



## **SAUSALITO MARIN CITY SCHOOL DISTRICT**

Board of Trustees: Joshua Barrow - President, Ida Green - Vice President, Debra Turner - Clerk, Thomas Newmeyer,  
Caroline Van Alst  
Superintendent: Will McCoy

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**Sausalito Marin City School District  
Agenda for the Regular Meeting of the Board of Trustees  
Bayside Martin Luther King Jr. Academy  
200 Phillips Drive, Marin City, CA 94965**

**Thursday, December 14, 2017**

6:00 p.m. Open Session – Bayside Martin Luther King Jr. Multi-Purpose Room

**I. OPEN SESSION – Organizational Meeting**

Call to Order

**1. PLEDGE OF ALLEGIANCE**

**2. ELECTION OF BOARD OFFICERS**

- 2.01 Election of Board President
- 2.02 Election of Board Vice President
- 2.03 Election of Board Clerk
- 2.04 Appointment of Board Secretary – Will McCoy

**3. Adjournment of Organizational Meeting**

**II. OPEN SESSION – Regular Meeting**

**1. AGENDA REORGANIZATION/APPROVAL**

Are there any requests from the Board to move any agenda item to a different location? 2 minutes

**2. BOARD COMMUNICATIONS**

10 minutes

**3. ORAL COMMUNICATIONS**

30 minutes

Because the Board has a responsibility to conduct district business in an orderly and efficient way, the following procedures shall regulate public presentations to the Board. The Board is asking that members of the public wishing to speak fill out a form located on the counter/table, stating their name and address; the agenda item; and the topic to be discussed.

The Governing Board is prohibited from taking any action on any item raised in this section unless the item is specifically agenzized. Members of the Governing Board may ask a question for clarification, provide a reference to staff or other resources for factual information, request staff to report back at a subsequent meeting on any matter or take action directing staff to place a matter of business on a future agenda. Governing Board members may make brief announcements or briefly report on his/her own activities as they related to school business.

State open meeting laws allow members of the public to lodge public criticism of District policies, procedures, programs, or services. However, those same laws include specific provisions designed to protect the liberty and reputational interests of public employees by providing for the non-public hearing of complaints or charges against employees of the District. Under these laws, it is the employee subject to complaints or charges who is provided the right to choose whether those complaints or charges will be heard in open or closed session. It is therefore the desire of the Sausalito Marin City School District that complaints against an employee be put in writing, and that when the Board hears complaints or charges against an employee it do so in closed session unless the employee requests an open session. Consistent with the law and the opinion of the State Attorney General's Office, please submit any complaints against an employee in writing, to the administration, in accordance with the district's complaint procedure. This procedure is designed to allow the District to address complaints against employees while at the same time respecting their legitimate privacy rights and expectations.

**4. CORRESPONDENCE**

15 minutes

- 4.01 Marin County Office of Education
- 4.02 Willow Creek Academy – Facilities
- 4.03 District Response to Willow Creek Academy Proposition 39 Request

Entire board packet on [www.smcasd.org/School Board/Meeting Agendas and Minutes](http://www.smcasd.org/School Board/Meeting Agendas and Minutes)

5. **DISTRICT REPORTS**
  - 5.01 **Superintendent** 40 minutes
    - Local Control & Accountability Plan Progress Report
    - Annex Building Update
    - Facilities Winter Work Update
  - 5.02 **Site Leadership – David Finnane** 10 minutes
    - Student Recognition
  - 5.03 **Willow Creek Academy** 5 minutes
6. **STANDING BOARD COMMITTEE REPORTS**
  - 6.01 **Willow Creek Academy Oversight (Barrow, Turner)** 5 minutes
7. **DISCUSSION ITEMS** 20 minutes
  - 7.01 Presentation by the Boys and Girls Club
  - 7.02 Presentation by the Friends of the Creek on Daylighting Project at Willow Creek Academy
8. **CONSENT AGENDA** 5 minutes
  - 8.01 Payment of Warrants – Batches 18-21
  - 8.02 Minutes of the November 9, 2017 Board Meeting
9. **ACTION ITEMS - Items Removed from the Consent Agenda: Any item removed from the Consent Agenda may be discussed and acted upon individually** 30 minutes
  - 9.01 Consider Approval of the Revised 2017-2018 Board Meeting Calendar
  - 9.02 Consider Approval of the 2017-2018 First Interim Budget Report
  - 9.03 Consider Approval of the Agreement with Marin County Office of Education for CBO Services through June 30, 2018
10. **PERSONNEL ACTION ITEMS**
11. **POLICY DEVELOPMENT** 10 minutes
  - 11.01 Board Policy 0410 - Nondiscrimination in District Programs and Activities – Second Read
  - 11.02 Board Policy 0430 - Comprehensive Local Plan for Special Education – Second Read
  - 11.03 Administrative Regulations 1312.3 and 1312.4 - Williams Uniform Complaint Procedures - Second Read
  - 11.04 Board Policy 1330 – Use of School Facilities - Second Read
  - 11.05 Administrative Regulation 3230 – Federal Grant Funds - Second Read
  - 11.06 Board Policy and Administrative Regulation 3311 – Bids - Second Read
  - 11.07 Board Policy 3312 – Contracts - Second Read
  - 11.08 Board Policy 3470 – Debt Issuance and Management – Second Read
12. **FUTURE MEETINGS**
  - 12.01 The next Regular Meeting of the Board of Trustees will be on Tuesday, January 9, 2018 in the Bayside Martin Luther King School Multi-Purpose Room
13. **FUTURE TOPICS**
14. **ADJOURNMENT**



# MARIN COUNTY

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## OFFICE OF EDUCATION

1111 LAS GALLINAS AVENUE/P.O. BOX 4925  
SAN RAFAEL, CA 94913-4925  
marincoe@marinschools.org

MARY JANE BURKE  
MARIN COUNTY  
SUPERINTENDENT OF SCHOOLS

(415) 472-4110  
FAX (415) 491-6625

November 16, 2017

Mr. Joshua Barrow, President  
Sausalito Marin City School District  
25 Burgess Court  
Marin City, CA 94965

Dear Mr. Barrow:

We have reviewed the Sausalito Marin City School District's 2016-2017 Unaudited Actuals and forwarded the reports to the California Department of Education. Enclosed is a copy of the signed Certification for your records.

If you have any questions, please contact my office at (415) 491-6607.

Sincerely,

MARY JANE BURKE  
Marin County Superintendent of Schools

JAMES R. CERRETA  
Assistant Superintendent

cc: Will McCoy, Superintendent  
Amy Prescott, Interim Chief Business Officer

UNAUDITED ACTUAL FINANCIAL REPORT:

To the County Superintendent of Schools:

2016-17 UNAUDITED ACTUAL FINANCIAL REPORT. This report was prepared in accordance with Education Code Section 41010 and is hereby approved and filed by the governing board of the school district pursuant to Education Code Section 42100.

Signed: [Signature]  
Clerk/Secretary of the Governing Board  
(Original signature required)

Date of Meeting: Nov 09, 2017

To the Superintendent of Public Instruction:

2016-17 UNAUDITED ACTUAL FINANCIAL REPORT. This report has been verified for accuracy by the County Superintendent of Schools pursuant to Education Code Section 42100.

Signed: [Signature]  
County Superintendent/Designee  
(Original signature required)

Date: 11.17.17

For additional information on the unaudited actual reports, please contact:

For County Office of Education:

Kate Lane  
Name  
Senior Director  
Title  
415-499-5822  
Telephone  
klane@marinschools.org  
E-mail Address

For School District:

Amy Prescott  
Name  
Interim Chief Business Official  
Title  
415-332-3190  
Telephone  
cbo@smcsd.org  
E-mail Address

**From:** Marijke Smit

**Sent:** Thursday, November 2, 2017 2:54 PM

**To:** 'William McCoy' <[wmccoy@smcsd.org](mailto:wmccoy@smcsd.org)>

**Cc:** '[cbo@smcsd.org](mailto:cbo@smcsd.org)' <[cbo@smcsd.org](mailto:cbo@smcsd.org)>; Alan Rothkop <[arothkop@smcsd.org](mailto:arothkop@smcsd.org)>

**Subject:** Charter School Facility Program - List of District / Charter Applicants

Will,

Thought you'd be interested to see the attached list of districts that sponsored Prop 51's Charter School Facility Program applications for their charter schools' rehab or new build programs. A lot of Bay Area districts on the list.

Cheers,

Marijke

County	District	Charter School	Type	Date App
Alameda	Hayward USD	Golden Oak Montessori of Hayward	Rehab	6/5/2017
Alameda	Hayward USD	Golden Oak Montessori of Hayward	NC	6/5/2017
Alameda	Hayward USD	Leadership Public Schools Hayward	Rehab	6/5/2017
Alameda	Hayward USD	Leadership Public Schools Hayward	NC	6/5/2017
Alameda	Hayward USD	Silver Oak High	NC	6/5/2017
Alameda	Oakland USD	American Indian Public High	NC	6/5/2017
Alameda	Oakland USD	Aspire Berkeley Maynard	Rehab	6/2/2017
Alameda	Oakland USD	Aspire College Academy	NC	6/1/2017
Alameda	Oakland USD	East Bay Innovation Academy	Rehab	6/5/2017
Alameda	Oakland USD	East Bay Innovation Academy	NC	6/5/2017
Alameda	Oakland USD	Education for Change - Achieve Academy	Rehab	6/5/2017
Alameda	Oakland USD	Education for Change - Cox Academy	Rehab	6/5/2017
Alameda	Oakland USD	Education for Change - Lazear Academy	Rehab	6/5/2017
Alameda	Oakland USD	Education for Change - Lazear Academy	NC	6/5/2017
Alameda	Oakland USD	Education for Change - Learning Without	Rehab	6/5/2017
Alameda	Oakland USD	Envision Education - Envision Academy of	NC	6/5/2017
Alameda	Oakland USD	Lighthouse Community Charter - Lodestar	Rehab	6/5/2017
Alameda	Oakland USD	Lighthouse Community Charter - Lodestar	NC	6/5/2017
Alameda	Oakland USD	LPS Oakland R & D (at Castlemont)	Rehab	5/26/2017
Alameda	Oakland USD	LPS Oakland R & D (at Castlemont)	NC	5/26/2017
Alameda	Oakland USD	Oakland School for the Arts	NC	6/5/2017
Alameda	Oakland USD	Oakland Unity High	NC	5/26/2017
Alameda	Oakland USD	Roses in Concrete Community School	Rehab	6/5/2017
Alameda	Oakland USD	Urban Montessori Charter	Rehab	6/5/2017
Alameda	Oakland USD	Yu Ming Charter School (Herzog)	NC	5/26/2017
Alameda	Oakland USD	Yu Ming Charter School (Herzog)	Rehab	5/26/2017
Alameda	San Lorenzo USD	KIPP Bridge Academy	Rehab	6/5/2017
Alameda	San Lorenzo USD	KIPP Summit Academy	Rehab	6/5/2017
Butte	Chico USD	Inspire School of Arts and Sciences	Rehab	5/30/2017
Butte	Chico USD	Inspire School of Arts and Sciences	NC	5/30/2017
Butte	Oroville City ESD	STREAM Charter School	NC	6/5/2017
Contra Costa	West Contra Costa	Caliber - Beta Academy	Rehab	6/5/2017
Contra Costa	West Contra Costa	Caliber - Beta Academy	NC	6/5/2017
El Dorado	Camino USD	Camino Science and Natural Resources	Rehab	6/2/2017
El Dorado	Camino USD	Camino Science and Natural Resources	NC	6/2/2017
Fresno	Clovis USD	Clovis Online Charter High School	Rehab	6/5/2017
Fresno	Clovis USD	Clovis Online Charter High School	NC	6/5/2017
Fresno	Clovis USD	Clovis Online Charter School	Rehab	6/5/2017
Fresno	Clovis USD	Clovis Online Charter School	NC	6/5/2017
Fresno	Kings Canyon USD	Reedley Middle College High School	NC	6/5/2017
Fresno	Sanger USD	Hallmark Charter School	rehab	6/5/2017
Fresno	Sanger USD	Hallmark Charter School	NC	6/5/2017
Imperial	Imperial COE	Imperial Pathways Charter - Del Rio Campus	NC	6/5/2017
Imperial	Imperial COE	Imperial Pathways Charter - Valley Campus	NC	6/5/2017
Kings	Lemoore Union High	Lemoore Middle College High	NC	6/5/2017
Los Angeles	Inglewood USD	Today's Fresh Start - Inglewood	NC	6/5/2017
Los Angeles	LAUSD	Academia Avance	NC	6/5/2017
Los Angeles	LAUSD	Aspire Centennial College Preparatory	NC	6/1/2017
Los Angeles	LAUSD	Birmingham Community Charter High	NC	5/31/2017
Los Angeles	LAUSD	Bright Star Secondary Charter Academy	NC	5/30/2017
Los Angeles	LAUSD	Citizens of the World 2 (Silver Lake)	NC	6/5/2017
Los Angeles	LAUSD	Citizens of the World 3 (Mar Vista)	NC	6/5/2017
Los Angeles	LAUSD	Citizens of the World Hollywood Charter	NC	6/5/2017
Los Angeles	LAUSD	City Charter School	NC	6/5/2017

Los Angeles	LAUSD	Colfax Elementary	NC	6/5/2017
Los Angeles	LAUSD	Extera Public Schools #1	NC	6/5/2017
Los Angeles	LAUSD	Extera Public Schools #2	NC	6/5/2017
Los Angeles	LAUSD	Gabriella Charter	NC	6/5/2017
Los Angeles	LAUSD	Gabriella Charter #2	NC	6/5/2017
Los Angeles	LAUSD	Granada Hills Charter	Rehab	6/5/2017
Los Angeles	LAUSD	Granada Hills Charter Devonshire Campus	NC	6/5/2017
Los Angeles	LAUSD	Granada Hills Charter New Media Center	NC	6/5/2017
Los Angeles	LAUSD	Grover Cleveland Charter High	NC	6/5/2017
Los Angeles	LAUSD	ICEF Inglewood Elementary Charter	NC	6/5/2017
Los Angeles	LAUSD	ICEF Inglewood Middle Charter	NC	6/5/2017
Los Angeles	LAUSD	ICEF Vista Elementary Charter Academy	NC	6/5/2017
Los Angeles	LAUSD	ICEF Vista Middle Charter Academy	NC	6/5/2017
Los Angeles	LAUSD	LA Promise Fund High	NC	6/5/2017
Los Angeles	LAUSD	Libertas College Prep	NC	6/1/2017
Los Angeles	LAUSD	Magnolia Science Academy - 2	NC	6/5/2017
Los Angeles	LAUSD	Magnolia Science Academy - 3	NC	6/5/2017
Los Angeles	LAUSD	Magnolia Science Academy - 5	NC	6/5/2017
Los Angeles	LAUSD	Marquez Charter	NC	6/5/2017
Los Angeles	LAUSD	New Heights Charter School	NC	5/31/2017
Los Angeles	LAUSD	Palisades Charter High School	NC	5/30/2017
Los Angeles	LAUSD	Rise Kohyang High School	NC	5/30/2017
Los Angeles	LAUSD	Rise Kohyang Middle School	NC	5/30/2017
Los Angeles	LAUSD	Stella Elementary Charter Academy	NC	5/30/2017
Los Angeles	LAUSD	Stella Middle Charter Academy	NC	5/30/2017
Los Angeles	LAUSD	Synergy Charter Academy (6-8)	NC	5/30/2017
Los Angeles	LAUSD	Synergy Charter Quantum Academy (9-12)	NC	5/30/2017
Los Angeles	LAUSD	Synergy Charter Academy (K-5)	NC	5/30/2017
Los Angeles	LAUSD	Taft Charter High	NC	6/5/2017
Los Angeles	LAUSD	Today's Fresh Start - Compton	NC	6/5/2017
Los Angeles	LAUSD	USC College Prep Blue Campus	NC	6/2/2017
Los Angeles	LAUSD	USC College Prep Orange Campus	NC	6/2/2017
Los Angeles	LAUSD	Valor Academy Elementary School	NC	5/30/2017
Los Angeles	LAUSD	Vaughn Elementary School Arts Center	NC	4/12/2017
Los Angeles	LAUSD	Vaughn High School Arts Center	NC	4/12/2017
Los Angeles	LAUSD	Vaughn Middle School Arts Center	NC	4/12/2017
Los Angeles	LAUSD	Westside Innovative School House Charter	NC	6/5/2017
Los Angeles	LAUSD	Westside Innovative School House Charter	NC	6/5/2017
Los Angeles	Long Beach USD	Intellectual Virtues Academy High	NC	6/5/2017
Madera	Chawanakee USD	Minarets Charter High School	NC	6/1/2017
Mariposa	Mariposa County	Sierra Foothill Charter	Rehab	6/5/2017
Napa	Napa Valley USD	River Charter	Rehab	6/5/2017
Napa	Napa Valley USD	River Charter	NC	6/5/2017
Napa	Napa Valley USD	Stone Bridge Charter	NC	6/5/2017
Nevada	Grass Valley	Grass Valley Charter	Rehab	6/5/2017
Nevada	Grass Valley	Grass Valley Charter	NC	6/5/2017
Nevada	Grass Valley	Nevada City School of the Arts	NC	6/1/2017
Orange	Orange USD	El Rancho Charter	NC	4/20/2017
San Diego	Chula Vista	Arroyo Vista Charter	NC	6/5/2017
San Diego	Chula Vista	Chula Vista Learning Community	Rehab	6/5/2017
San Diego	Chula Vista	Chula Vista Learning Community	NC	6/5/2017
San Diego	Chula Vista	Discovery Charter	Rehab	6/5/2017
San Diego	Chula Vista	Discovery Charter	NC	6/5/2017
San Diego	Chula Vista	Feaster Charter	Rehab	6/5/2017
San Diego	Chula Vista	Feaster Charter	NC	6/5/2017

San Diego	Chula Vista	Leonardo d Vinci Health Sciences Charter	Rehab	6/5/2017
San Diego	Chula Vista	Mueller Charter	Rehab	6/5/2017
San Diego	Chula Vista	Mueller Charter	NC	6/5/2017
Riverside	Perris Elementary	Innovative Horizons Charter School at Nan	Rehab	6/5/2017
Riverside	Perris Elementary	Innovative Horizons Charter School at Nan	NC	6/5/2017
Riverside	Riverside COE	Riverside County Education Academy	NC	6/5/2017
Sacramento	Elk Grove USD	Elk Grove Charter School Addition	NC	6/5/2017
Sacramento	Natomas	NP3 Elementary School (Rehab)	Rehab	5/26/2017
Sacramento	Natomas	NP3 Middle School (NC)	NC	5/25/2017
Sacramento	Natomas	NP3 Middle School (Rehab)	Rehab	5/25/2017
Sacramento	Natomas	Westlake K-8 Charter	NC	5/22/2017
Sacramento	Sacramento City USD	Aspire Capitol Heights Academy	NC	6/1/2017
Sacramento	Sacramento City USD	Capitol Collegiate Academy	NC	6/5/2017
Sacramento	Sacramento City USD	St. Hope Public School 7 Elementary	Rehab	6/5/2017
Sacramento	Sacramento City USD	St. Hope Public School 7 Elementary	NC	6/5/2017
Sacramento	San Juan USD	California Montessori Project - San Juan	Rehab	6/5/2017
Sacramento	San Juan USD	California Montessori Project - San Juan	Rehab	6/5/2017
Sacramento	San Juan USD	Gateway International School	Rehab	6/5/2017
Sacramento	San Juan USD	Golden Valley Orchard Charter	Rehab	6/5/2017
Sacramento	San Juan USD	Golden Valley River Charter	Rehab	6/5/2017
Sacramento	Twin Rivers USD	Creative Connections Arts Academy	Rehab	6/5/2017
Sacramento	Twin Rivers USD	Creative Connections Arts Academy	NC	6/5/2017
Sacramento	Twin Rivers USD	Smythe Academy	NC	6/5/2017
Sacramento	Twin Rivers USD	Westside Prep Academy	Rehab	6/5/2017
Sacramento	Twin Rivers USD	Westside Prep Academy	NC	6/5/2017
San Bernardino	San Bernardino City	SOAR Charter Academy School	NC	6/5/2017
San Diego	Cajon Valley Union	EJE Elementary Academy Charter	Rehab	6/5/2017
San Diego	Cajon Valley Union	EJE Middle Academy Charter	Rehab	6/5/2017
San Diego	Cajon Valley Union	EJE Middle Academy Charter	NC	6/5/2017
San Diego	Grossmont Union	Liberty Charter High School	NC	6/5/2017
San Diego	San Diego USD	Albert Einstein Charter Elementary	Rehab	6/2/2017
San Diego	San Diego USD	America's Finest Charter School	Rehab	5/18/2017
San Diego	San Diego USD	Gompers Preparatory Academy	Rehab	6/2/2017
San Diego	San Diego USD	Health Sciences High and Middle College	NC	5/18/2017
San Diego	San Diego USD	Innovations Academy	NC	5/18/2017
San Diego	San Diego USD	Magnolia Science Academy - San Diego	NC	6/5/2017
San Diego	San Diego USD	Museum School	NC	5/18/2017
San Diego	San Diego USD	O'Farrell Community School	Rehab	6/2/2017
San Diego	San Diego USD	San Diego Cooperative Charter School	Rehab	5/18/2017
San Diego	San Diego USD	San Diego Global Vision Academy	Rehab	5/18/2017
San Diego	South Bay Union	Nestor Charter	Rehab	6/5/2017
San Francisco	San Francisco USD	Creative Arts	NC	6/5/2017
San Joaquin	New Jerusalem ESD	Delta Charter School	NC	6/5/2017
San Joaquin	Stockton USD	Aspire APEX Academy	NC	6/1/2017
San Joaquin	Tracy USD	Tracy Learning Center - Discovery Charter	Rehab	6/5/2017
San Joaquin	Tracy USD	Tracy Learning Center - Primary Charter	Rehab	6/5/2017
San Luis Obispo	San Luis Coastal	Bellevue Santa Fe Charter School	Rehab	6/1/2017
San Mateo	San Carlos ESD	Charter Learning Center	Rehab	6/2/2017
San Mateo	San Carlos ESD	Charter Learning Center	NC	6/2/2017
Santa Barbara	Lompoc USD	Manzanita Public Charter School	Rehab	6/1/2017
Santa Barbara	Lompoc USD	Manzanita Public Charter School	NC	6/1/2017
Santa Clara	East Side Union High	Alpha Public Schools - Cindy Avitia High	NC	6/5/2017
Santa Clara	East Side Union High	Luis Valdez Leadership Academy	Rehab	6/5/2017
Santa Clara	East Side Union High	Luis Valdez Leadership Academy	NC	6/5/2017
Santa Clara	Gilroy USD	Navigator Schools - Gilroy Prep	NC	6/5/2017

Santa Clara	Hollister	Navigator Schools - Hollister Prep	Rehab	6/5/2017
Santa Clara	Hollister	Navigator Schools - Hollister Prep	NC	6/5/2017
Santa Clara	Morgan Hill USD	Charter School of Morgan Hill	Rehab	6/5/2017
Santa Cruz	Pajaro Valley USD	Delta Charter High at Cabrillo College	Rehab	6/5/2017
Shasta	Enterprise	Pace Academy	Rehab	6/5/2017
Shasta	Enterprise	Pace Academy	NC	6/5/2017
Solano	Vallejo USD	MIT Academy High School	Rehab	5/22/2017
Solano	Vallejo USD	MIT Academy High School	NC	5/22/2017
Solano	Vallejo USD	MIT Academy Middle School	Rehab	5/22/2017
Solano	Vallejo USD	MIT Academy Middle School	NC	5/22/2017
Sonoma	Old Adobe Union	Loma Vista Immersion Academy	NC	6/5/2017
Sonoma	Old Adobe Union	Old Adobe Charter School	NC	6/5/2017
Sonoma	Petaluma City	Live Oak Charter	NC	6/5/2017
Sonoma	Sebastopol Union	Sebastopol Independent Charter	NC	6/5/2017
Sonoma	Twin Hills Union	Twin Hills Charter Middle School	Rehab	5/26/2017
Sonoma	Windsor USD	Cali Calmecac Language Academy	NC	5/25/2017
Sonoma	Windsor USD	Cali Calmecac Language Academy	Rehab	5/25/2017
Tulare	Visalia USD	Blue Oak Academy	Rehab	6/5/2017
Tulare	Visalia USD	Blue Oak Academy	NC	6/5/2017
Tulare	Visalia USD	Sycamore Valley Academy	Rehab	6/5/2017
Tulare	Visalia USD	Sycamore Valley Academy	NC	6/5/2017
Ventura	Ventura USD	Ventura Charter School	NC	5/26/2017
Yolo	Washington USD	Washington Middle College High School	Rehab	6/5/2017

Sausalito Marin City School District

Agenda Item: 4.03

Date: December 14, 2017

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Correspondence       | <input type="checkbox"/> Consent Agenda |
| <input type="checkbox"/> Reports                         |   |
| <input type="checkbox"/> General Functions               |   |
| <input type="checkbox"/> Pupil Services                  |   |
| <input type="checkbox"/> Personnel Services              |   |
| <input type="checkbox"/> Financial & Business Procedures |   |
| <input type="checkbox"/> Curriculum and Instruction      |   |
| <input type="checkbox"/> Policy Development              |   |
| <input type="checkbox"/> Public Hearings                 |   |

Item Requires Board Action: ☐ Item is for Information Only: ☒

**Item:** District Response to Willow Creek Academy's Proposition 39 Request

**Background:**

WCA is working with the district to correct any data errors and will be submitting a response letter prior to any final recommendations regarding this matter. This matter will be brought to the Board for action in January 2018.

