- 2016 Year Calendar
- Board Bylaw 9320, Meetings and Notices

El Dorado County School Boards Association Council of Representatives
Description of Council/Representative Activities

The El Dorado County School Boards Association Council of Representatives is a gathering of one board member from each of the 15 districts and one member of the county board who meet to promote the success of all school districts in the county. It is a dedicated organization with bylaws and elected officers. Historically, the council met monthly and primarily served as a networking opportunity for the exchange of ideas and information between districts. Additionally, the annual dinner to honor board members is a function of this body.

Over time, representation at the monthly meetings decreased to a small enough number that the original purpose was called into question. It was decided, and bylaws were changed, to reflect a biannual meeting schedule and a greater focus on creating local opportunities (workshops) for county board members to access new information. Workshops in specific content areas held at the County Office of Education at no cost to board members were found to be a valuable tool in assisting districts.

Recent conversations of current representatives has revealed a desire to continue to develop the workshops but additionally to return to some of the networking and collaborative conversations that were part of the original agendas of these meetings. In these times of uncertain and diminishing funds for education, working together to share ideas and resources is becoming more and more critical.

Each year, districts appoint or assign a member of the board to be the county representative. Our appeal this year is to reframe that position to encourage a membership of people who are interested in revitalizing the strength of this council by consistent attendance, at possibly more frequent meetings, to share and collaborate for the good of all our districts.

At your December organizational meetings, please consider appointing a board member who has a particular interest in the collaborative nature of this council. Additionally, it is most beneficial to have an alternate so that every district can be represented at each meeting.

Gold Trail Union School District

2015-16

180 Student Attendance Days

2015 August 14				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

10&11 Staff Development
10 SM K/TK Back to School Night
12 First Day of School
13 GT Back to School Night
20 SM 1/3 Back to School Night

2015 September 21				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

4 Early Release Day (Training)
7 Labor Day (No School)

2015 October 22				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

2 Early Release Day (Training)
23 Progress Reports (Gold Trail)

2015 November 15				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

2-6 Conferences (Minimum Days)
11 Veteran's Day (No School)
13 Early Release Day (Training)
23-27 Thanksgiving Break

2015 December 14				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

18 Report Cards (Gold Trail)
18 Minimum Day
21-31 Winter Break (No School)

2016 January 14				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

1-8 Winter Break (No School)
15 Early Release Day (Training)
18 MLK Jr. Day (No School)

2016 February 19				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29				

5 Early Release Day (Training)
12 Lincoln's Day (No School)
15 President's Day (No School)

2016 March 17				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

4 Early Release Day (Training)
4 Progress Reports (Gold Trail)
14-18 Conferences (Minimum Days)
21-28 Spring Break (No School)

2016 April 21				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

8 Early Release Day (Training)

2016 May 21				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

19 SM Open House
20 Early Release Day (Training)
25 GT Open House/POPs Concert
30 Memorial Day (No School)

2016 June 2				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

2 Report Cards/Minimum Day
2 Last Day of School/Graduation
3 Staff Work Day (Flex Day)

Minimum Day
School Not in Session

5/26 UMHS Graduation

Approved by Employees:

Jan-15

5/27 ORHS, PHS Graduation

Approved by Board of Trustees:

Feb-15

5/28 EDHS, EDUHSD Graduation

Distributed to Families & Staff:

Feb-15

180

Calendar for year 2016 (United States)

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

☉: 2 ☿: 9 ♀: 16 ☽: 23 ♄: 31

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

♄: 8 ☿: 15 ☽: 22

March

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

☉: 1 ☿: 8 ♀: 15 ☽: 23 ♄: 31

April

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

☿: 7 ♀: 14 ☽: 22 ♄: 29

May

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

☿: 6 ♀: 13 ☽: 21 ♄: 29

June

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

☿: 4 ♀: 12 ☽: 20 ♄: 27

July

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

☿: 4 ♀: 11 ☽: 19 ♄: 26

August

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

☿: 2 ♀: 10 ☽: 18 ♄: 24

September

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

☿: 1 ♀: 9 ☽: 16 ☽: 23 ♄: 30

October

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

☿: 9 ☽: 16 ♀: 22 ☿: 30

November

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

☿: 7 ☽: 14 ♀: 21 ☿: 29

December

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

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Jan 1 **New Year's Day**
 Jan 18 **Martin Luther King Day**
 Feb 14 Valentine's Day
 Feb 15 **Presidents' Day**
 Mar 27 Easter Sunday
 Apr 13 Thomas Jefferson's Birthday
 May 8 Mother's Day

May 30 **Memorial Day**
 Jun 19 Father's Day
 Jul 4 **Independence Day**
 Sep 5 **Labor Day**
 Oct 10 **Columbus Day**
 Oct 31 Halloween
 Nov 8 Election Day

Nov 11 **Veterans Day**
 Nov 24 **Thanksgiving Day**
 Dec 24 Christmas Eve
 Dec 25 **Christmas Day**
 Dec 26 **'Christmas Day' observed**
 Dec 31 New Year's Eve

<i>Gold Trail Union School District</i>		
Board Meeting Schedule - 2016		
Target: Second Thursday of the Month		
Open Session 6:00 p.m.; Closed Session 9:00 p.m., if applicable.		
Location: Gold Trail School Library Media Center		
Date	Agenda Topics	Source
Thursday, January 14, 2016	Audit Report (Annual)	C
	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	Filing of District Verified Signature (Annual)	S
	Homework Plan Update (Annual)	S
	Monthly Local Control Accountability Plan (LCAP) Update	C
	Review of BB 9270: Conflict of Interest (Annual)	S
	Review of BP 6145: Extracurricular and Cocurricular Activities (Annual)	S
	Williams Act Uniform Complaint Procedures Quarterly Report	S
Thursday, February 11, 2016	After School Sports Report & Walk-On Coach Certification (Annual)	S
	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	BP 6145, Extracurricular and Cocurricular Activities, Review (Annual)	S
	Calendar Adoption (Annual)	S
	Consolidated Application, Winter Collection (Annual)	S
	EDCSBA Award Nominations (Annual)	S
	Monthly Local Control Accountability Plan (LCAP) Update	C
	Reduction of Certificated Employees, If Applicable	S
	Review of BP 4117.3: Relevance of Tie Breaking Criteria	S
	School Accountability Report Card (Annual)	C
	School Site Council Plans and Budgets (Annual)	S
Thursday, March 10, 2016	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	Board Self Evaluation (Annual)	S
	CSBA Delegate Assembly Election (If applicable)	S
	EDCOE Agreement for Services (Annual)	C
	Five Year Deferred Maintenance Plan, If Applicable	C
	Healthy Kids Survey Results, If Applicable	P
	Monthly Local Control Accountability Plan (LCAP) Update	C
	Physical Fitness Test District and School Summary (Annual)	P
	Reduction of Certificated Employees, If Applicable	S
	Reduction of Classified Services, If Applicable	S
	Second Period Interim Financial Report (Annual)	C
		C
Thursday, April 14, 2016	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	District Fees Adjustment, If Applicable	C
	Monthly Local Control Accountability Plan (LCAP) Update	C
	Williams Act Uniform Complaint Procedures Quarterly Report	S
Thursday, May 12, 2016	Bargaining Unit Settlement, If Applicable (Annual) (PH)	S
	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	Class Size (J7) Report (Annual)	C
	Declaration of Need of Fully Qualified Educators (Annual)	H
	Independent Study Report (Annual)	C
	Monthly Local Control Accountability Plan (LCAP) Update	C
	Reduction of Certificated Employees-Final Order, If Applicable	S
	Resolution: Temporary Transfer Agreement, If Applicable	C
	Resolution: Year End Authorization	C
	Statement of Need: 30-Day Emergency Permits (Annual)	H
	Superintendent Evaluation (Annual)	S

<i>PH=Public Hearing; S=Superintendent; C=CFO; H=HR; P=Principal; SS=School Sites</i>		
Date	Agenda Topics	Source
Thursday, June 16, 2016	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	Budget Adoption (Annual)(PH EDCOE)	C
	Consolidated Application, Spring Collection (Annual)	C
	Local Control Accountability Plan (LCAP) Adoption	C
	MOU EDCOE: Library Services	S
	Tentative Fees Increase , If Applicable	C
	Textbook Adoptions, If Applicable	S
	Transportation Subcontracts: Maintenance and Training (Annual)	C
Thursday, August 11, 2016	Administrative Members to PAR (Annual)	S
	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	Classroom Teacher Assignments (Annual)	S
	District Representatives to Employee Negotiations (Annual)	S
	Food Services Report (Prior Year)(Annual)	C
	NPS Services Contracts (incl. nursing services), If Applicable	C
	Personnel Hiring	S
	Resolution: Sufficient Textbook and Instructional Materials (PH)(10 Days)	S
	Williams Act Uniform Complaint Procedures Quarterly Report	S
Thursday, September 8, 2016	Annual Field Trip Survey (Annual)	S
	Bargaining Unit Proposal Sunshine (Annual)(PH)	S
	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	CAC Parent Representative (Annual)	S
	Class Size (District) Report (Annual)	S
	Introduction of New Employees	S
	Resolution: Authorization to Teach	S
	Resolution: Gann Appropriations Limit Calculation (Annual)(PH)	C
	Unaudited Actuals (J-200) Report (Annual)	C
Thursday, October 13, 2016	Annual Review of Goals and Objectives	S
	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	Developer Fees (Annual)	C
	Emergency Plans (Updated)	SS
	Food Services Report (Annual)	C
	Long Range Planning and Budget Advisory Committee/Forum	C
	Technology Report	S
	Williams Act Uniform Complaint Procedures Quarterly Report	S
Thursday, November 10, 2016	Board Policies, Administrative Regulations and Board Bylaws Updates	S
	Call for Nominations CSBA Delegate Assembly (Annual)	S
	Interdistrict Report (Annual)	S
	Teacher Assignment Report (Annual)	H
Thursday, December 8, 2016	Board Policies, Administrative Regulations and Board Bylaws Updates	S
(This date falls within the required	Board Organizational Meeting (Annual)	S
time period for the Organizational	District Vision Review, If Applicable	S
Meeting.)	First Interim Financial Report Filed (Annual)	C
	Review of Board and Superintendent Protocols (Annual)	S
	Superintendent Interim Evaluation (Annual)	S
	Teacher:Administrator Ratio (Annual)	H
If new trustee is seated:	New Board Photo, Swearing In of New Trustee, Update Trustee (All)Biographies	S
<i>PH=Public Hearing; S=Superintendent; C=CFO; H=HR; P=Principal; SS=School Sites</i>		

Gold Trail Union SD

Board Bylaw

Meetings And Notices

BB 9320

Board Bylaws

Meetings of the Board of Trustees are conducted for the purpose of accomplishing district business. In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

(cf. 9321 - Closed Session Purposes and Agendas)

(cf. 9321.1 - Closed Session Actions and Reports)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

A Board meeting exists whenever a majority of Board members gather at the same time and place to hear, discuss, or deliberate upon any item within the subject matter jurisdiction of the Board or district. (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. However, an employee or district official may engage in separate conversations with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. (Government Code 54952.2)

(cf. 9012 - Board Member Electronic Communications)

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. (Government Code 54953.2, 54954.1)

Regular Meetings

The Board shall hold one regular meeting each month. Regular meetings shall be held at 6:00 p.m. on the second Thursday at Gold Trail School.

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's Internet web site. (Government Code 54954.2)

(cf. 1113 - District and School Web Sites)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose. (Government Code 54957.5)

(cf. 1340 - Access to District Records)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. (Government Code 54956)

(cf. 2121 - Superintendent's Contract)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. The notice also shall be posted on the district's Internet web site. The notice shall be received at least 24 hours before the time of the meeting. The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. The notice shall specify the time and place of the meeting and the business to be transacted or discussed. No other business shall be considered at this meeting. (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. (Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. (Government Code 54954.3)

Emergency Meetings

In the case of an emergency situation for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. The Board shall comply with all other requirements for special meetings during an emergency meeting. (Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

(cf. 4141.6/4241.6 - Concerted Action/Work Stoppage)

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist activity, or threatened terrorist act that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. In the case of a dire emergency, the Board president or designee shall give such notice at or near the time he/she notifies the other members of the Board about the meeting. (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. (Government Code 54956.5)

Adjourned/Continued Meetings

A majority vote by the Board may adjourn/continue any regular or special meeting to a later time and place that shall be specified in the order of adjournment. Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

(cf. 2000 - Concepts and Roles)

(cf. 2111 - Superintendent Governance Standards)

(cf. 9000 - Role of the Board)

(cf. 9005 - Governance Standards)

(cf. 9400 - Board Self-Evaluation)

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

(cf. 9130 - Board Committees)

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. (Government Code 54952.2)

Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135, including, but not limited to, religion, sex, or sexual orientation. In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. (Government Code 54961)

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

Meetings shall be held within district boundaries, except to do any of the following:
(Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques
9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district
10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe,

meetings shall be held for the duration of the emergency at a place designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public. All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. (Government Code 54953)

All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.

Legal Reference:

EDUCATION CODE

- 35140 Time and place of meetings
- 35143 Annual organizational meeting, date, and notice
- 35144 Special meeting
- 35145 Public meetings
- 35145.5 Agenda; public participation; regulations
- 35146 Closed sessions
- 35147 Open meeting law exceptions and applications

GOVERNMENT CODE

- 3511.1 Local agency executives
- 11135 State programs and activities, discrimination
- 54950-54963 The Ralph M. Brown Act, especially:
 - 54953 Meetings to be open and public; attendance
 - 54954 Time and place of regular meetings

54954.2 Agenda posting requirements, board actions

54956 Special meetings; call; notice

54956.5 Emergency meetings

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Wolfe v. City of Fremont, (2006) 144 Cal.App. 544

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 218 (2005)

84 Ops.Cal.Atty.Gen. 181 (2001)

84 Ops.Cal.Atty.Gen. 30 (2001)

79 Ops.Cal.Atty.Gen. 69 (1996)

78 Ops.Cal.Atty.Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2009

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, 2nd Ed., 2010

WEB SITES

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

CSBA, Agenda Online:

<http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx>

California Attorney General's Office: <http://www.ag.ca.gov>

Institute for Local Government: <http://www.ca-ilg.org>

League of California Cities: <http://www.cacities.org>

Bylaw GOLD TRAIL UNION SCHOOL DISTRICT

adopted: December 11, 2014 Placerville, California

AGENDA ITEM 6.0 Recognition
--

BACKGROUND

The Board will recognize Sierra Asset Management for their generous donation of \$1,000.00 to the District.

ATTACHMENTS

➤ **None**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

AGENDA ITEM 7.0 Report: Student Council
--

BACKGROUND

Taryn Harwell, President, will report on Student Council activities

ATTACHMENTS

➤ **None**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

AGENDA ITEM 8.0 Gold Trail Federation of Educators

BACKGROUND

B. Beveridge, President, will report on Federation activities.

ATTACHMENTS

➤ **None**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

AGENDA ITEM 9.0 Report: Transportation

BACKGROUND

Linda Havner, Transportation Supervisor, will report on our home to school transportation program.

ATTACHMENTS

➤ **None**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

AGENDA ITEM 10.0 Report: 2015-16 First Interim

BACKGROUND

Wendy Scarlett, CFO, will present data and insights received while compiling the First Interim Report. The Board will take action to accept the report for the period ending October 31, 2015.
(Board Policy 3460)

ATTACHMENTS

- **2015-16 First Interim Report, Part I**
- **2015-16 First Interim Report, Part II**
- **2015-16 First Interim Report, Part III**

BUDGETED

☐ NA ☒ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Accept the report.

NOTES

<i>ACTION</i>		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>		<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>

GOLD TRAIL UNION SCHOOL DISTRICT

AGENDA ITEM: 2015/16 1st Interim
MEETING DATE: December 10, 2015
TO: Board of Trustees
FROM: Wendy Scarlett, Chief Financial Officer

Recommendation:

It is recommended the Board adopt the budget.

Overview:

Enrollment projections were on target and funded ADA of 616 has not changed since budget adoption. However, transitional kindergarten (TK) students actively participating in the TK class are included in the enrollment projections for the next two years and increased budget revenues in the multi-year budget.

The projected increase to fund balance shows a positive \$40K. But we have received one-time money and spent these funds on much needed one-time expenses. When we subtract one-time income and expenses the district is actually projected to deficit spend by approximately \$28K.

One time Mandate Funding was reduced since budget adoption from \$370K to \$325K. This funding has been used to repair the GT parking lot \$94K, sealcoat playgrounds at both sites \$33K, purchase a vehicle for various transportation needs \$15K and bus radios \$4K, acquire golf carts to improve custodial productivity \$9K, make building improvements at GT campus \$24K to date and replace aged classroom furniture \$20K. In addition program funding has been augmented by at least \$25K and mulch for playground safety completed \$12K. The drought has caused trees to suffer and creates another safety concern. Arborist tree trimming bids are being solicited and the budget has been encumbered by \$34K for this project. Finally, facility master plan consulting fees of \$6K are budgeted for the next two years and are expected to increase.

The greater concern is the multi-year projection. \$300K year to year reductions are needed to maintain fund balances at the current level. While we were accustomed to seeing these trends during the economic decline, this illustrates real events that converge simultaneously for our district.

Our Superintendent is currently working full time for the STRS compensation limit of \$40K. While this has been an amazing benefit in the past few years for staff compensation and programs, the effect of adding back this ongoing cost is a tough hurdle. Beginning 16/17 salary and benefits have been increased by \$111K to accommodate the costs of a STRS eligible replacement Superintendent. It is inevitable this replacement will occur, when is the question.

Also effective 16/17 since our ADA exceeds the required 600 daily attendance limit the district no longer qualifies for REAP funding \$49K. As our enrollment fluctuates, this ADA may change. In 16/17 there is also a textbook adoption planned at \$70K. The recent math adoption cost \$78K. And, to add to this perfect storm, STRS and PERS planned increases are \$56K in 16/17 and \$103K in 17/18!

We have some one-time resources to assist this transition, but that is only a small one-time piece of the puzzle. Administration and stakeholders will work together to determine how best to proceed. The County Office of Education will need tangible reductions identified in order to confirm our positive certification of the first interim budget.

GOLD TRAIL UNION SCHOOL DISTRICT 2014/15 UNAUDITED ACTUALS 2015/16 BUDGET GENERAL FD MULTI-YEAR PROJECTIONS		2014/15	2015/16			2016/17		2017/18	
		UNAUDITED ACTUALS	ADOPTED BUDGET	IST INTERIM BUDGET	CHANGE	PROJECTED BUDGET	CHANGE	PROJECTED BUDGET	CHANGE
REVENUE:	FUNDED ADA	616	616	616	0	617	1	617	(0)
LCFF	8010-8099	4,242,972	4,699,810	4,693,028	(6,782)	4,877,331	177,521	5,035,782	158,451
Federal Revenue	8100-8299	215,072	159,699	157,668	(2,031)	97,704	(61,995)	91,404	(6,300)
Other State Revenue	8300-8599	286,657	514,634	531,730	17,096	158,657	(355,977)	157,101	(1,556)
Local Revenue	8600-8799	479,486	264,152	312,429	48,277	263,830	(322)	261,455	(2,375)
TOTAL REVENUE		5,224,187	5,638,295	5,694,855	56,560	5,397,522	(240,772)	5,545,742	148,220
EXPENDITURES:					0				
Certificated Salaries	1000-1999	2,208,513	2,292,050	2,291,745	(305)	2,406,245	114,196	2,442,445	36,200
Classified Salaries	2000-2999	942,229	1,068,490	1,122,255	53,764	1,139,155	70,664	1,156,355	17,200
Benefits	3000-3999	996,002	1,016,969	1,046,664	29,695	1,104,948	87,979	1,202,477	97,528
Books & Supplies	4000-4999	387,237	284,900	328,363	43,463	346,846	61,946	285,151	(61,695)
Services/Operating	5000-5999	491,478	549,852	640,718	90,866	592,284	42,432	600,632	8,349
Capital Outlay	6000-6599	266,833	155,000	170,000	15,000	75,000	(80,000)	75,000	0
Net transfers(In)/Out	7100-7699 8710-8979	15,387	110,338	55,323	(55,015)	75,338	(35,000)	75,338	0
Reductions Needed			0	0		(300,000)	(300,000)	(300,000)	0
TOTAL EXPENSES/TRANSFERS OUT		5,307,678	5,477,599	5,655,067	177,468	5,439,816	(37,783)	5,537,398	97,582
NET INCREASE (DECREASE)		(83,491)	160,696	39,788	(120,908)	(42,293)	(202,989)	8,345	50,638
BEGINNING FUND BALANCE		550,299	455,093	466,808	11,715	506,596	51,503	464,302	(42,293)
PROJECTED END FUND BALANCE		466,808	615,789	506,596	(109,193)	464,302	(151,487)	472,647	8,345
COMPONENTS OF FUND BALANCE									
Legally Restricted		55,433	55,998	77,255		77,255		77,255	
Unspent 1T Mandate (\$601 per ada)			109,500						
Locally Assigned Funds (est)		22,425	55,000	35,000		35,000		35,000	
4% Required Reserve		215,000	220,000	227,000		218,000		222,000	
MYP deficit			170,000	165,000					
Unassigned		173,950	5,291	2,341		134,047		138,392	
TOTAL FUND BALANCE		466,808	615,789	506,596		464,302		472,647	
FUND 17 BALANCE		130,193	205,193	150,193		170,193		190,193	

2015/16 Projected Budget Assumptions

LCFF includes 1.02% COLA, 25.08% EPA and DOF recommended GAP funding of 51.52%
 Federal categoricals: Title I \$47.3K, Title II \$10.4K, REAP \$48.8K (14/15 authorized), Special Ed \$45.8K & \$2.5K Forest Reserves
 State categoricals: Lottery/Prop 20 \$85.8K/ \$26.5K, No Prop 39 \$0, Mandate BG \$17.4K, ERMHS \$29.5, 1T Mandate \$325K
 K-3 grade span classes are fully funded and class sizes are reduced from contract maximum of 29:1 to projected K-3 average of 22:1
 Salary/benefits: No increase for Supt costs, certificated/classified FTE's 31/29.2, retire incentives \$73.4K
 Books, supplies & services adj from 14/15 actual, \$13K textbook, 1T supplies \$32.5K, capital costs=\$170K, FD 17 restoration/funding \$0/20K

2016/17 Projected Budget Assumptions

LCFF includes 1.6% COLA, 25% EPA and DOF recommended GAP funding of 35.55%
 Federal categoricals: Title 1 \$42.7K, Title II \$10K, REAP \$0K (15/16 over 600 ADA = not eligible), Special Ed \$45K & \$0K Forest Reserves
 State categoricals: Lottery/Prop 20= \$89K/\$26K, No Prop 39 \$0, Mandate Cost Block Grant \$17K, ERMHS \$26.5K
 K-3 grade span classes are fully funded and class sizes are reduced from contract maximum of 29:1 to K-3 average of 20:1
 Salary/benefits: Staffing FTE's remain constant, STRS/PERS increase \$41.7/\$14.4K and retirement incentives of \$47.5K
 Books, supplies & services are 15/16 + 3%, +\$70 textbook adoption, \$14K board election/training, \$5K erate, capital costs \$75K, FD 17 \$20K

2016/17 Projected Budget Assumptions

LCFF includes 2.48% COLA, 23% EPA and DOF recommended GAP funding of 35.11%
 Federal categoricals: Title 1 \$38.4K, Title II \$10K, REAP \$0K, Special Ed \$50K & \$0K Forest Reserves
 State categoricals: Lottery/Prop 20= \$90K/\$26.4K, No Prop 39 \$0, Mandate Cost Block Grant \$17K, ERMHS \$18K
 K-3 grade span classes are fully funded and class sizes are reduced from contract maximum of 29:1 to K-3 average of 22:1
 Salary/benefits: Staffing FTE's remain constant, STRS/PERS increase \$61.2/\$42.1K and retirement incentives of \$33K
 Books, supplies & services are 15/16 + 3%, \$25k textbook, \$0 election/training, \$5K erate, capital costs \$75K, FD 17 \$24K

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

Signed: _____
District Superintendent or Designee

Date: _____

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

To the County Superintendent of Schools:

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

Meeting Date: December 10, 2015

Signed: _____
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

X POSITIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

_____ QUALIFIED CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

_____ NEGATIVE CERTIFICATION

As President of the Governing Board of this school district, I certify that based upon current projections this district will be unable to meet its financial obligations for the remainder of the current fiscal year or for the subsequent fiscal year.

Contact person for additional information on the interim report:

Name: Wendy Scarlett

Telephone: 530-626-3194

Title: CFO

E-mail: wscarlett@gtusd.org

Criteria and Standards Review Summary

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

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

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

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

SUPPLEMENTAL INFORMATION (continued)			No	Yes
S6	Long-term Commitments	Does the district have long-term (multiyear) commitments or debt agreements?		X
		• If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2014-15) annual payment?		X
		• If yes, will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?	X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)?	X	
		• If yes, have there been changes since budget adoption in OPEB liabilities?	n/a	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)?	X	
		• If yes, have there been changes since budget adoption in self-insurance liabilities?	n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for:		
		• Certificated? (Section S8A, Line 1b)		X
		• Classified? (Section S8B, Line 1b)		X
S8	Labor Agreement Budget Revisions	• Management/supervisor/confidential? (Section S8C, Line 1b)		X
		For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for:		
		• Certificated? (Section S8A, Line 3)	n/a	
S8	Labor Agreement Budget Revisions	• Classified? (Section S8B, Line 3)	n/a	
S9	Status of Other Funds	Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?	X	

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

2015-16 First Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	4,699,810.00	4,699,810.00	1,019,281.89	4,693,028.00	(6,782.00)	-0.1%
2) Federal Revenue		8100-8299	2,500.00	2,500.00	0.00	2,500.00	0.00	0.0%
3) Other State Revenue		8300-8599	469,514.00	469,514.00	13,205.01	428,670.00	(40,844.00)	-8.7%
4) Other Local Revenue		8600-8799	122,784.00	122,784.00	67,920.97	151,884.00	29,100.00	23.7%
5) TOTAL, REVENUES			5,294,608.00	5,294,608.00	1,100,407.87	5,276,082.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	2,141,405.80	2,141,405.80	822,229.00	2,149,101.30	(7,695.50)	-0.4%
2) Classified Salaries		2000-2999	833,939.67	833,939.67	315,500.74	858,202.43	(24,262.76)	-2.9%
3) Employee Benefits		3000-3999	889,434.33	889,434.33	356,455.78	907,247.10	(17,812.77)	-2.0%
4) Books and Supplies		4000-4999	197,797.94	197,797.94	145,097.97	250,495.94	(52,698.00)	-26.6%
5) Services and Other Operating Expenditures		5000-5999	413,083.00	413,083.00	169,815.58	455,765.00	(42,682.00)	-10.3%
6) Capital Outlay		6000-6999	155,000.00	155,000.00	161,947.63	170,000.00	(15,000.00)	-9.7%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	13,638.00	13,638.00	4,287.96	13,623.00	15.00	0.1%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(8,301.00)	(8,301.00)	0.00	(10,228.00)	1,927.00	-23.2%
9) TOTAL, EXPENDITURES			4,635,997.74	4,635,997.74	1,975,334.66	4,794,206.77		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			658,610.26	658,610.26	(874,926.79)	481,875.23		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	105,000.00	105,000.00	30,000.00	50,000.00	55,000.00	52.4%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(388,480.16)	(388,480.16)	0.00	(413,909.56)	(25,429.40)	6.5%
4) TOTAL, OTHER FINANCING SOURCES/USES			(493,480.16)	(493,480.16)	(30,000.00)	(463,909.56)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			165,130.10	165,130.10	(904,926.79)	17,965.67		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	411,375.82	411,375.82		411,375.82	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			411,375.82	411,375.82		411,375.82		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			411,375.82	411,375.82		411,375.82		
2) Ending Balance, June 30 (E + F1e)			576,505.92	576,505.92		429,341.49		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	334,500.00	334,500.00		200,000.00		
Mandate one-time funding	0000	9780	109,500.00					
Locally restricted budgets	0000	9780	55,000.00					
Reserve for MYP deficit	0000	9780	170,000.00					
Mandate one-time funding	0000	9780		109,500.00				
Locally restricted budgets	0000	9780		55,000.00				
Reserve for MYP deficits	0000	9780		170,000.00				
Locally restricted budgets	0000	9780				35,000.00		
MYP Stabilization	0000	9780				165,000.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	220,000.00		227,000.00		
Unassigned/Unappropriated Amount		9790	242,005.92	22,005.92		2,341.49		

2015-16 First Interim
General Fund
Unrestricted (Resources 0000-1999)
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	2,509,124.00	2,509,124.00	669,536.00	2,388,425.00	(120,699.00)	-4.8%
Education Protection Account State Aid - Current Year		8012	682,087.00	682,087.00	194,688.00	779,243.00	97,156.00	14.2%
State Aid - Prior Years		8019	(15,396.00)	(15,396.00)	0.00	(15,396.00)	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	1,538,817.00	1,538,817.00	122,582.77	1,555,733.00	16,916.00	1.1%
Unsecured Roll Taxes		8042	0.00	0.00	26,167.33	0.00	0.00	0.0%
Prior Years' Taxes		8043	0.00	0.00	565.54	0.00	0.00	0.0%
Supplemental Taxes		8044	0.00	0.00	5,595.75	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	146.50	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	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	0.0%
Subtotal, LCFF Sources			4,714,632.00	4,714,632.00	1,019,281.89	4,708,005.00	(6,627.00)	-0.1%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	0.00	0.00	0.00	0.00	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(14,822.00)	(14,822.00)	0.00	(14,977.00)	(155.00)	1.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			4,699,810.00	4,699,810.00	1,019,281.89	4,693,028.00	(6,782.00)	-0.1%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	2,500.00	2,500.00	0.00	2,500.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290						
NCLB: Title I, Part D, Local Delinquent Program	3025	8290						
NCLB: Title II, Part A, Teacher Quality	4035	8290						