**Recommendation:**

**Attachments:**

District Response to WCA



1895 - 2017

# SAUSALITO MARIN CITY SCHOOL DISTRICT

*Superintendent:*  
*Board of Trustees:*

*Will McCoy*  
*Joshua Barrow(President), Ida Green, Thomas Newmeyer,*  
*Debra Turner and Caroline Van Alst*

November 30, 2017

**VIA U.S. MAIL AND E-MAIL**  
[kurtrw@gmail.com](mailto:kurtrw@gmail.com)

Kurt Weinsheimer  
President  
Willow Creek Academy  
636 Nevada Street  
Sausalito, CA 94965

Re: **Sausalito Marin City School District's Initial Response to Willow Creek Academy Request for Proposition 39 Facilities for 2018-19 School Year**

Dear Mr. Weinsheimer:

The Sausalito Marin City School District ("District") received Willow Creek Academy Charter School's ("Charter School") timely request for Proposition 39 facilities for the 2018-19 school year ("Request") on October 24, 2017.

Pursuant to Title 5 of the California Code of Regulations section 11969.9(d), the District objects to the projected average daily attendance ("ADA") submitted by the Charter School in its request for facilities for the 2018-19 school year. Specifically, the District objects to the Charter School's projected total in-District ADA of 323.00 (Table 2) and projected total in-District classroom ADA of 323.00 (Table 4). For the reasons stated below, the District considers a projected total in-District ADA of **309.4** and total in-District classroom ADA of **309.4** to be reasonable.

The District notes that the Request fails to provide the average daily attendance ("ADA") rate(s) used by the Charter School in making its ADA calculations for both the current and the request years. This is of concern given that the information regarding historical enrollment and corresponding ADA claimed by the Charter School at P-2 provided on page 5 shows a declining attendance rate, with a certified 91% attendance rate for the 2016-17 school year. Without information regarding the attendance rate factor used by the Charter School in calculating its total projected ADA as well as total projected in-District ADA, it is impossible for the District to fully evaluate whether the Charter School's projections and

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[www.smcsd.org](http://www.smcsd.org)

corresponding request for facilities are reasonable. Further, when the information provided by the Charter School is considered using the lower actual ADA rate of 91%, the ADA projections appear overstated.

For example, based on the information provided on page 5 of the Request, the actual ADA percentage rate claimed at P-2 reflects a decline, with an approximate 95% attendance rate in 2009-10, a 94.6% attendance rate in 2014-15, trending downward to a 91% attendance rate for 2016-17 (which is the last year that actual P-2 data is available). The P-2 data for 2016-17 shows a total enrollment of 411, with an ADA of 374.62. Notably, the Charter School's actual enrollment for the current school year is also 411, as reflected in the 2017-18 Student Roster submitted with the Request. This amounts to flat enrollment from the 2016-17 to 2017-18 school year, and yet the Charter School is projecting 390.45 total ADA for 2017-18 as indicated in Table 1. With the same total number of students enrolled as the prior year, the Charter School is projecting a substantially higher ADA without any explanation for the difference.

Analyzing the data, this suggests that the Charter School merely applied a higher 95% attendance rate for the current year to come up with the higher ADA projections, which is not only undermined by the historical data submitted, but also unsupported by any independent factors. As projected total enrollment is not provided for the request year (i.e., 2018-19)—only projected ADA figures—it is impossible for the District to meaningfully evaluate what ADA rate was applied for the request year and whether such rate is reasonable. Assuming the Charter School used the same 95% ADA rate it used for current year ADA, the District objects on the basis that the projections are overstated. A more reasonable estimate for in-District classroom ADA would be **309.4**, which reflects the same, modest enrollment increase projected by the Charter School for 2018-19 but applies the 91% attendance rate as explained above.

Further, the Request contains multiple errors throughout the document, including a confusing reference in paragraph 2 on page 2 of the Request that states the "projection of the Charter School's in-District average daily classroom attendance for the 2017-18 school year is 402.8." This number does not match any information provided for the current year (2017-18) or the request year (2018-19), including the figures set forth in Tables 1-4. In addition, the figure in Table 3 showing a projected total classroom ADA of 403.6 is also wrong, as computation of the source data in the table itself indicates that the total should read 397.90.

The Request also states on page 5 that "Willow Creek Academy projects a substantial increase in ADA." However, the information provided does not substantiate a finding or conclusion that the Charter School can reasonably project a "substantial increase" in in-District ADA for the 2018-19 school year.

Specifically, the information provided in Tables 1 through 4 demonstrates flat total enrollment from the prior to current year and suggests only an approximate seven (7) unit increase of ADA from the Charter School's projected current year total ADA/total classroom ADA to its projected request year total ADA/total classroom ADA (390.45 to 397.90) as well as its projected total current year in-District ADA/in-District classroom ADA to projected total request year in-District ADA/in-District classroom ADA (316.35 to 323.00). This modest growth does not warrant an increase in the number of classrooms, specialized classrooms, and/or non-teaching space allocated for in-District students as requested by the Charter School. Further, the waiting list information provided by the Charter School only shows a total of

five (5) out of the twenty (20) total students identified as residing within the Sausalito Marin City School District boundaries (25%). This indicates that a majority of any projected enrollment growth would be made up of out-of-District students. As the Charter School is aware, the District only has an obligation under Proposition 39 to provide facilities for in-District students.

Notwithstanding the foregoing, the District is willing to consider additional documentation from the Charter School to support its anticipated in-District student enrollment and projection of in-District classroom ADA for the 2018-2019 school year. While the District recognizes that the Charter School's projections need not be verifiable for precise arithmetical accuracy, the District believes that the concerns raised above warrant further information and clarification to substantiate these figures. To that end, the District would need to see the following information in order to reconsider the reasonableness of the Charter School's projections:

1. The total Charter School projected enrollment, broken down by in-District enrollment and total enrollment, for the current year (2017-18) and the request year (2018-19) that the Charter School used to determine its projections of in-District classroom ADA for the 2017-18 and 2018-19 school years.
2. Clarification of the Charter School's total classroom ADA and total in-District classroom ADA projections for the current school year (2017-18) and the request year (2018-19). This information must be broken down by grade level.
3. The reasonable ADA percentage rate that the Charter School applied to determine its projections of in-District classroom ADA for the 2017-18 and 2018-19 school years and the justifications used to support such percentages.

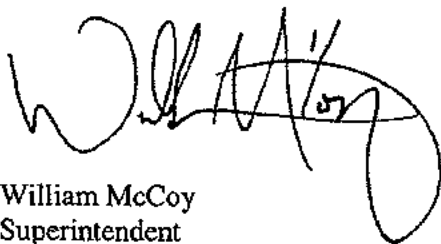
If the District is satisfied with the additional documentation provided by the Charter School to support its total projected in-District classroom ADA calculation, it will prepare a preliminary proposal regarding the allocation of space to the Charter School based upon that figure, acknowledging that the 2015 Memorandum of Understanding between the Charter School and the District already establishes the District's baseline obligation to provide substantially rent free facilities for in-District students attending Willow Creek Academy at the District's Nevada Street campus.

In the event the District does not receive a response or is dissatisfied with any response from the Charter School regarding the District's projections and requests for additional information on or before January 2, 2018, the District intends to base any offer of facilities on the projection of **309.4**.

Please note that the District's response to the Charter School's Request shall not be construed to waive or otherwise limit its right to challenge the Charter School's eligibility for use of District facilities under Proposition 39 at any time.

Should you have any questions or wish to discuss this matter further, please do not hesitate to contact my office. The District looks forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'William McCoy', with a large, stylized flourish at the end.

William McCoy  
Superintendent

cc: Elizabeth B. Mori  
Amy Prescott, Interim CBO

Sausalito Marin City School District

Agenda Item: 5.01

Date: December 14, 2017

- |  |   |
|--|---|
| <input type="checkbox"/> Correspondence                  | <input type="checkbox"/> Consent Agenda |
| <input checked="" type="checkbox"/> Reports              |   |
| <input type="checkbox"/> General Functions               |   |
| <input type="checkbox"/> Pupil Services                  |   |
| <input type="checkbox"/> Personnel Services              |   |
| <input type="checkbox"/> Financial & Business Procedures |   |
| <input type="checkbox"/> Curriculum and Instruction      |   |
| <input type="checkbox"/> Policy Development              |   |
| <input type="checkbox"/> Public Hearings                 |   |

Item Requires Board Action: ☐ Item is for Information Only: ☒

Item: Superintendent's Report

**Background:**

LCAP: Pecolia Manigo of Parent Leadership Action Network (PLAN) has prepared an extensive update via PowerPoint. The Superintendent will discuss the highlights. His report will come directly from the State Public Dashboard:

<https://www.caschooldashboard.org/#/Details/21654740000000/3/EquityReport>

Annex Project: Update regarding possibilities and decisions to be made. We have new information from School Facility Consultants, and from the insurance company.

**Attachments:**

LCAP Update

**Sausalito Marin City School District  
LCAP Annual Update Work Plan  
2017-18**

**Goal**

Present LCAP Annual Update and Changes to Goals 18-20 for Approval by June 30 Deadline

**Objectives**

- Organize LCAP District Goal Specific Stakeholder Input Sessions
- Compile a Summary of Engagement Input Sessions
- Draft LCAP Annual Update and Summaries for Board and Public Review before Public Hearing

	<b>Leadership/ Writing Team</b>	<b>LCAP PAC</b>	<b>Board</b>
August-September	Finalize 2017-20 LCAP with edits suggested by County Office of Education		
October	Complete Spanish LCAP		
November	Begin to track progress on Goals and Actions		
December	Finalize Local Indicators Data and Narrative for California School Dashboard Present Progress on Goals and Actions Begin to Track progress on Annual Measurable Outcomes	Send Notice to 16-17 PAC Members of Finalized LCAP  Set Date of 1 <sup>st</sup> PAC Meeting	Update on California Dashboard Local Indicators  Update on Progress on Goals and Actions
January	Prepare Draft Progress on Annual Measurable Outcomes for PAC  Prepare Orientation for PAC on LCAP	1 <sup>st</sup> PAC Meeting Orientation on LCAP and PAC  Co-design LCAP Engagement Sessions with PAC	Get feedback on PAC Development and Engagement Sessions  Discussion on projected financial changes in LCAP
February	LCAP Engagement Sessions on Progress on Goals, Actions and Annual Measurable Outcomes	2 <sup>nd</sup> PAC Meeting	Provide email update on Engagement Sessions  Discussion on projected financial changes in LCAP
March	Review Feedback from LCAP Engagement	3 <sup>rd</sup> PAC Meeting	

	<p>Sessions</p> <p>Prioritize Feedback on Engagement Sessions that results in Tangible Changes to LCAP</p>		
April	<p>Synthesize PAC and Engagement Session Feedback</p> <p>Complete Annual Update Writing by April 14th</p> <p>Submit draft LCAP Annual Update to MCOE by April 15<sup>th</sup>!!!</p> <p>Summarize Proposed Changes to LCAP for presentation to PAC</p>	4 <sup>th</sup> PAC Meeting (after April 15 <sup>th</sup> )	Board Engagement: Annual Update Progress to Date and Potential Changes LCAP Goals 18-20
May	<p>Meet with MCOE for feedback on Draft LCAP</p> <p>Synthesize PAC feedback</p> <p>Present Draft LCAP with Proposed Changes</p>	5 <sup>th</sup> PAC Meeting (before public hearing)	Public Hearing: LCAP Goals 18-20 Update
June	Finalize LCAP and Budget	6 <sup>th</sup> PAC (before final approval)	June 26 <sup>th</sup> : LCAP 18-20 Final Approval

# 2017-2018 PROGRESS ON LCAP DEVELOPMENT

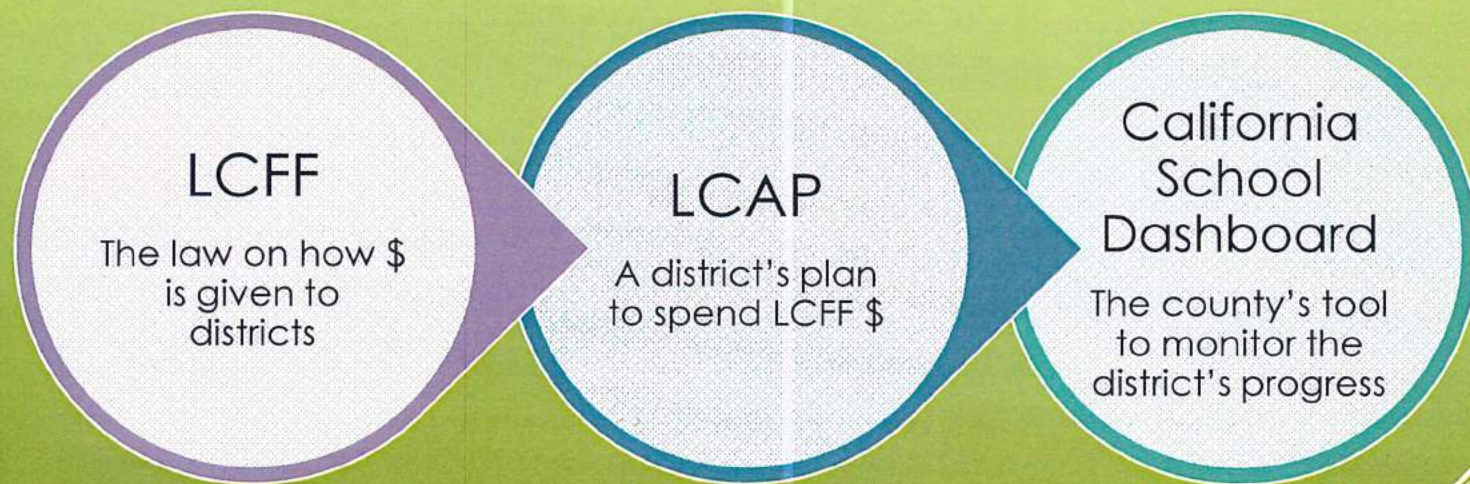
Sausalito Marin City School District  
Board of Trustee Meeting  
December 14, 2017

- ▶ Overview of LCAP Development 2017-2018
- ▶ California Schools Dashboard and Local Indicators Update
- ▶ Progress on LCAP Goals and Actions
- ▶ Next Steps

## PRESENTATION OVERVIEW



WE ARE IN THE 4<sup>TH</sup> YEAR OF  
LCFF IMPLEMENTATION!



WHAT DOES THE LAW REQUIRE?

# CALIFORNIA SCHOOLS DASHBOARD

This year is the second year of California Schools Dashboard. The is now data across two academic school years and the first data on local indicators.

The background is a solid green color. A vertical white line runs down the center of the image. In the bottom right corner, there are several thin, parallel white diagonal lines.

[WWW.CADASHBOARD.ORG](http://WWW.CADASHBOARD.ORG)

This is the web address to access the dashboard



## California School Dashboard

See how districts and schools are performing on test scores, graduation rates and other measures of student success.

Enter a portion of a school name, district name, or county office of education, and then select the Search button to obtain a list of results.

Getting started: Take 2 minutes and learn about what you'll see.

 [Fast Start Guide](#)

 [Video Tutorial](#)

The Dashboard is being field tested before full implementation in fall 2017. The Dashboard's design and features will be changed over time based on user feedback. Reports included in the field test are based on the latest state data available as of fall 2016. Future versions of the Dashboard will be published annually each fall and will incorporate the most recent available data.

## California School Dashboard

Enter a portion of a school name, district name, or county office of education, and then select the Search button to obtain a list of results.

Select an organization in the search results listing to get a Dashboard report.

### Search Results

CDS Code	Organization	City
<a href="#">21654740000000</a>	Sausalito Marin City	Sausalito

## Equity Report

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162   Socioeconomically Disadvantaged: 72.2%   English Learners: 30.9%   Foster Youth: 0%

Grade Span: K-8   Charter School: No

Dashboard Release:

Fall 2017



Equity Report

Status and Change Report

Detailed Report

Student Group Report







The Equity Report shows the performance levels for all students on the state indicators. It also shows the total number of student groups that received a performance level for each indicator and how many of those student groups are in the two lowest performance levels (Red/Orange). The total number of student groups may vary due to the number of grade levels included within each indicator. Select any of the underlined indicators for more detailed information.

State Indicators	All Students Performance	Total Student Groups	Student Groups in Red/Orange
<u>Chronic Absenteeism</u>	N/A	N/A	N/A
<u>Suspension Rate (K-12)</u>		5	4
English Learner Progress (1-12)		N/A	N/A
<u>English Language Arts (3-8)</u>		1	0


## Sausalito Marin City School District

### List of Schools

This page lists the names of all schools within the district, and shows their performance levels for all students on the state indicators.

School Name ^	Suspension Rate ↕	English Learner Progress ↕	English Language Arts ↕	Mathematics ↕	Graduation Rate ↕
<a href="#">Sausalito Marin City</a>					
<a href="#">Bayside Martin Luther King Jr. Academy</a>					

#### Performance Levels:

 Red (Lowest Performance)
  Orange
  Yellow
  Green
  Blue (Highest Performance)

An asterisk (\*) shows that the student group has fewer than 11 students and is not reported for privacy reasons. The performance level (color) is not included when there are fewer than 30 students in any year used to calculate status and change. An N/A means that data is not currently available.

## Status and Change Report

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162   Socioeconomically Disadvantaged: 72.2%   English Learners: 30.9%   Foster Youth: 0%





Grade Span: K-8   Charter School: No

Dashboard Release:





Fall 2017

[Equity Report](#)   
 [Status and Change Report](#)   
 [Detailed Report](#)   
 [Student Group Report](#)

The status and change report provides the performance level for all students on state indicators. It also shows how the current year (status) compares to prior years (change) for each state indicator. Status and change each have five possible levels, which are displayed with the data for each indicator. Select any of the underlined indicators for more detailed information.

State Indicators	All Students Performance	Status	Change
<a href="#">Chronic Absenteeism</a>	N/A	N/A	N/A
<a href="#">Suspension Rate (K-12)</a>		Very High 15.5%	Increased +0.3%
<a href="#">English Learner Progress (1-12)</a>		"	"
<a href="#">English Language Arts (3-8)</a>		Low 44.1 points below level 3	Increased +3.9 points
<a href="#">Mathematics (3-8)</a>		Low 74.8 points below level 3	Declined Significantly -22.4 points

Performance Levels:

 Red (Lowest Performance)   
  Orange   
  Yellow   
  Green   
  Blue (Highest Performance)

# DETAILED REPORT

There are new sections within the detailed report:

Academic Performance

School Conditions and Climate

Local Indicators

## Detailed Report

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162 Socioeconomically Disadvantaged: 72.2% English Learners: 30.9% Foster Youth: 0%

Grade Span: K-8 Charter School: No

Dashboard Release:

Fall 2017

Equity Report Status and Change Report Detailed Report Student Group Report

This report shows information about the indicators used to assess academic performance in the Dashboard. Select any of the underlined indicators for more detailed information.

Academic Performance

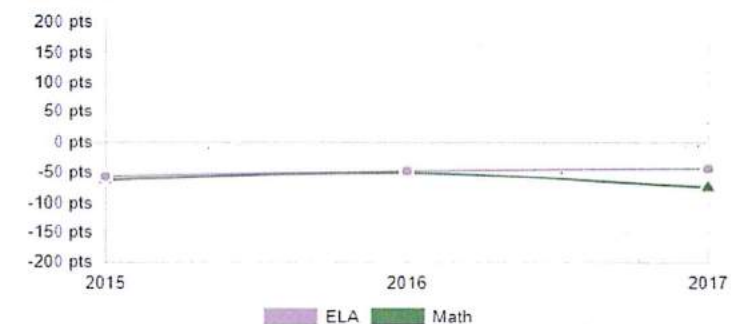


## State Indicators

### English Learner Progress Indicator (Grades K-12)



### Academic Indicators (Grades 3-8): Distance from Level 3



## Detailed Report

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162 Socioeconomically Disadvantaged: 72.2% English Learners: 30.9% Foster Youth: 0%  
Grade Span: K-8 Charter School: No

Dashboard Release:

Fall 2017

Equity Report

Status and Change Report

Detailed Report

Student Group Report

This report shows information about the indicators used to assess school conditions and climate in the Dashboard. Select any of the underlined indicators for more detailed information.

▼ School Conditions and Climate



## State Indicators

### Suspension



## Student Group Report

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162 Socioeconomically Disadvantaged: 72.2% English Learners: 30.9% Foster Youth: 0%

Grade Span: K-8 Charter School: No

Dashboard Release:

Fall 2017

Equity Report

Status and Change Report

Detailed Report

Student Group Report

This report shows the performance levels for all students and for each student group on the state indicators. Select any of the underlined indicators for more detailed information.

State Indicators	All Students	English Learners	Foster Youth	Homeless	Socioeconomically Disadvantaged	Students with Disabilities	African American	American Indian	Asian
<u>Chronic Absenteeism</u>	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<u>Suspension Rate (K-12)</u>			*	*				*	*
English Learner Progress (1-12)	*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<u>English Language Arts (3-8)</u>		*	*	*		*	*	*	*
<u>Mathematics (3-8)</u>		*	*	*		*	*	*	*

# LOCAL INDICATORS

## Local Data Submitted for Priority 1 (Basics)

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162    Socioeconomically Disadvantaged: 72.2%    English Learners: 30.9%    Foster Youth: 0%

Grade Span: K-8    Charter School: No

Dashboard Release:

Fall 2017 ▼

[Equity Report](#)
[Status and Change Report](#)
[Detailed Report](#)
[Student Group Report](#)

### Appropriately Assigned Teachers, Access to Curriculum-Aligned Instructional Materials, and Safe, Clean and Functional School Facilities (Priority 1)

This page displays the information submitted by the local educational agency on the local performance indicator for appropriately assigned teachers, access to curriculum-aligned instructional materials, and safe, clean and functional school facilities (Priority 1).

Standard: Local educational agency annually measures its progress in meeting the Williams settlement requirements at 100% at all of its school sites, as applicable, and promptly addresses any complaints or other deficiencies identified throughout the academic year, as applicable; and provides information annually on progress meeting this standard to its local governing board and to stakeholders and the public through the evaluation rubrics.

Number/percentage of misassignments of teachers of English learners, total teacher misassignments, and vacant teacher positions:

[LEA Submission] 1 P/T Physical Education Teacher position vacant

Number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home:

[LEA Submission] 100

Number of identified instances where facilities do not meet the "good repair" standard (including deficiencies and extreme deficiencies):

[LEA Submission] 0

Standard: Local educational agency annually measures its progress in meeting the Williams settlement requirements at 100% at all of its school sites, as applicable, and promptly addresses any complaints or other deficiencies identified throughout the academic year, as applicable; and provides information annually on progress meeting this standard to its local governing board and to stakeholders and the public through the evaluation rubrics.

## STATE PRIORITY 1: BASICS

**Number/percentage of misassignments of teachers of English learners, total teacher misassignments, and vacant teacher positions:**

- ▶ [LEA Submission] 1 P/T Physical Education Teacher position vacant

**Number/percentage of students without access to their own copies of standards-aligned instructional materials for use at school and at home:**

- ▶ [LEA Submission] 100

**Number of identified instances where facilities do not meet the "good repair" standard (including deficiencies and extreme deficiencies):**

- ▶ [LEA Submission] 0

**Additional Comments (Optional Box Completed by Sausalito Marin City)**

- ▶ [LEA Submission] Our district is very small, and we are having a difficult time locating an appropriately credentialed Physical Education teacher for 1 to 2 hours per day. We have been utilizing a substitute teacher with a Multiple Subject credential in the interim.

## STATE PRIORITY 1: BASICS PROGRESS

## Local Data Submitted for Priority 2 (Implementation of Academic Standards)

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162   Socioeconomically Disadvantaged: 72.2%   English Learners: 30.9%   Foster Youth: 0%

Grade Span: K-8   Charter School: No

Dashboard Release:

Fall 2017

[Equity Report](#)
[Status and Change Report](#)
[Detailed Report](#)
[Student Group Report](#)

### Self-Reflection Tool for Implementation of State Academic Standards (Priority 2)

This page displays the information submitted by the local educational agency on the local performance indicator for the implementation of state academic standards (Priority 2).

Standard: Local educational agency annually measures its progress implementing state academic standards and reports the results to its local governing board at a regularly scheduled meeting of the local governing board and to stakeholders and the public through the evaluation rubrics.

LEAs chose to either provide a narrative summary of their progress in the implementation of state academic standards based on locally selected measures or tools, or to complete the reflection tool.

#### Option 1: Narrative Summary (Completed by Sausalito Marin City)

The narrative summary below identifies the locally selected measures or tools that the local educational agency is using to track its progress in implementing the state academic standards adopted by the State Board of Education and describes why the local educational agency chose the selected measures or tools.

In addition, the local educational agency was asked to summarize its progress in implementing the academic standards adopted by the State Board of Education, based on the locally selected measures or tools. The adopted academic standards are:

- English Language Arts – Common Core State Standards for English Language Arts
- English Language Development (Aligned to Common Core State Standards for English Language Arts)
- Mathematics – Common Core State Standards for Mathematics
- Next Generation Science Standards

**Standard: Local educational agency annually measures its progress implementing state academic standards and reports the results to its local governing board at a regularly scheduled meeting of the local governing board and to stakeholders and the public through the evaluation rubrics.**

## **STATE PRIORITY 2: IMPLEMENTATION OF ACADEMIC STANDARDS**

## Option 1: Narrative Response

The District is undergoing a systemic transformation from the foundation up. We are working to provide teachers with the necessary materials and training to provide outstanding instruction to our students. We are insuring that our teachers are trained to use our standards-based curriculum, and to align their instruction to the Common Core State Standards. This will be a year long process, as we are actively seeking training opportunities with our different curriculum publishers. We are collaborating with a local non-profit to build a long-term plan to restore and expand the Visual and Performing Arts at our District School. Additionally, we are exploring different options available to us as a small school to infuse World Language opportunities for our students.

## STATE PRIORITY 2: IMPLEMENTATION OF ACADEMIC STANDARDS PROGRESS

**Option 2.1 Local educational agency's progress in providing professional learning for teaching to the recently adopted academic standards and/or curriculum frameworks identified below:**

**English Language Arts – Common Core State Standards for English Language Arts**

- ▶ *2 – Beginning Development*

**English Language Development (Aligned to English Language Arts Standards)**

- ▶ *1 - Exploration and Research Phase*

**Mathematics – Common Core State Standards for Mathematics**

- ▶ *2 – Beginning Development*

**Next Generation Science Standards**

- ▶ *1 - Exploration and Research Phase*

**History-Social Science**

- ▶ *1 - Exploration and Research Phase*

**STATE PRIORITY 2: IMPLEMENTATION OF  
ACADEMIC STANDARDS PROGRESS**

**Option 2.2 Local educational agency's progress in making instructional materials that are aligned to the recently adopted academic standards and/or curriculum frameworks identified below available in all classrooms where the subject is taught.**

**English Language Arts – Common Core State Standards for English Language Arts**

- ▶ *2 – Beginning Development*

**English Language Development (Aligned to English Language Arts Standards)**

- ▶ *2 – Beginning Development*

**Mathematics – Common Core State Standards for Mathematics**

- ▶ *2 – Beginning Development*

**Next Generation Science Standards**

- ▶ *2 – Beginning Development*

**History-Social Science**

- ▶ *1 – Exploration and Research Phase*

**STATE PRIORITY 2: IMPLEMENTATION OF  
ACADEMIC STANDARDS PROGRESS**

**Option 2.3 Local educational agency's progress in implementing policies or programs to support staff in identifying areas where they can improve in delivering instruction aligned to the recently adopted academic standards and/or curriculum frameworks identified below (e.g., collaborative time, focused classroom walkthroughs, teacher pairing)**

**English Language Arts – Common Core State Standards for English Language Arts**

- ▶ 2 – *Beginning Development*

**English Language Development (Aligned to English Language Arts Standards)**

- ▶ 2 – *Beginning Development*

**Mathematics – Common Core State Standards for Mathematics**

- ▶ 2 – *Beginning Development*

**Next Generation Science Standards**

- ▶ 2 – *Beginning Development*

**History-Social Science**

- ▶ 2 – *Beginning Development*

**STATE PRIORITY 2: IMPLEMENTATION OF  
ACADEMIC STANDARDS PROGRESS**

## Option 2.4 Local educational agency's progress implementing each of the following academic standards adopted by the State Board of Education for all students.

### English Language Arts – Common Core State Standards for English Language Arts

- ▶ 1 - Exploration and Research Phase

### English Language Development (Aligned to English Language Arts Standards)

- ▶ 1 - Exploration and Research Phase

### Mathematics – Common Core State Standards for Mathematics

- ▶ 1 - Exploration and Research Phase

### Next Generation Science Standards

- ▶ 1 - Exploration and Research Phase

### History-Social Science

- ▶ 1 - Exploration and Research Phase

## STATE PRIORITY 2: IMPLEMENTATION OF ACADEMIC STANDARDS PROGRESS

**Option 2.5** The local educational agency's success at engaging in the following activities with teachers and school administrators during the 2015-16 school year (including summer 2015).

**Identifying the professional learning needs of groups of teachers or staff as a whole**

- ▶ 1 - *Exploration and Research Phase*

**Identifying the professional learning needs of individual teachers**

- ▶ 1 - *Exploration and Research Phase*

**Providing support for teachers on the standards they have not yet mastered**

- ▶ 1- *Exploration and Research Phase*

**STATE PRIORITY 2: IMPLEMENTATION OF  
ACADEMIC STANDARDS PROGRESS**

- Prior to 2017-2018, the school staff had not had sufficient training on any of the textbook adoptions or affiliated resources. We are actively working to rectify this situation, and anticipate full staff training by the beginning of the 2018-2019 school year. We are working with our teachers in the meantime to provide curricular supports and professional development that will assist in their learning and instructional success.

## ADDITIONAL COMMENTS

## Local Data Submitted for Priority 3 (Parent Engagement)

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162   Socioeconomically Disadvantaged: 72.2%   English Learners: 30.9%   Foster Youth: 0%

Grade Span: K-8   Charter School: No

Dashboard Release:

Fall 2017 ▼

Equity Report

Status and Change Report

Detailed Report

Student Group Report

### Self-Reflection Tool for Parent Engagement (Priority 3)

This page displays the information submitted by the local educational agency on the local performance indicator for parent engagement (Priority 3).

Standard: Local educational agency annually measures its progress in: (1) seeking input from parents in decision making; and (2) promoting parental participation in programs, and reports the results to its local governing board at a regularly scheduled meeting of the local governing board and to stakeholders and the public through the evaluation rubrics.

The local educational agency was asked to provide a narrative summary of its progress toward (1) seeking input from parents/guardians in school and district decision making; and (2) promoting parental participation in programs.

The summary of progress is required to be based on either information collected through surveys of parents/guardians or other local measures. As part of the response, the local educational agency was asked to describe why it chose the selected measures, including whether progress on the selected measure is related to goals it has established for other Local Control Funding Formula priorities in its Local Control and Accountability Plan.

### Option 2: Local Measures

The local educational agency was asked to summarize the following:

1. The local educational agency's progress on at least one measure related to seeking input from parents/guardians in school and district decision making;
2. The local educational agency's progress on at least one measure related to promoting parental participation in programs; and
3. Why the local educational agency chose the selected measures and whether the findings relate to the goals established for other Local Control Funding Formula priorities in the Local Control and Accountability Plan.

*[LEA Submission] A. Seeking Input in School/District Decision Making During the 2016-2017 academic year, our District contracted with Parent Leadership Action Network (PLAN) to facilitate and improve our parent participation and input. The proper committees were established for the School Site Council (SSC) and the English Learner Advisory*

**Standard: Local educational agency annually measures its progress in: (1) seeking input from parents in decision making; and (2) promoting parental participation in programs, and reports the results to its local governing board at a regularly scheduled meeting of the local governing board and to stakeholders and the public through the evaluation rubrics.**

## **STATE PRIORITY 3: PARENT ENGAGEMENT**

A. Seeking Input in School/District Decision Making During the 2016-2017 academic year, our District contracted with Parent Leadership Action Network (PLAN) to facilitate and improve our parent participation and input.

The proper committees were established for the School Site Council (SSC) and the English Learner Advisory Committee (ELAC). Additionally, the District successfully elicited input from parents regarding the Local Control Accountability Plan (LCAP).

To date, the level of engagement from parents is minimal, and we hope to increase participation on a broad scale over the upcoming years.

B. Promoting Participation in Programs The District has hired a Parent Liaison and a Community School Coordinator. The purpose of both positions is to expand participation in the school by the parents and community.

For the 2017-2018 school year, we have held informational meetings for parents regarding active engagement in the education of their child and school functions. We are also planning workshops on how parents can support their children with academics at home.

## STATE PRIORITY 3: PARENT ENGAGEMENT PROGRESS

- ▶ *The justification for choosing Not Met is that we are at a foundation building stage in this work and we have much to improve upon and expand. We anticipate meeting this goal in 2018-2019, once we have the basic structures and systems in place for rich parent engagement.*

## ADDITIONAL COMMENTS

## Local Data Submitted for Priority 6 (Local Climate Survey)

### Sausalito Marin City - Marin County

List of all schools in this district

Enrollment: 162   Socioeconomically Disadvantaged: 72.2%   English Learners: 30.9%   Foster Youth: 0%

Dashboard Release:

Grade Span: K-8   Charter School: No

Fall 2017 ▼

[Equity Report](#)
[Status and Change Report](#)
[Detailed Report](#)
[Student Group Report](#)

### School Climate (Priority 6)

This page displays the information submitted by the local educational agency on the local performance indicator for school climate (Priority 6).

**Standard:** Local educational agency administers a local climate survey at least every other year that provides a valid measure of perceptions of school safety and connectedness, such as the California Healthy Kids Survey, to students in at least one grade within the grade span(s) that the local educational agency serves (e.g., K-5, 6-8, 9-12), and reports the results to its local governing board at a regularly scheduled meeting of the local governing board and to stakeholders and the public through the evaluation rubrics.

The local educational agency was asked to provide a narrative summary of the local administration and analysis of a local climate survey that captures a valid measure of student perceptions of school safety and connectedness in at least one grade within the grade span (e.g., K-5, 6-8, 9-12).

*[LEA Submission] For 2016-2017, the District did not conduct a school climate survey. For 2017-2018, the District will be participating in the Youth Truth Survey administration. This will yield data specific to students, families and staff in the areas of school climate and culture.*

#### Additional Comments (Optional Box Completed by Sausalito Marin City)

*[LEA Submission] We feel that it is critical that surveys not only be administered, but analyzed and responded to appropriately. We anticipate a successful survey cycle for the 2017-2018 school year, with data made public and discussion initiated on next steps. The communication of the information, and the actions taken in response to the data, will provide us with a "Met" status at the end of the year.*

#### Performance Levels:

 Red (Lowest Performance)
  Orange
  Yellow
  Green
  Blue (Highest Performance)

Standard: Local educational agency administers a local climate survey at least every other year that provides a valid measure of perceptions of school safety and connectedness, such as the California Healthy Kids Survey, to students in at least one grade within the grade span(s) that the local educational agency serves (e.g., K-5, 6-8, 9-12), and reports the results to its local governing board at a regularly scheduled meeting of the local governing board and to stakeholders and the public through the evaluation rubrics.

## STATE PRIORITY 6: SCHOOL CLIMATE

The local educational agency was asked to provide a narrative summary of the local administration and analysis of a local climate survey that captures a valid measure of student perceptions of school safety and connectedness in at least one grade within the grade span (e.g., K-5, 6-8, 9-12).

- ▶ For 2016-2017, the District did not conduct a school climate survey. For 2017-2018, the District will be participating in the Youth Truth Survey administration. This will yield data specific to students, families and staff in the areas of school climate and culture.

## STATE PRIORITY 6: SCHOOL CLIMATE PROGRESS

We feel that it is critical that surveys not only be administered, but analyzed and responded to appropriately. We anticipate a successful survey cycle for the 2017-2018 school year, with data made public and discussion initiated on next steps. The communication of the information, and the actions taken in response to the data, will provide us with a "Met" status at the end of the year.

## ADDITIONAL COMMENTS

# PROGRESS ON LCAP GOALS

Fall 2017 Implementation to Date

- ▶ All classrooms are staffed tk-6 (Action 1)
- ▶ Substitute Teacher is supporting with PE Instruction at middle school (Action 1)
- ▶ K-6 teachers are supplementing PE Instruction (Action 1)
- ▶ Changed model @MS- Core model of Math & Science, English & History (Action 2)
- ▶ All Paraprofessional staff are hired (Action 3)
- ▶ Instructional minutes are aligned with CA Standards (Action 4)
- ▶ Master Schedule include weekly art and music for all students (Action 4)
- ▶ Field Trips are being arranged by grade level and ongoing (Action 5)
- ▶ Post assessment of our MS students, we are working in collaboration with a specialist from MCOE to work with teachers to provide a learning environment (Action 5)
- ▶ We are planning to implement a positive behavior management system starting in January 8 (Action 5)

## LCAP GOAL ONE PROGRESS

- ▶ Assessing how to improve the service model for English Learners (Action 6)
- ▶ SPED program is meeting program requirements and we are assessing how to improve (Action 7)
- ▶ Community partner provided basic supplies for all students including foster youth (Action 8)
- ▶ Community School Coordinator is working to identify best way to serve foster youth at Bayside (Action 8)
- ▶ Sustaining our contract with MCOE for Business Services (Action 9)
- ▶ Implemented and completed Summer School Program serving 25 Bayside MLK students (Action 10)
- ▶ School received grant from The California Endowment for behavioral and health (Action 10)

## LCAP GOAL ONE PROGRESS

- ▶ 10 days of PD focused on social emotional to produce positive learning environment; culturally sensitive classroom environment; CDF freedom school methodology; Provided teachers with time to conduct curriculum and instruction and collaborate with grade above and below (Action 11)
- ▶ Charter oversight implementation is underway (Action 12)
- ▶ Developing a plan for transition to high school; students will go to Tam once a month during Spring (Action 13)
- ▶ We are organizing a January enrollment fair with Tampalais HS at Bayside in multipurpose room (Action 13)

## LCAP GOAL ONE PROGRESS

- ▶ CAC and Community School Coordinator are working on the development of the framework and will do engagement in the Spring (Action 1)
- ▶ We have hired the Community School Coordinator (Action 2)
- ▶ Community School Coordinator is actively meeting with community partners to align activities with school performance goals and LCAP (Action 3)
- ▶ Exploring world language and english language development instruction integration in master schedule including software and textbooks in Spring 2018 (Action 4)
- ▶ Teachers are using ipads, chromebooks and macbooks to classroom to respect upper elementary and middle; each class has device for every child with charger cart; teachers are using them regularly for academic purposes (Action 5)

## LCAP GOAL TWO PROGRESS

- ▶ Improved communication and relationship with Conscious Kitchen new chef; low return rate of federal free and reduced lunch applications; impact on financials to be assessed (Action 6)
- ▶ Boys and Girls Club is providing after-school programming to \_\_\_ Bayside MLK students daily (Action 7)
- ▶ Principal has been hired; Key priority has been assessing and developing professional development for certificated and classified staff; next PD is March 23<sup>rd</sup> (Action 8)

## LCAP GOAL TWO PROGRESS

- ▶ PLAN has been working with Principal and Parent Liaison to establish School Site Council and ELAC. School site council has met three times and has established officers and members (Action 2)
- ▶ Parent Liaison supports weekly Parent's Roundtable where core family leaders are planning school wide events and providing feedback on family engagement overall, update families on resources. Parents are excited about evolving Parent's Roundtable into a formal parent organization at school. (Action 4)
- ▶ District and school website are regularly updated; school calendar is up and going and communications with families is underway; Have newsletters implemented and using technology to increase communication with the parents; Supporting teachers to increase classroom based communications with families; additional improvements are being discussed for implementation in Spring 2018 (Action 5)
- ▶ Purchase CTS Language Link to support language translation and interpretation (Action 6)

## LCAP GOAL THREE PROGRESS

- ▶ Partial implementation of the CDF and culturally relevant school day is underway; working to formalize and strengthen partnership with Hannah Projects and Children's Defense Fund (Action 1)
- ▶ Teachers are providing extracurricular activities (Action 2)
- ▶ Student Council is being implemented successfully (Action 2)
- ▶ Beginning Teacher Support and Assessment is being implemented through mentoring of new teachers (Action 2)
- ▶ Afterschool sports: flag football and cross country; developing teams for basketball (2-4 teams) (Action 2)
- ▶ Working to figure out the practice schedule through Community School Coordinator (Action 2)
- ▶ Hired a School Counselor and have coordinated interns to provide social and emotional support services for students and families (Action 5)
- ▶ Assessing how to achieve additional professional development days given lost of PD day in October (Action 6)

## LCAP GOAL FOUR PROGRESS

# LCAP WORK PLAN

# QUESTION AND ANSWER

## Sausalito Marin City School District

Agenda Item: 5.02

Date: December 14, 2017

- |  |   |
|--|---|
| <input type="checkbox"/> Correspondence                  | <input type="checkbox"/> Consent Agenda |
| <input checked="" type="checkbox"/> Reports              |   |
| <input type="checkbox"/> General Functions               |   |
| <input type="checkbox"/> Pupil Services                  |   |
| <input type="checkbox"/> Personnel Services              |   |
| <input type="checkbox"/> Financial & Business Procedures |   |
| <input type="checkbox"/> Curriculum and Instruction      |   |
| <input type="checkbox"/> Policy Development              |   |
| <input type="checkbox"/> Public Hearings                 |   |

Item Requires Board Action: ☐ Item is for Information Only: ☒

**Item:** Site Leadership Report

**Background:**

Principal David Finnane will provide updates on site enrollment and student progress. He will also recognize middle school Merit and Honor Roll Recipients.

Sausalito Marin City School District

Agenda Item: 7.01

Date: December 14, 2017

- |  |   |
|--|---|
| <input type="checkbox"/> Correspondence                  | <input type="checkbox"/> Consent Agenda |
| <input type="checkbox"/> Reports                         |   |
| <input checked="" type="checkbox"/> General Functions    |   |
| <input type="checkbox"/> Pupil Services                  |   |
| <input type="checkbox"/> Personnel Services              |   |
| <input type="checkbox"/> Financial & Business Procedures |   |
| <input type="checkbox"/> Curriculum and Instruction      |   |
| <input type="checkbox"/> Policy Development              |   |
| <input type="checkbox"/> Public Hearings                 |   |

Item Requires Board Action: ☐      Item is for Information Only: ☒

**Item:** Presentation by the Boys and Girls Club

**Background:**

Following a request from the Board, Michelle Edwards, Vice President of Youth Impact at the Boys and Girls Club, has agreed to come and speak about the current status of the program as well as to address staffing and budget questions.

Sausalito Marin City School District

Agenda Item: 7.02

Date: December 14, 2017

- |  |   |
|--|---|
| <input type="checkbox"/> Correspondence                  | <input type="checkbox"/> Consent Agenda |
| <input type="checkbox"/> Reports                         |   |
| <input checked="" type="checkbox"/> General Functions    |   |
| <input type="checkbox"/> Pupil Services                  |   |
| <input type="checkbox"/> Personnel Services              |   |
| <input type="checkbox"/> Financial & Business Procedures |   |
| <input type="checkbox"/> Curriculum and Instruction      |   |
| <input type="checkbox"/> Policy Development              |   |
| <input type="checkbox"/> Public Hearings                 |   |

Item Requires Board Action: ☐ Item is for Information Only: ☒

**Item:** Presentation by Friends of the Creek (Willow Creek Academy)

**Background:**

This group has been working hard to develop a comprehensive plan to daylight the creek on the WCA campus. This report will summarize their work to date as well as their request moving forward. To date, this project has been completely covered by grants and private donations.

**Sausalito Marin City School District**

**Payment of Warrants**

12/14, 2017

Attached warrants include:

Batch 18 Fund 01 in the amount of \$287,906.81

Batch 18 Fund 13 in the amount of \$1,251.30

Batch 18 Fund 14 in the amount of \$1,571.89

Batch 19 Fund 01 in the amount of \$6,464.93

Batch 19 Fund 13 in the amount of \$1,290.24

Batch 19 Fund 14 in the amount of \$7,617.00

Batch 20 Fund 01 in the amount of \$55,768.18

Batch 20 Fund 13 in the amount of \$332.19

Batch 20 Fund 14 in the amount of \$304.00

Batch 20 Fund 40 in the amount of \$55,766.46

Batch 21 Fund 01 in the amount of \$278,463.05

Batch 21 Fund 13 in the amount of \$1,733.59

Batch 21 Fund 14 in the amount of \$673.52

Prepared by Vida Moattar

Sausalito Marin City School District Business Office



**(415) 472-4110**  
**FAX (415) 491-6625**

## VENDOR PAYMENT CERTIFICATION

Date 11/8/17

District Name SAUSALITO MARIN CITY District No. 47

The Governing Board of the District named hereon hereby authorizes and directs payment of vendor payments in the total of \$ 290,730.00.