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
NCLB: Title III, Immigration Education Program	4201	8290						
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290						
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290						
	3011-3020, 3026-3199, 4036-4126, 5510							
Other No Child Left Behind		8290						
Vocational and Applied Technology Education	3500-3699	8290						
Safe and Drug Free Schools	3700-3799	8290						
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			2,500.00	2,500.00	0.00	2,500.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319						
Special Education Master Plan								
Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	387,464.00	387,464.00	17,471.00	325,385.00	(62,079.00)	-16.0%
Lottery - Unrestricted and Instructional Materials		8560	82,050.00	82,050.00	(4,345.99)	85,814.00	3,764.00	4.6%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590						
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690	8590						
California Clean Energy Jobs Act	6230	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
Quality Education Investment Act	7400	8590						
Common Core State Standards Implementation	7405	8590						
All Other State Revenue	All Other	8590	0.00	0.00	80.00	17,471.00	17,471.00	New
TOTAL, OTHER STATE REVENUE			469,514.00	469,514.00	13,205.01	428,670.00	(40,844.00)	-8.7%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	12,855.00	12,855.00	0.00	12,855.00	0.00	0.0%
Interest		8660	500.00	500.00	170.20	500.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	25,500.00	25,500.00	18,339.81	25,500.00	0.00	0.0%
Interagency Services		8677	10,129.00	10,129.00	(5,702.00)	10,129.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00		
All Other Local Revenue		8699	73,800.00	73,800.00	55,112.96	102,900.00	29,100.00	39.4%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			122,784.00	122,784.00	67,920.97	151,884.00	29,100.00	23.7%
TOTAL, REVENUES			5,294,608.00	5,294,608.00	1,100,407.87	5,276,082.00	(18,526.00)	-0.3%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	1,981,632.80	1,981,632.80	760,079.70	2,001,143.30	(19,510.50)	-1.0%
Certificated Pupil Support Salaries		1200	11,819.00	11,819.00	6,135.96	13,526.00	(1,707.00)	-14.4%
Certificated Supervisors' and Administrators' Salaries		1300	147,954.00	147,954.00	56,013.34	134,432.00	13,522.00	9.1%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			2,141,405.80	2,141,405.80	822,229.00	2,149,101.30	(7,695.50)	-0.4%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	29,162.92	29,162.92	11,789.61	42,836.75	(13,673.83)	-46.9%
Classified Support Salaries		2200	384,503.10	384,503.10	133,449.41	367,894.12	16,608.98	4.3%
Classified Supervisors' and Administrators' Salaries		2300	164,897.00	164,897.00	67,094.77	169,545.00	(4,648.00)	-2.8%
Clerical, Technical and Office Salaries		2400	188,263.42	188,263.42	69,047.02	177,210.41	11,053.01	5.9%
Other Classified Salaries		2900	67,113.23	67,113.23	34,119.93	100,716.15	(33,602.92)	-50.1%
TOTAL, CLASSIFIED SALARIES			833,939.67	833,939.67	315,500.74	858,202.43	(24,262.76)	-2.9%
EMPLOYEE BENEFITS								
STRS		3101-3102	225,948.56	225,948.56	83,887.10	226,774.28	(825.72)	-0.4%
PERS		3201-3202	97,527.30	97,527.30	37,413.28	100,401.72	(2,874.42)	-2.9%
OASDI/Medicare/Alternative		3301-3302	95,621.24	95,621.24	36,938.82	97,588.92	(1,967.68)	-2.1%
Health and Welfare Benefits		3401-3402	350,522.65	350,522.65	135,808.13	362,169.65	(11,647.00)	-3.3%
Unemployment Insurance		3501-3502	1,524.35	1,524.35	575.52	1,540.35	(16.00)	-1.0%
Workers' Compensation		3601-3602	44,868.23	44,868.23	17,419.13	45,350.18	(481.95)	-1.1%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	73,422.00	73,422.00	44,413.80	73,422.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			889,434.33	889,434.33	356,455.78	907,247.10	(17,812.77)	-2.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	3,500.00	3,500.00	0.00	3,500.00	0.00	0.0%
Books and Other Reference Materials		4200	3,000.00	3,000.00	1,746.71	3,000.00	0.00	0.0%
Materials and Supplies		4300	167,767.94	167,767.94	106,423.11	198,274.94	(30,507.00)	-18.2%
Noncapitalized Equipment		4400	23,530.00	23,530.00	36,928.15	45,721.00	(22,191.00)	-94.3%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			197,797.94	197,797.94	145,097.97	250,495.94	(52,698.00)	-26.6%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	12,251.00	12,251.00	2,542.31	12,251.00	0.00	0.0%
Dues and Memberships		5300	5,176.00	5,176.00	4,554.80	5,176.00	0.00	0.0%
Insurance		5400-5450	25,366.00	25,366.00	12,841.50	25,366.00	0.00	0.0%
Operations and Housekeeping Services		5500	165,230.00	165,230.00	61,221.44	165,230.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	50,110.00	50,110.00	22,312.82	50,110.00	0.00	0.0%
Transfers of Direct Costs		5710	(39,200.00)	(39,200.00)	0.00	(39,200.00)	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	162,470.00	162,470.00	50,441.31	205,152.00	(42,682.00)	-26.3%
Communications		5900	31,680.00	31,680.00	15,901.40	31,680.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			413,083.00	413,083.00	169,815.58	455,765.00	(42,682.00)	-10.3%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	155,000.00	155,000.00	146,947.63	155,000.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	15,000.00	15,000.00	(15,000.00)	New
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			155,000.00	155,000.00	161,947.63	170,000.00	(15,000.00)	-9.7%
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	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	8,394.00	8,394.00	2,516.00	8,379.00	15.00	0.2%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	5,244.00	5,244.00	1,771.96	5,244.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			13,638.00	13,638.00	4,287.96	13,623.00	15.00	0.1%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	(1.00)	(1.00)	0.00	(1,928.00)	1,927.00	#####
Transfers of Indirect Costs - Interfund		7350	(8,300.00)	(8,300.00)	0.00	(8,300.00)	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			(8,301.00)	(8,301.00)	0.00	(10,228.00)	1,927.00	-23.2%
TOTAL, EXPENDITURES			4,635,997.74	4,635,997.74	1,975,334.66	4,794,206.77	(158,209.03)	-3.4%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	75,000.00	75,000.00	0.00	20,000.00	55,000.00	73.3%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	30,000.00	30,000.00	30,000.00	30,000.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			105,000.00	105,000.00	30,000.00	50,000.00	55,000.00	52.4%
OTHER SOURCES/USES								
SOURCES								
State Apportionments								
Emergency Apportionments		8931	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	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	(388,480.16)	(388,480.16)	0.00	(413,909.56)	(25,429.40)	6.5%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(388,480.16)	(388,480.16)	0.00	(413,909.56)	(25,429.40)	6.5%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			(493,480.16)	(493,480.16)	(30,000.00)	(463,909.56)	29,570.60	-6.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	157,199.00	157,199.00	0.00	155,168.00	(2,031.00)	-1.3%
3) Other State Revenue		8300-8599	45,120.00	45,120.00	14,825.77	103,060.00	57,940.00	128.4%
4) Other Local Revenue		8600-8799	141,368.00	141,368.00	59,018.00	160,545.00	19,177.00	13.6%
5) TOTAL, REVENUES			343,687.00	343,687.00	73,843.77	418,773.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	150,644.00	150,644.00	59,177.56	142,644.00	8,000.00	5.3%
2) Classified Salaries		2000-2999	234,550.61	234,550.61	92,759.35	264,052.13	(29,501.52)	-12.6%
3) Employee Benefits		3000-3999	127,534.69	127,534.69	50,614.68	139,416.84	(11,882.15)	-9.3%
4) Books and Supplies		4000-4999	87,103.00	87,103.00	43,485.36	77,866.61	9,236.39	10.6%
5) Services and Other Operating Expenditures		5000-5999	136,769.00	136,769.00	16,157.33	184,953.00	(48,184.00)	-35.2%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	1.00	1.00	0.00	1,928.00	(1,927.00)	#####
9) TOTAL, EXPENDITURES			736,602.30	736,602.30	262,194.28	810,860.58		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(392,915.30)	(392,915.30)	(188,350.51)	(392,087.58)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	388,480.16	388,480.16	0.00	413,909.56	25,429.40	6.5%
4) TOTAL, OTHER FINANCING SOURCES/USES			388,480.16	388,480.16	0.00	413,909.56		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			(4,435.14)	(4,435.14)	(188,350.51)	21,821.98		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	55,433.36	55,433.36		55,433.36	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			55,433.36	55,433.36		55,433.36		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			55,433.36	55,433.36		55,433.36		
2) Ending Balance, June 30 (E + F1e)			50,998.22	50,998.22		77,255.34		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	55,998.22	55,998.22		77,255.34		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	(5,000.00)	(5,000.00)		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes								
Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091						
All Other LCFF								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	50,923.00	50,923.00	0.00	45,855.00	(5,068.00)	-10.0%
Special Education Discretionary Grants		8182	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	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	3.00	3.00	0.00	2,719.00	2,716.00	90533.3%
Pass-Through Revenues from Federal Sources		8287	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	47,400.00	47,400.00	0.00	47,304.00	(96.00)	-0.2%
NCLB: Title I, Part D, Local Delinquent Program	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	10,100.00	10,100.00	0.00	10,442.00	342.00	3.4%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
NCLB: Title III, Immigration Education Program	4201	8290	0.00	0.00	0.00	75.00	75.00	New
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3011-3020, 3026-3199, 4036-4126, 5510							
Other No Child Left Behind		8290	0.00	0.00	0.00	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	48,773.00	48,773.00	0.00	48,773.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			157,199.00	157,199.00	0.00	155,168.00	(2,031.00)	-1.3%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	21,800.00	21,800.00	71.77	26,476.00	4,676.00	21.4%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	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	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	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	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	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	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	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	0.00	0.0%
All Other State Revenue	All Other	8590	23,320.00	23,320.00	14,754.00	76,584.00	53,264.00	228.4%
TOTAL, OTHER STATE REVENUE			45,120.00	45,120.00	14,825.77	103,060.00	57,940.00	128.4%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	92,000.00	92,000.00	0.00	92,000.00	0.00	0.0%
3) Other State Revenue		8300-8599	8,000.00	8,000.00	0.00	8,000.00	0.00	0.0%
4) Other Local Revenue		8600-8799	75,001.00	75,001.00	20,293.06	75,001.00	0.00	0.0%
5) TOTAL, REVENUES			175,001.00	175,001.00	20,293.06	175,001.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	78,141.91	78,141.91	28,545.90	75,943.65	2,198.26	2.8%
3) Employee Benefits		3000-3999	29,407.52	29,407.52	10,056.47	28,999.54	407.98	1.4%
4) Books and Supplies		4000-4999	86,500.00	86,500.00	41,410.75	86,500.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	2,651.57	2,651.57	2,356.49	2,651.57	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	8,300.00	8,300.00	0.00	8,300.00	0.00	0.0%
9) TOTAL, EXPENDITURES			205,001.00	205,001.00	82,369.61	202,394.76		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(30,000.00)	(30,000.00)	(62,076.55)	(27,393.76)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	30,000.00	30,000.00	30,000.00	30,000.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			30,000.00	30,000.00	30,000.00	30,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	(32,076.55)	2,606.24		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	5,870.67	5,870.67		5,870.67	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			5,870.67	5,870.67		5,870.67		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			5,870.67	5,870.67		5,870.67		
2) Ending Balance, June 30 (E + F1e)			5,870.67	5,870.67		8,476.91		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	5,870.67	5,870.67		8,476.91		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
Child Nutrition Programs		8220	92,000.00	92,000.00	0.00	92,000.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			92,000.00	92,000.00	0.00	92,000.00	0.00	0.0%
OTHER STATE REVENUE								
Child Nutrition Programs		8520	8,000.00	8,000.00	0.00	8,000.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			8,000.00	8,000.00	0.00	8,000.00	0.00	0.0%
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	75,000.00	75,000.00	20,309.58	75,000.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	1.00	1.00	(16.52)	1.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			75,001.00	75,001.00	20,293.06	75,001.00	0.00	0.0%
TOTAL, REVENUES			175,001.00	175,001.00	20,293.06	175,001.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CERTIFICATED SALARIES								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Support Salaries		2200	78,141.91	78,141.91	28,545.90	75,943.65	2,198.26	2.8%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			78,141.91	78,141.91	28,545.90	75,943.65	2,198.26	2.8%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	9,257.46	9,257.46	3,225.18	8,997.05	260.41	2.8%
OASDI/Medicare/Alternative		3301-3302	5,977.86	5,977.86	2,067.38	5,809.71	168.15	2.8%
Health and Welfare Benefits		3401-3402	12,954.76	12,954.76	4,317.71	13,009.57	(54.81)	-0.4%
Unemployment Insurance		3501-3502	39.07	39.07	14.29	37.98	1.09	2.8%
Workers' Compensation		3601-3602	1,178.37	1,178.37	431.91	1,145.23	33.14	2.8%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			29,407.52	29,407.52	10,056.47	28,999.54	407.98	1.4%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	2,000.00	2,000.00	781.30	2,000.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	2,524.39	0.00	0.00	0.0%
Food		4700	84,500.00	84,500.00	38,105.06	84,500.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			86,500.00	86,500.00	41,410.75	86,500.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	450.00	450.00	201.49	450.00	0.00	0.0%
Dues and Memberships		5300	99.00	99.00	49.00	99.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	1,052.57	1,052.57	230.00	1,052.57	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	1,050.00	1,050.00	1,876.00	1,050.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			2,651.57	2,651.57	2,356.49	2,651.57	0.00	0.0%
CAPITAL OUTLAY								
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs - Interfund		7350	8,300.00	8,300.00	0.00	8,300.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			8,300.00	8,300.00	0.00	8,300.00	0.00	0.0%
TOTAL, EXPENDITURES			205,001.00	205,001.00	82,369.61	202,394.76		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund		8916	30,000.00	30,000.00	30,000.00	30,000.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			30,000.00	30,000.00	30,000.00	30,000.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			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	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			30,000.00	30,000.00	30,000.00	30,000.00		

Resource	Description	2015/16
		Projected Year Totals
5310	Child Nutrition: School Programs (e.g., School Lunch, School	8,476.91
Total, Restricted Balance		8,476.91

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.19	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.19	0.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.19	0.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.19	0.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	149.99	149.99		149.99	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			149.99	149.99		149.99		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			149.99	149.99		149.99		
2) Ending Balance, June 30 (E + F1e)			149.99	149.99		149.99		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	149.99	149.99		149.99		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
LCFF SOURCES								
LCFF Transfers								
LCFF Transfers - Current Year		8091	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.19	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.19	0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.19	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CLASSIFIED SALARIES								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			0.00	0.00	0.00	0.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			0.00	0.00	0.00	0.00	0.00	0.0%
BOOKS AND SUPPLIES								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			0.00	0.00	0.00	0.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			0.00	0.00	0.00	0.00	0.00	0.0%
CAPITAL OUTLAY								
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			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	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

<u>Resource</u>	<u>Description</u>	<u>2015/16 Projected Year Totals</u>
	Total, Restricted Balance	<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	140.19	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	140.19	0.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	140.19	0.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	75,000.00	75,000.00	0.00	20,000.00	(55,000.00)	-73.3%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			75,000.00	75,000.00	0.00	20,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			75,000.00	75,000.00	140.19	20,000.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	130,193.27	130,193.27		130,193.27	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			130,193.27	130,193.27		130,193.27		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			130,193.27	130,193.27		130,193.27		
2) Ending Balance, June 30 (E + F1e)			205,193.27	205,193.27		150,193.27		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	205,193.27	205,193.27		150,193.27		
MYP Stabilization	0000	9780				150,193.27		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
OTHER LOCAL REVENUE								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	140.19	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	140.19	0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	140.19	0.00		
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund/CSSF		8912	75,000.00	75,000.00	0.00	20,000.00	(55,000.00)	-73.3%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			75,000.00	75,000.00	0.00	20,000.00	(55,000.00)	-73.3%
INTERFUND TRANSFERS OUT								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			75,000.00	75,000.00	0.00	20,000.00		

<u>Resource</u>	<u>Description</u>	<u>2015/16</u>
		<u>Projected Year Totals</u>
Total, Restricted Balance		<u>0.00</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	0.00	0.00	0.00	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.00	0.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			0.00	0.00	0.00	0.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			0.00	0.00	0.00	0.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	40,000.00	40,000.00		40,000.00	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			40,000.00	40,000.00		40,000.00		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			40,000.00	40,000.00		40,000.00		
2) Ending Balance, June 30 (E + F1e)			40,000.00	40,000.00		40,000.00		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	40,000.00	40,000.00		40,000.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
Other Local Revenue								
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, REVENUES			0.00	0.00	0.00	0.00		

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: General Fund/CSSF		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Certificates of Participation		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8973	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8979	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			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	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)								
			0.00	0.00	0.00	0.00		

Resource	Description	2015/16 Projected Year Totals
Total, Restricted Balance		0.00

2015-16 First Interim
Bond Interest and Redemption Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
A. REVENUES								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	117,700.00	117,700.00	8,221.37	117,700.00	0.00	0.0%
5) TOTAL, REVENUES			117,700.00	117,700.00	8,221.37	117,700.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	114,000.00	114,000.00	16,487.25	114,000.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			114,000.00	114,000.00	16,487.25	114,000.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			3,700.00	3,700.00	(8,265.88)	3,700.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

2015-16 First Interim
Bond Interest and Redemption Fund
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			3,700.00	3,700.00	(8,265.88)	3,700.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	35,561.68	35,561.68		35,561.68	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			35,561.68	35,561.68		35,561.68		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			35,561.68	35,561.68		35,561.68		
2) Ending Balance, June 30 (E + F1e)			39,261.68	39,261.68		39,261.68		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Legally Restricted Balance		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	39,261.68	39,261.68		39,261.68		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
FEDERAL REVENUE								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Tax Relief Subventions								
Voted Indebtedness Levies								
Homeowners' Exemptions		8571	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8572	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER LOCAL REVENUE								
County and District Taxes								
Voted Indebtedness Levies								
Secured Roll		8611	116,200.00	116,200.00	6,527.36	116,200.00	0.00	0.0%
Unsecured Roll		8612	1,500.00	1,500.00	1,200.54	1,500.00	0.00	0.0%
Prior Years' Taxes		8613	0.00	0.00	(12.00)	0.00	0.00	0.0%
Supplemental Taxes		8614	0.00	0.00	452.69	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	6.64	0.00	0.00	0.0%
Interest		8660	0.00	0.00	46.14	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			117,700.00	117,700.00	8,221.37	117,700.00	0.00	0.0%
TOTAL, REVENUES			117,700.00	117,700.00	8,221.37	117,700.00		
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Debt Service								
Bond Redemptions		7433	70,000.00	70,000.00	0.00	70,000.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	44,000.00	44,000.00	16,487.25	44,000.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			114,000.00	114,000.00	16,487.25	114,000.00	0.00	0.0%
TOTAL, EXPENDITURES			114,000.00	114,000.00	16,487.25	114,000.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: General Fund		7614	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2015/16 Projected Year Totals
Total, Restricted Balance		0.00

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
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)	614.70	614.70	609.00	615.98	1.28	0%
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)	0.03	0.03	0.00	0.24	0.21	700%
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)	0.00	0.00	0.00	0.00	0.00	0%
4. Total, District Regular ADA (Sum of Lines A1 through A3)	614.73	614.73	609.00	616.22	1.49	0%
5. District Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	0.00	0.00	0.00	0.00	0.00	0%
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	614.73	614.73	609.00	616.22	1.49	0%
7. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
B. COUNTY OFFICE OF EDUCATION						
1. County Program Alternative Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0%
d. Total, County Program Alternative Education ADA (Sum of Lines B1a through B1c)	0.00	0.00	0.00	0.00	0.00	0%
2. District Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
g. Total, District Funded County Program ADA (Sum of Lines B2a through B2f)	0.00	0.00	0.00	0.00	0.00	0%
3. TOTAL COUNTY OFFICE ADA (Sum of Lines B1d and B2g)	0.00	0.00	0.00	0.00	0.00	0%
4. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
5. County Operations Grant ADA	0.00	0.00	0.00	0.00	0.00	0%
6. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
C. CHARTER SCHOOL ADA						
Authorizing LEAs reporting charter school SACS financial data in their Fund 01, 09, or 62 use this worksheet to report ADA for those charter schools. Charter schools reporting SACS financial data separately from their authorizing LEAs in Fund 01 or Fund 62 use this worksheet to report their ADA.						
FUND 01: Charter School ADA corresponding to SACS financial data reported in Fund 01.						
1. Total Charter School Regular ADA	0.00	0.00	0.00	0.00	0.00	0%
2. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C2a through C2c)	0.00	0.00	0.00	0.00	0.00	0%
3. Charter School Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, Charter School Funded County Program ADA (Sum of Lines C3a through C3e)	0.00	0.00	0.00	0.00	0.00	0%
4. TOTAL CHARTER SCHOOL ADA (Sum of Lines C1, C2d, and C3f)	0.00	0.00	0.00	0.00	0.00	0%
FUND 09 or 62: Charter School ADA corresponding to SACS financial data reported in Fund 01 or Fund 62.						
5. Total Charter School Regular ADA	0.00	0.00	0.00	0.00	0.00	0%
6. Charter School County Program Alternative Education ADA						
a. County Group Home and Institution Pupils	0.00	0.00	0.00	0.00	0.00	0%
b. Juvenile Halls, Homes, and Camps	0.00	0.00	0.00	0.00	0.00	0%
c. Probation Referred, On Probation or Parole, Expelled per EC 48915(a) or (c) [EC 2574(c)(4)(A)]	0.00	0.00	0.00	0.00	0.00	0%
d. Total, Charter School County Program Alternative Education ADA (Sum of Lines C6a through C6c)	0.00	0.00	0.00	0.00	0.00	0%
7. Charter School Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. Total, Charter School Funded County Program ADA (Sum of Lines C7a through C7e)	0.00	0.00	0.00	0.00	0.00	0%
8. TOTAL CHARTER SCHOOL ADA (Sum of Lines C5, C6d, and C7f)	0.00	0.00	0.00	0.00	0.00	0%
9. TOTAL CHARTER SCHOOL ADA Reported in Fund 01, 09, or 62 (Sum of Lines C4 and C8)	0.00	0.00	0.00	0.00	0.00	0%

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	4,693,028.00	3.93%	4,877,331.00	3.25%	5,035,782.00
2. Federal Revenues	8100-8299	2,500.00	-99.96%	1.00	0.00%	1.00
3. Other State Revenues	8300-8599	428,670.00	-75.27%	106,000.00	0.75%	106,800.00
4. Other Local Revenues	8600-8799	151,884.00	-19.31%	122,555.00	-0.90%	121,455.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	(413,909.56)	12.08%	(463,910.00)	10.78%	(513,910.00)
6. Total (Sum lines A1 thru A5c)		4,862,172.44	-4.53%	4,641,977.00	2.33%	4,750,128.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				2,149,101.30		2,261,401.30
b. Step & Column Adjustment				32,300.00		34,000.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				80,000.00		
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	2,149,101.30	5.23%	2,261,401.30	1.50%	2,295,401.30
2. Classified Salaries						
a. Base Salaries				858,202.43		871,102.43
b. Step & Column Adjustment				12,900.00		13,100.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	858,202.43	1.50%	871,102.43	1.50%	884,202.43
3. Employee Benefits	3000-3999	907,247.10	6.85%	969,358.00	8.41%	1,050,871.00
4. Books and Supplies	4000-4999	250,495.94	15.43%	289,157.00	-21.93%	225,732.00
5. Services and Other Operating Expenditures	5000-5999	455,765.00	-1.52%	448,858.00	0.90%	452,904.00
6. Capital Outlay	6000-6999	170,000.00	-77.94%	37,500.00	0.00%	37,500.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	13,623.00	0.11%	13,638.00	0.00%	13,638.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(10,228.00)	0.00%	(10,228.00)	0.00%	(10,228.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	50,000.00	40.00%	70,000.00	0.00%	70,000.00
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)				(300,000.00)		(300,000.00)
11. Total (Sum lines B1 thru B10)		4,844,206.77	-3.99%	4,650,786.73	1.49%	4,720,020.73
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		17,965.67		(8,809.73)		30,107.27
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		411,375.82		429,341.49		420,531.76
2. Ending Fund Balance (Sum lines C and D1)		429,341.49		420,531.76		450,639.03
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00				
2. Other Commitments	9760	0.00				
d. Assigned	9780	0.00				
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00				
2. Unassigned/Unappropriated	9790	429,341.49		420,531.76		450,639.03
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		429,341.49		420,531.76		450,639.03

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	429,341.49		420,531.76		450,639.03
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)		429,341.49		420,531.76		450,639.03
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
New income and/or reductions need to be identified in order to meet the obligations in the next two years. See supplemental materials for notable items.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%		0.00%	
2. Federal Revenues	8100-8299	155,168.00	-37.03%	97,703.00	-6.45%	91,403.00
3. Other State Revenues	8300-8599	103,060.00	-48.91%	52,657.00	-4.47%	50,301.00
4. Other Local Revenues	8600-8799	160,545.00	-12.00%	141,275.00	-0.90%	140,000.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%		0.00%	
b. Other Sources	8930-8979	0.00	0.00%		0.00%	
c. Contributions	8980-8999	413,909.56	12.08%	463,910.00	10.78%	513,910.00
6. Total (Sum lines A1 thru A5c)		832,682.56	-9.26%	755,545.00	5.30%	795,614.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				142,644.00		144,844.00
b. Step & Column Adjustment				2,200.00		2,200.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	142,644.00	1.54%	144,844.00	1.52%	147,044.00
2. Classified Salaries						
a. Base Salaries				264,052.13		268,052.13
b. Step & Column Adjustment				4,000.00		4,100.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	264,052.13	1.51%	268,052.13	1.53%	272,152.13
3. Employee Benefits	3000-3999	139,416.84	-2.74%	135,590.00	11.81%	151,606.00
4. Books and Supplies	4000-4999	77,866.61	-25.91%	57,689.00	3.00%	59,420.00
5. Services and Other Operating Expenditures	5000-5999	184,953.00	-22.45%	143,426.00	3.00%	147,728.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	0.00	0.00%		0.00%	
8. Other Outgo - Transfers of Indirect Costs	7300-7399	1,928.00	0.00%	1,928.00	0.00%	1,928.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%		0.00%	
b. Other Uses	7630-7699	0.00	0.00%		0.00%	
10. Other Adjustments (Explain in Section F below)						
11. Total (Sum lines B1 thru B10)		810,860.58	-7.32%	751,529.13	3.77%	779,878.13
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		21,821.98		4,015.87		15,735.87
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		55,433.36		77,255.34		81,271.21
2. Ending Fund Balance (Sum lines C and D1)		77,255.34		81,271.21		97,007.08
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	77,255.34		81,271.21		97,007.08
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		77,255.34		81,271.21		97,007.08

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated Amount	9790					
(Enter current year reserve projections in Column A, and other reserve projections in Columns C and E for subsequent years 1 and 2)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
3. Total Available Reserves (Sum lines E1a thru E2c)						
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	4,693,028.00	3.93%	4,877,331.00	3.25%	5,035,782.00
2. Federal Revenues	8100-8299	157,668.00	-38.03%	97,704.00	-6.45%	91,404.00
3. Other State Revenues	8300-8599	531,730.00	-70.16%	158,657.00	-0.98%	157,101.00
4. Other Local Revenues	8600-8799	312,429.00	-15.56%	263,830.00	-0.90%	261,455.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	0.00	0.00%	0.00
6. Total (Sum lines A1 thru A5c)		5,694,855.00	-5.22%	5,397,522.00	2.75%	5,545,742.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				2,291,745.30		2,406,245.30
b. Step & Column Adjustment				34,500.00		36,200.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				80,000.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	2,291,745.30	5.00%	2,406,245.30	1.50%	2,442,445.30
2. Classified Salaries						
a. Base Salaries				1,122,254.56		1,139,154.56
b. Step & Column Adjustment				16,900.00		17,200.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,122,254.56	1.51%	1,139,154.56	1.51%	1,156,354.56
3. Employee Benefits	3000-3999	1,046,663.94	5.57%	1,104,948.00	8.83%	1,202,477.00
4. Books and Supplies	4000-4999	328,362.55	5.63%	346,846.00	-17.79%	285,152.00
5. Services and Other Operating Expenditures	5000-5999	640,718.00	-7.56%	592,284.00	1.41%	600,632.00
6. Capital Outlay	6000-6999	170,000.00	-77.94%	37,500.00	0.00%	37,500.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	13,623.00	0.11%	13,638.00	0.00%	13,638.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(8,300.00)	0.00%	(8,300.00)	0.00%	(8,300.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	50,000.00	40.00%	70,000.00	0.00%	70,000.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				(300,000.00)		(300,000.00)
11. Total (Sum lines B1 thru B10)		5,655,067.35	-4.47%	5,402,315.86	1.81%	5,499,898.86
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		39,787.65		(4,793.86)		45,843.14
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		466,809.18		506,596.83		501,802.97
2. Ending Fund Balance (Sum lines C and D1)		506,596.83		501,802.97		547,646.11
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	77,255.34		81,271.21		97,007.08
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	0.00		0.00		0.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
2. Unassigned/Unappropriated	9790	429,341.49		420,531.76		450,639.03
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		506,596.83		501,802.97		547,646.11

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
E. AVAILABLE RESERVES (Unrestricted except as noted)						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	429,341.49		420,531.76		450,639.03
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		429,341.49		420,531.76		450,639.03
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		7.59%		7.78%		8.19%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		0.00		0.00		0.00
2. District ADA						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, lines A6 and C4; enter projections)		609.00		616.00		586.00
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		5,655,067.35		5,402,315.86		5,499,898.86
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		5,655,067.35		5,402,315.86		5,499,898.86
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		4%		4%		4%
e. Reserve Standard - By Percent (Line F3c times F3d)		226,202.69		216,092.63		219,995.95
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		65,000.00		65,000.00		65,000.00
g. Reserve Standard (Greater of Line F3e or F3f)		226,202.69		216,092.63		219,995.95
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

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

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

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

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

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

1A. Calculating the District's ADA Variances

DATA ENTRY: Budget Adoption data that exist for the current year will be extracted; otherwise, enter data into the first column for all fiscal years. First Interim Projected Year Totals data that exist for the current year will be extracted; otherwise, enter data for all fiscal years.

Estimated Funded ADA

Fiscal Year	Budget Adoption Budget (Form 01CS, Item 1A)	First Interim Projected Year Totals (Form AI, Lines A6 and C9)	Percent Change	Status
Current Year (2015-16)	616.22	616.22	0.0%	Met
1st Subsequent Year (2016-17)	604.00	617.00	2.2%	Not Met
2nd Subsequent Year (2017-18)	601.00	617.00	2.7%	Not Met

1B. Comparison of District ADA to the Standard

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

- 1a. STANDARD NOT MET - The projected change since budget adoption for funded ADA exceeds two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard, a description of the methods and assumptions used in projecting funded ADA, and what changes will be made to improve the accuracy of projections in this area.

Explanation:
(required if NOT met)

At budget adoption the TK/K enrollment at 15/16 CBEDS was projected to be 83. 15/16 CBEDS actual is 82. However late start TK's have entered our program and while we are not claiming ADA there are 99 TK/K's and while the ADA in the current year is affected by the late entry, those students have been waterfalld to the next grade level with the belief (and historical confirmation) that they will continue enrollment in our district.

2. CRITERION: Enrollment

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

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

2A. Calculating the District's Enrollment Variances

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column for all fiscal years. Enter data in the second column for all fiscal years.

Fiscal Year	Enrollment		Percent Change	Status
	Budget Adoption (Form 01CS, Item 3B)	First Interim CBEDS/Projected		
Current Year (2015-16)	631	634	0.5%	Met
1st Subsequent Year (2016-17)	628	642	2.2%	Not Met
2nd Subsequent Year (2017-18)	602	610	1.3%	Met

2B. Comparison of District Enrollment to the Standard

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

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

Explanation:
(required if NOT met)

While TK and K are projected to be 83 and 75 in the next two years, the district has experienced growth. We are graduating an 8th class with 54 students in 15/16, 77 students in 16/17 and 70 students in 17/18.

3. CRITERION: ADA to Enrollment

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

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

DATA ENTRY: Unaudited Actuals data that exist will be extracted into the P-2 ADA column for the First Prior Year; otherwise, enter First Prior Year data. P-2 ADA for the second and third prior years are preloaded. Budget Adoption data that exist will be extracted into the Enrollment column; otherwise, enter Enrollment data for all fiscal years.

P-2 ADA			
Unaudited Actuals			
Fiscal Year	(Form A, Lines 3, 6, and 26)	Enrollment	Historical Ratio of ADA to Enrollment
	(Form A, Lines A6 and C4)	CBEDS Actual	
	(Form A, Lines A6 and C9)	(Form 01CS, Item 2A)	
Third Prior Year (2012-13)	554	568	97.5%
Second Prior Year (2013-14)	577	601	96.0%
First Prior Year (2014-15)	615	637	96.5%
Historical Average Ratio:			96.7%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			97.2%

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

DATA ENTRY: Estimated P-2 ADA data that exist will be extracted into the first column for the Current Year; otherwise, enter data in the first column for all fiscal years. All other data are extracted.

Fiscal Year	Estimated P-2 ADA (Form AI, Lines A6 and C9)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2015-16)	609	634	96.1%	Met
1st Subsequent Year (2016-17)	616	642	96.0%	Met
2nd Subsequent Year (2017-18)	586	610	96.1%	Met

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

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

- 1a. STANDARD MET - Projected P-2 ADA to enrollment ratio has not exceeded the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

4. CRITERION: LCFF Revenue

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

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

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

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

LCFF Revenue				
(Fund 01, Objects 8011, 8012, 8020-8089)				
Budget Adoption		First Interim		
Fiscal Year	(Form 01CS, Item 4B)	Projected Year Totals	Percent Change	Status
Current Year (2015-16)	4,730,028.00	4,723,401.00	-0.1%	Met
1st Subsequent Year (2016-17)	4,827,389.00	4,907,681.00	1.7%	Met
2nd Subsequent Year (2017-18)	4,952,383.00	5,033,132.00	1.6%	Met

4B. Comparison of District LCFF Revenue to the Standard

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

- 1a. STANDARD MET - LCFF revenue has not changed since budget adoption by more than two percent for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

5. CRITERION: Salaries and Benefits

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

It is likely that for many districts the 2014-15 and 2015-16 change from the historical average ratio will exceed the standard because certain revenues that were restricted prior to the LCFF are now unrestricted within the LCFF.

5A. Calculating the District's Historical Average Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: Unaudited Actuals data that exist for the First Prior Year will be extracted; otherwise, enter data for the First Prior Year. Unaudited Actuals data for the second and third prior years are preloaded.

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2012-13)	2,791,212.31	3,171,943.93	88.0%
Second Prior Year (2013-14)	3,168,887.73	3,808,424.87	83.2%
First Prior Year (2014-15)	3,576,183.69	4,466,902.20	80.1%
	Historical Average Ratio:		83.8%

	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	4.0%	4.0%	4.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	79.8% to 87.8%	79.8% to 87.8%	79.8% to 87.8%

5B. Calculating the District's Projected Ratio of Unrestricted Salaries and Benefits to Total Unrestricted General Fund Expenditures

DATA ENTRY: If Form MYPI exists, Projected Year Totals data for the two subsequent years will be extracted; if not, enter Projected Year Totals data. Projected Year Totals data for Current Year are extracted.

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 011, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2015-16)	3,914,550.83	4,794,206.77	81.7%	Met
1st Subsequent Year (2016-17)	4,101,861.73	4,580,786.73	89.5%	Not Met
2nd Subsequent Year (2017-18)	4,230,474.73	4,650,020.73	91.0%	Not Met

5C. Comparison of District Salaries and Benefits Ratio to the Standard

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

- 1a. **STANDARD NOT MET** - Projected ratio of unrestricted salary and benefit costs to total unrestricted expenditures has changed by more than the standard in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting salaries and benefits.

Explanation:
(required if NOT met)

Currently our full time "retired" Superintendent earns the STRS allowable cap which is \$40K. \$112K in sal/ben's has been added to the 16/17 and 17/18 budget. This salary replacement cost in addition to the increase to STRS/PERS totalling \$56K0 17/18 causes significant payroll costs in the next years. While the Superintendent salary savings has been an enormous benefit to programs and staff compensation, transitioning thru this added cost is a critical time for the district.

6. CRITERION: Other Revenues and Expenditures

STANDARD: Projected operating revenues (including federal, other state and other local) or expenditures (including books and supplies, and services and other operating), for any of the current fiscal year or two subsequent fiscal years, have not changed by more than five percent since budget adoption.