[illegible]

Authorized Signature Amy Prescott

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0018 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20180058	070873/	ADVANCED SECURITY SYSTEMS				
		PO-180023	1. 01-0000-0-5840.00-0000-8300-103-000-000	11/17 WCA		97.50
			2. 01-0000-0-5840.00-0000-8300-104-000-000	11/17 BMLK		97.50
			WARRANT TOTAL			\$195.00
20180059	000609/	AMERICAN EXPRESS				
		PV-180191	01-0000-0-4300.00-0000-2700-104-000-000	Book, Supplies		24.20
			01-0000-0-4300.00-0000-7200-700-000-000	Board Meeting Dinner		70.61
			01-0000-0-5300.00-0000-2700-104-000-000	Amazon Prime membership		107.17
			01-0000-0-5840.00-1130-1010-104-000-000	Run for Reed Schools		96.40
			01-8150-0-5230.00-0000-8110-104-000-000	Rothkop Workshop Hotel		100.80
			WARRANT TOTAL			\$399.18
20180060	070058/	AMERICAN LIBRARY ASSOCIATION				
		PO-180125	1. 01-0000-0-4300.00-1110-2420-104-000-000	47566765		54.00
			WARRANT TOTAL			\$54.00
20180061	070358/	AT&T				
		PO-180003	1. 01-0000-0-5970.00-0000-7200-700-000-000	10/17		52.62
			WARRANT TOTAL			\$52.62
20180062	070329/	AT&T CALNET 3				
		PO-180001	1. 01-0000-0-5970.00-0000-2700-104-000-000	10/17		112.77
			WARRANT TOTAL			\$112.77
20180063	070513/	BOYS AND GIRLS CLUB				
		PO-180019	1. 01-6010-0-5840.00-1110-1010-104-000-000	8-10/17 Inv 1221		36,855.00
			WARRANT TOTAL			\$36,855.00
20180064	071049/	LORENZO BYNUM				
		PV-180187	01-0000-0-5840.00-1130-1010-104-000-000	Football Referee		375.00
			WARRANT TOTAL			\$375.00
20180065	070192/	COMMUNIQUE INTERPRETING INC.				
		PO-180095	1. 01-6500-0-5840.00-5770-1132-700-000-000	17-10119		2,267.50

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0018 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
WARRANT TOTAL						\$2,267.50
20180066	002547/	DISCOVERY OFFICE SYSTEMS				
		PO-180011	2. 01-0000-0-5605.00-0000-2700-104-000-000	8-10/17	DO & \$350 Move	465.47
		1. 01-0000-0-5605.00-0000-7200-700-000-000	8-10/17	BMLK		1,534.00
		WARRANT TOTAL				\$1,999.47
20180067	070977/	MONIQUE DOUGLAS				
		PO-180141	1. 01-9474-0-5840.00-0000-2700-104-000-000	9-10/17		400.00
		WARRANT TOTAL				\$400.00
20180068	071050/	SHANEKA DUNCAN				
		PO-180142	1. 01-9474-0-5840.00-0000-2700-104-000-000	9-10/17		400.00
		WARRANT TOTAL				\$400.00
20180069	001807/	EMPLOYMENT DEVELOPMENT DEPT.				
		PV-180190	01-0000-0-9515.00-0000-0000-000-000-000	942-4117-1	SEF 10/17	1,344.90
		WARRANT TOTAL				\$1,344.90
20180070	070938/	JOHN HARRIS JR				
		PV-180188	01-0000-0-5840.00-1130-1010-104-000-000		Football Referee	375.00
		WARRANT TOTAL				\$375.00
20180071	070988/	VANESSA LYONS				
		PO-180085	1. 01-9471-0-5800.00-1110-1010-104-000-000	10/17	Garden Work	2,220.00
		WARRANT TOTAL				\$2,220.00
20180072	000580/	MARIN COUNTY SHERIFF DEPART.				
		PV-180192	01-0000-0-5821.00-0000-7200-700-000-000	10495		120.00
		WARRANT TOTAL				\$120.00
20180073	070326/	MARIN SANITARY SERVICE				
		PO-180002	1. 01-0000-0-5550.00-0000-8200-104-000-000	10/17		800.00
		WARRANT TOTAL				\$800.00
20180074	000899/	MICHAEL'S TRANSPORTATION SERV				
		PO-180133	1. 01-9473-0-5819.00-1110-1010-104-000-000	100079		833.50

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0018 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT								
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	
		PO-180134	1.	01-9473-0-5819.00-1110-1010-104-000-000									99965	1,610.72
													WARRANT TOTAL	\$2,444.22
20180075	071017/	ZAKI MOKHEMER												
		PO-180092	1.	01-6500-0-5840.00-5770-3600-700-000-000									10/17 Pupil Transp.	660.62
													WARRANT TOTAL	\$660.62
20180076	001531/	STAPLES												
		PO-180121	1.	01-0000-0-4300.00-0000-2700-104-000-000									8047059744	101.62
		PO-180126	1.	01-0000-0-4300.00-1110-1010-104-000-008									8047059744	63.63
													WARRANT TOTAL	\$165.25
20180077	071052/	AUSTIN TORIUMI												
		PV-180186		01-9473-0-5819.00-1110-1010-104-000-000									Mileage 10/17	40.66
													WARRANT TOTAL	\$40.66
20180078	070677/	LYDIA TUVESON												
		PO-180131	1.	01-6500-0-5835.00-5770-1182-700-000-000									031T2017-2018	415.00
													WARRANT TOTAL	\$415.00
20180079	070525/	US BANCORP EQUIP. FINANCE INC												
		PO-180012	1.	01-0000-0-5605.00-0000-7200-700-000-000									9-10/17	888.62
													WARRANT TOTAL	\$888.62
20180080	002172/	WILLOW CREEK ACADEMY												
		PV-180189		01-0000-0-8096.00-0000-9200-103-000-000									November 2017 in lieu	235,322.00
													WARRANT TOTAL	\$235,322.00
*** FUND	TOTALS ***													
				TOTAL NUMBER OF CHECKS:		23							TOTAL AMOUNT OF CHECKS:	\$287,906.81*
				TOTAL ACH GENERATED:		0							TOTAL AMOUNT OF ACH:	\$ .00*
				TOTAL EFT GENERATED:		0							TOTAL AMOUNT OF EFT:	\$ .00*
				TOTAL PAYMENTS:		23							TOTAL AMOUNT:	\$287,906.81*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0018 GENERAL FUND  
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20180081	070923/	CAPAY INC				
	PV-180194	13-5310-0-4700.00-0000-3700-700-000-000		89648, 89862		225.00
		WARRANT TOTAL				\$225.00
20180082	070973/	ROCK ISLAND REFRIGERATED				
	PV-180193	13-5310-0-4700.00-0000-3700-700-000-000		1063020, 1068940		334.18
		WARRANT TOTAL				\$334.18
20180083	070816/	UNFI				
	PV-180196	13-5310-0-4700.00-0000-3700-700-000-000		10271372-003		579.62
		WARRANT TOTAL				\$579.62
20180084	070799/	VERITABLE VEGETABLE INC.				
	PV-180195	13-5310-0-4700.00-0000-3700-700-000-000		1183340		112.50
		WARRANT TOTAL				\$112.50
*** FUND	TOTALS ***					
		TOTAL NUMBER OF CHECKS:	4	TOTAL AMOUNT OF CHECKS:		\$1,251.30*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$0.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$0.00*
		TOTAL PAYMENTS:	4	TOTAL AMOUNT:		\$1,251.30*

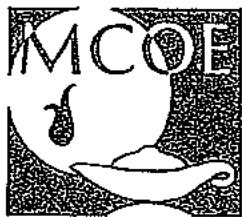
DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0018 GENERAL FUND

FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT								
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT
20180085	071051/	P&D APPLIANCE INC.												
		PV-180185				14-0000-0-5600.00-0000-8110-104-000-000							93088 Oven Repair	1,571.89
													WARRANT TOTAL	\$1,571.89
*** FUND	TOTALS ***					TOTAL NUMBER OF CHECKS:	1						TOTAL AMOUNT OF CHECKS:	\$1,571.89*
						TOTAL ACH GENERATED:	0						TOTAL AMOUNT OF ACH:	\$0.00*
						TOTAL EFT GENERATED:	0						TOTAL AMOUNT OF EFT:	\$0.00*
						TOTAL PAYMENTS:	1						TOTAL AMOUNT:	\$1,571.89*
*** BATCH	TOTALS ***					TOTAL NUMBER OF CHECKS:	28						TOTAL AMOUNT OF CHECKS:	\$290,730.00*
						TOTAL ACH GENERATED:	0						TOTAL AMOUNT OF ACH:	\$0.00*
						TOTAL EFT GENERATED:	0						TOTAL AMOUNT OF EFT:	\$0.00*
						TOTAL PAYMENTS:	28						TOTAL AMOUNT:	\$290,730.00*
*** DISTRICT	TOTALS ***					TOTAL NUMBER OF CHECKS:	28						TOTAL AMOUNT OF CHECKS:	\$290,730.00*
						TOTAL ACH GENERATED:	0						TOTAL AMOUNT OF ACH:	\$0.00*
						TOTAL EFT GENERATED:	0						TOTAL AMOUNT OF EFT:	\$0.00*
						TOTAL PAYMENTS:	28						TOTAL AMOUNT:	\$290,730.00*

Printed: 11/15/2017 10:24:12



# MARIN COUNTY

## OFFICE OF EDUCATION

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marincoe@marin.k12.ca.us

MARY JANE BURKE  
MARIN COUNTY  
SUPERINTENDENT OF SCHOOLS

(415) 472-4110  
FAX (415) 491-6625

### VENDOR PAYMENT CERTIFICATION

Date 11/15/17

District Name SAUSALITO MARIN CITY

District No. 47

The Governing Board of the District named hereon hereby authorizes and directs payment of vendor payments in the total of \$ 15,372.17.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>19</u>	<u>6464.93</u>
<u>13</u>	<u>19</u>	<u>1290.24</u>
<u>14</u>	<u>19</u>	<u>7617.00</u>
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Authorized Signature *Amy Prescott*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0019 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20180368	071010/	SALLY CHACON				
		PV-180202	01-0000-0-4300.00-0000-2700-104-000-000		Hannah Project Lunch	63.17
			WARRANT TOTAL			\$63.17
20180369	070192/	COMMUNIQUE INTERPRETING INC.				
		PO-180095	1. 01-6500-0-5840.00-5770-1132-700-000-000	17-11009		2,285.63
			WARRANT TOTAL			\$2,285.63
20180370	002749/	CROWN TROPHY				
		PV-180203	01-0000-0-4300.00-1130-1010-104-000-002	27345		255.83
			WARRANT TOTAL			\$255.83
20180371	000208/	DENCO				
		PO-180136	1. 01-0000-0-4300.00-1110-2420-104-000-000	6250556		37.21
			WARRANT TOTAL			\$37.21
20180372	002158/	JULIUS HOLTZCLAW				
		PV-180198	01-0000-0-4300.00-0000-2700-104-000-000		Nurse's Supplies	24.89
			WARRANT TOTAL			\$24.89
20180373	070326/	MARIN SANITARY SERVICE				
		PO-180002	1. 01-0000-0-5550.00-0000-8200-104-000-000		Shredding 10/27/17	42.00
			WARRANT TOTAL			\$42.00
20180374	070978/	WILLIAM MCCOY				
		PV-180199	01-0000-0-5210.00-0000-7150-700-000-000		CCEE Conf. Mileage 10/17	131.80
			WARRANT TOTAL			\$131.80
20180375	071047/	ELLEN SPEISER				
		PV-180201	01-6500-0-4300.00-5770-1110-700-000-000		Incentives	109.09
			WARRANT TOTAL			\$109.09
20180376	071036/	STAFFING OPTIONS & SOLUTIONS				
		PO-180107	1. 01-6500-0-5835.00-5770-1182-700-000-000	20761		2,460.00
			WARRANT TOTAL			\$2,460.00
20180377	070516/	VIDAL VERDUZCO				
		PV-180200	01-0000-0-5840.00-0000-8211-103-000-000	710600	WCA Irrigation Repair	864.89

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0019 GENERAL FUND

FUND : 01 GENERAL FUND

COMMERCIAL WARRANT REGISTER

FOR WARRANTS DATED 11/17/2017

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM		AMOUNT							
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	
-----														
WARRANT TOTAL														\$864.89
20180378	070944/	FELICIA YOUNGER												
		PV-180197	01-0000-0-4300.00-0000-2700-104-000-000	Parent Center Supplies,Mileage										38.87
			01-0000-0-4300.00-1484-2495-104-000-000	Parent Center Supplies,Mileage										106.28
			01-0000-0-5240.00-1110-2140-104-000-000	Parent Center Supplies,Mileage										45.27
WARRANT TOTAL														\$190.42
*** FUND	TOTALS ***	TOTAL NUMBER OF CHECKS:		11	TOTAL AMOUNT OF CHECKS:		\$6,464.93*							
		TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:		\$.00*							
		TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:		\$.00*							
		TOTAL PAYMENTS:		11	TOTAL AMOUNT:		\$6,464.93*							

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0019 GENERAL FUND  
FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20180379	070973/	ROCK ISLAND REFRIGERATED				
		PV-180205	13-5310-0-4700.00-0000-3700-700-000-000	1070354		769.15
			WARRANT TOTAL			\$769.15
20180380	070816/	UNFI				
		PV-180206	13-5310-0-4700.00-0000-3700-700-000-000	10284788-003		461.09
			WARRANT TOTAL			\$461.09
20180381	070799/	VERITABLE VEGETABLE INC.				
		PV-180204	13-5310-0-4700.00-0000-3700-700-000-000	1184836		60.00
			WARRANT TOTAL			\$60.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	3	TOTAL AMOUNT OF CHECKS:	\$1,290.24*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	3	TOTAL AMOUNT:	\$1,290.24*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0019 GENERAL FUND

FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT								
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT
20180382	070184/	DOWNING HEATING INC.												
		PO-180139	1.	14-0000-0-5600.00-0000-8110-104-000-000									S54686	7,617.00
													WARRANT TOTAL	\$7,617.00
*** FUND	TOTALS ***													
													TOTAL NUMBER OF CHECKS:	1
													TOTAL AMOUNT OF CHECKS:	\$7,617.00*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$ .00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$ .00*
													TOTAL PAYMENTS:	1
													TOTAL AMOUNT:	\$7,617.00*
*** BATCH TOTALS ***														
													TOTAL NUMBER OF CHECKS:	15
													TOTAL AMOUNT OF CHECKS:	\$15,372.17*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$ .00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$ .00*
													TOTAL PAYMENTS:	15
													TOTAL AMOUNT:	\$15,372.17*
*** DISTRICT TOTALS ***														
													TOTAL NUMBER OF CHECKS:	15
													TOTAL AMOUNT OF CHECKS:	\$15,372.17*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$ .00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$ .00*
													TOTAL PAYMENTS:	15
													TOTAL AMOUNT:	\$15,372.17*

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# MARIN COUNTY

## OFFICE OF EDUCATION

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MARY JANE BURKE  
MARIN COUNTY  
SUPERINTENDENT OF SCHOOLS

(415) 472-4110  
FAX (415) 491-6625

### VENDOR PAYMENT CERTIFICATION

Date 11/25/17

District Name SAUSALITO MARIN CITY

District No. 47

The Governing Board of the District named hereon hereby authorizes and directs payment of vendor payments in the total of \$ 112,170.83.

<u>FUND NUMBER</u>	<u>BATCH NUMBER</u>	<u>AMOUNT</u>
<u>01</u>	<u>20</u>	<u>55,768.18</u>
<u>13</u>	<u>20</u>	<u>332.19</u>
<u>14</u>	<u>20</u>	<u>304.00</u>
<u>40</u>	<u>20</u>	<u>55,766.46</u>
<u> </u>	<u> </u>	<u> </u>
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Authorized Signature

*Amij Prescott*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0020 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	DEPOSIT TYPE FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
20181690	070329/	AT&T CALNET 3				
		PO-180001	1. 01-0000-0-5970.00-0000-2700-104-000-000	11/17		798.92
			WARRANT TOTAL			\$798.92
20181691	001557/	CASBO				
		PO-180105	1. 01-8150-0-5240.00-0000-8110-103-000-000	598590		128.00
			2. 01-8150-0-5240.00-0000-8110-104-000-000	598590		127.00
			WARRANT TOTAL			\$255.00
20181692	070308/	CDW-G				
		PO-180140	1. 01-0000-0-4300.00-1110-1010-104-000-127	KSN2842		149.25
			WARRANT TOTAL			\$149.25
20181693	070192/	COMMUNIQUE INTERPRETING INC.				
		PO-180095	1. 01-6500-0-5840.00-5770-1132-700-000-000	17-11049		1,857.50
			1. 01-6500-0-5840.00-5770-1132-700-000-000	17-11083		2,291.25
			WARRANT TOTAL			\$4,148.75
20181694	070184/	DOWNING HEATING INC.				
		PV-180208	01-8150-0-5600.00-0000-8110-103-000-000	S54850		2,495.00
			WARRANT TOTAL			\$2,495.00
20181695	000700/	ELECTRIX				
		PV-180221	01-8150-0-5600.00-0000-8110-103-000-000	19865 WCA		171.60
			WARRANT TOTAL			\$171.60
20181696	070721/	FAGEN FRIEDMAN FULFROST				
		PO-180074	1. 01-0000-0-5829.00-0000-7100-700-000-000	55467 1-7		3,830.04
		PV-180207	01-6500-0-5829.00-0000-7100-700-000-000	55467		134.00
			WARRANT TOTAL			\$3,964.04
20181697	002796/	GLOBAL INDUSTRIAL				
		PO-180135	1. 01-6500-0-4400.00-5770-1110-700-000-000	111842449		298.33
			WARRANT TOTAL			\$298.33
20181698	000039/	KAISER FOUNDATION				
		PV-180209	01-0000-0-9526.00-0000-0000-000-000-000	578-0002		10,135.50

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0020 GENERAL FUND  
FUND : 01 GENERAL FUND

FOR WARRANTS DATED 12/01/2017

WARRANT	VENDOR/ADDR	NAME (REMIT)	REQ#	REFERENCE	LK	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM	DESCRIPTION	AMOUNT
										01-0000-0-9526.00-0000-0000-000-000-000							16734-0001		13,891.21
																		WARRANT TOTAL	\$24,026.71
20181699	002345/	KONE INC.																	
				PO-180006	1.		01-8150-0-5840.00-0000-8110-103-000-000											11/17 WCA	65.64
					2.		01-8150-0-5840.00-0000-8110-104-000-000											11/17 BMLK	65.64
																		WARRANT TOTAL	\$131.28
20181700	001873/	MARIN ASSOC.OF SUPERINTENDENTS																	
				PV-180219			01-0000-0-5300.00-0000-7150-700-000-000											17-18 Dues	500.00
																		WARRANT TOTAL	\$500.00
20181701	000045/	MARIN COUNTY OFFICE OF EDUC																	
				PO-180106	1.		01-0000-0-5240.00-0000-7150-700-000-000											180250	375.00
																		WARRANT TOTAL	\$375.00
20181702	000015/	MSIA DENTAL																	
				PV-180212			01-0000-0-9528.00-0000-0000-000-000-000											12/17	3,071.77
																		WARRANT TOTAL	\$3,071.77
20181703	000117/	MSIA VISION																	
				PV-180213			01-0000-0-9529.00-0000-0000-000-000-000											12/17	370.31
																		WARRANT TOTAL	\$370.31
20181704	000016/	OFFICE DEPOT																	
				PO-180138	1.		01-0000-0-4300.00-0000-7200-700-000-000											DO supplies	64.46
				PV-180214			01-6500-0-4300.00-5770-1110-700-000-000											Fabric Panel - SDC Room	329.60
																		WARRANT TOTAL	\$394.06
20181705	000058/	P G & E CO																	
				PO-180000	1.		01-0000-0-5510.00-0000-8200-103-000-000											11/17 WCA	3,268.73
					2.		01-0000-0-5510.00-0000-8200-104-000-000											11/17 BMLK	3,208.17
																		WARRANT TOTAL	\$6,476.90
20181706	002538/	KENNETH PRICE																	
				PV-180215			01-0000-0-4300.00-1130-1010-104-000-000											Food for Sports Award Ceremony	130.00

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0020 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR REQ#	NAME (REMIT) REFERENCE LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	ABA NUM	ACCOUNT NUM DESCRIPTION	AMOUNT
WARRANT TOTAL															\$130.00
20181707	070222/	PROTECTION ONE													
		PV-180210				01-0000-0-5840.00-0000-8300-103-000-000							12/17	All sites	420.93
						01-0000-0-5840.00-0000-8300-104-000-000							12/17	All sites	418.88
						01-0000-0-5840.00-0000-8300-700-000-000							12/17	All sites	88.28
						WARRANT TOTAL									\$928.09
20181708	070996/	ROBERT BROOKE & ASSOCIATES													
		PV-180217				01-8150-0-4300.00-0000-8110-104-000-000							112869, 113540, CM4850		66.34
						WARRANT TOTAL									\$66.34
20181709	070913/	SEAGATE BRIDGEWAY ASSOCIATES													
		PV-180211				01-0000-0-5555.00-0000-7150-725-000-000							12/17	Bridgeway Rent	5,317.00
						WARRANT TOTAL									\$5,317.00
20181710	001206/	SHELL OIL CO.													
		PV-180218				01-0000-0-4301.00-0000-8110-735-000-000							11/17		140.00
						WARRANT TOTAL									\$140.00
20181711	070552/	SLIDE RANCH													
		PV-180225				01-9473-0-5819.00-1110-1010-104-000-000								Science Field Trip	85.00
						WARRANT TOTAL									\$85.00
20181712	070200/	STANDARD INSURANCE COMPANY CB													
		PV-180216				01-0000-0-9527.00-0000-0000-000-000-000							12/17		655.81
						WARRANT TOTAL									\$655.81
20181713	001531/	STAPLES													
		PO-180127	1.			01-0000-0-4400.00-0000-2700-104-000-000							33578931168		159.39
		PO-180145	1.			01-0000-0-4300.00-1110-1010-104-000-000							3357893169, 3357893167		636.09
						WARRANT TOTAL									\$795.48
20181714	000300/	TRANSBAY SECURITY SERVICE													
		PV-180224				01-8150-0-4300.00-0000-8110-103-000-000								Duplicate keys	23.54
						WARRANT TOTAL									\$23.54

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0020 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE										ABA NUM	ACCOUNT NUM			
	REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT		
*** FUND	TOTALS ***																
														TOTAL NUMBER OF CHECKS:	25	TOTAL AMOUNT OF CHECKS:	\$55,768.18*
														TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
														TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
														TOTAL PAYMENTS:	25	TOTAL AMOUNT:	\$55,768.18*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

## COMMERCIAL WARRANT REGISTER

FOR WARRANTS DATED 12/01/2017

BATCH: 0020 GENERAL FUND

FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20181715	070923/	CAPAY INC				
		PV-180227	13-5310-0-4700.00-0000-3700-700-000-000	89862		135.00
			WARRANT TOTAL			\$135.00
20181716	070841/	ECOLAB				
		PO-180050	1. 13-5310-0-5605.00-0000-3700-700-000-000	7642558		110.45
			WARRANT TOTAL			\$110.45
20181717	070816/	UNFI				
		PV-180226	13-5310-0-4700.00-0000-3700-700-000-000	20178855		26.74
			WARRANT TOTAL			\$26.74
20181718	070799/	VERITABLE VEGETABLE INC.				
		PV-180228	13-5310-0-4700.00-0000-3700-700-000-000	1187498		60.00
			WARRANT TOTAL			\$60.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	4	TOTAL AMOUNT OF CHECKS:	\$332.19*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	4	TOTAL AMOUNT:	\$332.19*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

## COMMERCIAL WARRANT REGISTER

FOR WARRANTS DATED 12/01/2017

BATCH: 0020 GENERAL FUND

FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20181719	000608/	BURKELL PLUMBING				
		PV-180220	14-0000-0-5600.00-0000-8110-103-000-000	49133 WCA		74.00
			WARRANT TOTAL			\$74.00
20181720	070222/	PROTECTION ONE				
		PV-180223	14-0000-0-5600.00-0000-8110-104-000-000	119413350		230.00
			WARRANT TOTAL			\$230.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	2	TOTAL AMOUNT OF CHECKS:	\$304.00*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	2	TOTAL AMOUNT:	\$304.00*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

BATCH: 0020 GENERAL FUND

FUND : 40 SPECIAL RESERVE-CAP OUTLAY #1

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20181721	002616/	US BANK				
	PV-180222		40-0000-0-7439.00-0000-9100-000-000-000	QZAB Final Payment		55,766.46
			WARRANT TOTAL			\$55,766.46
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	1	TOTAL AMOUNT OF CHECKS:	\$55,766.46*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	1	TOTAL AMOUNT:	\$55,766.46*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	32	TOTAL AMOUNT OF CHECKS:	\$112,170.83*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	32	TOTAL AMOUNT:	\$112,170.83*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	32	TOTAL AMOUNT OF CHECKS:	\$112,170.83*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	32	TOTAL AMOUNT:	\$112,170.83*

Printed: 12/01/2017 11:58:27



(415) 472-4110  
FAX (415) 491-6625

Date 12/6/17

District No. 47.

Amy Prescott

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0021 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20182459	000609/	AMERICAN EXPRESS				
		PV-180233	01-0000-0-4300.00-0000-7200-700-000-000		Planning Meeting Lunch	80.80
			01-0000-0-4300.00-1110-1010-104-000-114		Books - Julie Frederick	108.96
			01-0000-0-4300.00-1130-1010-104-000-000		PE Teams Celebration	49.53
			01-8150-0-4300.00-0000-8110-103-000-000		Truck Part	8.55
			01-8150-0-4300.00-0000-8110-104-000-000		Truck Part	8.55
			01-8150-0-5840.00-0000-8110-104-000-000		Annex Clean Up	1,218.00
			WARRANT TOTAL			\$1,474.39
20182460	070358/	AT&T				
		P0-180003	1. 01-0000-0-5970.00-0000-7200-700-000-000		11/17	52.62
			WARRANT TOTAL			\$52.62
20182461	070329/	AT&T CALNET 3				
		P0-180001	1. 01-0000-0-5970.00-0000-2700-104-000-000		New Opteman Billing	3,813.28
		PV-180231	01-0000-0-5970.10-0000-2700-104-000-000		New Opteman Billing 16-17	3,362.07
			WARRANT TOTAL			\$7,175.35
20182462	000006/	BAY CITIES REFUSE INC				
		P0-180004	1. 01-0000-0-5550.00-0000-8200-103-000-000		12/17	697.25
			WARRANT TOTAL			\$697.25
20182463	070513/	BOYS AND GIRLS CLUB				
		P0-180019	1. 01-6010-0-5840.00-1110-1010-104-000-000		11-12/17 1235-1257	24,570.00
			WARRANT TOTAL			\$24,570.00
20182464	070711/	BRIGHT PATH THERAPISTS				
		PV-180230	01-6500-0-5835.10-5770-1182-700-000-000		6057, 6116	6,160.00
			WARRANT TOTAL			\$6,160.00
20182465	000023/	GOODMAN BUILDING SUPPLY CO.				
		P0-180008	1. 01-8150-0-4300.00-0000-8110-103-000-000		12/17 WCA	193.47
			2. 01-8150-0-4300.00-0000-8110-104-000-000		12/17 BMLK	193.48

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0021 GENERAL FUND  
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
WARRANT TOTAL						\$386.95
20182466	071035/	CLAIRE HARTY				
	PV-180234		01-6500-0-4300.00-5770-1110-700-000-000	Sp. Ed. Purchases		374.58
	WARRANT TOTAL					\$374.58
20182467	071007/	ALLURA LEHRER				
	PV-180235		01-0026-0-4300.00-5770-1110-700-000-000	Sp Ed Conf, Supplies		270.55
			01-0026-0-5240.00-5770-1110-700-000-000	Sp Ed Conf, Supplies		356.92
	WARRANT TOTAL					\$627.47
20182468	071017/	ZAKI MOKHEMER				
	P0-180092	1.	01-6500-0-5840.00-5770-3600-700-000-000	11/17 Pupil Transp.		471.87
	WARRANT TOTAL					\$471.87
20182469	000056/	PBI				
	P0-180015	1.	01-0000-0-5605.00-0000-2700-104-000-000	3101744969-Dec 17		500.67
	WARRANT TOTAL					\$500.67
20182470	001531/	STAPLES				
	P0-180143	1.	01-0000-0-4300.00-1110-1010-104-000-000	8047520938		168.58
	P0-180148	1.	01-0000-0-4300.00-1110-1010-104-000-008	3360770308		62.83
	WARRANT TOTAL					\$231.41
20182471	070759/	VERIZON WIRELESS				
	P0-180013	1.	01-0000-0-5840.00-0000-7200-700-000-000	12/17		418.49
	WARRANT TOTAL					\$418.49
20182472	002172/	WILLOW CREEK ACADEMY				
	PV-180232		01-0000-0-8096.00-0000-9200-103-000-000	December 2017 in lieu payment		235,322.00
	WARRANT TOTAL					\$235,322.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	14	TOTAL AMOUNT OF CHECKS:	\$278,463.05*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	14	TOTAL AMOUNT:	\$278,463.05*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT

## COMMERCIAL WARRANT REGISTER

FOR WARRANTS DATED 12/08/2017

BATCH: 0021 GENERAL FUND

FUND : 13 CAFETERIA FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20182473	000609/	AMERICAN EXPRESS				
		PV-180233	13-5310-0-4300.00-0000-3700-700-000-000		Ice - Cafeteria	7.99
			WARRANT TOTAL			\$7.99
20182474	071053/	LISA BAYLACQ				
		PV-180239	13-5310-0-4300.00-0000-3700-700-000-000		Cafeteria First Aid	28.24
			WARRANT TOTAL			\$28.24
20182475	070973/	ROCK ISLAND REFRIGERATED				
		PV-180238	13-5310-0-4700.00-0000-3700-700-000-000		1077261	213.68
			WARRANT TOTAL			\$213.68
20182476	070816/	UNFI				
		PV-180236	13-5310-0-4700.00-0000-3700-700-000-000		10306133-004, 10314637-003	1,423.68
			WARRANT TOTAL			\$1,423.68
20182477	070799/	VERITABLE VEGETABLE INC.				
		PV-180237	13-5310-0-4700.00-0000-3700-700-000-000		1189006	60.00
			WARRANT TOTAL			\$60.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	5	TOTAL AMOUNT OF CHECKS:	\$1,733.59*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$ .00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$ .00*
			TOTAL PAYMENTS:	5	TOTAL AMOUNT:	\$1,733.59*

DISTRICT: 047 SAUSALITO SCHOOL DISTRICT  
BATCH: 0021 GENERAL FUND  
FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
<hr/>						
20182478	000609/	AMERICAN EXPRESS				
		PV-180233	14-0000-0-5600.00-0000-8110-103-000-000	WCA Sewer Repair		187.00
			14-0000-0-5600.00-0000-8110-103-000-000	Faucets - WCA		235.46
			WARRANT TOTAL			\$422.46
20182479	002632/	MARKET ENGINEERING				
		PV-180229	14-0000-0-5600.00-0000-8110-104-000-000	61263		251.06
			WARRANT TOTAL			\$251.06
*** FUND TOTALS ***		TOTAL NUMBER OF CHECKS:		2	TOTAL AMOUNT OF CHECKS:	\$673.52*
		TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:		2	TOTAL AMOUNT:	\$673.52*
*** BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:		21	TOTAL AMOUNT OF CHECKS:	\$280,870.16*
		TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:		21	TOTAL AMOUNT:	\$280,870.16*
*** DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:		21	TOTAL AMOUNT OF CHECKS:	\$280,870.16*
		TOTAL ACH GENERATED:		0	TOTAL AMOUNT OF ACH:	\$ .00*
		TOTAL EFT GENERATED:		0	TOTAL AMOUNT OF EFT:	\$ .00*
		TOTAL PAYMENTS:		21	TOTAL AMOUNT:	\$280,870.16*

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**SAUSALITO MARIN CITY SCHOOL DISTRICT  
BOARD MEETING MINUTES  
November 9, 2017**

**ATTENDANCE**

Board Members Present: Joshua Barrow, Ida Green, Debra Turner, Thomas Newmeyer  
Absent: Caroline Van Alst

Superintendent: Will McCoy

The meeting was called to order at 6:02 p.m.

**PLEDGE OF ALLEGIANCE**

Trustee Newmeyer led the pledge of allegiance.

**REORGANIZATION OF AGENDA**

Trustee Newmeyer said that concerns have been raised by the County Superintendent that he has a common law conflict of interest in decisions that affect the relationship between the district and the charter school, arising from the fact that he has children attending the charter school. He continued: Although I do not believe that a conflict exists, given the nature of the allegations and the ongoing investigation of the district by the Attorney General, I am recusing myself from several items on the agenda: 6.02: Willow Creek Academy Proposition 39 Facilities Proposal, 7.01: Update on Corrective Actions and Facilities, 8.01: Willow Creek Academy Oversight Committee Report, 10.01: Document Tracking Services Contract, 11.01: 2016-17 Fund 40 Revised Unaudited Actuals, 11.02: Sausalito District Teachers Association – Collective Bargaining Negotiations Process, 13.01-8: Board Policies. He asked that these items be moved to the end of the agenda.

**M/s/c Newmeyer/Turner to move all above items except 7.01 to the end of the agenda.**

**Ayes: Barrow, Green, Newmeyer, Turner**

**Noes: None**

**Absent: Van Alst**

**BOARD COMMUNICATIONS**

In answer to a question from trustee Turner on the subject of regular board meeting dates, superintendent McCoy said that he would bring a revised calendar to the board in December.

Trustee Green said that a program to honor veterans will be held at the school and Rocky Graham Park on Saturday November 11.

**ORAL COMMUNICATIONS**

David Suto said the City of Sausalito is currently reviewing its General Plan. The school district should provide input to correct data errors and imprecision of language in the Plan as it relates to the district.

Sonja Hanson, a local resident, said that she has sent a letter to Caltrans regarding adequate lighting in the tunnel between Sausalito and Marin City. The project to Install LED lighting has been in various planning stages for seven years. She said that lighting should be in place by the end of the year. The community is ready to take action if this does not happen, she told the Board.

Eva Chrysanthé said she would like to reopen low-cost access to the Tam High swimming pool for students. Keeping in mind that passing a swim test is required for graduation from high school, every child should have the opportunity to swim; she would welcome input from the community on the subject.

Marilyn Mackel said that the Board conducted a Governance Workshop together with its legal counsel in March 2017, at the end of which there was no consensus. The plan was to schedule another meeting in six months, but this has not happened. She asked that the Board set a meeting date and resolve its governance issues.

## **CORRESPONDENCE**

Dr. Shirley Thornton said that the Rotary Club of Sausalito is funding all 14 mini grants for teachers at Bayside MLK Jr. and Willow Creek Academies this year.

**At 6:20 pm, trustee Newmeyer left the meeting.**

## **DISTRICT REPORTS**

### **Superintendent**

Superintendent McCoy said that following the most recent Facilities Workshop, trustees asked for more information regarding the status of district facilities. Much of that information has been put up on a shared computer drive for board members. He then discussed the options for the replacement of the district office building which was lost during a fire. He said that a revitalization of the Annex building seems the best way forward at this time.

**At 7 p.m., trustee Newmeyer rejoined the meeting**

### **Roll Call Turner /Newmeyer to Approve the Following Consent Agenda items:**

Payment of Warrants – Batches 14-17

Minutes of the October 16 and October 24, 2017 Board Meetings

**Ayes: Barrow, Green, Newmeyer, Turner**

**Noes: None**

**Absent: Van Alst**

### **Site Leadership – David Finnane**

Principal Finnane said enrollment stands at 123. The school is collaborating with community organizations to make sure that their work is aligned with our goals and priorities. To connect with similar schools in the area and identify best practices, several staff members went to Kipp Academy in the Bayview - Hunters Point neighborhood of San Francisco. Mr. Finnane said that patience, persistence and high expectations are essential in this work - to create a school that this community expects and deserves takes more than one or two school years. He said that we are developing relationships with Tam High School staff and sending our students to visit Tam regularly to better manage the transition to high school. He told the Board that he is planning several professional development sessions for the summer so teachers are fully prepared to begin the school year in 2018-19.

### **7.03 Willow Creek Academy**

Head of School Tara Seekins said she has been meeting with private and parochial high schools in Marin to explore the possibility of scholarships for WCA students.

**At 7:43 p.m., trustee Newmeyer left the meeting.**

**Willow Creek Academy – Proposition 39 Facilities Request**

Superintendent McCoy said that the district will respond to the request by December 1.

**STANDING BOARD COMMITTEE REPORTS****Willow Creek Academy Oversight (Barrow, Turner)**

Trustee Barrow said that the committee has not met since the last board meeting. Superintendent McCoy said that the WCA site visit will take place during the last week of November. A report will be due to the Board in February 2018.

Marilyn Mackel said that the basic aid negative excess amount due back to the district from WCA should be on the agenda. She added that merely waiting for the Attorney General's response before we do anything is not enough. Our children are suffering; they are getting Fs in math and science at Tam High. The Board should step up and do what is right.

The interim CBO Amy Prescott said that WCA has requested additional information regarding the negative basic aid calculations, but that as of today, the amount owed to the district for 2016-2017 is \$52K. The Board agreed to bring back the issue until it is resolved. Superintendent McCoy said that given the difficulty in reaching an agreement regarding the basic aid negative excess, it is critical that we begin the process of renegotiating the terms of the MOU with WCA, a much larger undertaking. The current MOU sunsets on June 30, 2019, and after that the only funds to which WCA is entitled are the LCFF mandated funds and any federal and state entitlements.

Kate Stohr said we do not seem to have parents serving on the board committees. This means that you are not getting input in the process.

Superintendent McCoy said there are specific tools that have been adopted and approved regarding oversight, and it is the responsibility of staff to implement those guidelines. It is possible to have discussions around oversight, but implementation is the job of district staff.

**Approval of the Revised 2016-2017 Unaudited Actuals, Fund 40 Only**

**Green/Turner to Approve the Revised 2016-2017 Unaudited Actuals, Fund 40 Only**

**Ayes: Barrow, Green, Turner**

**Noes: None**

**Absent: Newmeyer, Van Alst**

**Sausalito District Teachers Association – Collective Bargaining Negotiations Process**

**Green/Turner to accept the Sausalito District Teachers Association – Collective Bargaining Negotiations Process**

**Ayes: Barrow, Green, Turner**

**Noes: None**

**Absent: Newmeyer, Van Alst**

**Approval of the 2017-2018 Document Tracking Services Contract, \$695 (Renewal)**

**Green/Turner to Approve the 2017-2018 Document Tracking Services Contract, \$695 (Renewal)**

**Ayes: Barrow, Green, Turner**

**Noes: None**

**Absent: Newmeyer, Van Alst**

**Policies**

Superintendent McCoy said that these policies are being brought to the board ahead of the visit by the California School Board Association in light of their importance.

Michelle Giacomini of the Fiscal Crisis & Management Assistance Team (FCMAT) said that with every policy update, CSBA sends a cover sheet explaining the reason for its recommendation and often more than one option that the Board can consider.

**ADJOURNMENT**

**M/s/c Green/Turner to Adjourn at 8:35 p.m.**

**Ayes: Barrow, Green, Turner**

**Noes: None**

**Absent: Newmeyer, Van Alst**

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Signature/Date

---

Title

Sausalito Marin City School District

Agenda Item: 9.01

Date: December 14, 2017

- ☐ Correspondence
- ☐ Reports
- ☒ General Functions
- ☐ Pupil Services
- ☐ Personnel Services
- ☐ Financial & Business Procedures
- ☐ Curriculum and Instruction
- ☐ Policy Development
- ☐ Public Hearings

☐ Consent Agenda

Item Requires Board Action: ☒ Item is for Information Only: ☐

**Item:** Consider Approval of the Revised 2017-2018 Board Meeting Calendar

**Background:**

Per the Education Code, we are required to have a regular set date for the board meeting each month. The revised calendar meets this requirement.

**Recommendation:**

Approve

**Attachments:**

Revised Board Meeting Calendar

**Sausalito Marin City School District  
Board of Trustees Meeting Dates  
2017 - 2018**

**December 14, 2017 Revision**

The board will meet on the second Tuesday of each month except as noted

August 15

September 14

October 16

November 9

December 14 (Organizational Meeting)

January 9

February 13

March 13

April 17 (second Tuesday falls during Spring Break)

May 8

June 12 (LCAP and Budget Hearings)

June 26 (LCAP and Budget Adoption)

\* NOTE: The Board will meet twice in June due to the LCAP/Budget Process

Sausalito Marin City School District

Agenda Item: 9.02

Date: December 14, 2017

- |   |   |
|---|---|
| <input type="checkbox"/> Correspondence                             | <input type="checkbox"/> Consent Agenda |
| <input type="checkbox"/> Reports                                    |   |
| <input type="checkbox"/> General Functions                          |   |
| <input type="checkbox"/> Pupil Services                             |   |
| <input type="checkbox"/> Personnel Services                         |   |
| <input checked="" type="checkbox"/> Financial & Business Procedures |   |
| <input type="checkbox"/> Curriculum and Instruction                 |   |
| <input type="checkbox"/> Policy Development                         |   |
| <input type="checkbox"/> Public Hearings                            |   |

Item Requires Board Action: ☒ Item is for Information Only: ☐

**Item:** Review and Approval of the 2017-2018 First Period Interim Report

**Background:** Education Code requires school districts to submit interim reports covering their financial and budgetary status as of certain dates to the governing board of the district. These interim reports must be submitted to the board in the state Standardized Account Code Structure (SACS) format. This First Period Interim Report covers the period from July 1, 2017 to October 31, 2017. In order for the Board to recommend a positive certification they must certify that the district can meet its financial obligations for the current and next two fiscal years. Board certification of one of three options (see Certification page of Report) is required by state law.

The First Interim Report indicates changes to revenue and expenditure projections based on updates to state, federal and local data available since budget adoption in June. California school district revenues and expenditures are subject to constant change, as estimated in updated entitlement letters. School district budgets are not static documents, but instead are constantly being revised to respond to decisions at the state and federal level, as well as to changes in conditions and expenditures needs at the local level.

**Fiscal Impact:**

- Refer to attached report for proposed changes in revenues and expenditures.

**Recommendation:** Approve

**Attachments:**

- Narrative – All Funds
- SACS Report
- Backup Documents

Sausalito Marin City School District  
First Period Interim  
2017-2018

Board Meeting – December 14, 2017

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

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

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

To the County Superintendent of Schools:

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

Meeting Date: December 14, 2017 Signed: \_\_\_\_\_  
President of the Governing Board

#### CERTIFICATION OF FINANCIAL CONDITION

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

Contact person for additional information on the interim report:

Name: Amy Prescott Telephone: 415-332-3190, #3  
Title: Interim Chief Business Official E-mail: cbo@smcsd.org

### Criteria and Standards Review Summary

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

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

CRITERIA AND STANDARDS (continued)			Met	Not Met
2	Enrollment	Projected enrollment for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.		X
3	ADA to Enrollment	Projected second period (P-2) ADA to enrollment ratio for the current and two subsequent fiscal years is consistent with historical ratios.	X	
4	Local Control Funding Formula (LCFF) Revenue	Projected LCFF revenue for any of the current or two subsequent fiscal years has not changed by more than two percent since budget adoption.	X	
5	Salaries and Benefits	Projected ratio of total unrestricted salaries and benefits to total unrestricted general fund expenditures has not changed by more than the standard for the current and two subsequent fiscal years.	X	
6a	Other Revenues	Projected operating revenues (federal, other state, other local) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
6b	Other Expenditures	Projected operating expenditures (books and supplies, services and other expenditures) for the current and two subsequent fiscal years have not changed by more than five percent since budget adoption.		X
7	Ongoing and Major Maintenance Account	If applicable, changes occurring since budget adoption meet the required contribution to the ongoing and major maintenance account (i.e., restricted maintenance account).	n/a	
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? <ul style="list-style-type: none"> <li>If yes, have annual payments for the current or two subsequent fiscal years increased over prior year's (2016-17) annual payment?</li> <li>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?</li> </ul>		X
			X	
			X	
S7a	Postemployment Benefits Other than Pensions	Does the district provide postemployment benefits other than pensions (OPEB)? <ul style="list-style-type: none"> <li>If yes, have there been changes since budget adoption in OPEB liabilities?</li> </ul>		X
			X	
S7b	Other Self-insurance Benefits	Does the district operate any self-insurance programs (e.g., workers' compensation)? <ul style="list-style-type: none"> <li>If yes, have there been changes since budget adoption in self-insurance liabilities?</li> </ul>	X	
			n/a	
S8	Status of Labor Agreements	As of first interim projections, are salary and benefit negotiations still unsettled for: <ul style="list-style-type: none"> <li>Certificated? (Section S8A, Line 1b)</li> <li>Classified? (Section S8B, Line 1b)</li> <li>Management/supervisor/confidential? (Section S8C, Line 1b)</li> </ul>		X
			X	
				X
S8	Labor Agreement Budget Revisions	For negotiations settled since budget adoption, per Government Code Section 3547.5(c), are budget revisions still needed to meet the costs of the collective bargaining agreement(s) for: <ul style="list-style-type: none"> <li>Certificated? (Section S8A, Line 3)</li> <li>Classified? (Section S8B, Line 3)</li> </ul>	n/a	
			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	

Sausalito Marin City School District  
First Period Interim Report  
2017-2018

Certification Pages

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SACS Table of Contents

Narrative

- Narrative
- Summary of All Other Funds
- Budget Revisions through October 31, 2017
- Multi-Year Projection

SACS Report

- Fund 01 - General Fund
- Fund 13 - Cafeteria Fund
- Fund 14 - Deferred Maintenance
- Fund 17 - Special Reserve for Other the Capital Outlay
- Fund 35 - County Schools Facility
- Fund 40 - Special Reserve for Capital Outlay
- Fund 49 – Capital Projects
- Fund 51 – Bond Interest and Redemption Fund
- Fund 52 – Debt Service Fund for Blended Components
- Fund 56 – Debt Service Fund
- Average Daily Attendance
- Cash Flow
- Every Student Succeeds Act Maintenance of Effort Expenditures
- Indirect Cost Rate
- Multi-Year Projection
- Summary of Interfund Activities
- Criteria and Standards
- Technical Review Checks

Backup Documents

- Local Control Funding Formula Summary
- Property Tax Projections
- Common Message
- School Services of California Dartboard

Sausalito Marin City School District  
First Period Interim Report  
2017-2018

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- Technical Review Checks

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- School Services of California Dashboard

G = General Ledger Data; S = Supplemental Data

		Data Supplied For:			
		2017-18			
		Board			
		Approved			
		Operating			
		Budget			
		2017-18			
		Actuals to			
		Date			
		2017-18			
		Projected			
Form	Description	Original	Operating	Actuals to	Projected
		Budget	Budget	Date	Totals
01I	General Fund/County School Service Fund	GS	GS	GS	GS
09I	Charter Schools Special Revenue Fund				
10I	Special Education Pass-Through Fund				
11I	Adult Education Fund				
12I	Child Development Fund				
13I	Cafeteria Special Revenue Fund	G	G	G	G
14I	Deferred Maintenance Fund	G	G	G	G
15I	Pupil Transportation Equipment Fund				
17I	Special Reserve Fund for Other Than Capital Outlay Projects	G	G	G	G
18I	School Bus Emissions Reduction Fund				
19I	Foundation Special Revenue Fund				
20I	Special Reserve Fund for Postemployment Benefits				
21I	Building Fund				
25I	Capital Facilities Fund				
30I	State School Building Lease-Purchase Fund				
35I	County School Facilities Fund	G	G	G	G
40I	Special Reserve Fund for Capital Outlay Projects	G	G	G	G
49I	Capital Project Fund for Blended Component Units	G	G	G	G
51I	Bond Interest and Redemption Fund	G	G	G	G
52I	Debt Service Fund for Blended Component Units	G	G	G	G
53I	Tax Override Fund				
56I	Debt Service Fund	G	G	G	G
57I	Foundation Permanent Fund				
61I	Cafeteria Enterprise Fund				
62I	Charter Schools Enterprise Fund				
63I	Other Enterprise Fund				
66I	Warehouse Revolving Fund				
67I	Self-Insurance Fund				
71I	Retiree Benefit Fund				
73I	Foundation Private-Purpose Trust Fund				
AI	Average Daily Attendance	S	S		S
CASH	Cashflow Worksheet				S
CHG	Change Order Form				
CI	Interim Certification				S
ESMOE	Every Student Succeeds Act Maintenance of Effort				GS
ICR	Indirect Cost Rate Worksheet				S
MYPI	Multiyear Projections - General Fund				GS
SI	Summary of Interfund Activities - Projected Year Totals				G
01CSI	Criteria and Standards Review				S

Sausalito Marin City School District  
First Period Interim Report  
*2017-2018*

The First Interim Report provides the actual financial activity from July 1, 2017 through October 31, 2017 with financial projections for the year ending June 30, 2017. Included in this report is a comparison of the budget at Adopted Budget to the First Interim, as well as a Multi-Year Projection (MYP) for the two subsequent years for the General Fund.

**Current Year Assumptions**

- District Enrollment is currently 127, a decrease of 33 from the June Adopted Budget.
- Average Daily Attendance (ADA) is projected at 119 using a 91% attendance rate for the regular education program.
- The District is community funded (Basic Aid) in that it receives property taxes in excess of the funding amount as calculated by the Local Control Funding Formula.
- ***Based on current assumptions:*** It is proposed that the District submit the First Interim Report with Qualified Certification due to the shortfall of the Economic Reserve in year 2019-2020.
- The District maintains the required 5% reserve for economic uncertainties in the current and year two of the projection. Year 3 (2019-2020) shows a significant decline in the unassigned reserve due to projected deficit spending (shows a shortfall in the Economic Reserve)
- Cash balance at year end is projected to significantly decline.

**General Fund**

The following outlines the changes in both unrestricted and restricted General Fund Expenditures since the budget was adopted in June 2017. ***Please refer to the Budget Revision Details included in this narrative for detail of changes.***

**REVENUE – Total \$5,881,111**

**Increased - \$303,889**

Total District revenue consists of funds received from a combination of property taxes, State apportionment, Education Protection Account revenue, Federal revenue, other State revenue, local taxes, interest, donations, fees, rental of classrooms and grants.

**LCFF – Local Control Funding Formula – \$4,583,304**

**Increased - \$79,278**

The budget has been updated to reflect calculations using the most current FCMAT calculator and property tax projections estimated by the County of Marin and the Marin County Office of Education.

**Basic Aid Supplemental Revenue - \$454,457**

**No Change**

The District receives 70% of the LCFF entitlement of students who attend Willow Creek Academy, but live in another district that is NOT basic aid. The District is currently budgeting \$454,457 in both 2018-2019 and 2019-2020.

Sausalito Marin City School District  
First Period Interim Report  
2017-2018

**Federal Revenue – \$317,170**

**Decreased – (\$15,295)**

The District receives fund from Title I, Title II for staff development, Title III for English Learners, Special Education Revenue, and Maintenance and Operations revenue.

**Other State Revenue – \$351,188**

**Increased - \$170,461**

The District receives funds from Lottery, Mandate Block Grant, After School Education and Safety Program (ASES), Special Education Mental Health Dollars, and Medi-Cal Billing Option Dollars.

**Note: The STRS On-Behalf revenue of \$136,403 and expenses of \$136,403 were added to the budget. This item will always balance to zero.**

**Local Revenue – \$629,449**

**Increased - \$69,445**

Local Revenue is comprised of local Special Education dollars, donations and grants, interest, rentals, leases, and fees. This revenue has decreased slightly since budget adoption.