Changes that exceed five percent in any major object category must be explained.

District's Other Revenues and Expenditures Standard Percentage Range:	-5.0% to +5.0%
District's Other Revenues and Expenditures Explanation Percentage Range:	-5.0% to +5.0%

6A. Calculating the District's Change by Major Object Category and Comparison to the Explanation Percentage Range

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. First Interim data for the Current Year are extracted. If First Interim Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the second column.

Explanations must be entered for each category if the percent change for any year exceeds the district's explanation percentage range.

Object Range / Fiscal Year	Budget Adoption Budget (Form 01CS, Item 6B)	First Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)				
Current Year (2015-16)	159,699.00	157,668.00	-1.3%	No
1st Subsequent Year (2016-17)	102,704.00	97,704.00	-4.9%	No
2nd Subsequent Year (2017-18)	98,404.00	91,404.00	-7.1%	Yes

Explanation:
(required if Yes)

Title I is projected at a year to year reduction of 10%.

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)				
Current Year (2015-16)	514,634.00	531,730.00	3.3%	No
1st Subsequent Year (2016-17)	142,500.00	158,657.00	11.3%	Yes
2nd Subsequent Year (2017-18)	141,200.00	157,101.00	11.3%	Yes

Explanation:
(required if Yes)

While the 1T Mandated cost funding dropped from Adopted to First Interim the 1T Educator Effectiveness grant increased the budget beyond the norm.

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)				
Current Year (2015-16)	264,152.00	312,429.00	18.3%	Yes
1st Subsequent Year (2016-17)	257,920.00	263,830.00	2.3%	No
2nd Subsequent Year (2017-18)	255,455.00	261,455.00	2.3%	No

Explanation:
(required if Yes)

Innovative tech grants totalling \$18.6K and PTO donations of \$12K and low incidence reimbursements for the SELPA NPS pool attribute for the current year difference.

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)				
Current Year (2015-16)	284,900.94	328,362.55	15.3%	Yes
1st Subsequent Year (2016-17)	365,547.00	346,846.00	-5.1%	Yes
2nd Subsequent Year (2017-18)	304,414.00	285,152.00	-6.3%	Yes

Explanation:
(required if Yes)

One time money was budgeted for desks and equipment and textbook savings reallocated to technology in 15/16. Savings in the MYP were necessary in order to meet obligations and budgets for supplies and equipment have been reduced instead of sustained year to year.

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)				
Current Year (2015-16)	549,852.00	640,718.00	16.5%	Yes
1st Subsequent Year (2016-17)	587,827.00	592,284.00	0.8%	No
2nd Subsequent Year (2017-18)	593,982.00	600,632.00	1.1%	No

Explanation:
(required if Yes)

Educator effectiveness training dollars \$47K were received and budgeted for training in 15/16. It is expected this will not be spent in a single year and carryover will occur at year end. Also ERMHS funding model has changed and GTUSD shares a mental health provider with BOM and was added to the budget after adoption.

6B. Calculating the District's Change in Total Operating Revenues and Expenditures

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Status
Total Federal, Other State, and Other Local Revenue (Section 6A)				
Current Year (2015-16)	938,485.00	1,001,827.00	6.7%	Not Met
1st Subsequent Year (2016-17)	503,124.00	520,191.00	3.4%	Met
2nd Subsequent Year (2017-18)	495,059.00	509,960.00	3.0%	Met
Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)				
Current Year (2015-16)	834,752.94	969,080.55	16.1%	Not Met
1st Subsequent Year (2016-17)	953,374.00	939,130.00	-1.5%	Met
2nd Subsequent Year (2017-18)	898,396.00	885,784.00	-1.4%	Met

6C. Comparison of District Total Operating Revenues and Expenditures to the Standard Percentage Range

DATA ENTRY: Explanations are linked from Section 6A if the status in Section 6B is Not Met; no entry is allowed below.

- 1a. STANDARD NOT MET - One or more projected operating revenue have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation: Federal Revenue (linked from 6A if NOT met)	Title I is projected at a year to year reduction of 10%.
Explanation: Other State Revenue (linked from 6A if NOT met)	While the 1T Mandated cost funding dropped from Adopted to First Interim the 1T Educator Effectiveness grant increased the budget beyond the norm.
Explanation: Other Local Revenue (linked from 6A if NOT met)	Innovative tech grants totalling \$18.6K and PTO donations of \$12K and low incidence reimbursements for the SELPA NPS pool attribute for the current year difference.

- 1b. STANDARD NOT MET - One or more total operating expenditures have changed since budget adoption by more than the standard in one or more of the current year or two subsequent fiscal years. Reasons for the projected change, descriptions of the methods and assumptions used in the projections, and what changes, if any, will be made to bring the projected operating revenues within the standard must be entered in Section 6A above and will also display in the explanation box below.

Explanation: Books and Supplies (linked from 6A if NOT met)	One time money was budgeted for desks and equipment and textbook savings reallocated to technology in 15/16. Savings in the MYP were necessary in order to meet obligations and budgets for supplies and equipment have been reduced instead of sustained year to year.
Explanation: Services and Other Exps (linked from 6A if NOT met)	Educator effectiveness training dollars \$47K were received and budgeted for training in 15/16. It is expected this will not be spent in a single year and carryover will occur at year end. Also ERMHS funding model has changed and GTUSD shares a mental health provider with BOM and was added to the budget after adoption.

7. CRITERION: Facilities Maintenance

STANDARD: Identify changes that have occurred since budget adoption in the projected contributions for facilities maintenance funding as required pursuant to Education Code Section 17070.75, or in how the district is providing adequately to preserve the functionality of its facilities for their normal life in accordance with Education Code sections 52060(d)(1) and 17002(d)(1).

Determining the District's Compliance with the Contribution Requirement for EC Section 17070.75, as amended by AB 104 (Chapter 13, Statutes of 2015), effective 2015-16 and 2016-17 - Ongoing and Major Maintenance/Restricted Maintenance Account (OMMA/RMA)

NOTE: AB 104 (Chapter 13, Statutes of 2015) requires the district to deposit into the account, for the 2015-16 and 2016-17 fiscal years, a minimum amount that is the lesser of 3% of the total general fund expenditures and other financing uses for that fiscal year or the amount that the district deposited into the account for the 2014-15 fiscal year.

DATA ENTRY: For the Required Minimum Contribution, enter the lesser of 3% of the total general fund expenditures and other financing uses for the current year or the amount that the district deposited into the account for the 2014-15 fiscal year. If EC 17070.75(e)(1) and (e)(2) apply, input 3%. All other data are extracted.

	Required Minimum Contribution	First Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	169,652.00	218,333.49	Met
2. Budget Adoption Contribution (information only) (Form 01CS, Criterion 7, Line 2c)		188,754.36	

If status is not met, enter an X in the box that best describes why the minimum required contribution was not made:

<input type="checkbox"/>	Not applicable (district does not participate in the Leroy F. Greene School Facilities Act of 1998)
<input type="checkbox"/>	Exempt (due to district's small size [EC Section 17070.75 (b)(2)(E)])
<input type="checkbox"/>	Other (explanation must be provided)

Explanation:
(required if NOT met
and Other is marked)

8. CRITERION: Deficit Spending

STANDARD: Unrestricted deficit spending (total unrestricted expenditures and other financing uses is greater than total unrestricted revenues and other financing sources) as a percentage of total unrestricted expenditures and other financing uses, has not exceeded one-third of the district's available reserves¹ as a percentage of total expenditures and other financing uses² in any of the current fiscal year or two subsequent fiscal years.

¹Available reserves are the unrestricted amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and the Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

²A school district that is the Administrative Unit of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

8A. Calculating the District's Deficit Spending Standard Percentage Levels

DATA ENTRY: All data are extracted or calculated.

	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
District's Available Reserve Percentages (Criterion 10C, Line 9)	4.1%	7.8%	8.2%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	1.4%	2.6%	2.7%

8B. Calculating the District's Deficit Spending Percentages

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years into the first and second columns.

Fiscal Year	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Projected Year Totals Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYPI, Line B11)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
Current Year (2015-16)	17,965.67	4,844,206.77	N/A	Met
1st Subsequent Year (2016-17)	(8,809.73)	4,650,786.73	0.2%	Met
2nd Subsequent Year (2017-18)	30,107.27	4,720,020.73	N/A	Met

8C. Comparison of District Deficit Spending to the Standard

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

- 1a. STANDARD MET - Unrestricted deficit spending, if any, has not exceeded the standard percentage level in any of the current year or two subsequent fiscal years.

Explanation:
(required if NOT met)

9. CRITERION: Fund and Cash Balances

A. FUND BALANCE STANDARD: Projected general fund balance will be positive at the end of the current fiscal year and two subsequent fiscal years.

9A-1. Determining if the District's General Fund Ending Balance is Positive

DATA ENTRY: Current Year data are extracted. If Form MYPI exists, data for the two subsequent years will be extracted; if not, enter data for the two subsequent years.

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 011, Line F2) (Form MYPI, Line D2)		Status
Current Year (2015-16)		506,596.83	Met
1st Subsequent Year (2016-17)		501,802.97	Met
2nd Subsequent Year (2017-18)		547,646.11	Met

9A-2. Comparison of the District's Ending Fund Balance to the Standard

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

- 1a. STANDARD MET - Projected general fund ending balance is positive for the current fiscal year and two subsequent fiscal years.

Explanation:
(required if NOT met)

B. CASH BALANCE STANDARD: Projected general fund cash balance will be positive at the end of the current fiscal year.

9B-1. Determining if the District's Ending Cash Balance is Positive

DATA ENTRY: If Form CASH exists, data will be extracted; if not, data must be entered below.

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)		Status
Current Year (2015-16)			Not Met

9B-2. Comparison of the District's Ending Cash Balance to the Standard

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

- 1a. STANDARD NOT MET - General fund cash balance is projected to be negative at the end of the current fiscal year. Provide reasons for the negative cash balance and what changes or remedies will be made to ensure that the general fund is solvent and able to satisfy its current year financial obligations.

Explanation:
(required if NOT met)

10. CRITERION: Reserves

STANDARD: Available reserves¹ for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts² as applied to total expenditures and other financing uses³:

DATA ENTRY: Current Year data are extracted. Enter district and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA	
5% or \$65,000 (greater of)	0	to 300
4% or \$65,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

¹ Available reserves are the unrestricted amounts in the Reserve for Economic Uncertainties and the Unassigned/Unappropriated accounts in the General Fund and Special Reserve Fund for Other Than Capital Outlay Projects. Available reserves will be reduced by any negative ending balances in restricted resources in the General Fund.

² Dollar amounts to be adjusted annually by the prior year statutory cost-of-living adjustment (Education Code Section 42238), rounded to the nearest thousand.

³ A school district that is the Administrative Unit (AU) of a Special Education Local Plan Area (SELPA) may exclude from its expenditures the distribution of funds to its participating members.

	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
District Estimated P-2 ADA (Form A, lines A6 and C4):	609	616	586
District's Reserve Standard Percentage Level:	4%	4%	4%

10A. Calculating the District's Special Education Pass-through Exclusions (only for districts that serve as the AU of a SELPA)

DATA ENTRY: For SELPA AUs, if Form MYPI exists, all data will be extracted including the Yes/No button selection. If not, click the appropriate Yes or No button for item 1 and, if Yes, enter data for item 2a and for the two subsequent years in item 2b; Current Year data are extracted.

For districts that serve as the AU of a SELPA (Form MYPI, Lines F1a, F1b1, and F1b2):

- Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?
- If you are the SELPA AU and are excluding special education pass-through funds:

No

- Enter the name(s) of the SELPA(s):

- Special Education Pass-through Funds
(Fund 10, resources 3300-3499 and 6500-6540,
objects 7211-7213 and 7221-7223)

Current Year Projected Year Totals (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
0.00	0.00	0.00

10B. Calculating the District's Reserve Standard

DATA ENTRY: If Form MYPI exists, all data will be extracted or calculated. If not, enter data for line 1 for the two subsequent years; Current Year data are extracted.

	Current Year Projected Year Totals (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	5,655,067.35	5,402,315.86	5,499,898.86
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)	0.00	0.00	0.00
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	5,655,067.35	5,402,315.86	5,499,898.86
4. Reserve Standard Percentage Level	4%	4%	4%
5. Reserve Standard - by Percent (Line B3 times Line B4)	226,202.69	216,092.63	219,995.95
6. Reserve Standard - by Amount (\$65,000 for districts with less than 1,001 ADA, else 0)	65,000.00	65,000.00	65,000.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	226,202.69	216,092.63	219,995.95

10C. Calculating the District's Available Reserve Amount

DATA ENTRY: All data are extracted from fund data and Form MYPI. If Form MYPI does not exist, enter data for the two subsequent years.

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00		
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	227,000.00		
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	2,341.49	420,531.76	450,639.03
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00		
8. District's Available Reserve Amount (Lines C1 thru C7)	229,341.49	420,531.76	450,639.03
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	4.06%	7.78%	8.19%
District's Reserve Standard (Section 10B, Line 7):	226,202.69	216,092.63	219,995.95
Status:	Met	Met	Met

10D. Comparison of District Reserve Amount to the Standard

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

1a. STANDARD MET - Available reserves have met the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

DATA ENTRY: Click the appropriate Yes or No button for items S1 through S4. Enter an explanation for each Yes answer.

S1. Contingent Liabilities

- 1a. Does your district have any known or contingent liabilities (e.g., financial or program audits, litigation, state compliance reviews) that have occurred since budget adoption that may impact the budget?

No

- 1b. If Yes, identify the liabilities and how they may impact the budget:

S2. Use of One-time Revenues for Ongoing Expenditures

- 1a. Does your district have ongoing general fund expenditures funded with one-time revenues that have changed since budget adoption by more than five percent?

Yes

- 1b. If Yes, identify the expenditures and explain how the one-time resources will be replaced to continue funding the ongoing expenditures in the following fiscal years:

Yes in the MYP salaries and benefit increases mean expenditures will be paid by one-time revenue if reductions or new income is not identified.

S3. Temporary Interfund Borrowings

- 1a. Does your district have projected temporary borrowings between funds?
(Refer to Education Code Section 42603)

No

- 1b. If Yes, identify the interfund borrowings:

S4. Contingent Revenues

- 1a. Does your district have projected revenues for the current fiscal year or either of the two subsequent fiscal years contingent on reauthorization by the local government, special legislation, or other definitive act (e.g., parcel taxes, forest reserves)?

No

- 1b. If Yes, identify any of these revenues that are dedicated for ongoing expenses and explain how the revenues will be replaced or expenditures reduced:

The district is spending REAP in arrears and there is no budget in the MYP for REAP. However, the district may (slight chance) receive funding based on FY 17/18 ADA. This will be monitored.

S5. Contributions

Identify projected contributions from unrestricted resources in the general fund to restricted resources in the general fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if contributions have changed by more than \$20,000 and more than five percent since budget adoption.

Identify projected transfers to or from the general fund to cover operating deficits in either the general fund or any other fund for the current fiscal year and two subsequent fiscal years. Provide an explanation if transfers have changed by more than \$20,000 and more than five percent since budget adoption.

Identify capital project cost overruns that have occurred since budget adoption that may impact the general fund budget.

District's Contributions and Transfers Standard: -5.0% to +5.0%
or -\$20,000 to +\$20,000

S5A. Identification of the District's Projected Contributions, Transfers, and Capital Projects that may Impact the General Fund

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the First Interim's Current Year data will be extracted. Enter First Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, if Form MYP exists, the data will be extracted into the First Interim column for the Current Year, and 1st and 2nd Subsequent Years. If Form MYP does not exist, enter data in the Current Year, and 1st and 2nd Subsequent Years. Click on the appropriate button for Item 1d; all other data will be calculated.

Description / Fiscal Year	Budget Adoption (Form 01CS, Item S5A)	First Interim Projected Year Totals	Percent Change	Amount of Change	Status
1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)					
Current Year (2015-16)	(388,480.16)	(413,909.56)	6.5%	25,429.40	Not Met
1st Subsequent Year (2016-17)	(463,480.00)	(463,910.00)	0.1%	430.00	Met
2nd Subsequent Year (2017-18)	(563,480.00)	(513,910.00)	-8.8%	(49,570.00)	Not Met
1b. Transfers In, General Fund *					
Current Year (2015-16)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2016-17)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2017-18)	0.00	0.00	0.0%	0.00	Met
1c. Transfers Out, General Fund *					
Current Year (2015-16)	105,000.00	50,000.00	-52.4%	(55,000.00)	Not Met
1st Subsequent Year (2016-17)	50,000.00	70,000.00	40.0%	20,000.00	Met
2nd Subsequent Year (2017-18)	50,000.00	70,000.00	40.0%	20,000.00	Met

1d. Capital Project Cost Overruns

Have capital project cost overruns occurred since budget adoption that may impact the general fund operational budget?

No

* Include transfers used to cover operating deficits in either the general fund or any other fund.

S5B. Status of the District's Projected Contributions, Transfers, and Capital Projects

DATA ENTRY: Enter an explanation if Not Met for items 1a-1c or if Yes for Item 1d.

- 1a. NOT MET - The projected contributions from the unrestricted general fund to restricted general fund programs have changed since budget adoption by more than the standard for any of the current year or subsequent two fiscal years. Identify restricted programs and contribution amount for each program and whether contributions are ongoing or one-time in nature. Explain the district's plan, with timeframes, for reducing or eliminating the contribution.

Explanation:
(required if NOT met)

With the hiring of a site maintenance person with a contractors license time spent on deferred maintenance has increased. I will be reviewing RMA FC 8100 salaries allocated between custodial and deferred maintenance to be sure this is correct. See RMA standard increase. I split capital projects equally between unrestricted and restricted (RS 8150). More thought will be given to this area as a master plan is developed.

- 1b. MET - Projected transfers in have not changed since budget adoption by more than the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

1c. NOT MET - The projected transfers out of the general fund have changed since budget adoption by more than the standard for any of the current year or subsequent two fiscal years. Identify the amounts transferred, by fund, and whether transfers are ongoing or one-time in nature. If ongoing, explain the district's plan, with timeframes, for reducing or eliminating the transfers.

Explanation:
(required if NOT met)

In order to preserve fund balance for next year obligations it was decided not to restore (\$55K) Fund 17 until more discussion can be had with stakeholders.

1d. NO - There have been no capital project cost overruns occurring since budget adoption that may impact the general fund operational budget.

Project Information:
(required if YES)

S6B. Comparison of the District's Annual Payments to Prior Year Annual Payment

DATA ENTRY: Enter an explanation if Yes.

- 1a. Yes - Annual payments for long-term commitments have increased in one or more of the current or two subsequent fiscal years. Explain how the increase in annual payments will be funded.

Explanation:
(Required if Yes
to increase in total
annual payments)

Retirement incentive is funded by salary/benefit savings.

S6C. Identification of Decreases to Funding Sources Used to Pay Long-term Commitments

DATA ENTRY: Click the appropriate Yes or No button in Item 1; if Yes, an explanation is required in Item 2.

1. Will funding sources used to pay long-term commitments decrease or expire prior to the end of the commitment period, or are they one-time sources?

No

2. No - Funding sources will not decrease or expire prior to the end of the commitment period, and one-time funds are not being used for long-term commitment.

Explanation:
(Required if Yes)

S7. Unfunded Liabilities

Identify any changes in estimates for unfunded liabilities since budget adoption, and indicate whether the changes are the result of a new actuarial valuation.

S7A. Identification of the District's Estimated Unfunded Liability for Postemployment Benefits Other Than Pensions (OPEB)

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7A) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1.

a. Does your district provide postemployment benefits other than pensions (OPEB)? (If No, skip items 1b-4)

No

b. If Yes to Item 1a, have there been changes since budget adoption in OPEB liabilities?

n/a

c. If Yes to Item 1a, have there been changes since budget adoption in OPEB contributions?

n/a

2.

OPEB Liabilities

a. OPEB actuarial accrued liability (AAL)

Budget Adoption (Form 01CS, Item S7A)	First Interim

b. OPEB unfunded actuarial accrued liability (UAAL)

Budget Adoption (Form 01CS, Item S7A)	First Interim

c. Are AAL and UAAL based on the district's estimate or an actuarial valuation?

Budget Adoption (Form 01CS, Item S7A)	First Interim

d. If based on an actuarial valuation, indicate the date of the OPEB valuation.

3.

OPEB Contributions

a. OPEB annual required contribution (ARC) per actuarial valuation or Alternative Measurement Method

Budget Adoption (Form 01CS, Item S7A)	First Interim
Current Year (2015-16)	
1st Subsequent Year (2016-17)	
2nd Subsequent Year (2017-18)	

b. OPEB amount contributed (for this purpose, include premiums paid to a self-insurance fund) (Funds 01-70, objects 3701-3752)

Budget Adoption (Form 01CS, Item S7A)	First Interim
Current Year (2015-16)	0.00
1st Subsequent Year (2016-17)	
2nd Subsequent Year (2017-18)	

c. Cost of OPEB benefits (equivalent of "pay-as-you-go" amount)

Budget Adoption (Form 01CS, Item S7A)	First Interim
Current Year (2015-16)	
1st Subsequent Year (2016-17)	
2nd Subsequent Year (2017-18)	

d. Number of retirees receiving OPEB benefits

Budget Adoption (Form 01CS, Item S7A)	First Interim
Current Year (2015-16)	
1st Subsequent Year (2016-17)	
2nd Subsequent Year (2017-18)	

4.

Comments:

S7B. Identification of the District's Unfunded Liability for Self-insurance Programs

DATA ENTRY: Click the appropriate button(s) for items 1a-1c, as applicable. Budget Adoption data that exist (Form 01CS, Item S7B) will be extracted; otherwise, enter Budget Adoption and First Interim data in items 2-4.

1. a. Does your district operate any self-insurance programs such as workers' compensation, employee health and welfare, or property and liability? (Do not include OPEB; which is covered in Section S7A) (If No, skip items 1b-4)

No

- b. If Yes to item 1a, have there been changes since budget adoption in self-insurance liabilities?

n/a

- c. If Yes to item 1a, have there been changes since budget adoption in self-insurance contributions?

n/a

2. Self-Insurance Liabilities

- a. Accrued liability for self-insurance programs
b. Unfunded liability for self-insurance programs

Budget Adoption (Form 01CS, Item S7B)	First Interim

3. Self-Insurance Contributions

- a. Required contribution (funding) for self-insurance programs
Current Year (2015-16)
1st Subsequent Year (2016-17)
2nd Subsequent Year (2017-18)

Budget Adoption (Form 01CS, Item S7B)	First Interim

- b. Amount contributed (funded) for self-insurance programs
Current Year (2015-16)
1st Subsequent Year (2016-17)
2nd Subsequent Year (2017-18)

4. Comments:

--

S8. Status of Labor Agreements

Analyze the status of employee labor agreements. Identify new labor agreements that have been ratified since budget adoption, as well as new commitments provided as part of previously ratified multiyear agreements; and include all contracts, including all administrator contracts (and including all compensation). For new agreements, indicate the date of the required board meeting. Compare the increase in new commitments to the projected increase in ongoing revenues and explain how these commitments will be funded in future fiscal years.

If salary and benefit negotiations are not finalized, upon settlement with certificated or classified staff:

The school district must determine the cost of the settlement, including salaries, benefits, and any other agreements that change costs, and provide the county office of education (COE) with an analysis of the cost of the settlement and its impact on the operating budget.

The county superintendent shall review the analysis relative to the criteria and standards and may provide written comments to the president of the district governing board and superintendent.

S8A. Cost Analysis of District's Labor Agreements - Certificated (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Certificated Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of budget adoption?

No

If Yes, complete number of FTEs, then skip to section S8B.

If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2014-15)	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Number of certificated (non-management) full-time-equivalent (FTE) positions	31.0	33.0	33.0	33.0

1a. Have any salary and benefit negotiations been settled since budget adoption?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 6 and 7.

Negotiations Settled Since Budget Adoption

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

n/a

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year
(2015-16)

1st Subsequent Year
(2016-17)

2nd Subsequent Year
(2017-18)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year
or

Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6.	Cost of a one percent increase in salary and statutory benefits	24,152		
		Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
7.	Amount included for any tentative salary schedule increases	0	0	0

Certificated (Non-management) Health and Welfare (H&W) Benefits

		Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
1.	Are costs of H&W benefit changes included in the interim and MYPs?	Yes	Yes	Yes
2.	Total cost of H&W benefits	varies by participant	varies by participant	varies by participant
3.	Percent of H&W cost paid by employer	varies	varies	varies
4.	Percent projected change in H&W cost over prior year	0.0%	0.0%	0.0%

Certificated (Non-management) Prior Year Settlements Negotiated Since Budget Adoption

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?	No		
If Yes, amount of new costs included in the interim and MYPs			
If Yes, explain the nature of the new costs:			

Certificated (Non-management) Step and Column Adjustments

		Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
1.	Are step & column adjustments included in the interim and MYPs?	Yes	Yes	Yes
2.	Cost of step & column adjustments	not calculated	32,971	34,596
3.	Percent change in step & column over prior year	?	1.5%	1.5%

Certificated (Non-management) Attrition (layoffs and retirements)

		Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
1.	Are savings from attrition included in the budget and MYPs?	No	No	No
2.	Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?	Yes	Yes	Yes

Certificated (Non-management) - Other

List other significant contract changes that have occurred since budget adoption and the cost impact of each change (i.e., class size, hours of employment, leave of absence, bonuses, etc.):

S8B. Cost Analysis of District's Labor Agreements - Classified (Non-management) Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Classified Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of budget adoption?

If Yes, complete number of FTEs, then skip to section S8C.

If No, continue with section S8B.

No

Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2014-15)	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Number of classified (non-management) FTE positions	18.1	21.2	21.2	21.2

1a. Have any salary and benefit negotiations been settled since budget adoption?

No

If Yes, and the corresponding public disclosure documents have been filed with the COE, complete questions 2 and 3.

If Yes, and the corresponding public disclosure documents have not been filed with the COE, complete questions 2-5.

If No, complete questions 6 and 7.

1b. Are any salary and benefit negotiations still unsettled?

Yes

If Yes, complete questions 6 and 7.

Negotiations Settled Since Budget Adoption

2a. Per Government Code Section 3547.5(a), date of public disclosure board meeting:

2b. Per Government Code Section 3547.5(b), was the collective bargaining agreement certified by the district superintendent and chief business official?

If Yes, date of Superintendent and CBO certification:

3. Per Government Code Section 3547.5(c), was a budget revision adopted to meet the costs of the collective bargaining agreement?

n/a

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year
(2015-16)

1st Subsequent Year
(2016-17)

2nd Subsequent Year
(2017-18)

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year
or

Multiyear Agreement

Total cost of salary settlement

% change in salary schedule from prior year
(may enter text, such as "Reopener")

Identify the source of funding that will be used to support multiyear salary commitments:

Negotiations Not Settled

6. Cost of a one percent increase in salary and statutory benefits

8,663

7. Amount included for any tentative salary schedule increases

Current Year
(2015-16)

1st Subsequent Year
(2016-17)

2nd Subsequent Year
(2017-18)

0

0

0

Classified (Non-management) Health and Welfare (H&W) Benefits

1. Are costs of H&W benefit changes included in the interim and MYPs?
2. Total cost of H&W benefits
3. Percent of H&W cost paid by employer
4. Percent projected change in H&W cost over prior year

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
varies by participant	varies by participant	varies by participant
varies	varies	varies
0.0%	0.0%	0.0%

Classified (Non-management) Prior Year Settlements Negotiated Since Budget Adoption

Are any new costs negotiated since budget adoption for prior year settlements included in the interim?

If Yes, amount of new costs included in the interim and MYPs
If Yes, explain the nature of the new costs:

No		
----	--	--

--

Classified (Non-management) Step and Column Adjustments

1. Are step & column adjustments included in the interim and MYPs?
2. Cost of step & column adjustments
3. Percent change in step & column over prior year

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
not calculated	10,014	10,191
?	1.5%	1.5%

Classified (Non-management) Attrition (layoffs and retirements)

1. Are savings from attrition included in the interim and MYPs?
2. Are additional H&W benefits for those laid-off or retired employees included in the interim and MYPs?

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
No	No	No
No	No	No

Classified (Non-management) - Other

List other significant contract changes that have occurred since budget adoption and the cost impact of each (i.e., hours of employment, leave of absence, bonuses, etc.):

S8C. Cost Analysis of District's Labor Agreements - Management/Supervisor/Confidential Employees

DATA ENTRY: Click the appropriate Yes or No button for "Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period." There are no extractions in this section.

Status of Management/Supervisor/Confidential Labor Agreements as of the Previous Reporting Period

Were all managerial/confidential labor negotiations settled as of budget adoption?

No

If Yes or n/a, complete number of FTEs, then skip to S9.

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2014-15)	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Number of management, supervisor, and confidential FTE positions	9.0	9.0	9.0	9.0

1a. Have any salary and benefit negotiations been settled since budget adoption?

If Yes, complete question 2.

If No, complete questions 3 and 4.

No

1b. Are any salary and benefit negotiations still unsettled?

If Yes, complete questions 3 and 4.

Yes

Negotiations Settled Since Budget Adoption

2. Salary settlement:

Is the cost of salary settlement included in the interim and multiyear projections (MYPs)?

Total cost of salary settlement

Change in salary schedule from prior year
(may enter text, such as "Reopener")

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
No	No	

Negotiations Not Settled

3. Cost of a one percent increase in salary and statutory benefits

6,789

4. Amount included for any tentative salary schedule increases

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
0	0	0

Management/Supervisor/Confidential Health and Welfare (H&W) Benefits

- Are costs of H&W benefit changes included in the interim and MYPs?
- Total cost of H&W benefits
- Percent of H&W cost paid by employer
- Percent projected change in H&W cost over prior year

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
No	No	No
varies by participant	varies by participant	varies by participant
varies	varies	varies
0.0%	0.0%	0.0%

Management/Supervisor/Confidential Step and Column Adjustments

- Are step & column adjustments included in the budget and MYPs?
- Cost of step & column adjustments
- Percent change in step and column over prior year

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
not calculated	8,415	8,613
?	1.5%	1.5%

Management/Supervisor/Confidential Other Benefits (mileage, bonuses, etc.)

- Are costs of other benefits included in the interim and MYPs?
- Total cost of other benefits
- Percent change in cost of other benefits over prior year

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
No	No	No

S9. Status of Other Funds

Analyze the status of other funds that may have negative fund balances at the end of the current fiscal year. If any other fund has a projected negative fund balance, prepare an interim report and multiyear projection for that fund. Explain plans for how and when the negative fund balance will be addressed.

S9A. Identification of Other Funds with Negative Ending Fund Balances

DATA ENTRY: Click the appropriate button in Item 1. If Yes, enter data in Item 2 and provide the reports referenced in Item 1.

1. Are any funds other than the general fund projected to have a negative fund balance at the end of the current fiscal year?

No

If Yes, prepare and submit to the reviewing agency a report of revenues, expenditures, and changes in fund balance (e.g., an interim fund report) and a multiyear projection report for each fund.

2. If Yes, identify each fund, by name and number, that is projected to have a negative ending fund balance for the current fiscal year. Provide reasons for the negative balance(s) and explain the plan for how and when the problem(s) will be corrected.

ADDITIONAL FISCAL INDICATORS

The following fiscal indicators are designed to provide additional data for reviewing agencies. A "Yes" answer to any single indicator does not necessarily suggest a cause for concern, but may alert the reviewing agency to the need for additional review.

DATA ENTRY: Click the appropriate Yes or No button for items A2 through A9; Item A1 is automatically completed based on data from Criterion 9.

A1. Do cash flow projections show that the district will end the current fiscal year with a negative cash balance in the general fund? (Data from Criterion 9B-1, Cash Balance, are used to determine Yes or No)

Yes

A2. Is the system of personnel position control independent from the payroll system?

No

A3. Is enrollment decreasing in both the prior and current fiscal years?

No

A4. Are new charter schools operating in district boundaries that impact the district's enrollment, either in the prior or current fiscal year?

No

A5. Has the district entered into a bargaining agreement where any of the current or subsequent fiscal years of the agreement would result in salary increases that are expected to exceed the projected state funded cost-of-living adjustment?

No

A6. Does the district provide uncapped (100% employer paid) health benefits for current or retired employees?

No

A7. Is the district's financial system independent of the county office system?

No

A8. Does the district have any reports that indicate fiscal distress pursuant to Education Code Section 42127.6(a)? (If Yes, provide copies to the county office of education.)

No

A9. Have there been personnel changes in the superintendent or chief business official positions within the last 12 months?

No

When providing comments for additional fiscal indicators, please include the item number applicable to each comment.

Comments:
(optional)

End of School District First Interim Criteria and Standards Review

AGENDA ITEM 11.0

Consent

President Script:

The following is the consent agenda. In accordance with law, the public has a right to comment on any consent item.

10. Consent Items

The items listed below are passed in one motion without discussion. Any item may be pulled from the Consent Agenda by the Board. (*Board Bylaw 9322*).**1 Meeting Minutes** (*BB 9324*)

Regular Meeting of November 12, 2015

The Board will approve the Minutes.

.2 Warrants (*BP 3314*)

The Board will approve the expenditures.