Per the Memorandum of Understanding (MOU) between the District and Willow Creek Academy Charter, if the District deficit spends in any given year, the two parties will meet to discuss and negotiate a fair share agreement. The estimated Basic Aid Negative Excess owed to Willow Creek Academy is included. ***This amount is an estimate only.*** The District and Willow Creek Academy will begin the process of reviewing and negotiating the final amount.

**EXPENDITURES – Total \$5,943,495**

**Increased – \$189,153**

**Certificated Salaries – Decrease (\$131,343)**

Current certificated staffing as follows:

- 9.0 Classroom Teachers
- 5.0 Special Education Teachers
- 1.0 Principal
- 1.0 Superintendent

**Classified Salaries – Increase (\$47,992)**

Current classified staffing as follows:

- Paraprofessionals
- Special Education Paraprofessionals
- Part-Time Yard Duty Supervisors
- 1.0 FTE School Secretary
- 1.0 Student Intervention Facilitator
- 1.0 District Administrative Assistant
- 1.0 Director of Maintenance

Sausalito Marin City School District  
First Period Interim Report  
2017-2018

**Employee Benefits – Increase \$65,251**

Benefits increased proportionally to the changes in salary amounts. In addition, the Health and Welfare benefit expenses were adjusted down after employees completed open enrollment.

**Note: The STRS On-Behalf revenue of \$136,403 and expenses of \$136,403 were added to the budget. This item will always balance to zero.**

**Supplies –Increase \$27,220**

Supplies expenditures were increased in the areas of instructional materials, maintenance supplies, and administrative and board supplies.

**Services & Operating Expenses – Increase \$253,238**

Major increase in legal fees and Special Education. Business Services expense increased as a contract service, but decreased as an employee expense.

**Equipment – No Change**

**Other Outgo – Increase \$38,148**

- Increase anticipated in Food Service Program contribution
- Budgeted 2% Excess Property Tax pass through to Willow Creek Academy per the MOU for fiscal years 2014-2015 and 2015-2016.

**Indirect/Direct Costs – Decrease (\$5,726)**

Due to required update of maximum allowed of Indirect Costs and administrative services (Cannot exceed 15%)

**Status of Negotiations**

- Certificated salary and health benefits negotiations have not been settled for 2017-2018.
- Classified salary negotiations have been settled for 2017-2018.

**Employee Health Benefits**

Employee health benefits are capped (hard) for all employees.

**STRS and PERS Benefits**

The cost of STRS and PERS is rising significantly in both subsequent years. The cost of these benefits is included in the Multi-Year projection. The following table shows the percentages by fiscal year:

	<u>15-16</u>	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>	<u>19-20</u>
STRS	10.73%	12.58%	14.43%	16.28%	18.13%
PERS	11.847%	13.888%	15.531%	18.1%	20.8%

Sausalito Marin City School District  
First Period Interim Report  
*2017-2018*

**Contributions to Restricted Programs**

The undesignated general fund contributes funds to operate mandated programs, and it contributes funds when restricted programs cannot meet their expenses. The general fund is contributing \$1,615,712 to Special Education, Routine Restricted Maintenance, the Garden Program, and Field Trips.

**Contributions / Transfers Out to Other Funds**

The general fund is contributing \$93,202 to the Cafeteria program at First Interim. The general fund also transfers \$252,745 to the Special Reserve for Capital Outlay Fund 40 for the payments of the Capital Appreciation Bonds and Capital Lease.

There has been a significant increase in the Cafeteria program expenses due to changes in staffing, substitute costs, necessary training of new staff, and preparation of the National School Lunch Program audit in January 2018.

**OTHER FUNDS**

See detail on following pages.

Sausalito Marin City School District  
First Period Interim Report  
*2017-2018*

Multi-Year Projection Assumptions  
2018-2019

Revenues

- State Aid reduced in 2017-2018 \$38,222 for Administrator-Teacher Ratio penalty.
- Basic Aid Supplemental assumed flat
- Secured property taxes estimated to increase 4.5% over 2016-2017
- Charter In-Lieu payment to Willow Creek Academy (WCA) increases due to increase in projected enrollment at WCA
- Federal funding reduced. Title II projected to end
- State aid reduced due to one-time Mandated Costs reimbursement funds
- Local revenues decreased estimated local donations.
- Estimated Basic Aid Negative Excess due to Willow Creek Academy included. The District and the Charter will enter into negotiations to determine the final amount
- Donation added from CCEE to cover expenses for the Community School Coordinator position

Expenses

- No changes in staffing current configuration
- STRS and PERS rate increases included
- Reduce one-time expenses for administrative/board supplies and textbooks
- Reduce one-time legal services expense from 2016-2017
- COLA increases added to supplies and operating expenses
- Contributions to Special Education and Routine Restricted Maintenance increases
- Educator Effectiveness Funds ended June 30, 2017
- No 2% excess property taxes passed through to Willow Creek Academy
- Capital lease ended June 30, 2017

**Sausalito Marin City School District  
First Period Interim Report  
2017-2018**

**Multi-Year Projection Assumptions  
2019-2020**

**Revenues**

- State Aid reduced in 2017-2018 \$38,222 for Administrator-Teacher Ratio penalty.
- Basic Aid Supplemental assumed flat
- Secured property taxes estimated to increase 4.5% over 2016-2017
- Charter In-Lieu payment to Willow Creek Academy (WCA) increases due to increase in projected enrollment at WCA
- Federal funding reduced. Title II projected to end
- State aid reduced due to one-time Mandated Costs reimbursement funds
- Local revenues decreased estimated local donations.
- Estimated Basic Aid Negative Excess due to Willow Creek Academy not included. MOU sunsets June 30, 2019

**Expenses**

- No changes in staffing current configuration
- STRS and PERS rate increases included
- Slight reduction in overall supplies and textbooks
- COLA increases added to supplies and operating expenses
- Contributions to Special Education and Routine Restricted Maintenance increases
- No 2% excess property taxes passed through to Willow Creek Academy
- Pre K-3 Grant expenses paid by carryover ended June 30, 2018
- Community School Coordinator position expenses moved from restricted to unrestricted

## SAUSALITO MARIN CITY SCHOOL DISTRICT

First Interim Report 2017-2018

Adopted VS First Interim

Board Meeting: December 14, 2017

Line		Adopted Budget			2017/18 First Interim			Difference			Line
		Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	
	<b>REVENUE</b>										
1	LCFF Sources (State Aide, EPA, & Property Taxes)	6,988,773	-	6,988,773	7,057,121	-	7,057,121	68,348	-	68,348	1
2	Charter School In-Lieu to Willow Creek Academy	(2,914,204)	-	(2,914,204)	(2,903,274)	-	(2,903,274)	10,930	-	10,930	2
3	Transfer Out to Deferred Maintenance	(25,000)	-	(25,000)	(25,000)	-	(25,000)	-	-	-	3
4	Basic Aid Supplemental Funding	454,457	-	454,457	454,457	-	454,457	-	-	-	4
5	Federal Revenues	-	332,465	332,465	-	317,170	317,170	-	(15,295)	(15,295)	5
6	State Revenues - Other	36,861	143,866	180,727	59,489	291,699	351,188	22,628	147,833	170,461	6
7	Local Revenues	218,502	341,502	560,004	241,496	387,953	629,449	22,994	46,451	69,445	7
8	<i>Estimated WCA Payment for Basic Aid Negative per MDU*</i>	-	-	-	-	-	-	-	-	-	8
9	<b>TOTAL PROJECTED REVENUE</b>	<b>4,759,389</b>	<b>817,833</b>	<b>5,577,222</b>	<b>4,884,289</b>	<b>996,822</b>	<b>5,881,111</b>	<b>124,900</b>	<b>178,989</b>	<b>303,889</b>	9
	<b>EXPENSES</b>										
10	Certificated Salaries	1,325,981	503,415	1,829,396	1,176,256	521,797	1,698,053	(149,725)	18,382	(131,343)	10
11	Classified Salaries	476,939	533,339	1,010,278	412,291	549,995	962,286	(64,648)	16,656	(47,992)	11
12	Employee Benefits	647,480	374,848	1,022,328	566,866	520,713	1,087,579	(80,614)	145,865	65,251	12
13	Books and Supplies	97,120	26,797	123,917	106,693	44,444	151,137	9,573	17,647	27,220	13
14	Services, Other Operating Expenses	809,671	354,508	1,164,179	949,897	467,520	1,417,417	140,226	113,012	253,238	14
15	Capital Outlay	-	-	-	-	-	-	-	-	-	15
16	Other Outgo	-	586,929	586,929	-	584,167	584,167	-	(2,762)	(2,762)	16
17	<i>Pass-through - WCA Portion of Basic Aid (Negative) Calc. - Estimate Only</i>	<b>17,315</b>	-	<b>17,315</b>	<b>17,315</b>	-	<b>17,315</b>	-	-	-	17
18	<i>Pass-through - WCA Portion of Excess Prop Taxes 2016-2017</i>	-	-	-	<b>25,542</b>	-	<b>25,542</b>	25,542	-	<b>25,542</b>	18
19	Direct Support/Indirect Costs	-	-	-	-	-	-	-	-	-	19
20	Indirect Costs	(19,555)	19,555	-	(13,829)	13,829	-	5,726	(5,726)	-	20
21	<b>TOTAL EXPENDITURES</b>	<b>3,354,951</b>	<b>2,399,391</b>	<b>5,754,342</b>	<b>3,241,031</b>	<b>2,702,464</b>	<b>5,943,495</b>	<b>(113,920)</b>	<b>303,073</b>	<b>189,153</b>	21
22	<b>REVENUE LESS EXPENSES</b>	<b>1,404,438</b>	<b>(1,581,559)</b>	<b>(177,120)</b>	<b>1,643,258</b>	<b>(1,705,643)</b>	<b>(62,385)</b>	<b>238,820</b>	<b>(124,084)</b>	<b>114,735</b>	22
	<b>OTHER FINANCING SOURCES</b>										
23	Contributions to Restricted Programs	(1,496,627)	1,496,627	-	(1,615,712)	1,615,712	-	(119,085)	119,085	-	23
24	Transfers Out to Other Funds	(330,579)	-	(330,579)	(345,947)	-	(345,947)	(15,368)	-	(15,368)	24
25	<b>TOTAL OTHER SOURCES/USES</b>	<b>(1,827,206)</b>	<b>1,496,627</b>	<b>(330,579)</b>	<b>(1,961,659)</b>	<b>1,615,712</b>	<b>(345,947)</b>	<b>(134,453)</b>	<b>119,085</b>	<b>(15,368)</b>	25
26	<b>NET INCREASE/DECREASE</b>	<b>(422,768)</b>	<b>(84,932)</b>	<b>(507,699)</b>	<b>(318,401)</b>	<b>(89,931)</b>	<b>(408,332)</b>	<b>104,367</b>	<b>(4,999)</b>	<b>99,367</b>	26
	<b>FUND BALANCE, RESERVES</b>										
27	Beginning Fund Balance	1,276,009	279,832	1,555,840	1,276,009	279,832	1,555,840	-	-	-	27
28	Audit Adjustments	-	-	-	-	-	-	-	-	-	28
29	<b>TOTAL BEGINNING FUND BALANCE</b>	<b>1,276,009</b>	<b>279,832</b>	<b>1,555,840</b>	<b>1,276,009</b>	<b>269,877</b>	<b>1,555,840</b>	<b>-</b>	<b>(9,955)</b>	<b>-</b>	29
30	<b>TOTAL ENDING FUND BALANCE</b>	<b>853,241</b>	<b>194,901</b>	<b>1,048,141</b>	<b>957,608</b>	<b>189,901</b>	<b>1,147,509</b>	<b>104,367</b>	<b>(4,999)</b>	<b>99,368</b>	30
31	<b>COMPONENTS OF FUND BALANCE</b>										31
32	Restricted	\$ -	194,901	194,901	\$ -	189,901	189,901	-	(4,999)	(4,999)	32
33	Revolving Cash	-	-	-	-	-	-	-	-	-	33
34	STRS On-Behalf Reserve	-	-	-	-	-	-	-	-	-	34
35	Reserve for Economic Uncertainty - 5%	304,246	-	304,246	314,472	-	314,472	10,226	-	10,226	35
36	<b>Fund 01 Unassigned Amount</b>	<b>\$ 548,995</b>	<b>\$ -</b>	<b>\$ 548,995</b>	<b>\$ 643,136</b>	<b>\$ -</b>	<b>\$ 643,136</b>	<b>94,141</b>	<b>-</b>	<b>\$ 94,141</b>	36
37	<b>Fund 17 Unassigned Amount</b>	<b>\$ 174,000</b>	<b>\$ -</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ -</b>	<b>\$ 174,000</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>	37
38	<b>TOTAL UNDESIGNATED/UNASSIGNED AMOUNT</b>	<b>722,995</b>	<b>\$ -</b>	<b>\$ 627,166</b>	<b>\$ 817,136</b>	<b>\$ -</b>	<b>\$ 817,136</b>	<b>94,141</b>	<b>-</b>	<b>\$ 94,141</b>	38
39	<b>Economic Reserve 5% Plus Unassigned Reserve % Fund 01 &amp; 17 Combined</b>	<b>15.54%</b>			<b>17.99%</b>			<b>2.45%</b>			39

**SAUSALITO MARIN CITY SCHOOL DISTRICT**

First Interim Report 2017-2018

Fund 01 Budget Revision Detail

Board Meeting: December 14, 2017

**Revenue Changes****LCFF Sources**

Increase in Property Tax Estimates	\$	68,348
Decrease Charter In Lieu Payment Based on WCA Enrollment	\$	10,930
Total Increase	\$	79,278

**Federal Revenue**

Increase Special Ed Private School Set-Aside	\$	2,587
Decrease Title I - Intervention	\$	(27,347)
Decrease Title II - Staff Development	\$	(3,622)
Increase Title II - Prior Year Carryover	\$	14,137
Decrease Title III - Immigrant Student	\$	(1,050)
Total Decrease	\$	(15,295)

**State Revenue**

Increase One-Time Mandated Costs	\$	22,383
Increase Testing Reimbursements	\$	245
Increase After School Safety & Education	\$	11,430
Add STRS On Behalf (Revenue Equals Expenses)	\$	136,403
Total Increase	\$	170,461

**Local Revenue**

Decrease Estimated WCA Oversight & Facilities Payment	\$	(2,480)
Summer School Donation (CA Endowment)	\$	20,000
Summer School Donation (Bridge the Gap)	\$	5,474
Increase CCEE Donation for CSC	\$	40,280
Increase BMLK Donations	\$	2,171
Increase for Walking School Bus Donation	\$	4,000
Total Increase	\$	69,445

**TOTAL INCREASE IN REVENUE** **\$ 303,889****Expense Changes****Certificated Staff**

Decrease Extra Duty Pay, Move Staff Development Exp to Contracts	\$	(23,634)
Decrease Classroom Teacher Expense	\$	(74,474)
Adjust All Other Salaries to Actuals	\$	(9,931)
Increase Sub Pay	\$	31,010
Increase Stipends	\$	1,000
Decrease Counselor	\$	(74,314)
Increase Principal Expense	\$	19,000
Total Decrease	\$	(131,343)

**Classified Staff**

Increase Hourly, Substitute, Overtime Pay	\$	788
Decrease PE Stipend	\$	(3,100)
Increase Fall Sports Coach Expense	\$	3,000
Increase Reg. Salaries to Actuals, plus Added WCA Sped Paraprofessional)	\$	6,320
Increase Custodial Sub Pay	\$	25,000
Move District Office Position to Contracts	\$	(80,000)
<b>Total Decrease</b>	<b>\$</b>	<b>(47,992)</b>

**Employee Benefits**

Add STRS On Behalf (Revenue Equals Expenses)	\$	136,403
Decrease Health & Welfare Based on Actuals	\$	(60,575)
Decrease All Other Mandatory Benefits Based on Actuals	\$	(10,577)
<b>Total Decrease</b>	<b>\$</b>	<b>65,251</b>

**Supplies**

Instructional Materials	\$	15,240
Special Education Supplies and Equipment	\$	11,340
Staff Development	\$	2,640
Decrease Board Supplies	\$	(2,000)
<b>Total Increase</b>	<b>\$</b>	<b>27,220</b>

**Operating Expenses**

Increase Boys & Girls Club Contract	\$	27,050
Decrease Math Contract with TUHSD	\$	(17,000)
Increase Summer School Expense	\$	18,000
Decrease Misc. Special Education Contracts	\$	(26,413)
Special Education Increase (WCA)	\$	80,000
Increase Staff Development (Part Moved from Certificated Salaries)	\$	29,536
Increase Business Services Contract	\$	116,839
Increase Special Education Transportation by Parent	\$	12,000
Increase Special Education Legal Expense	\$	10,900
Decrease Elections Expense	\$	(7,500)
Increase Maintenance Misc. Contracts	\$	7,965
Increase Other Misc. Contracts	\$	1,861
<b>Total Increase</b>	<b>\$</b>	<b>253,238</b>

**Other Outgo**

Slight Decrease in Other Outgo.	\$	(2,762)
Additional 2% Excess Property Tax Owed to WCA (16-17)	\$	25,542
<b>Total Increase</b>	<b>\$</b>	<b>22,780</b>

Transfers Out TO Cafeteria Fund

**Total Increase** \$ 15,368**TOTAL CHANGE IN FUND BALANCE****\$ 94,141**

**SAUSALITO MARIN CITY SCHOOL DISTRICT**

First Interim Report 2017-2018

Multi Year Projections (MYP)

Board Meeting: December 14, 2017

Line		2017/18 First Interim			2018/19 MYP Year 2			2019-20 MYP Year 3			Line
		Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	Unrestricted	Restricted	Combined	
1	<b>REVENUE</b>										1
2	LCFF Sources (State Aide, EPA, & Property Taxes)	7,057,121	-	7,057,121	7,329,915	-	7,329,915	7,614,985	-	7,614,985	2
3	Charter School In-Lieu to Willow Creek Academy	(2,903,274)	-	(2,903,274)	(2,997,569)	-	(2,997,569)	(3,072,392)	-	(3,072,392)	3
4	Transfer Out to Deferred Maintenance	(25,000)	-	(25,000)	(25,000)	-	(25,000)	(25,000)	-	(25,000)	4
5	Basic Aid Supplemental Funding	454,457	-	454,457	454,457	-	454,457	454,457	-	454,457	5
6	Federal Revenues	-	317,170	317,170	-	284,592	284,592	-	284,592	284,592	6
7	State Revenues - Other	59,489	291,699	351,188	36,745	291,970	328,715	36,745	292,274	329,019	7
8	Local Revenues	241,496	387,953	629,449	197,196	391,417	588,613	197,196	264,277	461,473	8
9	<b>Estimated WCA Payment for Basic Aid Negative per MOU*</b>	-	-	-	-	-	-	-	-	-	9
10	<b>TOTAL PROJECTED REVENUE</b>	<b>4,884,289</b>	<b>996,822</b>	<b>5,881,111</b>	<b>4,995,744</b>	<b>967,979</b>	<b>5,963,723</b>	<b>5,205,991</b>	<b>841,143</b>	<b>6,047,134</b>	10
11	<b>EXPENSES</b>										11
12	Certificated Salaries	1,176,256	521,797	1,698,053	1,240,384	527,275	1,767,659	1,334,367	566,820	1,901,187	12
13	Classified Salaries	412,291	549,995	962,286	431,414	551,535	982,949	529,039	469,074	998,113	13
14	Employee Benefits	566,866	520,713	1,087,579	620,551	543,965	1,164,516	708,587	535,056	1,243,643	14
15	Books and Supplies	106,693	44,444	151,137	107,582	39,014	146,596	108,480	38,582	147,062	15
16	Services, Other Operating Expenses	949,897	467,520	1,417,417	946,554	406,855	1,353,509	956,508	397,767	1,354,275	16
17	Capital Outlay	-	-	-	-	-	-	-	-	-	17
18	Other Outgo	-	584,167	584,167	-	584,167	584,167	-	584,167	584,167	18
19	<i>Pass-through - WCA Portion of Basic Aid (Negative) Calc. - Estimate Only</i>	<b>17,315</b>	-	<b>17,315</b>	<b>69,395</b>	-	<b>69,395</b>	-	-	-	19
20	<i>Pass-through - WCA Portion of Excess Prop Taxes 2016-2017</i>	<b>25,542</b>	-	<b>25,542</b>	-	-	-	-	-	-	20
21	Direct Support/Indirect Costs	-	-	-	-	-	-	-	-	-	21
22	Indirect Costs	(13,829)	13,829	-	(13,829)	13,829	-	(13,829)	13,829	-	22
23	<b>TOTAL EXPENDITURES</b>	<b>3,241,031</b>	<b>2,702,464</b>	<b>5,943,495</b>	<b>3,402,151</b>	<b>2,666,640</b>	<b>6,068,791</b>	<b>3,623,152</b>	<b>2,605,295</b>	<b>6,228,447</b>	23
24	<b>REVENUE LESS EXPENSES</b>	<b>1,643,258</b>	<b>(1,705,643)</b>	<b>(62,385)</b>	<b>1,593,593</b>	<b>(1,698,662)</b>	<b>(105,069)</b>	<b>1,582,839</b>	<b>(1,764,153)</b>	<b>(181,314)</b>	24
25	<b>OTHER FINANCING SOURCES</b>										25
26	Contributions to Restricted Programs	(1,615,712)	1,615,712	-	(1,686,769)	1,686,769	-	(1,764,153)	1,764,153	-	26
27	Transfers Out to Other Funds	(345,947)	-	(345,947)	(290,180)	-	(290,180)	(290,180)	-	(290,180)	27
28	<b>TOTAL OTHER SOURCES/USES</b>	<b>(1,961,659)</b>	<b>1,615,712</b>	<b>(345,947)</b>	<b>(1,976,949)</b>	<b>1,686,769</b>	<b>(290,180)</b>	<b>(2,054,333)</b>	<b>1,764,153</b>	<b>(290,180)</b>	28
29	<b>NET INCREASE/DECREASE</b>	<b>(318,401)</b>	<b>(89,931)</b>	<b>(408,332)</b>	<b>(383,356)</b>	<b>(11,893)</b>	<b>(395,249)</b>	<b>(471,494)</b>	<b>(0)</b>	<b>(471,494)</b>	29
30	<b>FUND BALANCE, RESERVES</b>										30
31	Beginning Fund Balance	1,276,009	279,832	1,555,840	957,608	189,901	1,147,509	574,252	178,008	752,260	31
32	Audit Adjustments	-	-	-	-	-	-	-	-	-	32
33	<b>TOTAL BEGINNING FUND BALANCE</b>	<b>1,276,009</b>	<b>279,832</b>	<b>1,555,840</b>	<b>957,608</b>	<b>189,901</b>	<b>1,147,509</b>	<b>574,252</b>	<b>178,008</b>	<b>752,260</b>	33
34	<b>TOTAL ENDING FUND BALANCE</b>	<b>957,608</b>	<b>189,901</b>	<b>1,147,509</b>	<b>574,252</b>	<b>178,008</b>	<b>752,260</b>	<b>102,758</b>	<b>178,007</b>	<b>280,766</b>	34
35	<b>COMPONENTS OF FUND BALANCE</b>										35
36	Restricted	\$ -	189,901	189,901	\$ -	178,008	178,008	\$ -	178,007	178,007	36
37	Revolving Cash	-	-	-	-	-	-	-	-	-	37
38	STRS On-Behalf Reserve	-	-	-	-	-	-	-	-	-	38
39	Reserve for Economic Uncertainty - 5%	314,472	-	314,472	324,205	-	324,205	325,931	-	325,931	39
40	<b>Fund 01 Unassigned Amount</b>	<b>\$ 643,136</b>	<b>\$ -</b>	<b>\$ 643,136</b>	<b>\$ 250,047</b>	<b>\$ -</b>	<b>\$ 250,047</b>	<b>\$ (223,173)</b>	<b>\$ -</b>	<b>\$ (223,173)</b>	40
41	<b>Fund 17 Unassigned Amount</b>	<b>\$ 174,000</b>	<b>\$ -</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ -</b>	<b>\$ 174,000</b>	<b>\$ 174,000</b>	<b>\$ -</b>	<b>\$ 174,000</b>	41
42	<b>TOTAL UNDESIGNATED/UNASSIGNED AMOUNT</b>	<b>\$ 817,136</b>	<b>\$ -</b>	<b>\$ 817,136</b>	<b>\$ 424,047</b>	<b>\$ -</b>	<b>\$ 424,047</b>	<b>\$ (49,173)</b>	<b>\$ -</b>	<b>\$ (49,173)</b>	42
43	<b>Economic Reserve 5% Plus Unassigned Reserve % Fund 01 &amp; 17 Combined</b>	<b>17.99%</b>			<b>11.67%</b>			<b>4.25%</b>			43

40 The District is currently in discussions with the Willow Creek Academy regarding the MOU language that prescribes that the parties share the negative excess cost. A final number has not been reached yet, and both parties are carefully reviewing the MOU language in order to reach a reasonable outcome. Although the estimates have not been finalized, the fiscal impact and subsequent budgetary projections are included in the Second Interim Multi-Year Projection per direction by the District's Board of Trustees. For 2017-2018 and beyond, the District and the Willow Creek Academy have agreed to meet and discuss the MOU and fiscal implications of the existing agreement.

**SAUSALITO MARIN CITY SCHOOL DISTRICT**  
**Cafeteria Fund 13**  
**First Interim Budget Revision Detail**  
**2017-2018**

Board Meeting: December 14, 2017

Changes July 1, 2017 through October 31, 2017

Line	<u>Revenue</u>	<b>Adopted Budget</b>	<b>1st Interim Budget</b>
1	Federal Revenue	\$ 65,035	\$ 65,000
2	State Revenue	\$ 4,550	\$ 4,400
3	Local Revenue	\$ 631	\$ 1,000
4	General Fund Contribution	\$ 77,834	\$ 93,202
5	<b>Total Revenue</b>	<b>\$ 148,050</b>	<b>\$ 163,602</b>
	<u>Expenses</u>		
6	Classified Salaries	\$ 39,400	\$ 78,200
7	Employee Benefits	\$ 10,050	\$ 30,600
8	Materials, Supplies, Software	\$ 3,500	\$ 2,200
9	Food	\$ 63,000	\$ 47,000
10	Staff Development	\$ 600	\$ 600
11	Advertising	\$ -	\$ 200
12	Dishwasher Rental	\$ 2,500	\$ 2,900
13	Permits	\$ -	\$ 902
14	Contracts	\$ 29,000	\$ 1,000
15	<b>Total Expenses</b>	<b>\$ 148,050</b>	<b>\$ 163,602</b>
16	Beginning Fund Balance	\$ 40	\$ 40
17	Committed Balance	\$ 100	\$ -
18	Ending Fund Balance	\$ (60)	\$ 40

- #1 Contribution Increased due to Increased Staffing Expenses and Training for New Staff  
#2 Transitioned from Contracted Worker in Kitchen to District Employee  
#3 Reduced Supplies and Food Based on Actuals from 16-17  
#4 Transitioned from Contracted Worker in Kitchen to District Employee

**SAUSALITO MARIN CITY SCHOOL DISTRICT**  
**Deferred Maintenance Fund 14**  
**First Interim Budget Revision Detail**  
**2017-2018**

Board Meeting: December 14, 2017  
Changes July 1, 2017 through October 31, 2017

		<b>Adopted Budget</b>	<b>1st Interim Budget</b>
<b><u>Beginning Fund Balance</u></b>			
1	Beginning Fund Balance	\$ 13,296	\$ 13,296
<b><u>Revenue</u></b>			
2	LCFF Funds from General Fund 01	\$ 25,000	\$ 25,000
3	Interest	\$ 1,500	\$ 1,500
4	Insurance Reimbursement for HVAC	\$ -	\$ 6,585
5	<b>Total Revenue</b>	<b>\$ 26,500</b>	<b>\$ 33,085</b>
<b><u>Expenses</u></b>			
6	Rentals, Leases, and Repairs	\$ 26,500	\$ 46,381
7	<b>Total Expenses</b>	<b>\$ 26,500</b>	<b>\$ 46,381</b>
8	<b><u>Ending Fund Balance</u></b>	<b>\$ 13,296</b>	<b>\$ 0</b>

#1 Added Insurance Reimbursement for HVAC in MYP at Bayside MLK #2 Increased Estimated Expenses, Utilizing the Fund Balance
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**SAUSALITO MARIN CITY SCHOOL DISTRICT**  
**Other Funds**  
**First Interim Budget Revision Detail**  
**2017-2018**

Board Meeting: December 14, 2017  
Changes July 1, 2017 through October 31, 2017

Line

	<b>Adopted Budget</b>	<b>1st Interim Budget</b>
<b><u>Special Reserve Fund 17 - Other than Capital Outlay</u></b>		
1 Beginning Fund Balance	\$ 174,010	\$ 174,010
2 Revenue	\$ -	\$ -
3 Expenses	\$ -	\$ -
4 Ending Fund Balance	\$ 174,010	\$ 174,010

	<b>Adopted Budget</b>	<b>1st Interim Budget</b>
<b><u>School Facilities Fund 35</u></b>		
5 Beginning Fund Balance	\$ 359,660	\$ 359,660
6 Revenue	\$ -	\$ -
7 Interest	\$ 2,000	\$ 2,000
8 Expenses	\$ -	\$ -
9 Ending Fund Balance	\$ 361,660	\$ 361,660

	<b>Adopted Budget</b>	<b>1st Interim Budget</b>
<b><u>Special Reserve Fund 40 for Capital Outlay</u></b>		
10 Beginning Fund Balance	\$ 1,437,384	\$ 1,437,384
11 Transfers In from General Fund Unrestricted	\$ 252,745	\$ 252,745
12 Interest	\$ 30	\$ 30
13 Expenses:		
14 District Office Demo (Occurred in 16-17)	\$ 148,000	\$ -
15 Capital Lease Payment for Energy Efficiency Project 2002	\$ 55,767	\$ 55,767
16 Certificate of Participation (CAP) - Principal	\$ 95,000	\$ 95,000
17 Certificate of Participation (CAP) - Interest	\$ 101,978	\$ 101,978
18 Ending Fund Balance	\$ 1,289,414	\$ 1,437,414

**Other Funds:**

- 19 Fund 51 Bond Interest & Redemption: Used for the Repayment of District Bonds at Year End.  
20 Fund 56 Debt Service (Ending Balance 6/30/17 - \$863,636):  
21 Fund 78 Pass Through Revenues: Used to Pass through Funds Recede at the County of Marin  
22 for Willow Creek Academy.

**The Following Funds are Open but not in Use:**

	<b>Ending Balance June 30, 2018</b>	
25 Capital Projects Fund 49	\$ 22	Will be closed at year end p
26 Debt Service Fund 52	\$ 25	Will be closed at year end p

**SAUSALITO MARIN CITY SCHOOL DISTRICT**  
**Other Funds**  
**First Interim Budget Revision Detail**  
**2017-2018**

Board Meeting: December 14, 2017  
Changes July 1, 2017 through October 31, 2017

Line

	<b>Adopted Budget</b>	<b>1st Interim Budget</b>
<b><u>Special Reserve Fund 17 - Other than Capital Outlay</u></b>		
1 Beginning Fund Balance	\$ 174,010	\$ 174,010
2 Revenue	\$ -	\$ -
3 Expenses	\$ -	\$ -
4 Ending Fund Balance	\$ 174,010	\$ 174,010

	<b>Adopted Budget</b>	<b>1st Interim Budget</b>
<b><u>School Facilities Fund 35</u></b>		
5 Beginning Fund Balance	\$ 359,660	\$ 359,660
6 Revenue	\$ -	\$ -
7 Interest	\$ 2,000	\$ 2,000
8 Expenses	\$ -	\$ -
9 Ending Fund Balance	\$ 361,660	\$ 361,660

	<b>Adopted Budget</b>	<b>1st Interim Budget</b>
<b><u>Special Reserve Fund 40 for Capital Outlay</u></b>		
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**Other Funds:**

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**The Following Funds are Open but not in Use:**

	<b>Ending Balance June 30, 2018</b>	
25 Capital Projects Fund 49	\$ 22	Will be closed at year end p
26 Debt Service Fund 52	\$ 25	Will be closed at year end p

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	4,504,026.00	4,504,026.00	(472,792.00)	4,583,304.00	79,278.00	1.8%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	36,861.00	36,861.00	5,249.95	59,489.00	22,628.00	61.4%
4) Other Local Revenue		8600-8799	218,502.00	218,502.00	106,255.87	241,496.00	22,994.00	10.5%
5) TOTAL, REVENUES			4,759,389.00	4,759,389.00	(361,286.18)	4,884,289.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,325,981.00	1,325,981.00	423,724.55	1,176,256.00	149,725.00	11.3%
2) Classified Salaries		2000-2999	476,939.00	476,939.00	189,628.23	412,291.00	64,648.00	13.6%
3) Employee Benefits		3000-3999	647,480.00	647,480.00	251,780.17	566,866.00	80,614.00	12.5%
4) Books and Supplies		4000-4999	97,120.00	97,120.00	44,055.93	106,693.00	(9,573.00)	-9.9%
5) Services and Other Operating Expenditures		5000-5999	809,671.00	809,671.00	261,772.52	949,897.00	(140,226.00)	-17.3%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299						
		7400-7499	17,315.00	17,315.00	0.00	42,857.00	(25,542.00)	-147.5%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	(19,555.00)	(19,555.00)	0.00	(13,829.00)	(5,726.00)	29.3%
9) TOTAL, EXPENDITURES			3,354,951.00	3,354,951.00	1,170,961.40	3,241,031.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>								
			1,404,438.00	1,404,438.00	(1,532,247.58)	1,643,258.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	330,579.00	330,579.00	0.00	345,947.00	(15,368.00)	-4.6%
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	(1,496,627.00)	(1,496,627.00)	0.00	(1,615,712.00)	(119,085.00)	8.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(1,827,206.00)	(1,827,206.00)	0.00	(1,951,559.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(422,768.00)	(422,768.00)	(1,532,247.58)	(318,401.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,276,008.83	1,276,008.83		1,276,008.83	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,276,008.83	1,276,008.83		1,276,008.83		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,276,008.83	1,276,008.83		1,276,008.83		
2) Ending Balance, June 30 (E + F1e)			853,240.83	853,240.83		957,607.83		
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	304,246.00	304,246.00		314,472.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	548,994.83	548,994.83		643,135.83		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	1,231,398.00	1,231,398.00	755,208.00	1,231,398.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	29,768.00	29,768.00	7,442.00	29,552.00	(216.00)	-0.7%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	29,787.00	29,787.00	0.00	29,773.00	(14.00)	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	6,034,051.00	6,034,051.00	0.00	6,062,092.00	28,041.00	0.5%
Unsecured Roll Taxes		8042	113,766.00	113,766.00	0.00	115,125.00	1,359.00	1.2%
Prior Years' Taxes		8043	4,460.00	4,460.00	0.00	4,460.00	0.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	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	39,178.00	39,178.00	New
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	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%
<b>Subtotal, LCFF Sources</b>			<b>7,443,230.00</b>	<b>7,443,230.00</b>	<b>762,650.00</b>	<b>7,511,578.00</b>	<b>68,348.00</b>	<b>0.9%</b>
<b>LCFF Transfers</b>								
Unrestricted LCFF								
Transfers - Current Year	0000	8091	(25,000.00)	(25,000.00)	0.00	(25,000.00)	0.00	0.0%
All Other LCFF								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(2,914,204.00)	(2,914,204.00)	(1,235,442.00)	(2,903,274.00)	10,930.00	-0.4%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, LCFF SOURCES</b>			<b>4,504,026.00</b>	<b>4,504,026.00</b>	<b>(472,792.00)</b>	<b>4,583,304.00</b>	<b>79,278.00</b>	<b>1.8%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Donated Food Commodities		8221	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
Title I, Part A, Basic	3010	8290						
Title I, Part D, Local Delinquent Programs	3025	8290						
Title II, Part A, Educator 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)
Title III, Part A, Immigrant Education Program	4201	8290						
Title III, Part A, English Learner Program	4203	8290						
Title V, Part B, Public Charter Schools Grant Program (PCSGP) (NCLB)	4610	8290						
Other NCLB / Every Student Succeeds Act	3012-3020, 3030-3199, 4036-4126, 5510	8290						
Career and Technical Education	3500-3599	8290						
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
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	3,861.00	3,861.00	4,482.00	26,244.00	22,383.00	579.7%
Lottery - Unrestricted and Instructional Materials		8560	23,000.00	23,000.00	522.95	23,000.00	0.00	0.0%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Career Technical Education Incentive Grant Program	6387	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690	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	10,000.00	10,000.00	245.00	10,245.00	245.00	2.5%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>36,861.00</b>	<b>36,861.00</b>	<b>5,249.95</b>	<b>59,489.00</b>	<b>22,628.00</b>	<b>61.4%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
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	81,990.00	81,990.00	40,995.00	81,990.00	0.00	0.0%
Interest		8660	2,000.00	2,000.00	1,725.49	2,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	89,578.00	89,578.00	0.00	87,098.00	(2,480.00)	-2.8%
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	44,934.00	44,934.00	63,535.38	70,408.00	25,474.00	56.7%
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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>218,502.00</b>	<b>218,502.00</b>	<b>106,255.87</b>	<b>241,496.00</b>	<b>22,994.00</b>	<b>10.5%</b>
<b>TOTAL, REVENUES</b>			<b>4,759,389.00</b>	<b>4,759,389.00</b>	<b>(361,286.18)</b>	<b>4,884,289.00</b>	<b>124,900.00</b>	<b>2.6%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	913,507.00	913,507.00	284,853.28	819,256.00	94,251.00	10.3%
Certificated Pupil Support Salaries		1200	74,474.00	74,474.00	0.00	0.00	74,474.00	100.0%
Certificated Supervisors' and Administrators' Salaries		1300	338,000.00	338,000.00	138,871.27	357,000.00	(19,000.00)	-5.6%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>1,325,981.00</b>	<b>1,325,981.00</b>	<b>423,724.55</b>	<b>1,176,256.00</b>	<b>149,725.00</b>	<b>11.3%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	26,500.00	26,500.00	35,745.28	48,225.00	(21,725.00)	-82.0%
Classified Support Salaries		2200	102,939.00	102,939.00	55,623.41	121,662.00	(18,723.00)	-18.2%
Classified Supervisors' and Administrators' Salaries		2300	80,000.00	80,000.00	0.00	0.00	80,000.00	100.0%
Clerical, Technical and Office Salaries		2400	208,833.00	208,833.00	78,977.39	186,900.00	21,933.00	10.5%
Other Classified Salaries		2900	58,667.00	58,667.00	19,282.15	55,504.00	3,163.00	5.4%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>476,939.00</b>	<b>476,939.00</b>	<b>189,628.23</b>	<b>412,291.00</b>	<b>64,648.00</b>	<b>13.6%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	176,885.00	176,885.00	51,105.62	167,651.00	9,234.00	5.2%
PERS		3201-3202	75,276.00	75,276.00	28,590.88	69,290.00	5,986.00	8.0%
OASDI/Medicare/Alternative		3301-3302	55,332.00	55,332.00	24,146.12	58,561.00	(3,229.00)	-5.8%
Health and Welfare Benefits		3401-3402	252,849.00	252,849.00	85,034.36	186,893.00	65,756.00	26.0%
Unemployment Insurance		3501-3502	831.00	831.00	309.09	923.00	(92.00)	-11.1%
Workers' Compensation		3601-3602	31,154.00	31,154.00	10,990.86	29,390.00	1,764.00	5.7%
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	55,353.00	55,353.00	51,603.24	54,158.00	1,195.00	2.2%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>647,480.00</b>	<b>647,480.00</b>	<b>251,780.17</b>	<b>566,866.00</b>	<b>80,614.00</b>	<b>12.5%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	13,000.00	13,000.00	0.00	0.00	13,000.00	100.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	83,120.00	83,120.00	29,104.33	91,733.00	(8,613.00)	-10.4%
Noncapitalized Equipment		4400	1,000.00	1,000.00	14,951.80	14,960.00	(13,960.00)	-1396.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>97,120.00</b>	<b>97,120.00</b>	<b>44,055.93</b>	<b>106,693.00</b>	<b>(9,573.00)</b>	<b>-9.9%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	20,750.00	20,750.00	2,178.18	17,750.00	3,000.00	14.5%
Dues and Memberships		5300	5,920.00	5,920.00	7,056.17	7,920.00	(2,000.00)	-33.8%
Insurance		5400-5450	37,000.00	37,000.00	32,263.00	37,000.00	0.00	0.0%
Operations and Housekeeping Services		5500	174,600.00	174,600.00	65,043.11	174,600.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	33,700.00	33,700.00	35,877.00	33,700.00	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	495,001.00	495,001.00	108,657.75	836,227.00	(141,226.00)	-28.5%
Communications		5900	42,700.00	42,700.00	10,697.31	42,700.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>809,671.00</b>	<b>809,671.00</b>	<b>261,772.52</b>	<b>949,897.00</b>	<b>(140,226.00)</b>	<b>-17.3%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221						
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	17,315.00	17,315.00	0.00	42,857.00	(25,542.00)	-147.5%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>17,315.00</b>	<b>17,315.00</b>	<b>0.00</b>	<b>42,857.00</b>	<b>(25,542.00)</b>	<b>-147.5%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	(19,555.00)	(19,555.00)	0.00	(13,829.00)	(5,726.00)	29.3%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>(19,555.00)</b>	<b>(19,555.00)</b>	<b>0.00</b>	<b>(13,829.00)</b>	<b>(5,726.00)</b>	<b>29.3%</b>
<b>TOTAL, EXPENDITURES</b>			<b>3,354,951.00</b>	<b>3,354,951.00</b>	<b>1,170,961.40</b>	<b>3,241,031.00</b>	<b>113,920.00</b>	<b>3.4%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	77,834.00	77,834.00	0.00	93,202.00	(15,368.00)	-19.7%
Other Authorized Interfund Transfers Out		7619	252,745.00	252,745.00	0.00	252,745.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			330,579.00	330,579.00	0.00	345,947.00	(15,368.00)	-4.6%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Proceeds</b>								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	(1,496,627.00)	(1,496,627.00)	0.00	(1,615,712.00)	(119,085.00)	8.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(1,496,627.00)	(1,496,627.00)	0.00	(1,615,712.00)	(119,085.00)	8.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			(1,827,206.00)	(1,827,206.00)	0.00	(1,961,659.00)	(134,453.00)	7.4%

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)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	332,485.00	332,485.00	0.00	317,170.00	(15,295.00)	-4.6%
3) Other State Revenue		8300-8599	143,866.00	143,866.00	7,359.70	291,699.00	147,833.00	102.8%
4) Other Local Revenue		8600-8799	341,502.00	341,502.00	2,706.68	387,953.00	46,451.00	13.6%
5) TOTAL, REVENUES			817,833.00	817,833.00	10,066.38	996,822.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	503,415.00	503,415.00	244,310.57	521,797.00	(18,382.00)	-3.7%
2) Classified Salaries		2000-2999	533,339.00	533,339.00	197,719.38	549,995.00	(16,656.00)	-3.1%
3) Employee Benefits		3000-3999	374,848.00	374,848.00	131,374.40	520,712.74	(145,864.74)	-38.9%
4) Books and Supplies		4000-4999	26,797.00	26,797.00	25,156.25	44,444.00	(17,647.00)	-65.9%
5) Services and Other Operating Expenditures		5000-5999	354,508.00	354,508.00	168,440.06	467,519.54	(113,011.54)	-31.9%
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	586,929.00	586,929.00	65,426.00	584,167.00	2,762.00	0.5%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	19,555.00	19,555.00	0.00	13,829.00	5,726.00	29.3%
9) TOTAL, EXPENDITURES			2,399,391.00	2,399,391.00	832,426.67	2,702,464.28		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(1,581,558.00)	(1,581,558.00)	(822,360.29)	(1,705,642.28)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	1,496,627.00	1,496,627.00	0.00	1,615,712.00	119,085.00	8.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			1,496,627.00	1,496,627.00	0.00	1,615,712.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(84,931.00)	(84,931.00)	(822,360.29)	(89,930.28)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	279,831.50	279,831.50		279,831.50	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)			279,831.50	279,831.50		279,831.50		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			279,831.50	279,831.50		279,831.50		
2) Ending Balance, June 30 (E + F1e)			194,900.50	194,900.50		189,901.22		
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	194,900.76	194,900.76		189,901.22		
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	(0.26)	(0.26)		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes								
Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
<b>LCFF Transfers</b>								
Unrestricted LCFF								
Transfers - Current Year	0000	8091						
All Other LCFF								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	108,659.00	108,659.00	0.00	111,246.00	2,587.00	2.4%
Special Education Discretionary Grants		8182	4,625.00	4,625.00	0.00	4,625.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	191,399.00	191,399.00	0.00	164,052.00	(27,347.00)	-14.3%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Educator Quality	4035	8290	22,063.00	22,063.00	0.00	32,578.00	10,515.00	47.7%

2017-18 First Interim  
General Fund  
Restricted (Resources 2000-9999)  
Revenue, 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)
Title III, Part A, Immigrant Education Program	4201	8290	1,050.00	1,050.00	0.00	0.00	(1,050.00)	-100.0%
Title III, Part A, English Learner Program	4203	8290	4,669.00	4,669.00	0.00	4,669.00	0.00	0.0%
Title V, Part B, Public Charter Schools Grant Program (PCSGP) (NCLB)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other NCLB / Every Student Succeeds Act	3012-3020, 3030-3199, 4036-4126, 5510	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>332,465.00</b>	<b>332,465.00</b>	<b>0.00</b>	<b>317,170.00</b>	<b>(15,295.00)</b>	<b>-4.6%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	7,000.00	7,000.00	841.70	7,000.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	124,234.00	124,234.00	0.00	135,664.00	11,430.00	9.2%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	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	12,632.00	12,632.00	6,518.00	149,035.00	136,403.00	1079.8%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>143,866.00</b>	<b>143,866.00</b>	<b>7,359.70</b>	<b>291,699.00</b>	<b>147,833.00</b>	<b>102.8%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00		
Non-Resident Students		8672	0.00	0.00	0.00	0.00		
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
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%) Adjustm		8691	0.00	0.00	0.00	0.00		
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	81,225.00	81,225.00	2,706.68	127,676.00	46,451.00	57.2%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	260,277.00	260,277.00	0.00	260,277.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>341,502.00</b>	<b>341,502.00</b>	<b>2,706.68</b>	<b>387,953.00</b>	<b>46,451.00</b>	<b>13.6%</b>
<b>TOTAL, REVENUES</b>			<b>817,833.00</b>	<b>817,833.00</b>	<b>10,066.38</b>	<b>996,822.00</b>	<b>178,989.00</b>	<b>21.9%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	269,907.00	269,907.00	141,757.48	280,794.00	(10,887.00)	-4.0%
Certificated Pupil Support Salaries		1200	198,508.00	198,508.00	79,513.09	206,003.00	(7,495.00)	-3.8%
Certificated Supervisors' and Administrators' Salaries		1300	35,000.00	35,000.00	23,040.00	35,000.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>503,415.00</b>	<b>503,415.00</b>	<b>244,310.57</b>	<b>521,797.00</b>	<b>(18,382.00)</b>	<b>-3.7%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	294,803.00	294,803.00	105,172.80	301,737.00	(6,934.00)	-2.4%
Classified Support Salaries		2200	73,877.00	73,877.00	25,022.07	75,600.00	(1,723.00)	-2.3%
Classified Supervisors' and Administrators' Salaries		2300	164,659.00	164,659.00	67,524.51	172,658.00	(7,999.00)	-4.9%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>533,339.00</b>	<b>533,339.00</b>	<b>197,719.38</b>	<b>549,995.00</b>	<b>(16,656.00)</b>	<b>-3.1%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	67,453.00	67,453.00	30,240.64	205,510.00	(138,057.00)	-204.7%
PERS		3201-3202	83,739.00	83,739.00	30,337.09	85,562.00	(1,823.00)	-2.2%
QASDI/Medicare/Alternative		3301-3302	51,844.00	51,844.00	18,828.47	51,222.74	621.26	1.2%
Health and Welfare Benefits		3401-3402	149,020.00	149,020.00	42,130.04	154,201.00	(5,181.00)	-3.5%
Unemployment Insurance		3501-3502	507.00	507.00	221.92	700.00	(193.00)	-38.1%
Workers' Compensation		3601-3602	19,685.00	19,685.00	7,891.24	20,392.00	(707.00)	-3.6%
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	2,600.00	2,600.00	1,725.00	3,125.00	(525.00)	-20.2%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>374,848.00</b>	<b>374,848.00</b>	<b>131,374.40</b>	<b>520,712.74</b>	<b>(145,864.74)</b>	<b>-38.9%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	7,000.00	7,000.00	5,396.24	7,000.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	19,797.00	19,797.00	14,422.12	32,404.00	(12,607.00)	-63.7%
Noncapitalized Equipment		4400	0.00	0.00	5,337.90	5,040.00	(5,040.00)	New
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>26,797.00</b>	<b>26,797.00</b>	<b>25,156.26</b>	<b>44,444.00</b>	<b>(17,647.00)</b>	<b>-65.9%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	1.00	1.00	0.00	1.00	0.00	0.0%
Travel and Conferences		5200	3,850.00	3,850.00	7,644.30	16,433.00	(12,583.00)	-326.8%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	27,031.00	27,031.00	5,858.45	15,493.00	11,538.00	42.7%
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	323,626.00	323,626.00	154,937.31	435,592.54	(111,966.54)	-34.6%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>354,508.00</b>	<b>354,508.00</b>	<b>168,440.06</b>	<b>467,519.54</b>	<b>(113,011.54)</b>	<b>-31.9%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL CAPITAL OUTLAY</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	414,216.00	414,216.00	5,758.00	405,989.00	8,227.00	2.0%
Payments to JPAs		7143	113,313.00	113,313.00	59,668.00	113,313.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments All Other		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	59,400.00	59,400.00	0.00	64,865.00	(5,465.00)	-9.2%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			586,929.00	586,929.00	65,426.00	584,167.00	2,762.00	0.5%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	19,555.00	19,555.00	0.00	13,829.00	5,726.00	29.3%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			19,555.00	19,555.00	0.00	13,829.00	5,726.00	29.3%
<b>TOTAL, EXPENDITURES</b>			2,399,391.00	2,399,391.00	832,426.67	2,702,464.28	(303,073.28)	-12.6%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00		
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00		
<b>Proceeds</b>								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Long-Term Debt Proceeds</b>								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	1,496,627.00	1,496,627.00	0.00	1,615,712.00	119,085.00	8.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			1,496,627.00	1,496,627.00	0.00	1,615,712.00	119,085.00	8.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			1,496,627.00	1,496,627.00	0.00	1,615,712.00	(119,085.00)	8.0%