.3 Personnel

Hiring

B. Aguilar, Teacher Associate, 6.0 hours per day, effective November 30, 2015

S. Harm, Instructor: RTI, effective 2015-16 school year

Y. Yates, Instructor: Tutorial, Friday School, effective 2015-16 school year

Resignation/Release

M Ahola, Teacher Associate, 6.0 hours per day, effective November 6, 2015

S. Canfield, Instructor: Odyssey of the Mind, effective November 20, 2015

S. Cupler, Custodian, 4.0 hours per day, effective November 18, 2015

.4 Educator Effectiveness Plan

The Board will approve the plan.

.5 2015-16 Teacher: Administration Ratio

The Board will approve the annual calculation (*Education Code 41402*)

.6 Surplus Equipment

The Board will approve the items for surplus.

.7 Second Reading of Board Policies, Administrative Regulations and Board Bylaws

BP 3270/AR 3270, Sale and Disposal of Books, Equipment and Supplies (Revised)

AR 3311, Bids (Revised)

AR 3512, Equipment (Revised)

AR 4112.23, Special Education Staff (Revised)

AR 4119.11, 4219.11, 4319.11, Sexual Harassment (Revised)

BP 4154, 4254, 4354/AR 4154, 4254, 4354, Health and Welfare Benefits (Revised)

AR 5112.2, Exclusions from Attendance (Revised)

BP 5117, Interdistrict Attendance (Revised)

BP 5141.31/AR 5141.31, Immunizations (Revised)

BP 6190, Evaluation of the Instructional Program (Revised)

The Board will approve the roster for adoption.

President Script:

Do any members of the audience wish to address or comment any of these items?

PULL (If Applicable)

NOTES

<i>ACTION</i>		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>		<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>

AGENDA ITEM**Consent****11.1 Meeting Minutes** (*Board Bylaw 9324*)**BACKGROUND**

Minutes of prior Board meetings are included for review and approval.

ATTACHMENTS

- **Minutes of Regular Meeting of November 12, 2015**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Approve the minutes.

NOTES***If pulled from Consent***

<i>ACTION</i>	<i>Moved</i>	<i>Seconded</i>		
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>				
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>

Gold Trail Union School District

BOARD OF TRUSTEES

Regular and Closed Session Meeting

Thursday, November 12, 2015

OPEN AND CLOSED SESSION MINUTES



District Office

1575 Old Ranch Road
Placerville, CA 95667
1.530.626.3194
Fax 1.530.626.3199
Joe Murchison
Superintendent

Board of Trustees

Julie Bauer
President
Daryl Lander
Clerk
Janet Barbieri
Sue Hennike
Gary Ritz

Sutter's Mill School (K-3)

4801 Luneman Road
Placerville, CA 95667
1.530.626.2591
Fax 1.530.626.3199
Joe Murchison
Superintendent/Principal

Gold Trail School (4-8)

889 Cold Springs Road
Placerville, CA 95667
1.530.626.2595
Fax 1.530.626.3289
Scott Lyons
Principal

*An Equal Opportunity
Employer*

1. CALL TO ORDER

The meeting was called to order in the Gold Trail School Library by J. Bauer, president, at 6:01 p.m.

Members present: J. Barbieri, J. Bauer, S. Hennike, D. Lander and G. Ritz

Members absent: None

2. PUBLIC SESSION

J. Bauer, President, led the flag salute.

3. ACTION ITEM: Adoption of Agenda

MOTION WAS MADE by J. Bauer and duly seconded by D. Lander to adopt the agenda with no changes, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, S. Hennike, D. Lander, G. Ritz

NOES: None

ABSENCES: None

ABSTENSIONS: None

MOTION CARRIED

4. OPEN HEARING

The Board president solicited comments in accordance with the Brown Act and Open Meeting laws. No audience member addressed the Board.

5. RECOGNITION

The Board recognized Mountain Enterprises for their generous donation to the Gold Trail Sports Club.

6. PUBLIC HEARING: Proposal by the Gold Trail Federation of Educators Certificated Employees for Negotiations with District for 2015-16.

The District conducted a hearing to allow public comment on the proposal by the Gold Trail Federation of Educators Certificated Employees for negotiations with the District for 2015-16, as required by government Code 3547.5 and District Policy 4143.1. No audience member addressed the Board.

7. PUBLIC HEARING: Proposal by the District for Negotiations with Gold Trail Federation of Educators Certificated Employees for 2015-16.

The District conducted a hearing to allow public comment on the proposal by the Gold Trail Union School District for negotiations with the Gold Trail Federation of Educators Certificated employees for 2015-16, as required by government Code 3547.5 and District Policy 4143.1. No audience member addressed the Board.

8. PUBLIC HEARING: 2015-16 Unrepresented Confidential and Classified Management Employee Salary Schedule

The District conducted a hearing to allow public comment regarding the changes to the 2015-16 unrepresented confidential and classified management salary schedule (*Government Code 3547.5*) No audience member addressed the Board.

9. REPORT: Student Council

The report was tabled.

10. REPORT: Parent Teacher Organization

T. Hanks, PTO president, reported on PTO activities.

11. REPORT: Educator Effectiveness Plan

Mr. Murchison, superintendent, explained the District's plan delineating how the Educator Effectiveness funds from the California Department of Education will be spent.

12. REPORT: Proposition 39 Energy Audit

W. Scarlett, Chief Fiscal Officer, reported on the Proposition 39 Energy Audit and outlined the different ways in which the District can be more efficient with its energy usage.

13. CONSENT ITEMS

.1 Meeting Minutes (*BB 9324*)

Regular Meeting of October 8, 2015

.2 Warrants (*BP 3314*)

.3 Job Descriptions

Administrative Assistant

Fiscal Business Technician

Office Manager/Elementary School

Office Manager/Middle School

.4 Organization Chart

.5 Personnel

Hiring

N. Albert, Classroom Aide, 1.5 hours per day, effective November 2, 2015

A. Brandt, Teacher, 1.0 FTE, Temporary Assignment on basis of a Short Term Staff Permit, effective October 15, 2015 through June 3, 2015

S. Canfield, Home/Hospital Teacher, Grade 6, effective 2015-16 School Year

E. DeLacy, Instructor: Enrichment (Nature Bowl Grades 3/4) effective 2015-16 School Year

V. Densmore, Playground Monitor (Rover), 1.5 hours per day, effective October 16, 2015

D. Edney, Instructor: Tutorial, effective 2015-16 School Year
 C. Fanning, Office Clerk, .5 hours per day, effective October 19, 2015
 J. Fulton, Classroom Aide, 4.5 hours per day, effective November 2, 2015.
 L. Iverson, Instructor: Tutorial, effective 2015-16 School Year
 C. Jackson, Instructor: Tutorial, effective 2015-16 School Year
 L. Kramer, Office Manager/Elementary School, 8.0 hours per day, 11 months per year, effective 2015-16 School Year.
 K. McCurry, Home/Hospital Teacher, effective 2015-16 School Year
 S. Meadows, Teacher Associate, 1.25 hours per day, effective November 2, 2015
 J. Sanchez, Athletic Coach: Wrestling, effective 2015-16 School Year
 J. Stigall, Instructor: Tutorial, effective 2015-16 School Year
 B. Wagner, Instructor: Tutorial, effective 2015-16 School Year
 M. Wagstrom, Fiscal Business Technician, 8.0 hours per day, effective 2015-16 School Year
 Y. Yates, Home/Hospital Teacher, effective 2015-16 School Year

Leave of Absence

S. Cupler, Custodian, 4.0 hours per day, effective October 12, 2015 through January 8, 2016

Resignation

L. Kramer, School Secretary, 8 hours per day, 10.5 months per year, effective 2015-16 School Year

S. Meadows, Playground Monitor, .75 hours per day, effective November 2, 2015

M. Wagstrom, Accountant, 8.0 hours per day, effective 2015-16 School Year

.6 Resolution 2015-16: 11-02: Resolution to Employ Short Term Classified Support

.7 Report: 2015-16 Inter-district Transfers

.8 2015-16 Teacher Assignment

.9 Second Reading of Board Policies, Administrative Regulations and Board Bylaws

BP 5131.2, Bullying (Revised)

BP/AR 5148, Child Care and Development (Deleted)

BP/AR 5148.2, Before/After School Programs (Deleted)

BP/AR 5148.3, Preschool/Early Childhood Education (Deleted)

BP/AR 6163.4, Student Use of Technology (BP Revised/AR Deleted)

BB 9100, Organization (Revised)

S. Hennike pulled item 5 for further discussion and clarification. No changes were made to the agenda. MOTION WAS MADE by S. Hennike and duly seconded by D. Lander to approve the consent agenda with no changes, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, S. Hennike, D. Lander and G. Ritz

NOES: None

ABSENCES: None

ABSTENSIONS: None

MOTION CARRIED

**14. ACTION ITEM: Sunshine Proposal by the Gold Trail Federation of Educators
 Certificated Employees for Negotiations with District for 2015-16**

After taking into consideration public comment, MOTION WAS MADE by J. Bauer and duly seconded by D. Lander to accept the proposal, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, S. Hennike, D. Lander and G. Ritz
NOES: None
ABSENCES: None
ABSTENSIONS: None

MOTION CARRIED

15. ACTION ITEM: Sunshine Proposal by the District for Negotiations with the Gold Trail Federation of Educators Certificated Employees for 2015-16

After taking into consideration public comment, MOTION WAS MADE by D. Lander and duly seconded by J. Barbieri to accept the proposal, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, S. Hennike, D. Lander and G. Ritz
NOES: None
ABSENCES: None
ABSTENSIONS: None

MOTION CARRIED

16. ACTION ITEM: 2015-16 Unrepresented Confidential and Classified Management Employees Salary Schedule

After taking into consideration public comment, MOTION WAS MADE by D. Lander and duly seconded by J. Bauer to adopt the salary schedule, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, S. Hennike, D. Lander and G. Ritz
NOES: None
ABSENCES: None
ABSTENSIONS: None

MOTION CARRIED

17. ACTION ITEM: Call for Nominations, CSBA Delegate Assembly (Annual)

No action was taken.

18. ACTION ITEM: First Reading of Board Policies, Administrative Regulations and Board Bylaws

BP 3270/AR 3270, Sale and Disposal of Books, Equipment and Supplies (Revised)
AR 3311, Bids (Revised)
AR 3512, Equipment (Revised)
AR 4112.23, Special Education Staff (Revised)
AR 4119.11, 4219.11, 4319.11, Sexual Harassment (Revised)
BP 4154, 4254, 4354/AR 4154, 4254, 4354, Health and Welfare Benefits (Revised)
AR 5112.2, Exclusions from Attendance (Revised)
BP 5117, Interdistrict Attendance (Revised)
BP 5141.31/AR 5141.31, Immunizations (Revised)
BP 6190, Evaluation of the Instructional Program (Revised)

MOTION WAS MADE by D. Lander and duly seconded by J. Barbieri to approve the roster for first reading, and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, S. Hennike, D. Lander and G. Ritz
NOES: None
ABSENCES: None

ABSTENSIONS: None

MOTION CARRIED

19. DISCUSSION ITEM: Administrative Reports

The Board members and administration reported on District activities.

20. Closed Session Open Hearing

Members of the public were afforded the opportunity to comment on Closed Session agenda items. No audience member addressed the Board.

21. Closed Session

The Board adjourned to Closed Session at 7:28 p.m. Also present: J. Murchison, S. Lyons, T. Orio and W. Scarlett

22. Personnel

.1 Conference with Labor Negotiators

23. Reconvene Public Session and Closed Session Disclosure

The Board reconvened Public Session at 8:51 p.m. The Board discussed Labor Negotiations.

24. Future Regular Meeting Schedule

The next regular meeting of the Board of Trustees is scheduled for:

Date: December 10, 2015 Time: 6:00 p.m. Location: Gold Trail School

Agenda Items for that meeting may include but are not limited to:

Board Policies, Administrative Regulations and Board Bylaws Updates

Board Organizational Meeting (Annual)

District Vision Review, If Applicable

First Interim Financial Report Filed (Annual)

Review of Board and Superintendent Protocols (Annual)

Teacher: Administration Ratio (Annual)

There being no further business to come before the Board, MOTION WAS MADE by S. Hennike and duly seconded by G. Ritz and carried to adjourn the meeting 8:52 p.m. and the vote was as follows:

AYES: Trustees J. Barbieri, J. Bauer, S. Hennike, D. Lander and G. Ritz

NOES: None

ABSENCES: None

ABSTENSIONS: None

MOTION CARRIED

J. Bauer, President

J. Murchison, Secretary

AGENDA ITEM Consent

11.2 Warrants (*Board Policy 3314*)

BACKGROUND

The warrants are included for Board review and approval.

ATTACHMENTS

➤ **Warrants**

BUDGETED

☐ NA ☒ Yes ☐ No ☐ Cost Analysis Follows

All warrants are within the adopted budget and/or approved expenditures.

RECOMMENDATION

Approve the warrants.

NOTES

If pulled from Consent

ACTION		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
Vote		<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>

APY250 L.00.05

EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 11/17/2015

11/17/15 PAGE 1

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6014 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	DEPOSIT TYPE GOAL FUNC LC1 LOC2 L3 SCH	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
80496118	101692/	ADM								
		PV-160198		01	0000	0-5815	0000-3600-000-0000-00-000	8115	FARRELL/SUTHERLAND PHYSCL	150.00
							WARRANT TOTAL			\$150.00
80496119	008233/	AMERICAN FIDELITY ASSURANCE								
		PV-160199		01	0000	0-9582	0000-0000-000-0000-00-000	B381167	DECEMBER 2015	1,140.49
							WARRANT TOTAL			\$1,140.49
80496120	007568/	AMERICAN FIDELITY ASSURANCE CO								
		PV-160200		01	0000	0-9582	0000-0000-000-0000-00-000	1244010A	DECEMBER 2015	585.00
							WARRANT TOTAL			\$585.00
80496121	100912/	BANK OF AMERICA								
		PV-160201		01	0000	0-4300	0000-2700-002-0000-00-000		SM OFFICE SUPPLIES	27.25
				01	0000	0-4300	0000-2700-002-0000-00-000		SM OFFICE SUPPLIES	32.36
				01	0000	0-4300	0000-2700-002-0000-00-000		BATTERIES CLSRM EMERG KITS	29.97
				01	0000	0-4300	0000-2700-003-0000-00-000		GT HEADSET	34.55
				01	0000	0-4300	0000-2700-003-0000-00-000		HALLOWEEN CARNIVAL	139.31
				01	0000	0-4300	0000-3140-000-0000-00-000		SM EMERGENCY BACKPACK	47.18
				01	0000	0-4300	0000-3600-000-0000-00-000		TRANSPORTATION SUPPLIES	101.76
				01	0000	0-4300	0000-7100-000-0000-00-000		EMPLOYEE APPRECIATION	10.74
				01	0000	0-4300	0000-8100-000-0000-00-000		MAINTENANCE SUPPLIES	211.32
				01	0000	0-4300	0000-8100-002-0000-00-000		SM MAINTENANCE SUPPLIES	113.41
				01	0000	0-4300	0000-8100-002-0467-00-000		NEW KINDER CLASSROOM	1,291.44
				01	0000	0-4300	0000-8100-003-0000-00-000		GT MAINTENANCE SUPPLIES	125.01
				01	0000	0-4300	0000-8100-003-0000-00-000		GT FLAGS	115.17
				01	0000	0-4300	1110-1000-000-0220-00-000		SCIENCE SUPPLIES	72.62
				01	0000	0-4300	1110-1000-000-0220-00-000		SCIENCE SUPPLIES	19.62
				01	0000	0-4300	1110-1000-002-0000-00-000		NEW KINDER SUPPLIES	288.39

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EL DORADO COUNTY OFFICE OF EDUCATION
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DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6014 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	DEPOSIT TYPE	GOAL	FUNC	LC1	LOC2	L3	SCH	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
										01-0000-0-4300-1110-1000-002-0300-51-000									KINDERGARTEN SUPPLIES	190.89
										01-0000-0-4300-1110-1000-002-0300-51-000									KINDERGARTEN SUPPLIES	34.98
										01-0000-0-4300-1110-1000-002-0300-73-000									SWANEY CLASS SUPPLY	79.91
										01-0000-0-4300-1110-1000-002-0467-00-000									NEW KINDER SUPPLIES	83.37
										01-0000-0-4300-1110-1000-002-0467-00-000									NEW KINDER SUPPLIES	64.26
										01-0000-0-4300-1110-1000-002-0467-00-000									NEW KINDER SUPPLIES	309.84
										01-0000-0-4300-1110-1000-002-0467-00-000									NEW KINDER CLASSROOM SUPPLIES	53.72
										01-0000-0-4300-1110-1000-002-0467-00-000									NEW KINDER CLASSROOM FURNITURE	352.89
										01-0000-0-4300-1110-1000-003-0000-00-000									GT ICE CHESTS	182.50
										01-0000-0-4300-1110-1000-003-0107-00-000									7TH GR BODEGA BAY FT SUPPLIES	23.51
										01-0000-0-4300-1110-1000-003-0300-93-000									RECESS EQUIPMENT	179.85
										01-0000-0-4300-1110-1000-003-0300-93-000									RECESS EQUIPMENT	373.49
										01-0000-0-5200-0000-7100-000-0000-00-000									ORIO CCIC CONFERENCE	247.43
										01-0000-0-5835-1110-1000-002-0101-00-000									1ST GR FT ADMISSION	380.00
										01-0000-0-5835-1110-1000-002-0101-00-000									1ST GR RR MUSEUM FT ADMISSION	300.00
										01-0000-0-5835-1110-1000-002-0109-00-000									TK APPLE HILL FT ADMISSION	472.00
										01-0600-0-4300-1110-1000-002-0467-00-000									NEW KINDER DAILY 5 SUPPLIES	189.19
										01-0600-0-4300-1110-1000-002-0467-00-000									NEW KINDER DAILY 5 SUPPLIES	432.58
										01-6500-0-4300-5770-1120-000-0000-00-000									SDC CLASS MATERIALS	158.85
										WARRANT TOTAL										\$6,769.36
80496122	101458/	JANET S BARBIERI																		
		PV-160202								01-0000-0-9598-0000-0000-000-0000-00-000									REPLACE LOST P/R CHECK	110.82
		WARRANT TOTAL																		\$110.82
80496123	101772/	APRIL BRANDT																		
		PV-160203								01-0000-0-4300-1110-1000-002-0300-51-000									KINDER CLASS SUPPLIES	138.25

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EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
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DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6014 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION		
WARRANT TOTAL						\$138.25
80496124	101412/	CALSTRS/JEM				
		PV-160204	01-0000-0-5800-0000-7200-000-0000-00-000	146756	ADMIN FEES OCT 2015	28.00
WARRANT TOTAL						\$28.00
80496125	011529/	THE DANIELSEN CO				
		165008	PO-160008 1. 13-5310-0-4700-0000-3700-000-0800-00-000	86742	LUNCH FOOD	1,076.41
		165008	1. 13-5310-0-4700-0000-3700-000-0800-00-000	84774	LUNCH FOOD	1,423.37
		165008	2. 13-5310-0-4700-0000-3700-000-0801-00-000	86742	BREAKFAST FOOD	435.04
		165008	2. 13-5310-0-4700-0000-3700-000-0801-00-000	84774	BREAKFAST FOOD	487.42
		165008	3. 13-5310-0-4700-0000-3700-000-0802-00-000	84774	ALA CARTE FOOD	338.58
		165008	3. 13-5310-0-4700-0000-3700-000-0802-00-000	86742	ALA CARTE FOOD	40.55
WARRANT TOTAL						\$3,801.37
80496126	100999/	DAWSON OIL COMPANY				
		165005	PO-160005 1. 01-0000-0-4370-0000-3600-000-0000-00-000	73191	BUS FUEL OCT 2015	2,018.38
WARRANT TOTAL						\$2,018.38
80496127	101618/	DE LAGE LANDEN				
		165017	PO-160017 1. 01-0000-0-7439-0000-9100-000-0000-00-000	47685819	D O COPIER	241.19
		165017	2. 01-0000-0-7439-0000-9100-002-0000-00-000	47685819	SM COPIER	196.33
WARRANT TOTAL						\$437.52
80496128	101690/	CERITA DEBERRY				
		PV-160205	01-0000-0-9598-0000-0000-000-0000-00-000	REPLACE	LOST REIMB CK	28.24
WARRANT TOTAL						\$28.24
80496129	018676/	DNL ELECTRIC INC				
		165077	PO-160077 1. 01-8150-0-5600-0000-8100-002-0000-00-000	2839	DATA RELOCATION NEW KINDE	1,190.00
		PV-160206	01-0000-0-6200-0000-8500-003-0470-00-000	2718	GT SHED ELECTRICAL INSIDE	840.00
WARRANT TOTAL						\$2,030.00
80496130	101642/	MAUREEN DODSON				
		PV-160207	01-0000-0-5210-0000-3140-000-0000-00-000	MED AIDE	MILEAGE OCT 2015	10.37

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EL DORADO COUNTY OFFICE OF EDUCATION
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DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6014 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION		
WARRANT TOTAL						\$10.37
80496131	021726/	ROBYN DUKES				
		PV-160208	01-0000-0-4300-1110-1000-002-0300-51-000	CLASSROOM SUPPLIES		53.74
			01-0000-0-4300-1110-1000-002-0467-00-000	NEW KINDER CLASSROOM		324.89
			WARRANT TOTAL			\$378.63
80496132	008318/	EL DORADO COUNTY ENVIRONMENTAL				
		PV-160209	13-5310-0-5800-0000-3700-000-0000-00-000	IN0092695 SM CAFE PERMIT		438.00
			WARRANT TOTAL			\$438.00
80496133	100422/	SUE FADEL				
		PV-160210	01-0600-0-4300-1110-1000-000-0000-00-000	BEHAVIOR SUPPLIES		179.98
			01-6500-0-5210-5770-1120-000-0000-00-000	MILEAGE OCTOBER 2015		81.65
			WARRANT TOTAL			\$261.63
80496134	101712/	WILLY GADOW				
		PV-160211	01-0000-0-9598-0000-0000-000-0000-00-000	REISSUE LOST REF CHECK		75.00
			WARRANT TOTAL			\$75.00
80496135	100480/	LINDA HAVNER				
		PV-160212	01-0000-0-5210-0000-3600-000-0000-00-000	MILEAGE OCTOBER 2015		38.12
			01-9022-0-5210-0000-3600-000-0000-00-000	MV HTS MILEAGE OCTOBER 2015		15.64
			WARRANT TOTAL			\$53.76
80496136	101669/	STEPHEN HODGES				
	165037	PO-160037	1. 01-0000-0-3901-1110-1000-000-0000-00-000	MONTHLY PAYMENT		1,000.00
			WARRANT TOTAL			\$1,000.00
80496137	007874/	LOUISE IVERSON				
		PV-160213	01-0000-0-4300-1110-1000-003-0300-69-000	CLASSROOM SUPPLIES		25.74
			01-4035-0-5200-1110-1000-003-0000-00-000	MILEAGE SBAC ASSESS TRAINING		60.26
			WARRANT TOTAL			\$86.00
80496138	101087/	CARINA JACKSON				
		PV-160214	01-0000-0-4300-1110-1000-003-0300-76-000	CLASSROOM SUPPLIES		109.58

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6014 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION		
			01-0000-0-5210-1110-1000-003-0107-00-000	7TH GR FT MILEAGE FOR UHAUL	10.47	
			01-4035-0-5200-1110-1000-003-0000-00-000	EDCOE MILEAGE	7.82	
			WARRANT TOTAL		\$127.87	
80496139	101168/	MARILYN KITT				
		PV-160215	01-0000-0-5210-1110-1000-003-0107-00-000	NURSE 7TH GR FT EXPENSES	414.77	
			WARRANT TOTAL		\$414.77	
80496140	101691/	KERRY KOENIG				
		PV-160216	01-0000-0-4300-1110-1000-003-0300-78-000	CLASSROOM SUPPLIES	140.37	
			01-0000-0-4300-1110-1000-003-1210-00-000	VGA TO HMDI ADAPTOR	43.19	
			WARRANT TOTAL		\$183.56	
80496141	101733/	JULIE LEIMBACH				
		PV-160217	01-0000-0-4300-0000-2700-002-0456-00-000	SM RECYCLING EXPS	793.41	
			WARRANT TOTAL		\$793.41	
80496142	100834/	MARGARET MOORE				
		PV-160218	01-0000-0-5210-0000-3140-000-0000-00-000	NURSE MILEAGE OCTOBER 2015	126.50	
			WARRANT TOTAL		\$126.50	
80496143	003269/	SANDI MORGAN				
		PV-160219	01-0000-0-4300-1110-1000-003-0300-74-000	CLASSROOM SUPPLIES	307.18	
			WARRANT TOTAL		\$307.18	
80496144	003202/	JOE MURCHISON				
		PV-160220	01-0000-0-5210-0000-7100-000-0000-00-000	MILEAGE OCTOBER 2015	122.13	
			01-0000-0-5210-0000-7200-000-0000-00-000	MILEAGE OCTOBER 2015	207.35	
			WARRANT TOTAL		\$329.48	
80496145	021298/	THERESA ORIO				
		PV-160221	01-0000-0-5200-0000-7100-000-0000-00-000	CONF MILEAGE OCTOBER 2015	53.96	
			01-0000-0-5210-0000-7200-000-0000-00-000	MILEAGE OCTOBER 2015	19.09	
			WARRANT TOTAL		\$73.05	

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6014 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION			
80496146	101769/	KIMBERLY PETREE				
		PV-160222	01-0000-0-5800-1110-1000-003-0104-00-000		INDIAN LIVNG HIST PRESENTATION	400.00
			WARRANT TOTAL			\$400.00
80496147	101653/	RIMROCK WATER COMPANY				
		PV-160223	01-0000-0-4300-0000-2700-002-0000-00-000		07650 D1/B2 WATER	20.84
			WARRANT TOTAL			\$20.84
80496148	101128/	SCHOOLS INSURANCE AUTHORITY				
		PV-160224	01-0000-0-3901-1110-1000-000-0000-00-000		DIST PD RET VISION-NOV 2015	41.40
			01-0000-0-9570-0000-0000-000-0000-00-000		EMP VISION - NOV 2015	1,432.08
			01-0000-0-9570-0000-0000-000-0000-00-000		RET VISION - NOV 2015	454.32
			WARRANT TOTAL			\$1,927.80
80496149	101209/	SELF-INSURED SCHOOLS OF CALIF				
		PV-160225	01-0000-0-3901-1110-1000-000-0000-00-000		DIST PD RET MED - NOV 2015	1,174.60
			01-0000-0-3901-1110-1000-000-0000-00-000		DIST PD RET DENTAL - NOV 2015	150.00
			01-0000-0-9570-0000-0000-000-0000-00-000		EMP MED - NOV 2015	48,968.00
			01-0000-0-9570-0000-0000-000-0000-00-000		RET DENTAL - NOV 2015	1,847.00
			01-0000-0-9570-0000-0000-000-0000-00-000		RET MED - NOV 2015	4,213.40
			01-0000-0-9570-0000-0000-000-0000-00-000		EMP DENTAL - NOV 2015	6,480.00
			WARRANT TOTAL			\$62,833.00
80496150	015331/	LINDA SPIES				
		PV-160226	13-5310-0-4300-0000-3700-000-0000-00-000		CAFE SUPPLIES	13.27
			13-5310-0-5200-0000-3700-000-0000-00-000		CAFE CONF MILEAGE	50.49
			WARRANT TOTAL			\$63.76
80496151	000558/	TRUE VALUE HARDWARE				
		PV-160227	01-0000-0-5600-1110-1000-003-0107-00-000		478298 TRAILER 7TH GR FT	616.02
			WARRANT TOTAL			\$616.02
80496152	101766/	TURFSTAR INC				
	165082	PO-160082	1. 01-0000-0-4400-0000-8100-000-0000-00-000		597883-00 TWO GOLF CARTS	8,751.89

APY250 L.00.05

EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
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DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6014 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION		
WARRANT TOTAL						\$8,751.89
80496153	100981/	VERIZON WIRELESS				
	PV-160228		01-0000-0-5901-0000-3140-000-1210-00-000	9754720474	NURSE	74.84
			01-0000-0-5901-0000-8100-000-1210-00-000	9754720474	MAINT	74.84
			01-5810-0-5901-0000-2700-002-1210-00-000	9754720474	SM	70.60
			01-5810-0-5901-0000-2700-003-1210-00-000	9754720474	GT	70.60
WARRANT TOTAL						\$290.88
80496154	101027/	MICHELE WAGSTROM				
	PV-160229		01-0000-0-5210-0000-7200-000-0000-00-000	MILEAGE	OCTOBER 2015	142.60
WARRANT TOTAL						\$142.60
***	BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	37	TOTAL AMOUNT OF CHECKS:	\$96,943.43*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$0.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$0.00*
***	DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:	37	TOTAL AMOUNT OF CHECKS:	\$96,943.43*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$0.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$0.00*

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EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
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WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION		
80496760	101773/	JUSTIN BUNCH				
		PV-160244	01-0000-0-5600-0000-8100-003-0000-00-000	TRACTOR SERVICE/REPAIRS		496.75
			WARRANT TOTAL			\$496.75
80496761	000352/	CALTRONICS BUSINESS SYSTEMS				
		PV-160230	01-0000-0-4300-0000-2700-003-0000-00-000	1888069 GT TONER SHIPPING		12.00
			WARRANT TOTAL			\$12.00
80496762	005954/	DEPARTMENT OF JUSTICE				
		PV-160231	01-0000-0-5812-0000-7200-000-0000-00-000	129889 FINGERPRINTING OCT '15		220.00
			WARRANT TOTAL			\$220.00
80496763	100708/	EAGLE SOFTWARE				
	165088	PO-160086	1. 01-0000-0-5875-0000-2700-002-1210-00-000	M&S-4632 SM AERIES SUPPORT		660.00
	165088		2. 01-0000-0-5875-0000-2700-003-1210-00-000	M&S-4632 GT AERIES SUPPORT		1,320.00
	165088		3. 01-0000-0-5875-0000-7200-000-1210-00-000	M&S-4632 D O AERIES SUPPORT		660.00
			WARRANT TOTAL			\$2,640.00
80496764	076960/	EDUCATIONAL DATA SYSTEMS				
		PV-160232	01-0000-0-4300-1110-1000-000-0000-00-000	1015E0-5123-1415 EXCESS CELDT		11.33
			WARRANT TOTAL			\$11.33
80496765	000126/	EL DORADO COUNTY OFFICE				
	165050	PO-160050	1. 01-4035-0-5200-0000-2700-003-0000-00-000	160230 ADMIN CLEAR PGM		1,250.00
		PV-160233	01-0000-0-5809-0000-7700-000-1210-00-000	160259 ADD'L IT SUPRT-AUG 2015		2,004.48
			WARRANT TOTAL			\$3,254.48
80496766	000738/	EL DORADO DISPOSAL				
		PV-160235	01-0000-0-5560-0000-8100-002-0000-00-000	172082561 SM		610.80
			01-0000-0-5560-0000-8100-003-0000-00-000	172082541 GT		610.80
			WARRANT TOTAL			\$1,221.60
80496767	101759/	EL DORADO DISPOSAL-MRF				
		PV-160234	01-0000-0-5560-0000-8100-003-0000-00-000	01-00216289 GT DUMP FEE		8.63
			WARRANT TOTAL			\$8.63

APY250 L.00.05

EL DORADO COUNTY OFFICE OF EDUCATION
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DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION			
80496768	000626/	EL DORADO IRRIGATION DISTRICT				
	PV-160236	01-0000-0-5520-0000-8100-000-0000-00-000	078351-001 EXT DAY		113.18	
		01-0000-0-5520-0000-8100-002-0000-00-000	078350-001 SM		1,707.75	
		01-0000-0-5520-0000-8100-003-0000-00-000	052522-001 GT		1,405.16	
		WARRANT TOTAL			\$3,226.09	
80496769	100036/	FOOTHILL FOOD SERVICE INC				
	165009	PO-160009 1. 13-5310-0-4700-0000-3700-000-0800-00-000	447810 LUNCH FOOD		25.07	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	447639 LUNCH FOOD		237.77	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	447638 LUNCH FOOD		294.74	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	447584 LUNCH FOOD		35.31	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	447094 LUNCH FOOD		231.46	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	447093 LUNCH FOOD		317.76	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	446699 LUNCH FOOD		55.23	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	447160 LUNCH FOOD		63.81	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	448692 LUNCH FOOD		204.11	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	448691 LUNCH FOOD		219.72	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	448098 LUNCH FOOD		246.57	
	165009	1. 13-5310-0-4700-0000-3700-000-0800-00-000	448097 LUNCH FOOD		379.52	
	165009	2. 13-5310-0-4700-0000-3700-000-0801-00-000	448692 BREAKFAST FOOD		18.42	
	165009	2. 13-5310-0-4700-0000-3700-000-0801-00-000	448691 BREAKFAST FOOD		18.42	
	165009	2. 13-5310-0-4700-0000-3700-000-0801-00-000	448098 BREAKFAST FOOD		13.45	
	165009	2. 13-5310-0-4700-0000-3700-000-0801-00-000	448383 BREAKFAST FOOD		55.27	
	165009	2. 13-5310-0-4700-0000-3700-000-0801-00-000	448097 BREAKFAST FOOD		145.66	
	165009	2. 13-5310-0-4700-0000-3700-000-0801-00-000	447638 BREAKFAST FOOD		18.42	
	165009	2. 13-5310-0-4700-0000-3700-000-0801-00-000	446699 BREAKFAST FOOD		71.31	

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE	LN	FD	RESC	Y	OBJT	DEPOSIT TYPE GOAL FUNC LC1	LOC2	L3	SCH	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
		165009		3.	13-5310-0-4700-0000-3700-000-0802-00-000								448098 ALA CARTE FOOD	71.96
		165009		3.	13-5310-0-4700-0000-3700-000-0802-00-000								448097 ALA CARTE FOOD	38.67
		165009		3.	13-5310-0-4700-0000-3700-000-0802-00-000								447639 ALA CARTE FOOD	39.80
		165009		3.	13-5310-0-4700-0000-3700-000-0802-00-000								447638	63.78
		165009		3.	13-5310-0-4700-0000-3700-000-0802-00-000								447093 ALA CARTE FOOD	77.95
					WARRANT TOTAL									\$2,833.64
80496770	079952/	GOLD STAR FOODS INC												
		165010	PO-160010	1.	13-5310-0-4700-0000-3700-000-0800-00-000								1485747 LUNCH FOOD	1,058.23
		165010		1.	13-5310-0-4700-0000-3700-000-0800-00-000								1459053 LUNCH FOOD	104.63
		165010		1.	13-5310-0-4700-0000-3700-000-0800-00-000								1457488 LUNCH FOOD	4,725.53
		165010		2.	13-5310-0-4700-0000-3700-000-0801-00-000								1485747 BREAKFAST FOOD	1,217.18
		165010		2.	13-5310-0-4700-0000-3700-000-0801-00-000								1457488 BREAKFAST FOOD	695.83
		165010		3.	13-5310-0-4700-0000-3700-000-0802-00-000								1485747 ALA CARTE FOOD	741.75
		165010		3.	13-5310-0-4700-0000-3700-000-0802-00-000								1457488 ALA CARTE FOOD	44.67
					WARRANT TOTAL									\$8,587.82
80496771	100758/	LOZANO SMITH LLP												
		PV-160237			01-0000-0-5819-0000-7100-000-0000-00-000								42418 PERSONNEL ISSUES	2,415.00
					01-0000-0-5819-0000-7100-000-0000-00-000								42418 GENERAL LEGAL	472.00
					WARRANT TOTAL									\$2,887.00
80496772	101553/	MUSICAL THEATRE COMPETITIONS												
		165085	PO-160084	1.	01-0000-0-5835-1110-1000-003-0114-00-000								699 MTCA MUSIC FIELD TRIP	4,131.79
					WARRANT TOTAL									\$4,131.79
80496773	101651/	MYBINDING.COM												
		PO-163048		1.	01-0000-0-4300-1110-1000-002-0000-00-000								100525251 SM LAMINATING FILM	234.53
					WARRANT TOTAL									\$234.53
80496774	101727/	NEWTONE SIGN & PRINTING												
		165087	PO-160089	1.	01-0000-0-4300-1110-1000-000-0000-00-000								GT SPORTS BANNERS	719.28

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION		
WARRANT TOTAL						\$719.28
80496775	021298/	THERESA ORIO				
		PV-160238	01-0000-0-4300-0000-7100-000-0000-00-000	BOARD/NEGOTIATIONS SUPPLIES		209.19
			01-4035-0-5200-1110-1000-002-0000-00-000	STAFF CONF EXPS		63.75
			WARRANT TOTAL			\$272.94
80496776	101768/	PHONAK U S				
	165089	PO-160087	1. 01-6500-0-4400-5770-1120-000-1210-00-000	5152656172 ADAPTIVE TECHNOLOGY		2,788.61
			WARRANT TOTAL			\$2,788.61
80496777	077441/	PLACERVILLE GROCERY OUTLET				
	165011	PO-160011	1. 13-5310-0-4700-0000-3700-000-0800-00-000	LUNCH FOOD		147.31
	165011		2. 13-5310-0-4700-0000-3700-000-0801-00-000	BREAKFAST FOOD		62.82
	165011		3. 13-5310-0-4700-0000-3700-000-0802-00-000	ALA CARTE FOOD		35.26
			WARRANT TOTAL			\$245.39
80496778	100387/	RENAISSANCE LEARNING				
	165098	PO-160098	1. 01-0600-0-5875-1110-1000-003-1210-00-000	INV4217760 STAR READING LICENS		1,127.75
			WARRANT TOTAL			\$1,127.75
80496779	100735/	RIEBES AUTO PARTS				
		PV-160239	01-0000-0-4300-0000-3600-000-0000-00-000	817368 TRANSPORTATION SUPPLIES		243.33
			WARRANT TOTAL			\$243.33
80496780	011513/	RISO PRODUCTS OF SACRAMENTO				
		PV-160240	01-1100-0-5600-0000-7200-000-1210-00-000	149102 D O COPIER		1,902.79
			01-1100-0-5600-1110-1000-002-1210-00-000	149317 SM COPIER		609.99
			WARRANT TOTAL			\$2,512.78
80496781	101569/	CHERYL ROMIG				
		PV-160241	01-0000-0-4300-1110-1000-003-0300-62-000	CLASSROOM SUPPLIES		92.42
			01-0000-0-4300-1110-1000-003-0300-62-000	CLASSROOM SUPPLIES		101.91
			WARRANT TOTAL			\$194.33

APY250 L.00.05

EL DORADO COUNTY OFFICE OF EDUCATION
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 11/23/2015

11/23/15 PAGE 5

DISTRICT: 005 Gold Trail Union School Dist
BATCH: 6015 GTUSD ACCOUNTS PAYABLE

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT	
REQ#	REFERENCE	LN	FD RESC Y OBJT GOAL FUNC LC1 LOC2 L3 SCH	DESCRIPTION			
80496782	000895/	SCHOOL SERVICES OF CALIFORNIA					
	165023	PO-160023	1. 01-0000-0-5800-0000-7200-000-0000-00-000	0103503-IN OCT BDGT SVCS		56.25	
			WARRANT TOTAL			\$56.25	
80496783	003783/	SFS OF SACRAMENTO INC					
	165012	PO-160012	1. 13-5310-0-4700-0000-3700-000-0800-00-000	510120573 LUNCH FOOD		970.31	
	165012		2. 13-5310-0-4700-0000-3700-000-0801-00-000	510120573 BREAKFAST FOOD		232.08	
	165012		3. 13-5310-0-4700-0000-3700-000-0802-00-000	510120573 ALA CARTE FOOD		147.70	
			WARRANT TOTAL			\$1,350.09	
80496784	101076/	SIERRA GOLD GRAPHICS INC					
	165079	PO-160080	1. 01-0000-0-4300-1110-1000-000-0000-00-000	42004 BLAZERS STENCILS		550.80	
			WARRANT TOTAL			\$550.80	
80496785	101463/	WELLS FARGO CORPORATE					
	PV-160242		51-0000-0-7434-0000-9100-000-0000-00-000	1251378 BOND INTEREST		16,487.25	
			WARRANT TOTAL			\$16,487.25	
80496786	101636/	AMY YOST					
	PV-160243		01-4035-0-5200-1110-1000-003-0000-00-000	LOVE & LOGIC CONF REG		99.00	
			WARRANT TOTAL			\$99.00	
***	BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	27	TOTAL AMOUNT OF CHECKS:	\$56,413.46*	
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*	
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*	
***	DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:	27	TOTAL AMOUNT OF CHECKS:	\$56,413.46*	
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*	
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*	

AGENDA ITEM**Consent****11.3 Personnel****BACKGROUND*****Hiring***

B. Aguilar, Teacher Associate, 6.0 hours per day, effective November 30, 2015

S. Harm, Instructor: RTI, effective 2015-16 school year

Y. Yates, Instructor: Tutorial, Friday School, effective 2015-16 school year

Resignation/Release

M Ahola, Teacher Associate, 6.0 hours per day, effective November 6, 2015

S. Canfield, Instructor: Odyssey of the Mind, effective November 20, 2015

S. Cupler, Custodian, 4.0 hours per day, effective November 18, 2015

ATTACHMENTS

➤ **None**

BUDGETED

☐ NA

☒ Yes

☐ No

☐ Cost Analysis Follows

RECOMMENDATION

Approve the Action.

NOTES***If pulled from Consent***

<i>ACTION</i>		<i>Moved</i>	<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

AGENDA ITEM Consent

11.4 Educator Effectiveness Plan

BACKGROUND

School districts with full-time equivalent (FTE) certificated staff are eligible to receive Educator Effectiveness funds from the California Department of Education. As a condition of receiving these funds, a school district is required to develop and adopt a plan delineating how the Educator Effectiveness funds will be spent. The plan must be explained in a public meeting of the governing board of the school district before its adoption in a subsequent public meeting. J. Murchison, superintendent, explained the District's plan at the regularly scheduled November 12, 2015 Board meeting, and the plan is now brought forward for adoption.

ATTACHMENTS

- **Educator Effectiveness Plan**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Adopt the plan.

NOTES

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>	<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

Educator Effectiveness Plan 2015/16 to 2017/18

School districts are now eligible to receive Educator Effectiveness funds this year. Those funds are to be used over a three-year cycle and a plan must be developed to explain how those funds will be used. These funds may be used for the following purposes:

- Beginning teacher and administrator support and mentoring, including, but not limited to, programs that support new teacher and administrator ability to teach or lead effectively and to meet induction requirements adopted by the Commission on Teacher Credentialing and pursuant to Section 44259 of the California Education Code (EC).
- Professional development, coaching, and support services for teachers who have been identified as needing improvement or additional support by LEA's.
- Professional development for teachers and administrators that is aligned to the state content standards adopted pursuant to sections 51226, 60605, 60605.1, 60605.2, 60605.3, 60605.8, 60605.11, 60605.85 as that Section read on June 30, 2014, and 60811.3 as that Section read on June 30, 2013, of the EC.
- To promote educator quality and effectiveness, including, but not limited to, training on mentoring and coaching certificated staff and training certificated staff to support effective teaching and learning.

The Gold Trail Union School District allocation is based on 32.1 certificated full time equivalent (FTE) and is currently listed at a total of \$47,076 to be allocated this year but spent over the next three years.

On or before July 1, 2018, Districts must report detailed expenditure information to CDE.

The professional development priorities for Gold Trail Union School District are:

- Math content standards
- Math curriculum materials training
- English language arts/English language development standards
- English language arts/English language development materials selection and training
- Science content standards
- Multi-tiered systems of support (RTI and PBIS)
- Classroom technology integration and one-to-one computing
- Effective teaching and learning practices including new teachers and administrators

The use of the Educator Effectiveness funds will target the identified priorities over the course of three years. We will utilize training provided through the El Dorado County Office of Education whenever possible to minimize costs. We will coordinate Title II funds with the Educator Effectiveness funds for a cohesive professional development focus.

AGENDA ITEM**Consent****11.5 2015-16 Teacher: Administration Ratio****BACKGROUND**

At the elementary level, Education Code 41400-41407 imposes the limit of 9 administrators per 100 teachers. Gold Trail Union School District employs 2.00 FTE administrators for 32.8 FTE teachers. Under state limits, GTUSD is allowed a maximum of 2.95 FTE administrators.

ATTACHMENTS

- **Signature Authorization Form**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Confirm that the number of district administrators does not exceed the state limit.

NOTES***If pulled from Consent***

<i>ACTION</i>		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

Employee Ratio Worksheet

District Gold Trail Union School District Fiscal Year 2015-16

Data Compiled as of December 2, 2015

(Date)

This worksheet may be utilized to summarize school district certificated staffing data for the purpose of annually monitoring the district's administrator-teacher ratio as required by *Education Code* sections 41400-41407. The information will be reviewed as part of the district's annual audit required by *Education Code* Section 41020. Do not submit this worksheet to the California Department of Education. Retain the worksheet and present the data upon request of district's independent auditor. (Note: county offices of education and charter schools are not subject to the requirements of *Education Code* sections 41400-41407.)

Part I Number of Certificated Employees (Full-time equivalents (FTE),
calculated to two decimal places, to include full-time, part-time,
and prorated positions)

A) Administrative..... 2.0 FTE

B) Exempt Administrative..... .0 FTE

C) Net Administrative..... 2.0 FTE
(Line A minus Line B above)

D) Teachers..... 32.8 FTE

E) Pupil Services..... .2 FTE

Part II Maximum Number of Administrative Employees (Calculate to
two decimals)

A) Allowed Ratio..... .09
(Enter .08 for unified, .07 for high school,
or .09 for elementary school districts)

B) Maximum Administrators..... 2.95 FTE
(Ratio from Part II, Line A x Teacher
FTE from Part I, Line D)

Part III Excess Administrator FTE (Calculate to two decimals)

A) Actual Excess..... 0 FTE
(Part I, Line C minus Part II, Line B. If
zero or negative, enter -0-)

B) Rounded Excess..... 0 FTE
(Round any FTE reported on Part III, Line
A to the nearest whole number (e.g. 0.49 or less
rounds to 0.00, 0.50 or above rounds to 1.00,
1.49 rounds to 1.00, and 1.50 to 2.00, etc.))

If Part III, Line B is zero or Part I, Line A shows one or fewer FTE, stop here. The district is in compliance with, or is exempt from, the employee ratio limitations imposed by Education Code Section 41402.

If Part II, Line B is greater than zero, continue to complete the remainder of this form.

Part IV Penalty for Excess Administrator FTE

A) District's Total State Revenue.....\$ _____
(Prior Year Unaudited Actual Financial Report)

B) District's Total Revenue and Other Financing
Sources..... \$ _____
(Prior Year Unaudited Actual Financial Report)

C) Portion of State Revenue in Total Revenue..... _____
(Part IV, Line A divided by Part IV, Line B.
Calculate to two decimals)

D) Total Annual Salaries of the Administrative
FTE reported on Part I, Line A..... \$ _____

E) Average Administrator Salary.....\$ _____
(Part IV, Line D divided by FTE from Part I,
Line A. Calculate to nearest whole number.)

F) State Funded Share of Administrator Salary.....\$ _____
(Part IV, Line E x Part IV, Line C. Calculate
to the nearest whole number)

G) Penalty.....\$ N/A _____
(Part IV, Line F x Part III, Line B)

Prepared by: WENDY SCARLETT
Name

530-626-3194
Phone

December 2, 2015
Date

Signature

AGENDA ITEM**Consent****11.6 Surplus Equipment****BACKGROUND**

When any district-owned instructional materials, equipment, supplies, or other personal property becomes unusable, obsolete, or no longer needed, the Superintendent or designee shall notify the Board of Trustees, provide an estimated value, and recommend whether the items be sold or disposed of by one of the methods prescribed in law and administrative regulation. Upon approval by the Board, the Superintendent or designee shall arrange for the sale or disposal of these items (BP3270). A detailed description follows:

Item	Disposition	Estimated Value
1 Lot—VM Ware units from both the Sutter's Mill and the Gold Trail computer labs.	Due to advances in technology and needed space at both schools, the computer labs are being dismantled to be replaced with portable Chromebooks and iPads to be used in classrooms.	\$6400.00

ATTACHMENTS➤ **None****BUDGETED**☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows**RECOMMENDATION**

Approve the material for surplus.

If pulled from Consent

<i>ACTION</i>		<i>Moved</i>	<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

AGENDA ITEM Consent

11.7 Second Reading of Board Policies, Administrative Regulations and Board Bylaws**BACKGROUND**

The following roster is brought forward with the California School Board Association's recommendations:

ATTACHMENTS

- BP 3270/AR 3270, Sale and Disposal of Books, Equipment and Supplies (Revised)
- AR 3311, Bids (Revised)
- AR 3512, Equipment (Revised)
- AR 4112.23, Special Education Staff (Revised)
- AR 4119.11, 4219.11, 4319.11, Sexual Harassment (Revised)
- BP 4154, 4254, 4354/AR 4154, 4254, 4354, Health and Welfare Benefits (Revised)
- AR 5112.2, Exclusions from Attendance (Revised)
- BP 5117, Interdistrict Attendance (Revised)
- BP 5141.31/AR 5141.31, Immunizations (Revised)
- BP 6190, Evaluation of the Instructional Program (Revised)

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Adopt the roster.

NOTES

If pulled from Consent

ACTION		<i>Moved</i>	<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
Vote	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES

Note: The following policy and administrative regulation address the sale and disposal of district-owned personal property, such as instructional materials, equipment, and supplies. For policy on the sale or lease of surplus real property, see BP 3280 - Sale or Lease of District-Owned Real Property.

The Governing Board recognizes its fiscal responsibility to maximize the use of district equipment, supplies, instructional materials, and other personal property while providing up-to-date resources that facilitate student learning and effective district operations. When the Board, upon recommendation of the Superintendent or designee, declares any district-owned personal property unusable, obsolete, or no longer needed, the Board shall determine the estimated value of the property and shall decide whether the property will be donated, sold, or otherwise disposed of as prescribed by law and administrative regulation.

(cf. 0440 - District Technology Plan)

(cf. 3512 - Equipment)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1 - Library Media Centers)

The Board shall approve the price and terms of any sale or lease of personal property of the district.

If the Board members who are in attendance at a meeting unanimously agree that the property, whether one or more items, does not exceed \$2,500 in value, the property may be sold without advertising for bids. (Education Code 17546)

If the Board members who are in attendance at a meeting unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping. (Education Code 17546)

Note: Education Code 60510-60530 establish conditions for the sale or disposal of obsolete instructional materials depending on whether such materials are usable or unusable for educational purposes; see the section "Instructional Materials" in the accompanying administrative regulation. The following **optional** paragraph prescribes criteria for determining when instructional materials are obsolete or unusable, and may be revised to reflect district practice. The mandate to adopt rules and procedures setting standards for identifying obsolete materials was repealed by SB 971 (Ch. 923, Statutes of 2014).

Instructional materials shall be considered obsolete or unusable by the district if they have been replaced by more recent editions or new materials selected by the Board, are not aligned with the district's academic standards or course of study, and have no foreseeable value in other instructional areas. Such materials may be sold or donated if they continue to serve educational purposes that would benefit others outside the district. Instructional materials are not appropriate for sale or donation if they meet any of the following criteria:

1. Contain information rendered inaccurate or incomplete by new research or technologies

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (continued)

2. Contain demeaning, stereotyping, or patronizing references to any group of persons protected against discrimination by law or Board policy
3. Are damaged beyond use or repair

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

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 6011 - Academic Standards)

(cf. 6143 - Courses of Study)

Note: Pursuant to 34 CFR 80.32-80.33, equipment or supplies acquired under a federal grant or subgrant may be retained, sold, or otherwise disposed of, with no further obligation to the awarding federal agency, when they are no longer needed for the original project or program or for other federally supported activities. However, when the current per-unit fair market value of the equipment or the residual inventory of the unused supplies is \$5,000 or more, the federal agency that provided the grant or subgrant shall be entitled to a share of the current market value of the equipment, if retained, or the proceeds from its sale, and to compensation for its share of the unused supplies. See the accompanying administrative regulation.

The Superintendent or designee shall establish procedures to be used whenever the district sells equipment or supplies originally acquired under a federal grant or subgrant. Such procedures shall be designed to ensure the highest possible return. (34 CFR 80.32)

(cf. 3440 - Inventories)

Legal Reference: (see next page)

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (continued)

Legal Reference:

EDUCATION CODE

17540-17542 *Sale or lease of personal property by one district to another*

17545-17555 *Sale of personal property*

35168 *Inventory, including record of time and mode of disposal*

60510-60530 *Sale, donation, or disposal of instructional materials*

GOVERNMENT CODE

25505 *District property; disposition; proceeds*

CODE OF REGULATIONS, TITLE 5

3944 *Consolidated categorical programs, district title to equipment*

3946 *Disposal of equipment purchased with state and federal consolidated application funds*

UNITED STATES CODE, TITLE 40

549 *Surplus property*

CODE OF FEDERAL REGULATIONS, TITLE 34

80.32-80.33 *Equipment and supplies acquired under a grant or subgrant*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Standards for Evaluating Instructional Materials for Social Content, 2013

WEB SITES

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

School Services of California, Inc.: <http://www.sscal.com>

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES

Note: The following administrative regulation addresses the sale and disposal of district-owned personal property, such as instructional materials, equipment, and supplies. For procedures regarding the disposal of real property, see BP/AR 3280 - Sale or Lease of District-Owned Real Property.

Education Code 42303, which established conditions for the sale of school buses by districts receiving a state apportionment to replace the buses, was repealed by SB 78 (Ch. 19, Statutes of 2015).

Instructional Materials

Note: Education Code 60510-60530 address the sale or disposal of surplus or undistributed obsolete instructional materials that are either usable or unusable for educational purposes. See the accompanying Board policy for language regarding the determination of instructional materials as obsolete or unusable.

The legal requirement to use the proceeds of the sale of surplus or obsolete instructional materials to purchase new instructional materials, supplemental instructional materials, or technology-based materials was repealed by SB 971 (Ch. 923, Statutes of 2014).

Surplus or undistributed obsolete instructional materials that are usable for educational purposes may be sold by the district. Alternatively, such materials may be donated to: (Education Code 60510)

1. Another district, county free library, or other state institution
2. A United States public agency or institution
3. A nonprofit charitable organization
4. Children or adults in California or foreign countries for the purpose of increasing the general literacy of the people

(cf. 0440 - District Technology Plan)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1 - Library Media Centers)

Any organization, agency, or institution receiving obsolete instructional materials donated by the district shall certify to the Governing Board that it agrees to make no charge to any persons to whom it gives or lends these materials. (Education Code 60511)

Note: Education Code 60510.5 encourages, but does not require, districts to take actions described in the following **optional** paragraph.

At least 60 days before selling or donating surplus or undistributed obsolete instructional materials, the Superintendent or designee shall notify the public of the district's intention to do so through a public service announcement on a local television station, in a local newspaper, or by other means that will most effectively reach the entities described above.

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (continued)

Representatives of those entities and members of the public also shall be notified of the opportunity to address the Board regarding the distribution of these materials.

(cf. 9323 - Meeting Conduct)

Surplus or undistributed obsolete instructional materials which are unusable or which cannot be distributed as specified above may be disposed of by either of the following: (Education Code 60530)

1. Mutilated as not to be salable as instructional materials and sold for scrap or for use in the manufacture of paper pulp or other substances at the highest obtainable price
2. Destroyed by any economical means, provided that the materials are not destroyed until at least 30 days after the district has given notice to all persons who have filed a request for such notice

(cf. 3510 - Green School Operations)

(cf. 3511.1 - Integrated Waste Management)

Equipment/Supplies Acquired with Federal Funds

Note: 34 CFR 80.32-80.33 address the sale or disposal of equipment and supplies that were acquired under a federal grant or subgrant. See BP 3512 - Equipment for additional requirements pertaining to the management of such equipment and supplies.

When the district has a need to replace equipment originally purchased with funds from a federal grant or subgrant, it may, subject to the approval of the agency that awarded the grant, trade in the original equipment or sell the property and use the proceeds to offset the cost of the replacement property. (34 CFR 80.32)

When any original or replacement equipment or supplies acquired under a federal grant or subgrant are no longer needed for the original project or program or for other federally supported activities, the district may retain or sell such items or, if the item has a current fair market value of less than \$5,000, may otherwise dispose of the item in a manner approved by the Board. Whenever the district sells equipment or supplies that have a current fair market value of \$5,000 or more, it shall provide an amount to the federal agency equal to the agency's share of the current market value of the equipment or the proceeds from the sale of the equipment or supplies. (34 CFR 80.32-80.33)

In the event that the district is provided equipment that is federally owned, the district shall request disposition instructions from the federal agency when it no longer needs the equipment. (34 CFR 80.32)

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (continued)

Other Personal Property

The district may sell other surplus or obsolete district-owned personal property through any of the following methods:

1. The Superintendent or designee may advertise for bids by posting a notice in at least three public places in the district for at least two weeks, or by publishing a notice at least once a week for at least two weeks in a newspaper having a general circulation in the district and, if possible, publishing within the district. The district shall sell the property to the highest responsible bidder or shall reject all bids. (Education Code 17545, 17548)

Property for which no qualified bid has been received may be sold, without further advertising, by the Superintendent or designee. (Education Code 17546)

(cf. 3311 - Bids)

2. The property may be sold by means of a public auction conducted by district employees, employees of other public agencies, or by contract with a private auction firm. (Education Code 17545)
3. The district may sell the property without advertising for bids under any of the following conditions:

Note: Pursuant to Education Code 17546, advertising without bids is authorized when the Governing Board members attending a meeting unanimously agree that the property, whether one or more items, does not exceed \$2,500 in value; see the accompanying Board policy.

- a. The Board members in attendance at a meeting have unanimously determined that the property does not exceed \$2,500 in value. (Education Code 17546)

(cf. 9323.2 - Actions by the Board)

Note: Education Code 17540 authorizes the sale of property to government agencies eligible under the federal surplus property law, renumbered as 40 USC 549.

- b. The district sells the property to agencies of the federal, state, or local government, to any other school district, or to any agency eligible under the federal surplus property law and the sale price equals the cost of the property plus the estimated cost of purchasing, storing, and handling. (Education Code 17540; 40 USC 549)

SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES (continued)

- c. The district sells or leases the property to agencies of the federal, state, or local government or to any other school district and the price and terms of the sale or lease are fixed by the Board and approved by the County Superintendent of Schools. (Education Code 17542)

Money received from the sale of surplus personal property shall be either deposited in the district reserve or general fund or credited to the fund from which the original purchase was made. (Education Code 17547)

(cf. 3100 - Budget)

BIDS

Note: Pursuant to Government Code 54202, districts are **mandated** to adopt bidding procedures governing the purchase of equipment and supplies.

The following administrative regulation is for use by districts that have not adopted the provisions of the Uniform Public Construction Cost Accounting Act (UPCCAA). Procedures and bid limits under the UPCCAA are specified in Public Contract Code 22030-22045.

Advertised/Competitive Bids

The district shall advertise for competitive bids when any public project contract involves an expenditure of \$15,000 or more. *Public project* means construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, and repair work involving a district owned, leased, or operated facility. (Public Contract Code 20111, 22002)

Note: For items #1-3 below, Public Contract Code 20111 requires the Superintendent of Public Instruction (SPI) to annually establish a bid limit that reflects U.S. Department of Commerce data. The following **optional** paragraph allows the amount to escalate automatically once the SPI has made the annual determination. For 2015, the bid limit is \$86,000.

The district shall also advertise for competitive bids when a contract exceeds the amount specified in law, as annually adjusted by the Superintendent of Public Instruction, for any of the following: (Public Contract Code 20111)

1. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district
2. Services, not including construction services or special services and advice in accounting, financial, legal, or administrative matters
3. Repairs that are not a public project, including maintenance

Maintenance means routine, recurring, and usual work for preserving, protecting, and keeping a district facility operating in a safe, efficient, and continually usable condition for the intended purpose for which it was designed, improved, constructed, altered, or repaired. *Maintenance* includes, but is not limited to, carpentry, electrical, plumbing, glazing, and other craft work designed to preserve the facility, as well as repairs, cleaning, and other operations on machinery and other permanently attached equipment. Maintenance does not include painting, repainting, or decorating other than touchup, or among other types of work, janitorial or custodial services and protection provided by security forces. (Public Contract Code 20115)

Instructions and Procedures for Advertised Bids

The Superintendent or designee shall call for bids by placing a notice at least once a week for two weeks in a local newspaper of general circulation published in the district, or if no such

BIDS (continued)

newspaper exists, then in some newspaper of general circulation that is circulated in the county. The Superintendent or designee also may post the notice on the district's web site or through an electronic portal. The notice shall state the work to be done or materials or supplies to be furnished and the time and place and web site where bids will be opened. The district may accept a bid that has been submitted electronically or on paper. (Public Contract Code 20112)

(cf. 1113 - District and School Web Sites)

The notice shall contain the time, date, and location of any mandatory prebid conference, site visit, or meeting and details regarding when and where project documents, including the final plan and specifications, are available. Any such mandatory visit or meeting shall occur not less than five calendar days after the publication of the initial notice. (Public Contract Code 6610)

Note: For a bid to be successful, it must conform to specifications (i.e., it must be "responsive") and the bidder must be determined to be able to perform the work (i.e., he/she must be "responsible"). A district must be careful in making a determination on the "non-responsiveness" of a bid based on investigation or information outside of the submitted bid. In addition, when relying on outside investigation or information to disqualify a bidder, the district must follow the hearing procedures applicable for a finding of "non-responsibility." (Great West Contractors Inc. v. Irvine Unified School District) To avoid any confusion, the district should provide clear and comprehensive specifications to bidders.

Bid instructions and specifications shall include the following requirements and information:

1. All bidders shall certify the minimum, if not exact, percentage of post-consumer materials in products, materials, goods, or supplies offered or sold. (Public Contract Code 22152)

(cf. 3510 - Green School Operations)

2. All bids for construction work shall be presented under sealed cover and shall be accompanied by one of the following forms of bidder's security: (Public Contract Code 20107, 20111)
 - a. Cash
 - b. A cashier's check made payable to the district
 - c. A certified check made payable to the district
 - d. A bidder's bond executed by an admitted surety insurer and made payable to the district

BIDS (continued)

The security of unsuccessful bidders shall be returned in a reasonable period of time, but in no event later than 60 days after the bid is awarded. (Public Contract Code 20111)

3. When a standardized proposal form is provided by the district, bids not presented on the standard form shall be disregarded. (Public Contract Code 20111.5)
4. Bids shall not be accepted after the advertised bid opening time, regardless of whether the bids are actually opened at that time. (Public Contract Code 20112)
5. When two or more identical lowest or highest bids are received, the Governing Board may determine by lot which bid shall be accepted. (Public Contract Code 20117)

Note: Public Contract Code 20103.8 specifies that, in those cases when the bid includes items that may be added to or deducted from the scope of the work in the contract, the bid solicitation must specify the method to be used to determine the lowest bid, as detailed below. Districts should consult with legal counsel, as appropriate, as to the applicability of this law to school districts and other unclear provisions of this law.

6. If the district requires that the bid include prices for items that may be added to or deducted from the scope of work in the contract, the bid solicitation shall specify which one of the following methods will be used to determine the lowest bid. In the absence of such a specification, only the method provided in item #6a below shall be used. (Public Contract Code 20103.8)
 - a. The lowest bid shall be the lowest total of the bid prices on the base contract without consideration of the prices on the additive or deductive items.
 - b. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that were specifically identified in the bid solicitation as being used for the purpose of determining the lowest bid price.
 - c. The lowest bid shall be the lowest total of the bid prices on the base contract and those additive or deductive items that, when taken in order from a specifically identified list of those items in the solicitation, and added to or subtracted from the base contract, are less than or equal to a funding amount publicly disclosed by the district before the first bid is opened.

The lowest bid shall be determined in a manner that prevents any information that would identify any of the bidders or proposed subcontractors or suppliers from being revealed to the district before the ranking of all bidders from lowest to highest has been determined. (Public Contract Code 20103.8)

BIDS (continued)

7. The district shall consider only responsive bids from responsible bidders in determining the lowest bid.
8. Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.
9. After being opened, all submitted bids become public records pursuant to Government Code 6252 and shall be made available for public review pursuant to law, Board policy, and administrative regulation.

(cf. 1340 - Access to District Records)

10. When a bid is disqualified as nonresponsive based on district investigation or other information not obtained from the submitted bid, the Superintendent or designee shall notify the bidder and give him/her an opportunity to respond to the information.

Prequalification Procedure

Note: The following section is **optional**. Pursuant to Public Contract Code 20111.6, as amended by AB 566 (Ch. 214, Statutes of 2015), a district with average daily attendance (ADA) of 2,500 or greater is required to prequalify all general contractors and electrical, mechanical, and plumbing subcontractors for any public project of \$1 million or more awarded on or after January 1, 2015, when the project uses or is reimbursed from School Facilities Program funds (Education Code 17070.10-17079.30) or other future state school bonds.

Additionally, pursuant to Public Contract Code 20111.5, districts are permitted, but not required, to establish prequalification procedures for other contracts which, by law, require competitive bidding.

When required by law or the Board, the Superintendent or designee shall establish a uniform system for rating bidders on the basis of completed questionnaires and financial statements in order to determine the size of contracts on which each bidder is qualified to bid. For this purpose, the Superintendent or designee shall furnish prospective bidders a standardized proposal form which, when completed, shall indicate a bidder's statement of financial ability and experience in performing public works. The bidder's information shall be verified under oath in the manner in which civil law pleadings are verified. The questionnaires and financial statements shall not be public records and shall not be open to public inspection. (Code of Civil Procedure 446; Public Contract Code 20111.5, 20111.6)

Note: Pursuant to Public Contract Code 20111.6, as amended by AB 1581 (Ch. 408, Statutes of 2014), districts' authority to set timelines for bid submittal and opening as specified in the following paragraph apply to contracts awarded on or after January 1, 2015 and will be in effect only until January 1, 2019. In addition, Public Contract Code 20111.6, as amended by AB 566 (Ch. 214, Statutes of 2015), clarifies that the requirement for prequalification applies to projects that will be reimbursed from future state school bonds, not just those that use funds "received" from state construction bonds.

BIDS (continued)

When any public project involves an expenditure of \$1,000,000 or more and is funded or reimbursed wholly or partly by the School Facilities Program funds or other future state school bond, the district shall prequalify prospective bidders either quarterly or annually. The prequalification shall be valid for one year and the following requirements shall apply: (Education Code 17406, 17407; Public Contract Code 20111.6)

1. Prospective bidders, including, but not limited to, prime, general engineering, and general building contractors and electrical, mechanical, and plumbing subcontractors, as defined in the Business and Professions Code 4113, 7056, or 7057, as applicable, shall submit a standardized questionnaire and financial statement 10 or more business days, as determined by the district, before the date fixed for the public opening of sealed bids.
2. Prospective bidders shall be prequalified by the district five or more business days, as determined by the district, before the date fixed for the public opening of sealed bids.

If the project includes electrical, mechanical, or plumbing components that will be performed by electrical, mechanical, or plumbing contractors, the Superintendent or designee shall make available to all bidders a list of prequalified general contractors and electrical, mechanical, and plumbing subcontractors five or more business days, as determined by the district, before the date fixed for the public opening of sealed bids.

For all other contracts requiring competitive bidding, the district may establish a procedure for prequalifying bidders on a quarterly basis and may authorize that prequalification be considered valid for up to one calendar year following the date of the initial prequalification. Prospective bidders for such contracts shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids and shall be prequalified by the district at least one day before the fixed bid-opening date. (Public Contract Code 20111.5)

Award of Contract

Note: Pursuant to Public Contract Code 20111, the district is required to award a contract to the lowest responsible bidder except in the circumstances specified in the following **optional** section.

The district shall award each contract to the lowest responsible bidder except in the following circumstances:

1. When the contract is for the procurement and/or maintenance of electronic data processing systems and supporting software, in which case the Board may contract with any one of the three lowest responsible bidders (Public Contract Code 20118.1)

BIDS (continued)

2. When the contract is for any transportation service which involves an expenditure of more than \$10,000 and which will be made with any person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported, in which case the Board may contract with other than the lowest bidder (Education Code 39802)

Note: Pursuant to Public Contract Code 2000-2002, a district is permitted to establish bidding requirements that facilitate the participation of minority, women, disabled veteran, and small business enterprises in contracts. Though minorities and women are included in Public Contract Code 2000, Article 1, Section 31(a) of the California Constitution prohibits the granting of preferences based on race, sex, color, ethnicity, etc., in state employment and contracting. The district should consult legal counsel if there is any question about the granting of preferences to any such business.

3. When the contract is one for which the Board has established goals and requirements relating to participation of disabled veteran or small business enterprises in accordance with Public Contract Code 2000-2002, in which case the Board may contract with the lowest responsible bidder who submits a responsive bid and complies or makes a good faith effort to comply with the goals and requirements (Public Contract Code 2000-2002)

(cf. 9270 - Conflict of Interest)

Protests by Bidders

Note: The law does not specify a procedure for handling protests by bidders. The following **optional** section provides one such procedure and should be modified to reflect district practice.

A bidder may protest a bid award if he/she believes that the award is not in compliance with law, Board policy, or the bid specification. A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award and shall include all documents supporting or justifying the protest. A bidder's failure to file the protest documents in a timely manner shall constitute a waiver of his/her right to protest the award of the contract.

The Superintendent or designee shall review the documents submitted with the bidder's claims and render a decision in writing within 30 working days. The Superintendent or designee may also convene a meeting with the bidder in order to attempt to resolve the problem.

Note: The following paragraph provides a process for appealing a bid award to the Board. Although the law does not specify the notice to be given in this circumstance, CSBA recommends at least three business days which may be modified to reflect district practice.

BIDS (continued)

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide notice to the bidder of the date and time for Board consideration of the protest at least three business days before the Board meeting. The Board's decision shall be final.

Alternative Bid Procedures for Technological Supplies and Equipment

Rather than seek competitive bids, the Board may use competitive negotiation when it makes a finding that a district procurement is for computers, software, telecommunications equipment, microwave equipment, or other related electronic equipment and apparatus. Competitive negotiation shall not be used to contract for construction or for the procurement of any product that is available in substantial quantities to the general public. (Public Contract Code 20118.2)

The competitive negotiation process shall include, but not be limited to, the following requirements: (Public Contract Code 20118.2)

1. The Superintendent or designee shall prepare a request for proposals (RFP) that shall be submitted to an adequate number of qualified sources, as determined by the district, to permit reasonable competition consistent with the nature and requirement of the procurement.
2. Notice of the RFP shall be published at least twice in a newspaper of general circulation, at least 10 days before the date for receipt of the proposals.
3. The Superintendent or designee shall make every effort to generate the maximum feasible number of proposals from qualified sources and shall make a finding to that effect before proceeding to negotiate if only a single response to the RFP is received.
4. The RFP shall identify all significant evaluation factors, including price, and their relative importance.
5. The Superintendent or designee shall provide reasonable procedures for the technical evaluation of the RFPs received, the identification of qualified sources, and the selection for the award of the contract.
6. The Board shall award the contract to the qualified bidder whose proposal meets the evaluation standards and will be most advantageous to the district with price and all other factors considered.
7. If the Board does not award the contract to the bidder whose proposal contains the lowest price, then the Board shall make a finding setting forth the basis for the award to another bidder.

BIDS (continued)

8. The Board, at its discretion, may reject all proposals and request new RFPs.
9. Provisions in any contract concerning utilization of small business enterprises that are in accordance with the RFP shall not be subject to negotiation with the successful proposer.

Sole Sourcing

Note: "Sole sourcing" is the practice by which one brand name product is specified, although comparable, competitive products are available. Public Contract Code 3400 allows sole sourcing in limited circumstances and requires that the specification of the designated product be followed by the words "or equal," so that bidders for such a contract are able to base their bids on the use of other products of equal functionality that may result in cost savings for the district. The following section is **optional**.

In any contract for the construction, alteration, or repair of school facilities, the Superintendent or designee shall ensure that the bid specification: (Public Contract Code 3400)

1. Does not directly or indirectly limit bidding to any one specific concern
2. Does not call for a designated material, product, thing, or service by a specific brand or trade name, unless the specification is followed by the words "or equal," so that bidders may furnish any equal material, product, thing, or service

In any such case, the bid specification shall provide a time period, before and/or after the award of the contract, for the contractor to submit data substantiating the request for substituting the designated material, product, thing, or service. If no such time period is specified, the contractor may submit the data within 35 days after the award of the contract.

Note: The following **optional** paragraph is for use by districts with ADA of more than 2,500. For the repair or replacement of the roof of a public facility, a material must meet the requirements specified below to be considered "equal" pursuant to Public Contract Code 3000-3010.

When the bid is for a roof project, a material, product, thing, or service is considered "equal" to that designated if it is equal in quality, durability, design, and appearance; will perform the intended function equally well; and conforms substantially to the detailed requirements in the bid specification. (Public Contract Code 3002)

However, the Superintendent or designee may designate a specific material, product, thing, or service by brand or trade name (sole sourcing) if the Board has made a finding, described in the invitation for bids or RFP, that a particular material, product, thing, or service is designated for any of the following purposes: (Public Contract Code 3400)

BIDS (continued)

1. To conduct a field test or experiment to determine its suitability for future use
2. To match others in use on a particular public improvement that has been completed or is in the course of completion
3. To obtain a necessary item that is only available from one source
4. To respond to the Board's declaration of an emergency, as long as the declaration has been approved by four-fifths of the Board when issuing the invitation for bid or RFP

(cf. 9323.2 - Actions by the Board)

Bids Not Required

Note: The following paragraph lists those items that may be purchased through a "piggybacked" bid; see the accompanying Board policy. Many districts have used the piggyback procedure to purchase portable and relocatable buildings. The Attorney General has opined (89 Ops.Cal.Atty.Gen. 1 2006) that a district may not rely on the piggyback exception to contract for the acquisition and installation of factory-built modular building components (i.e., roofs and walls) for installation on a permanent foundation. However, this opinion does not apply to typical portable or relocatable single-classroom buildings, because they lack a permanent foundation and building mobility. Districts considering using the piggyback process for relocatables, portables, modulars, and the like should consult district legal counsel. While Attorney General opinions are not binding, they are often given deference by the court and may also be considered by the State Allocation Board when making funding decisions.

Without advertising for bids and upon a determination that it is in the best interest of the district, the Board may authorize another public corporation or agency, by contract, lease, requisition, or purchase order, to lease data-processing equipment or to purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner that the other public corporation or agency is authorized to make the leases or purchases from a vendor ("piggyback"). Alternatively, if the public corporation or agency has an existing contract with a vendor for the lease or purchase of personal property, the district may authorize the lease or purchase of personal property directly from the vendor and make payments under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)

(cf. 3300 - Expenditures and Purchases)

(cf. 3512 - Equipment)

Note: The following **optional** paragraph is commonly described as the "lease-leaseback" contract. This construction financing method should only be used in coordination with competent technical consultants and legal counsel to ensure all legal requirements are met. Pursuant to Education Code 17407.5, as added by AB 566 (Ch. 214, Statutes of 2015), the contractor must provide an enforceable commitment to the district that it will use a certain percentage of skilled and trained workers to complete project-related work that is within an "apprenticeable occupation" as defined in Labor Code 3075.

BIDS (continued)

In addition, upon a determination that it is in the best interest of the district and without advertising for bids, the Board may lease currently owned district property to any person, firm, or corporation for a minimum of \$1 per year, as long as the lease requires the person, firm, or corporation to construct a building or buildings on the property for the district's use during the lease and the property and building(s) will vest in the district at the expiration of the lease ("lease-leaseback"). Prior to entering into a lease-leaseback agreement, the Superintendent or designee shall have on file the contractor's enforceable commitment that the contractor and its subcontractors at every tier will use a skilled and trained workforce to perform all work on the project or contract that falls within an apprenticeable occupation in the building and construction trades. (Education Code 17406, 17407.5)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

Note: In Davis v. Fresno Unified School District, a California appellate court ruled that, to be valid, a lease-leaseback agreement must contain a lease term and a financing component as specified in the following paragraph.

Any lease-leaseback agreement shall include a lease term that specifies the district's occupancy of the building or improved property and a financing component as may be determined on a case-by-case basis.

Note: Pursuant to Education Code 17406, as amended by AB 1581 (Ch. 408, Statutes of 2014), the prequalification requirements for contracts that meet the criteria specified in Public Contract Code 20111.6 are also applicable to lease-leaseback contracts. As amended by AB 566 (Ch. 214, Statutes of 2015), Education Code 17406 requires prequalification for such projects irrespective of whether or not they are funded locally or through state sources and makes the provision applicable to all districts, not just those with ADA of 2,500 or more. See "Prequalification Procedure" section above.

Regardless of the funding source, when any lease-leaseback agreement is for a public project, involves an expenditure of \$1,000,000 or more, and meets other criteria in Public Contract Code 20111.6, the prequalification requirements specified in the "Prequalification Procedure" section above shall be followed. (Education Code 17406)

Note: The following **optional** paragraph reflects the authority granted to public agencies pursuant to Government Code 4217.10-4217.18 to enter into energy service contracts without competitive bidding when the agency's governing body determines that the contract is in the best interest of the agency based on the "costs-benefits" analysis specified in Government Code 4217.12.

Without advertising for bids, the Board may enter into an energy service contract and any related facility ground lease, when it determines that the terms of the contract and lease are in the best interest of the district. The Board's determination shall be made at a regularly scheduled public hearing of which notice is given to the public at least two weeks in advance and shall be based on cost comparison findings specified in Government Code 4217.12. (Government Code 4217.12)

BIDS (continued)

(cf. 3511 - Energy and Water Management)

(cf. 9320 - Meetings and Notices)

Supplementary textbooks, library books, educational films, audiovisual materials, test materials, workbooks, instructional computer software packages, or periodicals may be purchased in any amount without taking estimates or advertising for bids. (Public Contract Code 20118.3)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6163.1 - Library Media Centers)

Perishable foodstuffs and seasonal commodities needed in the operations of cafeterias may be purchased through bid or on the open market. (Education Code 38083)

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

Bids shall not be required for day labor under circumstances specified in Public Contract Code 20114. Day labor shall include the use of maintenance personnel employed on a permanent or temporary basis. (Public Contract Code 20114)

<p>Note: Pursuant to Public Contract Code 20113, a district may award contracts without competitive bidding in emergency situations, as specified below. In <u>Marshall v. Pasadena Unified School District</u>, a court held that the definition of "emergency" in Public Contract Code 1102 is applicable. Public Contract Code 1102 defines "emergency" as a "sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services."</p>

In an emergency when any repairs, alterations, work, or improvement to any school facility is necessary to permit the continuance of existing school classes or to avoid danger to life or property, the Board may, by unanimous vote and with the approval of the County Superintendent of Schools, contract for labor and materials or supplies without advertising for or inviting bids or may authorize the use of day labor or force account for the emergency purpose. (Public Contract Code 1102, 20113)

(cf. 3517 - Facilities Inspection)

The district may purchase any surplus property from the federal government or any of its agencies in any quantity needed for the operation of its schools without taking estimates or advertising for bids. (Education Code 17602)

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EQUIPMENT

Note: The California School Accounting Manual distinguishes between "equipment" and "supplies" and defines equipment as having relatively permanent value (e.g., is serviceable for more than one year) and substantially increasing the value of the district's physical assets. Equipment is generally not of an expendable nature and does not easily deteriorate in use. Examples include computer systems, machinery, vehicles, and playground equipment.

District equipment shall be used primarily for educational purposes and/or to conduct district business. The Superintendent or designee shall ensure that all employees, students, and other users understand the appropriate use of district equipment and that any misuse may be cause for disciplinary action or loss of user privilege.

(cf. 0440 - District Technology Plan)
(cf. 3515.4 - Recovery for Property Loss or Damage)
(cf. 3540 - Transportation)
(cf. 3551 - Food Service Operations/Cafeteria Fund)
(cf. 4040 - Employee Use of Technology)
(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5142 - Safety)
(cf. 5144 - Discipline)
(cf. 6000 - Concepts and Roles)
(cf. 6163.4 - Student Use of Technology)
(cf. 6171 - Title I Programs)

School-connected organizations may be granted reasonable use of the equipment for school-related matters as long as it does not interfere with the use by students or employees or otherwise disrupt district operations.

(cf. 1230 - School-Connected Organizations)
(cf. 1330 - Use of School Facilities)

Note: The following paragraph is **optional**. It is recommended that the district check its liability coverage for off-site use of district equipment and materials. Whenever an individual is authorized to borrow district equipment, he/she could be required to complete a form identifying the equipment and the intended use and indicating that the individual will assume responsibility for any loss or damage to the equipment. See the accompanying Exhibit for a sample form that may be used for this purpose.

The Superintendent or designee shall approve the transfer of any district equipment from one work site to another and the removal of any district equipment for off-site use. When any equipment is taken off site, the borrower is responsible for its safe return and shall be fully liable for any loss or damage.

Employees transferred to another work site shall take with them only those personal items that have been purchased with their own funds unless otherwise authorized by the Superintendent or designee or applicable Board policy.

EQUIPMENT (continued)

Note: Education Code 35168 requires the district to maintain an inventory containing specified information for all equipment currently valued in excess of \$500. Although 34 CFR 80.3 and 80.32 only require districts to maintain inventory records of tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit, the state's Federal Program Monitoring process reviews whether the district maintains an inventory record for every item of equipment with an acquisition cost of \$500 or more per unit that is purchased with state and/or federal categorical funds. CSBA recommends an inventory of all equipment currently valued in excess of \$500 in order to simplify the district's inventory procedures and to comply with law. Also see AR 3440 - Inventories.

The Superintendent or designee shall maintain an inventory of all equipment currently valued in excess of \$500. (Education Code 35168; 5 CCR 3946)

(cf. 3440 - Inventories)

When equipment is unusable or is no longer needed, it may be sold, donated, or disposed of in accordance with Education Code 17540-17555 or 34 CFR 80.32, as applicable.

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

Equipment Acquired with Federal Funds

Note: Office of Management and Budget (OMB) guidance in OMB Circular A-87 (Cost Principles for State, Local, and Indian Tribal Governments) requires a district receiving federal grant funds to obtain prior written approval from its awarding agency before incurring the cost of a capital expenditure. Both the OMB guidance and generally accepted accounting principles identify equipment as a capital expenditure.

The Superintendent or designee shall obtain prior written approval from the California Department of Education or other awarding agency before purchasing equipment with federal funds.

(cf. 3300 - Expenditures and Purchases)

All equipment purchased for federal programs funded through the consolidated application pursuant to Education Code 64000-64001 shall be labeled with the name of the project, identification number, and name of the district. (5 CCR 3946)

For any equipment acquired in whole or in part with federal funds, the Superintendent or designee shall develop adequate maintenance procedures to keep the property in good condition. He/she shall also develop adequate safeguards to prevent loss, damage, or theft of the property and shall investigate any loss, damage, or theft. (34 CFR 80.32)

(cf. 3530 - Risk Management/Insurance)

(cf. 4156.3/4256.3/4356.3 - Employee Property Reimbursement)

EQUIPMENT (continued)

Equipment purchased for use in a federal program shall be used in that program as long as needed, whether or not the program continues to be supported by federal funds. The equipment may be used in other activities currently or previously supported by a federal agency when such use does not interfere with the work on the project or program for which it was originally acquired or when use of the equipment is no longer needed for the original program. (34 CFR 80.32)

*Legal Reference:*EDUCATION CODE*17540-17542 Sale or lease of personal property by one district to another**17545-17555 Sale of personal property**17605 Delegation of authority to purchase supplies and equipment**35160 Authority of governing boards**35168 Inventory of equipment**64000-64001 Consolidated application process*CODE OF REGULATIONS, TITLE 5*3946 Control, safeguards, disposal of equipment purchased with state and federal consolidated application funds**4424 Comparability of services**16023 Class 1 - Permanent records*UNITED STATES CODE, TITLE 20*6321 Fiscal requirements*CODE OF FEDERAL REGULATIONS, TITLE 34*80.1-80.52 Uniform administration requirements for grants to state and local governments**Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSCalifornia School Accounting ManualOFFICE OF MANAGEMENT AND BUDGET PUBLICATIONSCost Principles for State, Local, and Indian Tribal Governments, OMB Circular A-87WEB SITES*California Department of Education: <http://www.cde.ca.gov>**Office of Management and Budget: <https://www.whitehouse.gov/omb>*

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approved:

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October 2015

SPECIAL EDUCATION STAFF

Qualifications/Assignment of Special Education Teachers

Note: Individuals providing instruction in special education must possess an appropriate credential or added authorization issued by the Commission on Teacher Credentialing (CTC) permitting such service, including the (1) education specialist credential, which includes specializations in mild/moderate disabilities, moderate/severe disabilities, deaf and hard of hearing, visual impairments, physical and health impairments, early childhood special education, and language and academic development; (2) previously issued special education credential; (3) speech-language pathology services credential; or (4) clinical or rehabilitative services credential authorizing the provision of audiology and/or orientation and mobility services.

Teachers who receive an added authorization may be assigned to serve students in the broad specialty area pursuant to their credential and in the specific area of the added authorization. 5 CCR 80048.7 allows credential holders to obtain added authorizations in the following areas: autism spectrum disorders (ASD), deaf-blind, emotional disturbance, orthopedically impaired, other health impaired, and traumatic brain injury. In addition, holders of a valid prerequisite teaching credential authorizing the teaching of physical education in any grade K-12 or a credential authorizing instruction or services in special education may obtain an added authorization pursuant to 5 CCR 80046.1 to provide adapted physical education to students with special needs who are unable to participate in a general physical education program. Holders of a special education teaching credential may obtain an added authorization pursuant to 5 CCR 80048.5 to provide early childhood special education to children from birth through prekindergarten. An added authorization to provide resource specialist services may be granted pursuant to 5 CCR 80070.1-80070.5 to a person who holds a special education credential, but is unnecessary for holders of education specialist credentials issued since September 1997 since that credential already includes an authorization to provide resource specialist services.

An option that allowed districts, under certain conditions, to assign teachers who possess the mild/moderate disabilities specialization to provide instruction to students with ASD expired in 2013. Preliminary education specialist credential programs now include ASD content for all specialty areas, and preliminary and clear credentials authorize the holder to provide ASD services within their specialty areas.

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)

Note: The No Child Left Behind Act (20 USC 6319; 34 CFR 200.55-200.57) requires all teachers of core academic subjects, including special education teachers, to be "highly qualified" as defined in 20 USC 7801 and 5 CCR 6100-6126; see AR 4112.24 - Teacher Qualifications Under the No Child Left Behind Act.

Special education teachers who teach core academic subjects shall possess the qualifications required by the No Child Left Behind Act. (5 CCR 6100-6126; 20 USC 1401, 6319, 7801; 34 CFR 200.55-200.57, 300.18)

SPECIAL EDUCATION STAFF (continued)

(cf. 4112.24 - Teacher Qualifications Under the No Child Left Behind Act)

Note: Pursuant to Education Code 44325, the CTC issues special education district intern credentials which authorize their holders to provide classroom instruction to students with disabilities. For requirements pertaining to internship programs, see BP/AR 4112.21 - Interns.

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)

Note: 5 CCR 80027.1 establishes the special education limited assignment teaching permit which allows a special education credential holder to serve outside his/her specialty area while completing the coursework for an added authorization in special education or an additional full specialty area in another special education area. The permit is valid for up to one year from the date of issuance but may be renewed twice, for a total of three years in the specialty area, if renewal requirements are met.

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.

Note: When requesting that the CTC issue a special education limited assignment teaching permit or an emergency resource specialist permit, the district must submit a Declaration of Need for Fully Qualified Educators in accordance with 5 CCR 80026. 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 is valid for up to 12 months, but expires no later than June 30 following its submission to the CTC. See BP 4112.2 - Certification for additional information regarding the Declaration of Need.

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)

SPECIAL EDUCATION STAFF (continued)

Note: Pursuant to 5 CCR 80021.1, if the district is unable to employ a suitable credentialed teacher after a diligent search, it may request that the CTC issue a provisional internship permit (PIP) to a qualified candidate for one year. Pursuant to 5 CCR 80021, the district may request that the CTC issue a short-term staff permit (STSP) when there is a need to immediately fill a classroom vacancy. See BP/AR 4112.2 - Certification for requirements related to these permits. When the district is unable to hire a person with the STSP or PIP, the district may request that the CTC issue a short-term or variable term waiver.

Before the district applies for the STSP, PIP, or a waiver, the CTC recommends that the district first seek a special education limited assignment permit if an individual meets the requirements for that permit. See the CTC's Special Education Teaching and Services Credentials, Added Authorizations in Special Education, and Limited Assignment Permits for California Prepared Teachers: Frequently Asked Questions, available on its web site.

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)

Note: Pursuant to 5 CCR 80048.8.1, completion of a CTC-approved induction program offered by either a district or a college/university is a requirement to earn a clear credential. Also see BP 4131.1 - Teacher Support and Guidance.

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)

SPECIAL EDUCATION STAFF (continued)

Resource Specialists

Note: Education Code 56195.8 **mandates** entities providing special education to adopt policy related to resource specialists. The following section fulfills this mandate and should be revised for consistency with the policy and regulations of the Special Education Local Plan Area (SELPA) in which the district participates. Also see language on caseloads for resource specialists in the section "Caseloads" below.

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

Note: Item #7 below should be deleted by districts that do not maintain secondary schools.

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)

SPECIAL EDUCATION STAFF (continued)

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

Note: The following section should be revised to reflect district practice. Education Code 56362 specifies maximum caseloads for resource specialists. Education Code 56363.3 and 56441.7 specify caseloads for language, speech, and hearing specialists. Other special education caseloads are not set by law and may be determined through collective bargaining agreements or the policies and regulations of the SELPA in which the district participates.

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)

Note: Education Code 56195.8 and 56362 **mandate** that each entity providing special education adopt policy that includes caseloads for resource specialists. Such caseloads must not exceed 28 students per resource specialist except as provided below. The following paragraph should be revised as necessary for consistency with SELPA and district practice.

In addition, pursuant to Education Code 56362, at least 80 percent of the resource specialists within a SELPA must be provided with an instructional aide.

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. The maximum caseload for speech and language specialists exclusively serving children with disabilities age 3-5 years shall not exceed 40. (Education Code 56363.3, 56441.7)

Legal Reference: (see next page)

SPECIAL EDUCATION STAFF (continued)

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*

6100-6126 *Teacher qualifications, No Child Left Behind Act*

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, especially:*

1401 *Definition of highly qualified special education teacher*

6319 *Highly qualified teachers*

7801 *Definitions, highly qualified teacher*

CODE OF FEDERAL REGULATIONS, TITLE 34

200.55-200.57 *Highly qualified teachers*

300.8 *Definition of autism*

300.18 *Highly qualified special education teachers*

300.34 *Related services*

300.156 *Special education personnel requirements*

Management Resources: (see next page)

SPECIAL EDUCATION STAFF (continued)

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>

All Personnel

AR 4119.11(a)

4219.11

SEXUAL HARASSMENT

4319.11

Note: The following administrative regulation is **mandated** pursuant to Education Code 231.5 and includes reasonable steps for preventing the occurrence of discrimination and harassment as required pursuant to Government Code 12940 (California Fair Employment and Housing Act).

The focus of this administrative regulation is on sexual harassment of employees. For information related to the sexual harassment of students, see BP/AR 5145.7 - Sexual Harassment.

Definitions

Note: In Oncale v. Sundowner Offshore Services, Inc., the U.S. Supreme Court held that same-sex sexual harassment could be actionable under Title VII of the Civil Rights Act of 1964 (42 USC 2000e-2000e-17).

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting when: (Education Code 212.5; Government Code 12940; 5 CCR 4916)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of such conduct by the individual is used as the basis for an employment decision affecting him/her.

Note: Pursuant to Government Code 12940, conduct specified in item #3 below constitutes sexual harassment if it is sufficiently severe, pervasive, or offensive to create a hostile or abusive work environment for the victim, regardless of whether or not the alleged harasser is motivated by sexual desire for the victim.

3. The conduct has the purpose or effect of having a negative impact upon the individual's work or has the purpose or effect of creating an intimidating, hostile, or offensive work environment. Regardless of whether or not the alleged harasser was motivated by sexual desire, the conduct is sufficiently severe, persistent, pervasive, or objectively offensive as to create a hostile or abusive working environment or to limit the individual's ability to participate in or benefit from an education program or activity.
4. Submission to or rejection of the conduct by the other individual is used as the basis for any decision affecting him/her regarding benefits, services, honors, programs, or activities available at or through the district.

Note: Pursuant to Government Code 12940, the district may be held liable for sexual harassment committed against employees by clients, customers, or other third parties if the district knew, or should have known, of the harassment and failed to take immediate and appropriate corrective action to stop the harassment. The following paragraph clarifies that sexual harassment may include acts by supervisors, co-workers, or other parties and should be modified to reflect district practice.

SEXUAL HARASSMENT (continued)

Other examples of actions that might constitute sexual harassment, whether committed by a supervisor, a co-worker, or a non-employee, in the work or educational setting include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors
2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit emails; displaying sexually suggestive objects
3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

Training

Note: The following **optional** paragraph is consistent with a district's obligation to protect its employees from sexual harassment, and may be modified to reflect district practice. Although training is not legally required for all employees, Government Code 12940 requires districts to take reasonable steps to prevent harassment. In addition, since the language of BP/AR 5145.7 - Sexual Harassment requires employees to report sexual harassment against students, training such employees to recognize sexual harassment and address reports of incidents furthers the district's interest in protecting both employees and students against prohibited conduct. Thus, it is strongly recommended that districts periodically provide sexual harassment training or information to all their employees, especially those who work at school sites.

Provision of periodic training to all district employees could also help foster a positive work environment and mitigate damages against a district in the event of sexual harassment litigation. In Department of Health Services v. Superior Court (McGinnis), the California Supreme Court held that employers that have taken reasonable steps to prevent and correct workplace sexual harassment may be able to reduce damages in the event of a lawsuit. Such steps may include establishing anti-harassment policies and communicating those policies to employees.

The Superintendent or designee shall ensure that all employees receive training regarding the district's sexual harassment policies when hired and periodically thereafter. Such training shall include the procedures for reporting and/or filing complaints involving an employee, employees' duty to use the district's complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee.

(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 5145.7 - Sexual Harassment)

SEXUAL HARASSMENT (continued)

Note: **The remainder of this section is for use by districts with 50 or more employees.** Government Code 12950.1 requires such districts to provide two hours of sexual harassment training and education once every two years to every supervisory employee, defined as any employee with the authority to take employment action, including hiring, transferring, suspending, and disciplining other employees, or recommend such action if the exercise of that authority is not merely routine or clerical in nature. All newly hired supervisors or employees promoted to a supervisory position must receive the training within six months of their hire or assumption of the supervisory position. Compliance with this law does not insulate the district from any liability for harassment.

Governing Board members, as elected officials, are not usually considered "supervisors"; however, since Board members have the authority to hire, reward, or discipline the Superintendent and other employees, Board members may also be required to receive sexual harassment training. Districts should consult with legal counsel to ensure that the appropriate individuals receive training.

Although the law does not require districts with fewer than 50 employees to provide sexual harassment training to supervisors, court decisions have held that providing training may help mitigate damages in sexual harassment suits. Districts with fewer than 50 employees may delete or modify the remainder of this section to reflect district practice.

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted employees shall receive training within six months of their assumption of the new position. (Government Code 12950.1)

A *supervisory employee* is any employee with the authority to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, or to effectively recommend such action.

Note: Government Code 12950.1 and 2 CCR 11023 require that the training for supervisory employees contain specified components and be presented by trainers or educators with knowledge and expertise in the prevention of harassment, discrimination, and retaliation.

The district's sexual harassment training and education program for supervisory employees shall include the provision of: (Government Code 12950.1; 2 CCR 11023)

1. Information and practical guidance regarding federal and state laws on the prohibition against and the prevention and correction of sexual harassment, and the remedies available to the victims of sexual harassment in employment
2. Practical examples aimed at instructing supervisors in the prevention of harassment, discrimination, and retaliation

SEXUAL HARASSMENT (continued)

Note: Pursuant to Government Code 12950.1, as amended by AB 2053 (Ch. 306, Statutes of 2014), the prevention of abusive conduct must be included as a component of the sexual harassment training for supervisors.

3. A component on the prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance
4. A copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received
5. All other contents of mandated training specified in 2 CCR 11023

The Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of trained employees, date of the training, the type of training, and the name of the training provider. (2 CCR 11023)

Notifications

Note: Education Code 231.5 requires that the district provide copies of its policy on sexual harassment to staff, as specified below. In addition, 2 CCR 11023 requires that supervisory employees undergoing mandatory training receive a copy of the district's policy and acknowledge receipt of the policy; see item #4 in the section "Training" above.

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted
2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired

(cf. 4112.9/4212.9/4312.9 - *Employee Notifications*)

3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

Note: Government Code 12950 requires the Department of Fair Employment and Housing (DFEH) to develop posters and information sheets on employment discrimination and the illegality of sexual harassment. These documents are available on DFEH's web site.

SEXUAL HARASSMENT (continued)

All employees shall receive either a copy of information sheets prepared by the California Department of Fair Employment and Housing (DFEH) or a copy of district information sheets that contain, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law
3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through DFEH and the Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact DFEH and the EEOC
7. The protection against retaliation provided by 2 CCR 11021 for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

In addition, the district shall post, in a prominent and accessible location, DFEH's poster on discrimination in employment and the illegality of sexual harassment. (Government Code 12950)

All Personnel

BP 4154(a)

4254

HEALTH AND WELFARE BENEFITS

4354

Note: The following **optional** policy should be revised to reflect district practice and collective bargaining agreements. Districts that contract with the Board of Administration of the Public Employees' Retirement System to obtain a health benefit plan under the Public Employees' Medical and Hospital Care Act (PEMHCA), Government Code 22750-22944, should revise the following policy and accompanying administrative regulation to reflect the requirements of that program.

The Governing Board recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees. The district shall provide health and welfare benefits for employees in accordance with state and federal law and subject to negotiated employee agreements.

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

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4151/4251/4351 - Employee Compensation)

Note: The district should select or revise the appropriate option below to reflect district practice regarding employees who are not in bargaining units. Districts selecting Option 2 should expand this policy or accompanying administrative regulation to specify benefits for unrepresented employees. Also see BP 4121 - Temporary/Substitute Personnel.

OPTION 1: ~~Certificated~~ **All** management, administrative, and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for certificated employees. ~~Classified management, administrative, and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for classified employees.~~

(cf. 4300 - Administrative and Supervisory Personnel)

OPTION 2: ~~Employees who are not in bargaining units shall receive health and welfare benefits as specified in Board policy and administrative regulation.~~

(cf. 4121 - Temporary/Substitute Personnel)

Note: Family Code 300, as amended by SB 1306 (Ch. 82, Statutes of 2014), defines marriage as a personal relationship arising out of a civil contract between "two persons" rather than between a man and a woman. In addition, pursuant to Family Code 297.5, registered domestic partners have the same rights, protections, and benefits as spouses. Therefore, to the extent that the district provides health benefit coverage to spouses of employees pursuant to state law, the same coverage must be provided to registered domestic partners. Pursuant to Health and Safety Code 1374.58, health care service plans and health insurers are required to provide registered domestic partners coverage that is equal to the coverage provided to spouses.

For purposes of granting benefits, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child. (Family Code 297.5, 300)

HEALTH AND WELFARE BENEFITS (continued)

Note: The following paragraph is for use by districts that have an average of 50 or more full-time equivalent (FTE) employees over the preceding calendar year. The federal Patient Protection and Affordable Care Act (PPACA) (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6) requires such districts to offer FTE employees and their dependents (not including spouses) the opportunity to enroll in an affordable district-sponsored group health plan or health insurance coverage that provides minimum "essential coverage," as defined in Health and Safety Code 1367.005, 26 USC 5000A, and 26 CFR 1.5000A-2 and 54.4980H-1. In addition, the district must ensure that the employee's contribution toward the cost of the coverage does not exceed 9.5 percent of his/her household income; see the accompanying administrative regulation for further information about the calculation of the employee's contribution.

For purposes of determining the applicability of this law, the district must calculate the number of FTE employees in accordance with 26 USC 4980H and 26 CFR 54.4980H-1. An FTE employee is one who works at least 30 hours per week (including actual work hours and hours for which an employee is paid or entitled to be paid due to vacation, holiday, sick leave, disability, jury duty, military leave, or other leave of absence). 26 CFR 54.4980H-3, as amended by 79 Federal Register 29, Feb. 12, 2014, clarifies that districts should not calculate employment breaks of four or more consecutive weeks, such as summer break, in a way that would significantly detract from the calculation of an employee's overall work hours. Thus, an employee who averages 30 hours or more per week for nine months and then no hours for three months would still be considered a full-time employee. In addition, in determining the number of FTE employees, the district must include the hours of service for all part-time employees for a calendar month divided by 120. Although part-time employees are considered in the determination as to whether the PPACA applies to the district, the district is not required under the PPACA to provide health benefits to part-time employees. See BP 4121 - Temporary/Substitute Personnel. The calculation of FTE employees is complex and the district should consult legal counsel as necessary.

Beginning with the 2016 plan year, a district with 50 or more FTE employees will be required to offer health coverage that meets the PPACA requirements to at least 95 percent of its FTE employees. If a district fails to comply with this law and any FTE employee uses a federal tax credit or cost-sharing premium reduction to purchase coverage through a health exchange (i.e., Covered California), the district must pay a financial penalty.

The district shall offer full-time employees who work an average of 30 hours or more per week and their dependents up to age 26 years a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.

Note: Pursuant to 26 USC 105 and 26 CFR 1.105-11, self-insured medical expense reimbursement plans are prohibited from discriminating in favor of "highly compensated" individuals as to eligibility to participate or level of benefits provided under the plan. As defined in 26 USC 105(h), "highly compensated" individuals are those who are among the highest paid 25 percent of all employees, with specified exceptions. The PPACA (42 USC 300gg-16) extends this requirement to non-self-insured group health plans. Implementation of this provision with respect to group health plans has been delayed until the first plan year after the issuance of federal regulations or other guidance on how to comply with the requirement. As of October 6, 2015, this delay is still in effect. However, it is still recommended that districts begin to review their plans and practices to be prepared to comply with the expected rules.

HEALTH AND WELFARE BENEFITS (continued)

With respect to eligibility to participate in the health benefits plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees. (26 USC 105; 42 USC 300gg-16)

Continuation of Coverage

Note: Education Code 7000-7005 provide for continued health and dental care benefits for retired certificated employees and their spouses/domestic partners. In addition, for districts with 20 or more employees, continued health and disability benefits for former classified and certificated employees and their qualified beneficiaries are addressed in the federal Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) (26 USC 4980B; 29 USC 1161-1168; 26 CFR 54.4980B-1-54.4980B-10). For districts with 2-19 employees, continued health and disability benefits for former employees and their qualified beneficiaries are addressed in the California Continuation Benefits Replacement Act (Cal-COBRA) (Health and Safety Code 1366.20-1366.29; Insurance Code 10128.50-10128.59). These programs provide continuation coverage for limited time periods and under limited conditions. The following section reflects the general purposes of these programs; see the accompanying administrative regulation for a summary of major program requirements.

Pursuant to Governmental Accounting and Standards Board Statement 45, "other postemployment benefits" (OPEBs) (i.e., medical, dental, vision, hearing, life insurance, long-term care, long-term disability, and other nonpension benefits for retired employees) must be reported by the district as a current expense over the working years of an employee. To the extent that OPEBs are not prefunded in a designated fund or irrevocable trust, they must be reported as a liability on the district's financial statements. See BP 3100 - Budget and AR 3460 - Financial Reports and Accountability.

Retired certificated employees, other employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law.

Note: The following paragraph may be revised to reflect district practice. Covered employees and their qualified beneficiaries who elect continuation coverage may be required to pay all costs of the insurance plan as provided below (Education Code 7000; Health and Safety Code 1366.26; Insurance Code 10128.56; 26 USC 4980B). Any district contribution to retired employee health costs is a negotiable item.

Unless otherwise provided for in the applicable collective bargaining agreement, covered employees and their qualified beneficiaries may receive continuation coverage by paying the premiums, dues, and other charges, including any increases in premiums, dues, and costs incurred by the district in administering the program.

Confidentiality

Note: The Health Insurance Portability and Accountability Act (HIPAA) (45 CFR 164.500-164.534) specifies actions that a health plan, health care provider, or health care clearinghouse must take to protect the privacy of an individual's health information. Generally, entities covered by HIPAA may release or

HEALTH AND WELFARE BENEFITS (continued)

receive "protected health information" about an individual only if that individual gives permission or the Act expressly permits its release.

Civil Code 56.20-56.245 address an employer's responsibility to maintain the confidentiality of medical information it receives.

The Superintendent or designee shall not use or disclose any employee's medical information the district possesses without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee benefit plans and for other purposes specified in law. (Civil Code 56.20)

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

Legal Reference:

EDUCATION CODE

7000-7008 Health and welfare benefits, retired certificated employees

17566 Self-insurance fund

35208 Liability insurance

35214 Liability insurance (self-insurance)

44041-44042 Payroll deductions for collection of premiums

44986 Leave of absence, state disability benefits

45136 Benefits for classified employees

CIVIL CODE

56.10-56.16 Disclosure of information by medical providers

56.20-56.245 Use and disclosure of medical information by employers

FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

12940 Discrimination in employment

22750-22944 Public Employees' Medical and Hospital Care Act

53200-53210 Group insurance

HEALTH AND SAFETY CODE

1366.20-1366.29 Cal-COBRA program, health insurance

1367.08 Disclosure of fees and commissions paid related to health care service plan

1373 Health services plan, coverage for dependent children who are full-time students

1373.621 Continuation coverage, age 60 or older after five years with district

1374.58 Coverage for registered domestic partners, health service plans and health insurers

Legal Reference continued: (see next page)

HEALTH AND WELFARE BENEFITS (continued)

Legal Reference: (continued)

INSURANCE CODE

10116.5 Continuation coverage, age 60 or older after five years with district

10128.50-10128.59 Cal-COBRA program, disability insurance

10277-10278 Group and individual health insurance, coverage for dependent children

10604.5 Annual disclosure of fees and commissions paid

12670-12692.5 Conversion coverage

LABOR CODE

2800.2 Notification of conversion and continuation coverage

4856 Health benefits for spouse of peace officer killed in performance of duties

UNEMPLOYMENT INSURANCE CODE

2613 Education program; notice of rights and benefits

UNITED STATES CODE, TITLE 1

7 Definition of marriage, spouse

UNITED STATES CODE, TITLE 26

105 Self-insured medical reimbursement plan; definition of highly compensated individual

4980B COBRA continuation coverage

4980H Penalty for noncompliance with employer-provided health care requirements

5000A Minimum essential coverage

6056 Report of health coverage provided to employees

UNITED STATES CODE, TITLE 29

1161-1168 COBRA continuation coverage

UNITED STATES CODE, TITLE 42

300gg-300gg95 Patient Protection and Affordable Care Act, especially:

300gg-16 Group health plan; nondiscrimination in favor of highly compensated individuals

1395-1395g Medicare benefits

CODE OF FEDERAL REGULATIONS, TITLE 26

54.4980B-1-54.4980B-10 COBRA continuation coverage

54.4980H-1-54.4980H-6 Patient Protection and Affordable Care Act

1.105-11 Self-insured medical reimbursement plan

CODE OF FEDERAL REGULATIONS, TITLE 45

164.500-164.534 Health Insurance Portability and Accountability Act (HIPAA)

Management Resources: (see next page)

HEALTH AND WELFARE BENEFITS (continued)

Management Resources:

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Health Policy: Implications of Covered California for School Boards, Districts and Personnel, Governance Brief, January 2013

INTERNAL REVENUE SERVICE NOTICES

2011-1 Affordable Care Act Nondiscrimination Provisions Applicable to Insured Group Health Plans

U.S. DEPARTMENT OF TREASURY PUBLICATIONS

Fact Sheet: Final Regulations Implementing Employer Shared Responsibility Under the Affordable Care Act (ACA) for 2015

WEB SITES

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

California Employment Development Department: <http://www.edd.ca.gov>

Internal Revenue Service: <http://www.irs.gov>

U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services:

<http://www.cms.gov>

U.S. Department of Labor: <http://www.dol.gov>

Note: The following **optional** administrative regulation should be revised to reflect district practice and collective bargaining agreements.

Affordability of Health Coverage

Note: The following section is for use by districts that have an average of 50 or more full-time equivalent (FTE) employees over the preceding calendar year. The federal Patient Protection and Affordable Care Act (PPACA) (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6) requires such districts to offer FTE employees and their dependents (not including spouses) the opportunity to enroll in an "affordable" district-sponsored group health plan or health insurance coverage. Pursuant to 26 USC 4980H and 26 CFR 54.4980H-4, health coverage will be deemed "affordable" if the employee's contribution for employee-only health coverage does not exceed 9.5 percent of his/her modified adjusted household income, as defined in 26 USC 5000A. Because the district generally will not know the employee's household income, 26 CFR 54.4980H-5 provides that the district can meet its obligation if it meets any of the "safe harbor" standards listed in items #1-3 below. All these methods are optional and the district may choose to use one or more of these methods for all its employees or for any category of employees, provided it does so on a uniform and consistent basis for all employees within the same category. The district may retain or delete any of the items below or specify its own method for ensuring affordability.

See the accompanying Board policy for additional requirements of the PPACA.

The Superintendent or designee shall seek written assurance from the district's health insurance carrier(s) that the health plan offered to full-time district employees and their dependents meets all requirements of the federal Patient Protection and Affordable Care Act. (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6)

The Superintendent or designee also shall ensure that each employee's contribution to the employee-only health coverage does not exceed 9.5 percent of his/her modified household income, as defined in 26 USC 5000A. The Superintendent or designee shall calculate the affordability of the coverage using one or more of the following methods in a uniform and consistent basis for all employees within the same category: (26 USC 4980H; 26 CFR 54.4980H-4-54.4980H-5)

1. The district shall ensure that the lowest cost employee-only coverage does not exceed 9.5 percent of wages paid to the employee by the district for the calendar year as reported on the employee's W-2 tax form. For an employee not offered coverage for an entire calendar year, the wages shall be adjusted to reflect the period for which coverage was offered.
2. The district shall ensure that the employee's required monthly contribution for the lowest cost employee-only coverage does not exceed 9.5 percent of an amount equal to 130 hours multiplied by the employee's hourly rate of pay on the first day of the plan year or his/her lowest hourly pay during the calendar month, whichever is lower.

HEALTH AND WELFARE BENEFITS (continued)

3. ~~The district shall ensure that the employee's contribution does not exceed 9.5 percent of a monthly amount determined as the federal poverty line for a single individual for the applicable calendar year, divided by 12.~~

Retired Certificated Employees

Note: Education Code 7000 requires that any district which provides health and welfare benefits or dental care benefits for its certificated employees must make those benefits available to retired certificated employees and their spouses or eligible surviving spouses as provided in the following section.

Pursuant to Education Code 7000, any eligible person who elects to enroll in the benefits program may be required to pay all premiums, dues, and other charges, including any increases in the rate of premiums or dues for these persons, and all costs incurred by the district in administering the program; see the accompanying Board policy. Education Code 7000 allows districts, if appropriate, to require persons eligible for these benefits to pay different rates as a class. Education Code 7000 specifies three classes based on age and Medicare benefits for which the plan must provide separate rates. Government Code 12940 provides that, with respect to retiree health benefits and health care reimbursement plans in effect on or after January 1, 2011, it is not discrimination based on age to provide health benefits or health care reimbursement plans to retired persons that are altered, reduced, or eliminated when the retirees become eligible for Medicare health benefits.

The following section does not apply to employees who receive health care coverage under the Public Employees' Medical and Hospital Care Act (PEMHCA), Government Code 22750-22944.

Any former certificated employee who retired from the district under any public retirement system and his/her spouse/domestic partner shall be permitted to enroll in the health and welfare and/or dental care benefit plan currently provided for certificated employees. The plan also shall be available to any surviving spouse/domestic partner of a former certificated employee who either retired from the district under any public retirement system or was, at the time of death, employed by the district and a member of the State Teachers' Retirement System. (Education Code 7000)

A retired certificated employee or surviving spouse/domestic partner shall be allowed to enroll in the coverage within 30 days of losing active employee coverage. If he/she does not enroll during this initial enrollment period, he/she may be denied further opportunity to do so. (Education Code 7000)

COBRA/Cal-COBRA Continuation Coverage

Note: The following section reflects requirements for both the federal Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) program (26 USC 4980B; 29 USC 1161-1168; 26 CFR 54.4980B-1-54.4980B-10) and the California Continuation Benefits Replacement Act (Cal-COBRA) program (Health and Safety Code 1366.20-1366.29; Insurance Code 10128.50-10128.59). These programs contain requirements designed to alleviate lapses in coverage due to employee termination, death, separation or

HEALTH AND WELFARE BENEFITS (continued)

divorce, reduction in hours, eligibility for Medicare, or a dependent child of the covered employee ceasing to be a dependent child. COBRA applies to districts with at least 20 employees. Pursuant to Health and Safety Code 1366.21, Cal-COBRA applies to districts with 2-19 employees which have contracted for health care and/or disability coverage through a group benefit plan. If the district has contracted to provide administrative services for the health care service plan as authorized by Health and Safety Code 1366.25, it may expand the following section to reflect additional requirements of plan administrators.

The following section should be revised by districts that offer a group health insurance plan but not a group disability benefits plan. This section also should be revised by districts with employees who receive health care coverage under PEMHCA, Government Code 22750-22944.

Covered district employees and their qualified beneficiaries shall be offered the opportunity to continue health and disability insurance coverage when they otherwise would lose coverage due to one of the following qualifying events: (Health and Safety Code 1366.21, 1366.23, 1373; Insurance Code 10128.51, 10128.53, 10277; 26 USC 4980B; 26 CFR 54.4980B-4)

1. Death of the covered employee
2. Termination or reduction in hours of the covered employee's employment, other than termination by reason of the employee's gross misconduct

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

3. Divorce or legal separation of the covered employee
4. The covered employee becoming entitled to Medicare benefits

Note: For purposes of item #5 below, Health and Safety Code 1373 and Insurance Code 10277 require that the age at which a person ceases to be a dependent child, as specified in the health plan, must be at least 26 years, except that certain specified health plans beginning before January 1, 2014 may exclude adult children younger than age 26 who are eligible to enroll in an employer-sponsored health plan. In addition, Health and Safety Code 1373 and Insurance Code 10277 require a health services plan or insurer to continue coverage for a dependent child who attains the age specified in the plan if he/she is incapable of self-sustaining employment by reason of a physically or mentally disabling injury, illness, or condition and is chiefly dependent on the subscriber or insured for support and maintenance. Health and Safety Code 1373 and Insurance Code 10277 also require that, if the plan provides coverage for a dependent child who is over age 26 and enrolled at a secondary or postsecondary educational institution, continued coverage must be provided during any break in the school calendar and during a medical leave of absence as specified.

5. A dependent child ceasing to be a dependent child of the covered employee

Continuation health coverage shall be the same as provided to similarly situated individuals under the group benefit plan. (Health and Safety Code 1366.23; Insurance Code 10128.53; 26 USC 4980B)

HEALTH AND WELFARE BENEFITS (continued)

Note: Districts should select the appropriate option below based on the number of district employees.

OPTION 1: (Districts with 20 or more employees)

Note: Pursuant to 26 USC 4980B and 29 USC 1163, the 30-day notification period specified below may be revised if a longer time period is specified in the health plan.

The Superintendent or designee shall notify the health care service plan administrator of a qualifying event listed in item #1, 2, or 4 above, within 30 days of the event. A covered employee or qualified beneficiary shall notify the service plan administrator of a qualifying event listed in item #3 or 5 above within 60 days of the event or of the date that the beneficiary would lose coverage, whichever is later. (26 USC 4980B; 29 USC 1163, 1166; 26 CFR 54.4980B-6)

Continuation coverage shall be terminated in accordance with the district's insurance plan and federal and state law. (26 USC 4980B; 26 CFR 54.4980B-6; Health and Safety Code 1373.621; Insurance Code 10116.5)

~~OPTION 2: (Districts with 2-19 employees)~~

~~Note: If the district contracts to perform the administrative services of a health care service plan as authorized by Health and Safety Code 1366.25, the following two paragraphs should be revised to reflect the plan administrator to whom the notifications should be directed.~~

~~The Superintendent or designee shall provide written notification to the health care service plan administrator of a qualifying event listed in item #2 above, within 30 days of the event.~~

~~A covered employee or qualified beneficiary shall provide written notification to the health care service plan administrator regarding any other qualifying event listed above within 60 days of the event or of the date that the covered employee or qualified beneficiary was notified of the ability to continue coverage, whichever is later. (Health and Safety Code 1366.24, 1366.25; Insurance Code 10128.54, 10128.55)~~

~~Continuation coverage shall be terminated in accordance with the district's insurance plan and state law. (Health and Safety Code 1366.22, 1366.27, 1373.621; Insurance Code 10116.5, 10128.52, 10128.57)~~

Note: The following paragraph applies to all districts.

The Superintendent or designee shall notify covered employees and qualified beneficiaries of the availability of conversion and continuation coverage. This notification shall include the statement in Labor Code 2800.2 encouraging individuals to examine their options carefully before declining such coverage. (Labor Code 2800.2)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

HEALTH AND WELFARE BENEFITS (continued)

Disability Insurance

Note: The following notice is provided by the California Employment Development Department.

The Superintendent or designee shall give notice of disability insurance rights and benefits to each new employee and each employee leaving work due to pregnancy, nonoccupational illness or injury, the need to provide care for any sick or injured family member, or the need to bond with a minor child within the first year of the child's birth or placement in connection with foster care or adoption. (Unemployment Insurance Code 2613)

~~(cf. 4157.1/4257.1/4357.1—Work Related Injuries)~~

~~(cf. 4161/4261/4361—Leaves)~~

~~(cf. 4161.1/4361.1—Personal Illness/Injury Leave)~~

~~(cf. 4161.8/4261.8/4361.8—Family Care and Medical Leave)~~

~~(cf. 4261.1—Personal Illness and Injury Leave)~~

Note: The following paragraph does not apply to employees of districts that have contracted for health care coverage through PEMHCA, Government Code 22750-22944.

When disabled by an injury sustained from a violent act while performing duties within the scope of employment and performing creditable employment, a certificated or classified employee may continue in the district health and dental care plans upon meeting criteria specified by law. The employee shall pay all employer and employee premiums and related administrative costs. (Education Code 7008)

EXCLUSIONS FROM ATTENDANCE

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

(cf. 5111 - Admission)

(cf. 5111.1 - District Residency)

(cf. 5116 - Intradistrict Open Enrollment)

(cf. 5117 - Interdistrict Attendance)

(cf. 5125 - Student Records)

(cf. 5141.3 - Health Examinations)

Mandatory Exclusions

Note: Education Code 48216 requires that a student who has not met immunization requirements be excluded from school attendance until he/she meets those requirements. However, pursuant to Health and Safety Code 120335 and 120370, as amended by SB 277 (Ch. 35, Statutes of 2015), a student may be exempted from one or more immunizations for medical reasons or because his/her parent/guardian submits a letter or affidavit by January 1, 2016, stating that he/she objects to immunizations based on his/her personal beliefs. Students who are granted an exemption on the basis of their parent/guardian's personal beliefs must be immunized when they enter the next grade span as defined (birth to preschool, grades K-6, or grades 7-12). The new law specifies that its provisions do not prohibit a student who qualifies for an individualized education program (IEP) from "accessing any special education and related service" required by his/her IEP. See BP/AR 5141.31 - Immunizations for further information about immunization requirements and exemptions.

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

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

(cf. 5141.31 - Immunizations)

(cf. 5141.22 - Infectious Diseases)

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

(cf. 5141.26 - Tuberculosis Testing)

EXCLUSIONS FROM ATTENDANCE (continued)

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

The Superintendent or designee shall exclude a student who resides where any contagious, infectious, or communicable disease subject to quarantine exists or has recently existed and who is subject to strict isolation or quarantine of contacts, unless written permission of the health officer is provided. (Health and Safety Code 120230)

Permissive Exclusions

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

1. If there is good cause to believe that the student has been exposed to any disease stated in Health and Safety Code 120335 and his/her documentation of immunization does not show proof of immunization against that disease, the student may be temporarily excluded from the school until the local health officer is satisfied that the student is no longer at risk of developing or transmitting the disease. (Health and Safety Code 120335, 120370)
2. If the student has not had the health screening specified in Health and Safety Code 124040 before or within the first 90 days of attending first grade, he/she may be excluded for up to five days unless the parent/guardian has presented a waiver or the district has exempted the student from this requirement in accordance with law. (Health and Safety Code 124105)

(cf. 5141.32 - Health Screening for School Entry)

Notifications to Parents/Guardians

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

1. He/she resides in an area subject to quarantine pursuant to Health and Safety Code 120230.
2. He/she is exempt from a medical examination but suffers from a contagious or infectious disease pursuant to Education Code 49451.

EXCLUSIONS FROM ATTENDANCE (continued)

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

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

(cf. 5145.6 - Parental Notifications)

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

Appeals from Exclusion

Note: The following section is optional and should be modified to reflect district practice.

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

The parent/guardian shall have an opportunity to inspect all documents upon which the district is basing its decision, to challenge any evidence and question any witness presented by the district, to present oral and documentary evidence on the student's behalf, and to have one or more representatives present at the meeting.

Legal Reference: (see next page)

EXCLUSIONS FROM ATTENDANCE (continued)

Legal Reference:

EDUCATION CODE

48210-48216 *Persons excluded*

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

49408 *Information of use in emergencies*

49451 *Parent's refusal to consent*

HEALTH AND SAFETY CODE

120230 *Exclusion of persons from school*

120325-120380 *Educational and child care facility immunization requirements*

121475-121520 *Tuberculosis tests for students*

124025-124110 *Child Health and Disability Prevention Program*

CODE OF REGULATIONS, TITLE 5

202 *Exclusion of students with a contagious disease*

CODE OF REGULATIONS, TITLE 17

6055 *Exclusion for failure to obtain required immunizations*

Management Resources:

CSBA PUBLICATIONS

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

WEB SITES

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

California Department of Public Health, Immunization Branch:

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

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

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

INTERDISTRICT ATTENDANCE

The Board of Trustees recognizes that parents/guardians of students who reside in one district may, for a variety of reasons, choose to enroll their child in a school in another district.

(cf. 0520.3 - Title I Program Improvement Districts)
(cf. 5111.12 - Residency Based on Parent/Guardian Employment)
(cf. 5116.1 - Intradistrict Open Enrollment)
(cf. 5118 - Open Enrollment Act Transfers)

The Board may enter into an agreement with any other school district, for a term not to exceed five school years, for the interdistrict attendance of students who are residents of the districts. (Education Code 46600)

The agreement shall specify the terms and conditions under which interdistrict attendance shall be permitted or denied. It also may contain standards agreed to by both districts for reapplication and/or revocation of the student's permit. (Education Code 46600)

Upon receiving a permit for transfer into the district that has been approved by the student's district of residence, or upon receiving a written request from the parent/guardian of a district student who wishes to enroll in another district, the Superintendent or designee shall review the request and may approve or deny the permit subject to the terms and conditions of the interdistrict attendance agreement.

~~The Superintendent or designee shall maintain a record of requests for admittance that contains all of the following: (Education Code 48313)~~

- ~~1. The number of requests granted, denied, or withdrawn and, for denied requests, the reason for the denial~~
- ~~2. The number of students transferred out of and transferred into the district pursuant to this program~~
- ~~3. The race, ethnicity, gender, self-reported socio-economic status, and the district of residence for each student in item #2 above~~
- ~~4. The number of students in item #2 above who are classified as English learners or students with disabilities~~

~~The Superintendent or designee shall report to the Board, at a regularly scheduled meeting, the information specified in items #1-4 above. By May 15 of each year, the Superintendent or designee shall provide the same information, as well as information regarding the district's status as a school district of choice in the upcoming school year, to each geographically adjacent school district, the county office of education, the California Department of Education, and the Department of Finance. (Education Code 48313)~~

Transportation

The district shall have the option to provide transportation beyond any school attendance area. Upon request, the Superintendent or designee may authorize transportation for interdistrict transfer students to and from designated bus stops within the attendance area if space is available.

Limits on Student Transfers Out of the District to a School District of Choice

The Superintendent or designee may limit the number of student transfers out of the district to a school district of choice based on the percentages of average daily attendance specified in Education Code 48307.

In addition, transfers out of the district may be limited during a fiscal year when the County Superintendent of Schools has given the district a negative budget certification or when the

County Superintendent has determined that the district will not meet the state's standards and criteria for fiscal stability in the subsequent fiscal year exclusively as a result of student transfers from this district to a school district of choice. (Education Code 48307)

(cf. 3100 - Budget)

(cf. 3460 - Financial Reports and Accountability)

Legal Reference:

EDUCATION CODE

41020 Annual district audits

46600-46611 Interdistrict attendance agreements

48204 Residency requirements for school attendance

48300-48316 Student attendance alternatives, school district of choice program

48350-48361 Open Enrollment Act

48900 Grounds for suspension or expulsion; definition of bullying

48915 Expulsion; particular circumstances

48915.1 Expelled individuals: enrollment in another district

48918 Rules governing expulsion procedures

48980 Notice at beginning of term

52317 Regional occupational center/program, enrollment of students, interdistrict attendance

ATTORNEY GENERAL OPINIONS

87 Ops.Cal.Atty.Gen. 132 (2004)

84 Ops.Cal.Atty.Gen. 198 (2001)

COURT DECISIONS

Walnut Valley Unified School District v. the Superior Court of Los Angeles County, (2011) 192 Cal.App.4th 234

Crawford v. Huntington Beach Union High School District, (2002) 98 Cal.App.4th 1275

Management Resources:

CSBA PUBLICATIONS

Transfer Law Comparison, Fact Sheet, March 2011

WEB SITES

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

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

Policy GOLD TRAIL UNION SCHOOL DISTRICT

adopted: January 9, 2013 Placerville, California

IMMUNIZATIONS

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

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

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.26 - Tuberculosis Testing)

(cf. 6142.8 - Comprehensive Health Education)

Note: The following **optional** paragraph should be revised to reflect the grade levels and programs offered by the district.

Health and Safety Code 120335 requires districts to ensure that students are fully immunized prior to admission. In addition, beginning July 1, 2016, Health and Safety Code 120335, as amended by SB 277 (Ch. 35, Statutes of 2015), requires districts to ensure that students are fully immunized against all specified diseases before advancing to grade 7. See the accompanying administrative regulation for requirements pertaining to the immunization record, including the diseases for which students must be immunized.

Health and Safety Code 120335, as amended by SB 277, further provides that students must be exempted from immunizations for any one of the following reasons: (1) a licensed physician indicates that a student should be exempted for medical reasons, (2) a parent/guardian files a letter or affidavit prior to January 1, 2016 stating his/her personal beliefs opposed to immunization (effective only until the student enters the next grade span), or (3) a student is enrolled in independent study and does not receive classroom-based instruction. See the accompanying administrative regulation for further information about exemptions.

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

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.32 - Health Screening for School Entry)

(cf. 5148 - Child Care and Development)

(cf. 5148.3 - Preschool/Early Childhood Education)

Note: 17 CCR 6070 allows a transfer student to be conditionally admitted for up to 30 days while waiting for the transfer of immunization records from his/her previous school; see the accompanying administrative regulation. However, the California Department of Public Health's California Immunization Handbook for Child Care Programs and Schools recommends that schools request parents/guardians to bring their child's personal immunization record from his/her health care provider to registration, rather than waiting for the cumulative file, especially if the student's former school is located outside the United States. In this way, districts would only need to request the record from the previous district for those students who could not present an adequate record at the time of entry.

IMMUNIZATIONS (continued)

Pursuant to 42 USC 11431 and Education Code 48853.5, homeless children and foster youth must be immediately enrolled even if they are unable to produce records normally required for enrollment, including medical records. See AR 6173 - Education for Homeless Children and AR 6173.1- Education for Foster Youth. In addition, pursuant to Education Code 49701, children of military families must be allowed 30 days from the date of enrollment to obtain required immunizations; see AR 6173.2 - Education of Children of Military Families. These exceptions are also addressed in the accompanying administrative regulation.

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

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

Note: The following **optional** paragraph is for use by districts that permit medical personnel to administer immunizations at school as authorized by Education Code 49403. Pursuant to Education Code 49403, immunizations may be provided by a licensed physician or, if acting under the direction of a supervising physician, a registered nurse (including a school nurse), physician assistant, nurse practitioner, licensed vocational nurse, or nursing student acting under the supervision of a registered nurse. The authority of any health care practitioner, other than a licensed physician, to administer immunizations in a school immunization program is limited to immunizations for annual seasonal influenza, influenza pandemic episodes, and other diseases that represent a current or potential outbreak as declared by a federal, state, or local public health officer. Whenever a health care provider is authorized to administer immunizations at school, the school nurse must be notified and must maintain control, as necessary, as the supervisor of health in accordance with Education Code 44871 and other statutes.

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

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - School Health Services)

(cf. 5145.6 - Parental Notifications)

Legal Reference: (see next page)

IMMUNIZATIONS (continued)

Legal Reference:

EDUCATION CODE

44871 *Qualifications of supervisor of health*
46010 *Total days of attendance*
48216 *Immunization*
48853.5 *Immediate enrollment of foster youth*
48980 *Required notification of rights*
49403 *Cooperation in control of communicable disease and immunizations*
49426 *Duties of school nurses*
49701 *Flexibility in enrollment of children of military families*
51745-51749.6 *Independent study*

HEALTH AND SAFETY CODE

120325-120380 *Immunization against communicable disease, especially:*
120335 *Immunization requirement for admission*
120395 *Information about meningococcal disease, including recommendation for vaccination*
120440 *Disclosure of immunization information*

CODE OF REGULATIONS, TITLE 5

430 *Student records*

CODE OF REGULATIONS, TITLE 17

6000-6075 *School attendance immunization requirements*

UNITED STATES CODE, TITLE 20

1232g *Family Educational Rights and Privacy Act*

UNITED STATES CODE, TITLE 42

11432 *Immediate enrollment of homeless children*

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 *Family Educational Rights and Privacy*

Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

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

Guide to Immunizations Required for Child Care

Guide to Immunizations Required for School Entry

Parents' Guide to Immunizations Required for Child Care

Parents' Guide to Immunizations Required for School Entry

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

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

U.S. DEPARTMENT OF EDUCATION GUIDANCE

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

WEB SITES

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

California Department of Public Health, Immunization Branch:

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

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

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

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

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

Policy
adopted:

CSBA MANUAL MAINTENANCE SERVICE
October 2015

IMMUNIZATIONS**Required Immunizations**

Note: The following **optional** paragraph may be revised to reflect district practice. The California Department of Public Health's (CDPH) California Immunization Handbook for Child Care Programs and Schools recommends that districts provide parents/guardians with a written notice of immunization requirements. The CDPH's Parents' Guide to Immunizations Required for School Entry and Parents' Guide to Immunizations Required for Child Care may be used for this purpose.

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

Note: The following paragraph should be revised to reflect the grade levels and programs offered by the district. Health and Safety Code 120335 requires districts to ensure that students are fully immunized prior to admission. See 17 CCR 6020 and the CDPH's California Immunization Handbook for Child Care Programs and Schools for details regarding the ages/grades at which specific immunizations are required and the doses needed.

Pursuant to Health and Safety Code 120335, districts must ensure that students entering grade 7 are fully immunized against pertussis. Beginning July 1, 2016, Health and Safety Code 120335, as amended by SB 277 (Ch. 35, Statutes of 2015), also requires districts to ensure that students are fully immunized against all specified diseases before advancing to grade 7.

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

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

(cf. 5141.22 - *Infectious Diseases*)

(cf. 5148 - *Child Care and Development*)

IMMUNIZATIONS (continued)

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6170.1 - Transitional Kindergarten)

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

Note: State law does not exempt from vaccination requirements students who qualify for an individualized education program (IEP). However, Health and Safety Code 120335, as amended by SB 277 (Ch. 35, Statutes of 2015), specifies that its provisions do not prohibit a student who qualifies for an IEP from "accessing any special education and related service" required by his/her IEP. The district should consult legal counsel if it has questions about how to ensure compliance with vaccination requirements consistent with a student's IEP. The district may want to consider holding an IEP meeting to resolve any potential conflicts with the IEP.

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

(cf. 6159 - Individualized Education Program)

Note: According to the CDPH's California Immunization Handbook for Child Care Programs and Schools, the immunization record must be either a personal record with entries made by the physician or agency performing the immunization or a school immunization record from the student's previous school (either the California School Immunization Record or another state's school record). 17 CCR 6070 specifies the information that must be included in the record.

The student's immunization record shall be provided by the student's health care provider or from the student's previous school immunization record. The record must show at least the month and year for each dose, except that the day, month, and year must be shown for the MMR doses given during the month of the first birthday and for the Tdap dose given during the month of the seventh birthday. (17 CCR 6070)

Exemptions

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

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

IMMUNIZATIONS (continued)

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

Note: Health and Safety Code 120365, which exempted a student from one or more immunization requirements if his/her parent/guardian stated in writing that the immunizations are contrary to his/her beliefs, was repealed by SB 277 (Ch. 35, Statutes of 2015). However, SB 277 also amended Health and Safety Code 120335 to provide that a personal beliefs exemption may be granted for any student whose parent/guardian files a letter or affidavit prior to January 1, 2016 stating his/her beliefs opposed to immunization, and that such exemption shall be effective until he/she enters the next grade span. For this purpose, Health and Safety Code 120335 defines three grade spans: birth through preschool, grades K-6 (including TK), and grades 7-12. For example, a student granted a personal beliefs exemption in preschool must be immunized when entering kindergarten, and a student granted such an exemption in grade 4 must be immunized when entering grade 7. The district may revise item #2 to reflect grade levels offered by the district.

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

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

Note: The following paragraph reflects the CDPH's Senate Bill 277 Frequently Asked Questions, which indicate that a personal beliefs exemption filed before January 1, 2016 may be transferred to another school or child care facility within the same district or in another school district within California. The CDPH's position is that a personal beliefs exemption from another state or country is not valid. The district should consult legal counsel if any question arises regarding the validity of a student's personal beliefs exemption.

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

Note: Health and Safety Code 120335, as amended by SB 277 (Ch. 35, Statutes of 2015), exempts certain students enrolled in independent study, as provided below.

IMMUNIZATIONS (continued)

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

(cf. 6158 - Independent Study)

Conditional Enrollment

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

1. The student has not received all the immunizations required for his/her age group, but has commenced receiving doses of all required vaccines and is not due for any other doses at the time of admission.
2. The student has a temporary exemption from immunization for medical reasons pursuant to item #1 in the section "Exemptions" above.

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

(cf. 5145.6 - Parental Notifications)

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

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

The Superintendent or designee shall immediately enroll homeless students, foster youth, and students of military families even if their immunization records are missing or unavailable at the time of enrollment. School or district staff shall work with the student's prior school to obtain the student's immunization records or shall ensure that he/she is properly immunized. (Education Code 48853.5, 49701; Health and Safety Code 120341; 42 USC 11432)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.2 - Education of Children of Military Families)

IMMUNIZATIONS (continued)

Exclusions Due to Lack of Immunizations

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

(cf. 5112.2 - Exclusions from Attendance)

(cf. 6183 - Home and Hospital Instruction)

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

(cf. 5141.6 - School Health Services)

The Superintendent or designee shall exclude from further attendance any already admitted student who fails to obtain the required immunization within 10 school days following the parent/guardian's receipt of the notice specified above. The student shall remain excluded from school until he/she provides written evidence that he/she has received a dose of each required vaccine due at that time. The student shall also be reported to the attendance supervisor or principal. (17 CCR 6055)

Exclusion Due to Exposure to Disease

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

Records

Note: The CDPH requires that school staff record all immunization dates from each student's personal immunization record onto the California School Immunization Record (often referred to as the "blue card") and then complete the documentation section of the card which includes the type of record provided and the status of the student's immunizations. The record also may be maintained electronically.

An immunization record that is directly related to a student is an "education record" subject to the Family Educational Rights and Privacy Act (20 USC 1232g; 34 CFR 99.1-99.67) and therefore generally requires parent/guardian consent to be lawfully disclosed. However, pursuant to 20 USC 1232g and 34 CFR 99.31 and 99.36, an exception exists when knowledge of the information is necessary to address an articulable and significant threat to the health or safety of the student or other individuals.

IMMUNIZATIONS (continued)

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

(cf. 5125 - Student Records)

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

Audits

Note: The Education Audit Appeals Panel's Guide for Annual Audits of Local Education Agencies and State Compliance Reporting requires an audit of the immunization records for any school which, in the previous year, (1) failed to submit immunization assessment reports to the CDPH for kindergarten or grade 7 or (2) reported a conditional admission rate greater than 25 percent in kindergarten. The CDPH's web site contains information as to whether a school meets either of these conditions.

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

EVALUATION OF THE INSTRUCTIONAL PROGRAM

Note: The following policy may be revised to reflect district practice.

The Governing Board recognizes that it is accountable to students, parents/guardians, and the community for the effectiveness of the district's educational program in meeting district goals for student learning. The Superintendent or designee shall conduct a continual evaluation of the curriculum and the instructional program in order to improve student achievement.

(cf. 0200 - Goals for the School District)

(cf. 0500 - Accountability)

(cf. 6000 - Concepts and Roles)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

Note: The district may revise the following paragraph to specify the data and reports that will be used to evaluate the district's instructional program.

Historically, California's accountability system has been based on both federal and state requirements. Federal law requires a determination as to whether schools and districts make "adequate yearly progress" (AYP) pursuant to 20 USC 6311. The state accountability system is in a state of flux, with the Academic Performance Index (API) no longer being calculated and the State Board of Education likely to adopt a multiple-measures accountability system that is aligned with the state priority areas specified in Education Code 52060. Education Code 52060-52061 require that the district's local control and accountability plan (LCAP) establish goals for all students and for each numerically significant subgroup that are aligned with the state priorities, and that the district annually review progress toward the goals; see BP/AR 0460 - Local Control and Accountability Plan. Pursuant to Education Code 52052, numerically significant student subgroups include ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, foster youth, and, as amended by AB 104 (Ch. 13, Statutes of 2015), homeless students, when the subgroup consists of at least 30 students with a valid test score or 15 foster or homeless youth.

The Superintendent or designee shall provide the Board and the community with regular reports on student progress toward Board-established standards of expected achievement at each grade level in each area of study. In addition, he/she shall evaluate and report data for each district school and for every numerically significant student subgroup, as defined in Education Code 52052, including, but not limited to, school and subgroup performance on statewide achievement indicators and progress toward goals specified in the district's local control and accountability plan (LCAP).

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0510 - School Accountability Report Card)

(cf. 6011 - Academic Standards)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

(cf. 6162.52 - High School Exit Examination)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

Based on these reports, the Board shall take appropriate actions to maintain the effectiveness of programs and to improve the quality of education that district students receive.

EVALUATION OF THE INSTRUCTIONAL PROGRAM (continued)

Annual Monitoring of Consolidated Application Programs

Note: The following **optional** section should be revised to reflect district practice. Pursuant to Education Code 64000-64001, the consolidated application is used by the California Department of Education (CDE) to distribute funds from certain federal categorical programs. For 2015-16, these programs include (1) Title I, Part A basic grant (low-income students); (2) Title I, Part D (delinquent students); (3) Title II, Part A (teacher quality); (4) Title III, Part A (immigrant students); (5) Title III, Part A (English learners); and (6) Title VI, Part B (rural, low-income students). As a condition of receiving continued funding for these programs, the district must make certain general assurances and certifications, including an assurance that the district's annual evaluation of categorical programs demonstrates that each program is "not one of low effectiveness" (5 CCR 3942). The district does not need to sign or return the general assurances, but does need to keep them on file for compliance reviews, complaint investigations, or audits.

Pursuant to 5 CCR 3942, criteria for the annual program evaluation are to be established by the Governing Board. In order to consolidate the district's various evaluation processes, the district may consider the progress of numerically significant student groups, in addition to other measures of student progress contained in school plans or adopted by the Board.

The Board and the Superintendent or designee shall annually determine whether the district's categorical programs funded through the state's consolidated application are effective in meeting the needs of the students they are intended to serve. As a basis for this evaluation, the Superintendent or designee shall recommend for Board approval the specific, measurable criteria that shall be used at each school and at the district level. These criteria may include, but are not necessarily limited to, the progress of all students and of each numerically significant subgroup toward goals contained in the district's LCAP, the school's single plan for student achievement, Title I local educational agency plan, and/or other applicable district or school plans.

Federal Program Monitoring

Note: Pursuant to Education Code 64001, the CDE is required to monitor the district's compliance with legal requirements for categorical programs. This monitoring is accomplished through the Federal Program Monitoring (FPM) process, which is based on a combination of data and document reviews and on-site visits. Districts are assigned to one of four cycles, and may be selected for on-site or online monitoring every two years. Districts and school sites are selected based on criteria that include compliance history, academic achievement, program size, and fiscal analysis, with several districts being randomly selected for monitoring each year. During the FPM process, the CDE reviews school plans and may require a district to submit district policies, administrative regulations, or any other data necessary for the CDE to effectively monitor these programs. The CDE has developed monitoring instruments which contain major program legal requirements and are used by CDE staff to determine district compliance with the requirements. These instruments are available on the CDE's web site. Also, beginning in 2015, the CDE is transitioning to a new application, the California Monitoring Tool, to facilitate districts' response to state and federal requirements for program monitoring.

The following paragraph is **optional**. The CDE does not require districts to complete a self-review as part of the FPM process. However, the CDE emphasizes that compliance monitoring should be an ongoing responsibility of the district, not an event that occurs only when the CDE conducts its on-site monitoring. The FPM program instruments may be useful for this purpose.

EVALUATION OF THE INSTRUCTIONAL PROGRAM (continued)

To ensure that the district's categorical programs comply with applicable legal requirements, the Superintendent or designee shall, on an ongoing basis, conduct a district self-evaluation which may utilize tools developed by the district or the California Department of Education (CDE).

When the district is selected by the CDE for a Federal Program Monitoring (FPM) compliance review, the Superintendent or designee shall gather and submit all documentation and data required for the review and shall cooperate with CDE staff to facilitate program monitoring.

(cf. 0410 - *Nondiscrimination in District Programs and Activities*)
 (cf. 0420 - *School Plans/Site Councils*)
 (cf. 0520.2 - *Title I Program Improvement Schools*)
 (cf. 0520.3 - *Title I Program Improvement Districts*)
 (cf. 1312.3 - *Uniform Complaint Procedures*)
 (cf. 1312.4 - *Williams Uniform Complaint Procedures*)
 (cf. 4112.24 - *Teacher Qualifications Under the No Child Left Behind Act*)
 (cf. 4131 - *Staff Development*)
 (cf. 5020 - *Parent Rights and Responsibilities*)
 (cf. 5148 - *Child Care and Development Programs*)
 (cf. 5148.2 - *Before/After School Programs*)
 (cf. 5148.3 - *Preschool/Early Childhood Education*)
 (cf. 6020 - *Parent Involvement*)
 (cf. 6142.7 - *Physical Education and Activity*)
 (cf. 6171 - *Title I Programs*)
 (cf. 6173 - *Education for Homeless Children*)
 (cf. 6175 - *Migrant Education Program*)
 (cf. 6178 - *Career Technical Education*)
 (cf. 6178.1 - *Work-Based Learning*)
 (cf. 6200 - *Adult Education*)

Note: According to the CDE's FPM Frequently Asked Questions, available on its web site, if the review results in a finding of noncompliance with legal requirements, the district must submit a Proposed Resolution of Findings through the CMT within 45 days of the date that the district was notified of the finding. The resolution agreement will specify a time period, not to exceed 225 calendar days from the last day of the review, to resolve the finding. The district may request additional resolution time if needed, and the CDE program monitor will determine whether to grant or adjust the request.

In the event that the FPM review results in a finding of noncompliance in relation to any program, the Superintendent or designee shall submit a proposed resolution to the CDE within 45 days of the date the district was notified of the finding. The resolution shall be implemented in accordance with the terms and timeframe specified in the resolution agreement with the CDE.

The Superintendent or designee shall report to the Board regarding the results of the review process.

EVALUATION OF THE INSTRUCTIONAL PROGRAM (continued)

Western Association of Schools and Colleges (WASC) Accreditation

Note: The following **optional** section is for use by districts that participate in the evaluation process leading to accreditation by the Western Association of Schools and Colleges (WASC). WASC is a private, nonprofit organization whose Accrediting Commission for Schools provides regular assessments of public and private schools in order to support ongoing improvement of the educational program. The term of the accreditation process varies from one to six years, as determined by WASC. Districts may seek accreditation for both elementary and secondary schools and may revise the following section to specify schools that will seek accreditation (e.g., only secondary schools and/or middle schools). Districts also may revise the following section to apply to any other accrediting agency.

The Board believes that accreditation by the Western Association of Schools and Colleges (WASC) can foster excellence and ongoing academic improvement in the district's schools. The results of the accreditation process also may demonstrate to parents/guardians and the community that the schools are meeting their goals and objectives and the WASC criteria for school effectiveness through a viable instructional program.

The Superintendent or designee shall undertake procedures whereby district schools may achieve and maintain full WASC accreditation status. The schools shall conduct a self-study in accordance with WASC requirements, cooperate with the WASC committee during a site visit, and develop and review action plans to increase the effectiveness of the instructional program for students. The Superintendent or designee shall regularly report to the Board on the status of district schools and any WASC recommendations for school improvement.

The results of any inspection of a school by WASC, or any other the accrediting agency, shall be published not later than 60 days after the results are made available to the school.

Publication shall be by notifying each parent/guardian in writing and/or by posting the information on the district's or school's web site, as determined by the Superintendent or designee. (Education Code 35178.4)

(cf. 1113—District and School Web Sites)
(cf. 5145.6—Parental Notifications)

If any district school loses its accreditation status, the Board shall give official notice at a regularly scheduled Board meeting. The Superintendent or designee shall provide written notification to each parent/guardian of a student in the school that the school has lost its accreditation status, including the potential consequences of the loss of accreditation status. This notice shall also be posted on the district's web site and the school's web site. (Education Code 35178.4)

EVALUATION OF THE INSTRUCTIONAL PROGRAM (continued)

Legal Reference:

EDUCATION CODE

33400-33407 Educational evaluations

35178.4 Notice of accreditation status

44662 Evaluation and assessment guidelines, certificated employee performance

48985 Compliance with translation of parental notifications

51041 Education program, evaluation and revisions

51226 Model curriculum standards

52052-52052.1 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

62005.5 Failure to comply with purposes of funds

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3930-3937 Program requirements

3942 Continuity of funding

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FPM Frequently Asked Questions

Federal Program Monitoring Instruments

WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES PUBLICATIONS

Focus on Learning Joint WASC/CDE Process Guide, 2014

WEB SITES

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

California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>

Western Association of Schools and Colleges (WASC), Accrediting Commission for Schools:
<http://www.acswasc.org>

AGENDA ITEM 12.0**ACTION ITEM: Resolution 2015-16:12-01, Resolution to Authorize Competitive Negotiations for Priority One Wan Circuits****BACKGROUND**

The Board will adopt the resolution authorizing competitive negotiations for E-rate priority one wan circuits (*Public Contract Code Section 20118.2*)

ATTACHMENTS

- **Resolution 2015-16: 12-02, Resolution to Authorize Competitive Negotiations for Priority One Wan Circuits**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Adopt the resolution.

NOTES***If pulled from Consent***

<i>ACTION</i>		<i>Moved</i>	<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

RESOLUTION 2015-16: 12-02
AUTHORIZING COMPETITIVE NEGOTIATION FOR ERATE
PRIORITY ONE WAN CIRCUITS
(PUBLIC CONTRACT CODE SECTION 20118.2)

WHEREAS, the State Legislature has recognized that it is in the public's best interest to allow school districts to consider factors other than price in the procurement of certain technological supplies, services, equipment and maintenance of said equipment; and

WHEREAS, following the adoption by a school district's governing board of certain findings, Public Contract Code section 20118.2 authorizes such procurement through a competitive negotiation process; and

WHEREAS, the District wishes to contract for the installation and lease of WAN circuits to be located at each school in the District plus District Administrative sites; and

WHEREAS, the installation and lease of WAN circuits requires specialized equipment and software, and qualifies for procurement through the legislatively authorized competitive negotiation process set forth in Public Contract Code section 20118.2; and

WHEREAS, the District shall, after the competitive negotiation process, award a contract for the installation and lease of WAN circuits to the qualified bidder(s) whose proposal(s) are the most advantageous to the District with price and all other factors being considered; and

WHEREAS, the District shall, authorize District staff to sign the agreements after the bidding period is concluded and are awarded to the contractor(s) who provide the best value to the District and before the end of the Erate Form 471 filing window; and

NOW THEREFORE BE IT RESOLVED that the Board of Education of the Gold Trail Union School District hereby finds, determines, and orders as follows:

1. The foregoing recitals are adopted as true and correct.
2. The installation and lease of WAN circuits as described in the recitals in subdivision (b) of Public Contract Code section 20118.2, and furthermore such equipment and services are not available in substantial quantities to the general public, and therefore the Board finds that the District's procurement of such system or systems qualifies under subdivision (b) of Public Contract Code section 20118.2 for purchase through competitive negotiation as described in subdivision (d) of Public Contract Code section 20118.2, and the Board does hereby authorize such procurement.
3. The Superintendent, or designee, is authorized to engage in a competitive negotiation process in compliance with Public Contract Code section 20118.2 for the procurement and implementation of an installation and lease of WAN circuits as described in the recitals.

4. The Superintendent, or designee, shall recommend to the Board a qualified bidder for award of a contract for the installation and lease of WAN circuits, which contract(s) will be the most advantageous to the District with price and all other factors being considered.
5. The Board reserves the right to reject all proposals submitted, pursuant to Public Contract Code section 20118.2.
6. The Superintendent, or designee, is authorized and directed to take such further actions as may be necessary or convenient to carry out said procurement and implementation of the installation and lease of WAN circuits and signing of the contract(s) thereof.
7. This Resolution shall take effect immediately upon its adoption.

AGENDA ITEM 13.0**ACTION ITEM: Resolution 2015-16:12:02, Resolution to Establish Fund 40, Special Reserve Fund for Capital Outlay Projects****BACKGROUND**

This fund exists primarily to provide for the accumulation of general fund moneys for capital outlay purposes (*Education Code* Section 42840). This fund may also be used to account for any other revenues specifically for capital projects that are not restricted to funds 21, 25, 30, 35, or 49. Other authorized resources that may be transferred to the Special Reserve Fund for Capital Outlay Projects (Fund 40) are proceeds from the sale or lease-with-option-to-purchase of real property (*Education Code* Section 17462) and rentals and leases of real property specifically authorized for deposit to the fund by the governing board (*Education Code* Section 41003).

The principal revenues and other sources in this fund are:

- Federal, State, or Local Revenues
- Rentals and Leases
- Interest
- Other Authorized Interfund Transfers In
- Proceeds from Sale/Lease–Purchase of Land and Buildings
- Federal Emergency Management Act (FEMA)

Transfers from the general fund to Fund 40 authorized by the governing board must be expended for capital outlay purposes. Proceeds from the sale or lease-with-option-to-purchase may be spent for capital outlay purposes, costs of maintenance of the LEA's property, and future maintenance and renovation of school sites (*Education Code* Section 17462). Expenditures for capital outlay are most commonly made against the 6000 object codes for capital outlay. Salaries of school district employees whose work is directly related to projects financed by Fund 40 revenues are capitalized as a part of the capital facilities project.

ATTACHMENTS

- **Resolution 2015-16: 12:03, Resolution to Establish Fund 40, Special Reserve Fund for Capital Outlay Projects**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Adopt the resolution.

NOTES

If pulled from Consent

ACTION		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
Vote	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

**Gold Trail Union School District
Resolution 2015-16:12-02**

**RESOLUTION TO ESTABLISH FUND 40,
SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS
Effective December 10, 2015**

WHEREAS, the Governing Board of the Gold Trail Union School District has determined that it shall be necessary to establish a restricted fund known as the Special Reserve Fund for Capital Outlay Projects: and

WHEREAS, such fund is authorized for the purpose of accumulating general fund moneys for capital outlay purposes as authorized by Education Code Section 42840; and

WHEREAS, such fund shall be maintained in accordance with Education Code Section 42841, 42842, and 42843;

THEREFORE, BE IT RESOLVED that the Governing Board hereby authorizes the El Dorado County Auditor and Treasurer to establish a restricted fund to be known as the Special Reserve Fund for Capital Outlay Projects in accordance with Education Code Section 42840.

ADOPTED by the Governing Board of Gold Trail Union School District on December 10, 2015 by the following vote:

Ayes [] Noes [] Absent [] Abstain []

Julie Bauer,
President

AGENDA ITEM 14.0**ACTION ITEM: Review of Board of Trustees and Superintendent Protocols****BACKGROUND**

The Board will conduct its annual review of the subject protocols.

ATTACHMENTS

➤ **Adopted Protocols**

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

Expand discussion.

NOTES

<i>ACTION</i>		<i>Moved</i>	<i>Seconded</i>		
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

BOARD AND SUPERINTENDENT PROTOCOLS

The purpose of these protocols is to provide a basic set of professional standards by which the Governing Board and the Superintendent are to function as a team. There is no intention to abridge the rights and obligations of Board members to oversee the operation of the District, not to interfere with the Superintendent with his/her role as the Chief Executive Officer of the District.

1. All Board members will define and understand the difference between Administration and policy-making, and respect the roles of each other.
2. When interacting with the public at a meeting, Board members will not make statements that could be interpreted as having full team concurrence.
3. All conversations taking place in Closed Sessions will remain absolutely confidential. The Board members will comply with the Brown Act and refrain from discussing anything in Closed Session that has not been placed on the agenda.
4. Each member of the team is dedicated to making all other members of the team successful.
5. Never will a matter be brought to a public meeting that is a surprise to the Superintendent or the Board.
6. No individual Board member will make or appear to make a decision, which appropriately should be made by the entire Board.
7. All Board members are to be apprised in a timely manner of any incident to which they may be called upon to answer or explain.
8. Each member of the team is to be treated with dignity and respect.
9. Board meeting attendance is to be given the highest priority.
10. Questions and clarification of Board agenda items are to be communicated to the Superintendent prior to the Board meeting whenever possible.
11. Individual requests for reports, surveys, projects, etc. will be directed only to the Superintendent.
12. Every member of the team is honorable, honest, and dedicated to the success of the students and staff of the District.
13. Promotional appointments are made by the Superintendent, but only in consultation with the Board.
14. Personnel changes are to be recommended by the Superintendent. Board input will include only significant and relevant data – never the “pushing” or “pushing out” of individuals.
15. Unsubstantiated rumor, innuendo, and information from anonymous sources are not to be pursued unless the Superintendent chooses to do so.

16. Any complaint made to a Board member by the community is to be referred directly to the Superintendent.
17. Irritations will not be allowed to fester.
18. No individual Board member is to come between the Superintendent and his/her staff and other Board members.
19. All substantive contacts between a Board member and District personnel are to be reported to the Superintendent as soon as possible.
20. Never is a team member to discuss confidential personnel or negotiations matters with members of the Bargaining Unit.
21. Any concern reported to the Superintendent by a Board member is to receive the highest priority, with the disposition of the matter communicated to all of the team.
22. No individual team member will ever use the media as a forum.
23. Loyalty to the entire team involves:
 - Giving one's opinion on all issues.
 - Not bad-mouthing other team members in public.
 - Respecting each individual's opinion.
 - Accepting and living with the action of the team.
24. All significant administrative actions are to be communicated regularly to all Board members.
25. Never is dirty linen to be aired outside the team.
26. Unintentional mistakes may occur and should not be attributed to unwillingness to be a team member.
27. Dredging up the past is to be avoided.
28. Every action by a member of the team should be directed toward improving the educational program for students. If not, it is not to be taken.
29. Board members, as their time permits, are encouraged to visit school sites and attend school functions, but will avoid interrupting instruction or interrupting employees at work.

Element 1: Areas of Responsibility

The Role and Function of the Board and Superintendent

The Governing Board can adopt policy that has the impact of state law.

The Superintendent and staff should be held accountable for the implementation of all Board policies.

Failure to follow or overlapping of these responsibilities results in ineffective management and waste.

Confusion and misunderstanding between Board members, the Superintendent, staff, and community most often result from a lack of understanding regarding the role and function of the Board and Superintendent.

Element 2: Meaningful Conversation

The greatest problem in communication is the illusion that it has been accomplished.

The cornerstone of a strong Board-Superintendent relationship is dependent upon openness in all matters by the members of the Board and the Superintendent.

No decision by the Board is any better than the amount and kind of information it is provided.

There is a need for a willingness to inform and to be informed by individuals throughout the District.

Communication is the cement that holds an organization together.

Element 3: Conflict of Ideas v. Personal Conflict

If everyone thinks alike, no one is doing much thinking.

Conflict of ideas does not mean there is an absence of mutual support.

Both the Board and Superintendent need support from each other. A strong partnership is strengthened when Board members support the Superintendent from unjust criticism and when the Superintendent defends the Board members from unwarranted accusations.

Constructive criticism should be welcomed, but destructive criticism and unjust criticism should be exposed. The former is necessary for survival; the latter makes survival impossible.

Element 4: Careful Planning

No one enjoys surprises; careful planning will avoid most of them.

Planning begins with the Board involved in at least yearly and quarterly planning for the District.

Basically, both the Superintendent and the Board must be headed in the same direction.

The Board reserves judgment on all matters until it hears the recommendation of the Superintendent and discusses the matter in a duly authorized meeting.

The Superintendent's plan must be tentative until reviewed and approved by the Board.

Element 5: A Clear Understanding of the Decision-Making Process

Before major decisions are made:

- Alternatives should be considered.
- Background information should be studied.
- Ramifications for decisions should be examined.
- As much input as feasible is considered.
- The decision is made by the people closest to the problem wherever possible.
- People are informed not only of the decision, but the reason for the decision.
- Authority can be delegated – accountability cannot.

Before casting a vote, a Board member should ask himself or herself two questions:

- Am I voting solely on the merit of the issue and not being influenced by vested interest groups or listening to the most vocal?
- Whatever the outcome, will I abide by and support the decision of the Board knowing that each member of the Board is obligated to abide by and uphold the adopted policies of the Board whether that individual voted for the adoption or not.

Element 6: Periodic Evaluation

The objective of evaluation should be improvement.

The Board and Superintendent should evaluate the work of the District regularly.

Expectations of both the Board and Superintendent should be considered.

The Board should evaluate the Superintendent, based upon the result of his/her goals.

The Board should do a self-evaluation of its performance at least yearly.

Evaluating people is always difficult, but an honest, open discussion is far better than a sudden conflict between the Board and Superintendent.

Element 7: Able Leadership

A Superintendent is employed to lead. He/she considers the significance of the following tangibles:

- Trust level.
- Sensitivity.
- Caring.
- Vision.
- Pride.
- Motivation.
- Human skills.
- Honesty.

A strong Board-Superintendent partnership gives direction, stability, and confidence to the total staff and community.

Where this exists, morale is high, people work effectively and efficiently, and most important good things happen for kids.

Adopted by the Board of Trustees: September 8, 2005

AGENDA ITEM 15.0 ACTION ITEM: District Vision
--

BACKGROUND

The Board will review, and possibly revise, the District's vision statement. (BP0000)

The current District Vision statement reads as follows:

Our vision is to create and maintain an environment where every child receives a high quality education and comes to school feeling safe, cared for, and optimistic about his or her ability to learn.

ATTACHMENTS

➤ None

BUDGETED

☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

The will of the Board.

NOTES

ACTION		<i>Moved</i>		<i>Seconded</i>	
<div><input type="checkbox"/> <i>Approved as is</i></div> <div><input type="checkbox"/> <i>Not approved</i></div> <div><input type="checkbox"/> <i>Amended to read:</i></div>					
<i>Vote</i>	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>	

AGENDA ITEM 16.0 Administrative Reports
--

BACKGROUND

Board members will report on activities relevant to District business.

J. Murchison will report on activities relevant to District and Sutter's Mill School business.

S. Lyons will report on activities relevant to Gold Trail School business.

W. Scarlett will be available to answer question relevant to financial business.

ATTACHMENTS

➤ **Current District Enrollment**

BUDGETED

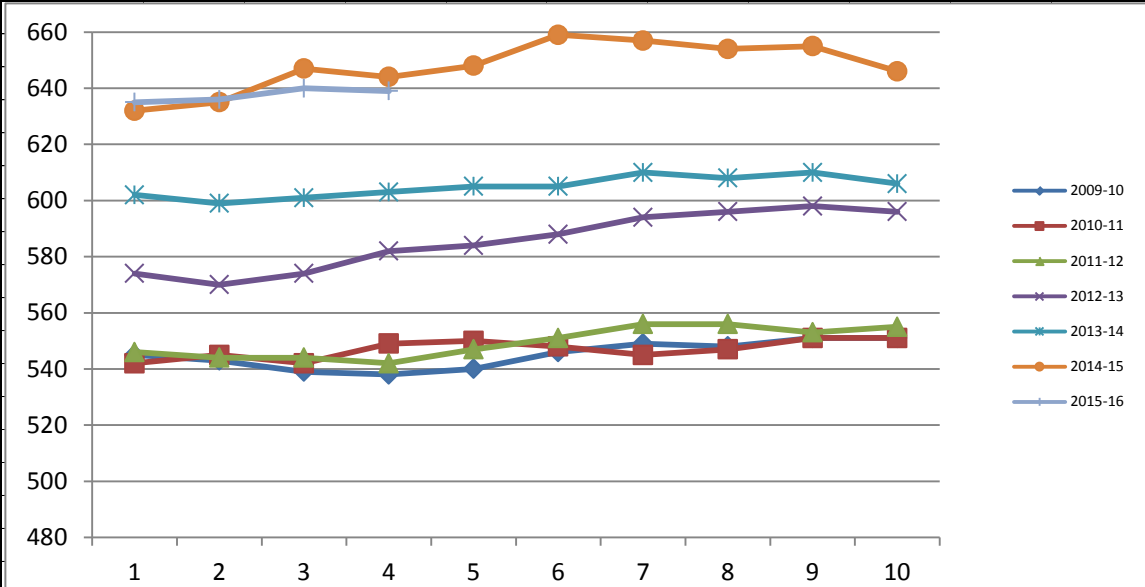
☒ NA ☐ Yes ☐ No ☐ Cost Analysis Follows

RECOMMENDATION

No action needed.

NOTES

	1	2	3	4	5	6	7	8	9	10	
1995-96	666	663	666	666	668	663	657	658	657	656	
1996-97	694	695	694	696	695	691	695	694	700	698	
1997-98	702	698	700	703	710	712	709	707	703	705	
1998-99	662	655	663	661	656	650	660	658	668	667	
1999-00	650	655	663	652	651	653	669	670	664	667	
2000-01	652	659	656	654	656	663	665	664	664	662	
2001-02	644	648	645	654	649	651	653	649	652	649	
2002-03	635	645	648	662	659	651	653	658	659	665	
2003-04	604	608	608	608	603	602	602	606	607	606	
2004-05	550	555	556	552	555	553	553	557	557	557	
2005-06	538	545	543	549	557	551	554	554	556	556	
2006-07	552	549	541	546	546	546	546	542	542	540	
2007-08	538	543	552	557	558	563	561	561	566	558	
2008-09	544	547	543	540	537	539	551	550	550	553	
2009-10	545	543	539	538	540	546	549	548	551	551	
2010-11	542	545	542	549	550	548	545	547	551	551	
2011-12	546	544	544	542	547	551	556	556	553	555	
2012-13	574	570	574	582	584	588	594	596	598	596	
2013-14	602	599	601	603	605	605	610	608	610	606	
2014-15	632	635	647	644	648	659	657	654	655	646	
2015-16	635	636	640	639							



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AGENDA ITEM: Closed Session
--

Personnel

- .1 Conference with Labor Negotiators** (*Government Code Section 54957.6*)
The Board will give direction regarding employee bargaining issues with the Gold Trail Federation of Educators and discussion with other non-represented employee groups.

NOTES

The Brown Act and Education Code delineate the circumstances under which a legislative body of a local agency may meet in closed session and limit legislative bodies to the types of closed sessions identified (Government Code 54962.) The Brown Act and Education Code authorize closed sessions for the following:

- 1. Real estate negotiations.*
- 2. Pending litigation.*
- 3. Liability claims.*
- 4. Public security.*
- 5. Personnel exception.*
- 6. Labor negotiations.*
- 7. Particular student matters.*
- 8. Student assessment instruments used as part of the statewide testing system.*

Gold Trail Union School District
Supplemental Information
Regular Meeting of the Board: December 10, 2015

AGENDA ITEM: Reconvene Public Session
--

If Vote Taken in Closed Session

ACTION	<i>Moved</i>	<i>Seconded</i>		
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>				
Vote	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>

AGENDA ITEM: Future Meetings

The next regular meeting of the Board of Trustees is scheduled for:

Date: TBD Time: TBD Location: TBD

Agenda Items for that meeting may include but not limited to:
TBD

Requests may be made at this time for items to be placed on a future agenda.

AGENDA ITEM: Adjournment				
ACTION	<i>Moved</i>	<i>Seconded</i>		
<input type="checkbox"/> <i>Approved as is</i> <input type="checkbox"/> <i>Not approved</i> <input type="checkbox"/> <i>Amended to read:</i>				
Vote	<i>Ayes</i>	<i>Noes</i>	<i>Absent</i>	<i>Abstain</i>