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Revenues, Expenditures, and Changes in Fund Balance

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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>A. REVENUES</b>								
1) LCOFF Sources		8010-8099	4,504,026.00	4,504,026.00	(472,792.00)	4,583,304.00	79,278.00	1.8%
2) Federal Revenue		8100-8299	332,465.00	332,465.00	0.00	317,170.00	(15,295.00)	-4.6%
3) Other State Revenue		8300-8599	180,727.00	180,727.00	12,609.65	351,188.00	170,461.00	94.3%
4) Other Local Revenue		8600-8799	560,004.00	560,004.00	108,962.55	629,449.00	69,445.00	12.4%
5) TOTAL, REVENUES			5,577,222.00	5,577,222.00	(351,219.80)	5,881,111.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	1,829,396.00	1,829,396.00	668,035.12	1,698,053.00	131,343.00	7.2%
2) Classified Salaries		2000-2999	1,010,278.00	1,010,278.00	387,347.61	962,286.00	47,992.00	4.8%
3) Employee Benefits		3000-3999	1,022,328.00	1,022,328.00	383,154.57	1,087,578.74	(65,250.74)	-6.4%
4) Books and Supplies		4000-4999	123,917.00	123,917.00	69,212.19	151,137.00	(27,220.00)	-22.0%
5) Services and Other Operating Expenditures		5000-5999	1,164,179.00	1,164,179.00	430,212.58	1,417,416.54	(253,237.54)	-21.8%
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	604,244.00	604,244.00	65,426.00	627,024.00	(22,780.00)	-3.8%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			5,754,342.00	5,754,342.00	2,003,368.07	5,943,495.28		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A6 - B9)</b>			(177,120.00)	(177,120.00)	(2,354,607.87)	(62,384.28)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	330,579.00	330,579.00	0.00	345,947.00	(15,368.00)	-4.6%
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			(330,579.00)	(330,579.00)	0.00	(345,947.00)		

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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(507,699.00)	(507,699.00)	(2,354,607.87)	(408,331.28)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,555,840.33	1,555,840.33		1,555,840.33	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,555,840.33	1,555,840.33		1,555,840.33		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,555,840.33	1,555,840.33		1,555,840.33		
2) Ending Balance, June 30 (E + F1e)			1,048,141.33	1,048,141.33		1,147,509.05		
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	194,900.76	194,900.76		189,901.22		
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	304,246.00	304,246.00		314,472.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	548,994.57	548,994.57		643,125.83		

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Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>LCFF SOURCES</b>								
Principal Apportionment								
State Aid - Current Year		8011	1,231,398.00	1,231,398.00	755,208.00	1,231,398.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	29,768.00	29,768.00	7,442.00	29,552.00	(216.00)	-0.7%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	29,787.00	29,787.00	0.00	29,773.00	(14.00)	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	6,034,051.00	6,034,051.00	0.00	6,062,092.00	28,041.00	0.5%
Unsecured Roll Taxes		8042	113,766.00	113,766.00	0.00	115,125.00	1,359.00	1.2%
Prior Years' Taxes		8043	4,460.00	4,460.00	0.00	4,460.00	0.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	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	39,178.00	39,178.00	New
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	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%
<b>Subtotal, LCFF Sources</b>			<b>7,443,230.00</b>	<b>7,443,230.00</b>	<b>762,650.00</b>	<b>7,511,578.00</b>	<b>68,348.00</b>	<b>0.9%</b>
<b>LCFF Transfers</b>								
Unrestricted LCFF Transfers - Current Year	0000	8091	(25,000.00)	(25,000.00)	0.00	(25,000.00)	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	(2,914,204.00)	(2,914,204.00)	(1,235,442.00)	(2,903,274.00)	10,930.00	-0.4%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL LCFF SOURCES</b>			<b>4,504,026.00</b>	<b>4,504,026.00</b>	<b>(472,792.00)</b>	<b>4,583,304.00</b>	<b>79,278.00</b>	<b>1.8%</b>
<b>FEDERAL REVENUE</b>								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	108,659.00	108,659.00	0.00	111,246.00	2,587.00	2.4%
Special Education Discretionary Grants		8182	4,625.00	4,625.00	0.00	4,625.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
Title I, Part A, Basic	3010	8290	191,399.00	191,399.00	0.00	164,052.00	(27,347.00)	-14.3%
Title I, Part D, Local Delinquent Programs	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Title II, Part A, Educator Quality	4035	8290	22,063.00	22,063.00	0.00	32,578.00	10,515.00	47.7%

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Revenues, Expenditures, and Changes in Fund Balance

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Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Title III, Part A, Immigrant Education Program	4201	8290	1,050.00	1,050.00	0.00	0.00	(1,050.00)	-100.0%
Title III, Part A, English Learner Program	4203	8290	4,669.00	4,669.00	0.00	4,669.00	0.00	0.0%
Title V, Part B, Public Charter Schools Grant Program (PCSGP) (NCLB)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3012-3020, 3030-3199, 4035-4125, 5510							
Other NCLB / Every Student Succeeds Act		8290	0.00	0.00	0.00	0.00	0.00	0.0%
Career and Technical Education	3500-3599	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>332,465.00</b>	<b>332,465.00</b>	<b>0.00</b>	<b>317,170.00</b>	<b>(15,295.00)</b>	<b>-4.6%</b>
<b>OTHER STATE REVENUE</b>								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	3,861.00	3,861.00	4,482.00	26,244.00	22,383.00	579.7%
Lottery - Unrestricted and Instructional Materials		8560	30,000.00	30,000.00	1,364.65	30,000.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/in-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	124,234.00	124,234.00	0.00	135,664.00	11,430.00	9.2%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Career Technical Education Incentive Grant Program	6387	8590	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	22,632.00	22,632.00	6,763.00	159,280.00	136,648.00	603.8%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>180,727.00</b>	<b>180,727.00</b>	<b>12,609.65</b>	<b>351,188.00</b>	<b>170,461.00</b>	<b>94.3%</b>

2017-18 First Interim  
General Fund  
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Revenues, Expenditures, and Changes in Fund Balance

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Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>OTHER LOCAL REVENUE</b>								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	81,990.00	81,990.00	40,995.00	81,990.00	0.00	0.0%
Interest		8660	2,000.00	2,000.00	1,725.49	2,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	89,578.00	89,578.00	0.00	87,098.00	(2,480.00)	-2.8%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	126,159.00	126,159.00	66,242.06	198,084.00	71,925.00	57.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	260,277.00	260,277.00	0.00	260,277.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>560,004.00</b>	<b>560,004.00</b>	<b>108,962.55</b>	<b>629,449.00</b>	<b>69,445.00</b>	<b>12.4%</b>
<b>TOTAL, REVENUES</b>			<b>5,577,222.00</b>	<b>5,577,222.00</b>	<b>(351,219.80)</b>	<b>5,881,111.00</b>	<b>303,889.00</b>	<b>5.4%</b>

2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

21 65474 0000000  
Form 011

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Teachers' Salaries		1100	1,183,414.00	1,183,414.00	426,610.76	1,100,050.00	83,364.00	7.0%
Certificated Pupil Support Salaries		1200	272,982.00	272,982.00	79,513.09	206,003.00	66,979.00	24.5%
Certificated Supervisors' and Administrators' Salaries		1300	373,000.00	373,000.00	161,911.27	392,000.00	(19,000.00)	-5.1%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CERTIFICATED SALARIES</b>			<b>1,829,396.00</b>	<b>1,829,396.00</b>	<b>668,035.12</b>	<b>1,698,053.00</b>	<b>131,343.00</b>	<b>7.2%</b>
<b>CLASSIFIED SALARIES</b>								
Classified Instructional Salaries		2100	321,303.00	321,303.00	140,918.08	349,962.00	(28,659.00)	-8.9%
Classified Support Salaries		2200	176,816.00	176,816.00	80,645.48	197,262.00	(20,446.00)	-11.6%
Classified Supervisors' and Administrators' Salaries		2300	244,659.00	244,659.00	67,524.51	172,658.00	72,001.00	29.4%
Clerical, Technical and Office Salaries		2400	208,833.00	208,833.00	78,977.39	186,900.00	21,933.00	10.5%
Other Classified Salaries		2900	58,667.00	58,667.00	19,282.15	55,504.00	3,163.00	5.4%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>1,010,278.00</b>	<b>1,010,278.00</b>	<b>387,347.61</b>	<b>962,286.00</b>	<b>47,992.00</b>	<b>4.8%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	244,338.00	244,338.00	81,346.26	373,161.00	(128,823.00)	-52.7%
PERS		3201-3202	159,015.00	159,015.00	58,927.97	154,852.00	4,163.00	2.6%
OASDI/Medicare/Alternative		3301-3302	107,176.00	107,176.00	42,974.59	109,783.74	(2,607.74)	-2.4%
Health and Welfare Benefits		3401-3402	401,669.00	401,669.00	127,164.40	341,094.00	60,575.00	15.1%
Unemployment Insurance		3501-3502	1,338.00	1,338.00	531.01	1,623.00	(285.00)	-21.3%
Workers' Compensation		3601-3602	50,839.00	50,839.00	18,882.10	49,782.00	1,057.00	2.1%
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	57,953.00	57,953.00	53,328.24	57,283.00	670.00	1.2%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>1,022,328.00</b>	<b>1,022,328.00</b>	<b>383,154.57</b>	<b>1,087,578.74</b>	<b>(65,250.74)</b>	<b>-6.4%</b>
<b>BOOKS AND SUPPLIES</b>								
Approved Textbooks and Core Curricula Materials		4100	20,000.00	20,000.00	5,396.24	7,000.00	13,000.00	65.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	102,917.00	102,917.00	43,526.45	124,137.00	(21,220.00)	-20.6%
Noncapitalized Equipment		4400	1,000.00	1,000.00	20,289.50	20,000.00	(19,000.00)	-1900.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>123,917.00</b>	<b>123,917.00</b>	<b>69,212.19</b>	<b>161,137.00</b>	<b>(27,220.00)</b>	<b>-22.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	1.00	1.00	0.00	1.00	0.00	0.0%
Travel and Conferences		5200	24,600.00	24,600.00	9,822.48	34,183.00	(9,583.00)	-39.0%
Dues and Memberships		5300	5,920.00	5,920.00	7,056.17	7,920.00	(2,000.00)	-33.8%
Insurance		5400-5450	37,000.00	37,000.00	32,263.00	37,000.00	0.00	0.0%
Operations and Housekeeping Services		5500	174,600.00	174,600.00	65,043.11	174,600.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	60,731.00	60,731.00	41,735.45	49,193.00	11,538.00	19.0%
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	818,627.00	818,627.00	263,595.06	1,071,819.54	(253,192.54)	-30.9%
Communications		5900	42,700.00	42,700.00	10,697.31	42,700.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>1,164,179.00</b>	<b>1,164,179.00</b>	<b>430,212.58</b>	<b>1,417,416.54</b>	<b>(253,237.54)</b>	<b>-21.8%</b>

2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	414,216.00	414,216.00	5,758.00	405,989.00	8,227.00	2.0%
Payments to JPAs		7143	113,313.00	113,313.00	59,668.00	113,313.00	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	8500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	76,715.00	76,715.00	0.00	107,722.00	(31,007.00)	-40.4%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			604,244.00	604,244.00	65,426.00	627,024.00	(22,780.00)	-3.8%
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			5,754,342.00	5,754,342.00	2,003,388.07	5,943,495.28	(189,153.28)	-3.3%

2017-18 First Interim  
General Fund  
Summary - Unrestricted/Restricted  
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	77,834.00	77,834.00	0.00	93,202.00	(15,368.00)	-19.7%
Other Authorized Interfund Transfers Out		7619	252,745.00	252,745.00	0.00	252,745.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			330,579.00	330,579.00	0.00	345,947.00	(15,368.00)	-4.6%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
State Apportionments								
Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Proceeds</b>								
Proceeds from Sale/Lease-Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Long-Term Debt Proceeds</b>								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00		
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00		
(e) TOTAL, CONTRIBUTIONS			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b>								
(a - b + c - d + e)			(330,579.00)	(330,579.00)	0.00	(345,947.00)	15,368.00	4.6%

<u>Resource</u>	<u>Description</u>	<u>2017-18 Projected Year Totals</u>
6230	California Clean Energy Jobs Act	166,926.00
9010	Other Restricted Local	22,975.22
Total, Restricted Balance		<u>189,901.22</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	65,035.00	65,035.00	0.00	65,000.00	(35.00)	-0.1%
3) Other State Revenue		8300-8599	4,550.00	4,550.00	63.49	4,400.00	(150.00)	-3.3%
4) Other Local Revenue		8600-8799	631.00	631.00	169.97	1,000.00	369.00	58.5%
5) TOTAL, REVENUES			70,216.00	70,216.00	233.46	70,400.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	39,400.00	39,400.00	30,614.63	78,200.00	(38,600.00)	-98.5%
3) Employee Benefits		3000-3999	10,050.00	10,050.00	9,186.61	30,600.00	(20,550.00)	-204.5%
4) Books and Supplies		4000-4999	66,500.00	66,500.00	18,102.21	49,200.00	17,300.00	26.0%
5) Services and Other Operating Expenditures		5000-5999	32,100.00	32,100.00	4,785.64	5,602.00	26,498.00	82.5%
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			148,050.00	148,050.00	62,690.09	163,602.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(77,834.00)	(77,834.00)	(62,456.63)	(93,202.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	77,834.00	77,834.00	0.00	93,202.00	15,368.00	19.7%
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			77,834.00	77,834.00	0.00	93,202.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	(62,456.63)	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	40.01	40.01		40.01	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			40.01	40.01		40.01		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			40.01	40.01		40.01		
2) Ending Balance, June 30 (E + F1a)			40.01	40.01		40.01		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	99.82	99.82		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		40.19		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	(59.81)	(59.81)		(0.18)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
Child Nutrition Programs		8220	65,035.00	65,035.00	0.00	65,000.00	(35.00)	-0.1%
Donated Food Commodities		8221	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL FEDERAL REVENUE</b>			65,035.00	65,035.00	0.00	65,000.00	(35.00)	-0.1%
<b>OTHER STATE REVENUE</b>								
Child Nutrition Programs		8520	4,550.00	4,550.00	63.49	4,400.00	(150.00)	-3.3%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL OTHER STATE REVENUE</b>			4,550.00	4,550.00	63.49	4,400.00	(150.00)	-3.3%
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	631.00	631.00	165.00	1,000.00	369.00	58.5%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	4.97	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL OTHER LOCAL REVENUE</b>			631.00	631.00	169.97	1,000.00	369.00	58.5%
<b>TOTAL REVENUES</b>			70,216.00	70,216.00	233.46	70,400.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CERTIFICATED SALARIES</b>								
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL CERTIFICATED SALARIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	39,400.00	39,400.00	30,614.63	78,200.00	(38,800.00)	-98.5%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL CLASSIFIED SALARIES</b>			39,400.00	39,400.00	30,614.63	78,200.00	(38,800.00)	-98.5%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	6,250.00	6,250.00	3,645.58	13,300.00	(7,050.00)	-112.8%
OASDI/Medicare/Alternative		3301-3302	3,075.00	3,075.00	2,342.02	6,600.00	(3,525.00)	-114.8%
Health and Welfare Benefits		3401-3402	0.00	0.00	2,638.47	9,000.00	(9,000.00)	New
Unemployment Insurance		3501-3502	20.00	20.00	15.30	100.00	(80.00)	-400.0%
Workers' Compensation		3801-3802	705.00	705.00	545.24	1,600.00	(895.00)	-127.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL EMPLOYEE BENEFITS</b>			10,050.00	10,050.00	9,186.61	30,600.00	(20,550.00)	-204.5%
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	3,500.00	3,500.00	2,192.82	2,200.00	1,300.00	37.1%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	63,000.00	63,000.00	15,909.39	47,000.00	16,000.00	25.4%
<b>TOTAL BOOKS AND SUPPLIES</b>			66,500.00	66,500.00	18,102.21	49,200.00	17,300.00	26.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	600.00	600.00	149.00	600.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	0.00	0.00	1,071.69	2,900.00	(2,900.00)	New
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	31,500.00	31,500.00	3,565.95	2,102.00	29,398.00	93.3%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>32,100.00</b>	<b>32,100.00</b>	<b>4,786.64</b>	<b>5,602.00</b>	<b>26,498.00</b>	<b>82.5%</b>
<b>CAPITAL OUTLAY</b>								
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>								
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL EXPENDITURES</b>			<b>148,050.00</b>	<b>148,050.00</b>	<b>62,690.09</b>	<b>163,602.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund		8916	77,834.00	77,834.00	0.00	93,202.00	15,368.00	19.7%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>77,834.00</b>	<b>77,834.00</b>	<b>0.00</b>	<b>93,202.00</b>	<b>15,368.00</b>	<b>19.7%</b>
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			<b>77,834.00</b>	<b>77,834.00</b>	<b>0.00</b>	<b>93,202.00</b>		

Resource	Description	2017/18
		Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	25,000.00	25,000.00	0.00	25,000.00	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	1,500.00	1,500.00	6,576.72	8,085.00	6,585.00	439.0%
5) TOTAL REVENUES			26,500.00	26,500.00	6,576.72	33,085.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	26,500.00	26,500.00	12,806.57	46,381.00	(19,881.00)	-75.0%
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			26,500.00	26,500.00	12,806.57	46,381.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	(6,229.85)	(13,296.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	(6,229.85)	(13,296.00)		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	13,296.18	13,296.18		13,296.18	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)			13,296.18	13,296.18		13,296.18		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			13,296.18	13,296.18		13,296.18		
2) Ending Balance, June 30 (E + F1e)			13,296.18	13,296.18		0.18		
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	13,296.18	13,296.18		0.18		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>LCFF SOURCES</b>								
LCFF Transfers								
LCFF Transfers - Current Year		8091	25,000.00	25,000.00	0.00	25,000.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL LCFF SOURCES</b>			<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
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	1,500.00	1,500.00	(8.28)	1,500.00	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%
<b>Other Local Revenue</b>								
All Other Local Revenue		8699	0.00	0.00	6,585.00	6,585.00	6,585.00	New
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL OTHER LOCAL REVENUE</b>			<b>1,500.00</b>	<b>1,500.00</b>	<b>6,576.72</b>	<b>8,085.00</b>	<b>6,585.00</b>	<b>439.0%</b>
<b>TOTAL REVENUES</b>			<b>26,500.00</b>	<b>26,500.00</b>	<b>6,576.72</b>	<b>33,085.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	26,500.00	26,500.00	12,806.57	46,381.00	(19,881.00)	-75.0%
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%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			26,500.00	26,500.00	12,806.57	46,381.00	(19,881.00)	-75.0%
<b>CAPITAL OUTLAY</b>								
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			26,500.00	26,500.00	12,806.57	46,381.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs								
		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses								
		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues								
		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues								
		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2017/18
		Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		9600-9799	0.00	0.00	329.08	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	329.08	0.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	329.08	0.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	329.08	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	174,010.36	174,010.36		174,010.36	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)			174,010.36	174,010.36		174,010.36		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			174,010.36	174,010.36		174,010.36		
2) Ending Balance, June 30 (E + F1e)			174,010.36	174,010.36		174,010.36		
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	174,010.36	174,010.36		174,010.36		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	329.08	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			0.00	0.00	329.08	0.00	0.00	0.0%
<b>TOTAL REVENUES</b>			0.00	0.00	329.08	0.00		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund/CSSF		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)			0.00	0.00	0.00	0.00		

Resource	Description	2017/18 Projected Year Totals
Total, Restricted Balance		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	2,000.00	2,000.00	680.16	2,000.00	0.00	0.0%
5) TOTAL REVENUES			2,000.00	2,000.00	680.16	2,000.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			2,000.00	2,000.00	680.16	2,000.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			2,000.00	2,000.00	680.16	2,000.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	359,660.16	359,660.16		359,660.16	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)			359,660.16	359,660.16		359,660.16		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			359,660.16	359,660.16		359,660.16		
2) Ending Balance, June 30 (E + F1e)			361,660.16	361,660.16		361,660.16		
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	357,438.39	357,438.39		357,438.39		
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	4,221.77	4,221.77		4,221.77		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9799	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
School Facilities Apportionments		8545	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	2,000.00	2,000.00	680.16	2,000.00	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			2,000.00	2,000.00	680.16	2,000.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			2,000.00	2,000.00	680.16	2,000.00		

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)
<b>CLASSIFIED SALARIES</b>								
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CLASSIFIED SALARIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>EMPLOYEE BENEFITS</b>								
STRS		3101-3102	0.00	0.00	0.00	0.00	0.00	0.0%
PERS		3201-3202	0.00	0.00	0.00	0.00	0.00	0.0%
QASDI/Medicare/Alternative		3301-3302	0.00	0.00	0.00	0.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	0.00	0.00	0.00	0.00	0.00	0.0%
Unemployment Insurance		3501-3502	0.00	0.00	0.00	0.00	0.00	0.0%
Workers' Compensation		3601-3602	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EMPLOYEE BENEFITS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>BOOKS AND SUPPLIES</b>								
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	0.00	0.00	0.00	0.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, BOOKS AND SUPPLIES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>SERVICES AND OTHER OPERATING EXPENDITURES</b>								
Subagreements for Services		5100	0.00	0.00	0.00	0.00	0.00	0.0%
Travel and Conferences		5200	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5800	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	0.00	0.00	0.00	0.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL CAPITAL OUTLAY</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
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%
<b>TOTAL OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL EXPENDITURES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
To: State School Building Fund/ County School Facilities Fund								
From: All Other Funds		8913	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds								
Proceeds from 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%
<b>(c) TOTAL, SOURCES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> <b>(a - b + c - d + e)</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

Resource	Description	2017/18
		Projected Year Totals
7710	State School Facilities Projects	357,438.39
Total, Restricted Balance		<u>357,438.39</u>

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		8600-8799	30.00	30.00	3,261.94	30.00	0.00	0.0%
5) TOTAL REVENUES			30.00	30.00	3,261.94	30.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	148,000.00	148,000.00	0.00	0.00	148,000.00	100.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	252,745.00	252,745.00	201,057.32	252,745.00	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			400,745.00	400,745.00	201,057.32	252,745.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			(400,715.00)	(400,715.00)	(197,795.38)	(252,715.00)		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		8900-8929	252,745.00	252,745.00	0.00	252,745.00	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			252,745.00	252,745.00	0.00	252,745.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			(147,970.00)	(147,970.00)	(197,795.38)	30.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,437,384.02	1,437,384.02		1,437,384.02	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,437,384.02	1,437,384.02		1,437,384.02		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,437,384.02	1,437,384.02		1,437,384.02		
2) Ending Balance, June 30 (E + F1e)			1,289,414.02	1,289,414.02		1,437,414.02		
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	1,289,414.02	1,289,414.02		1,437,414.02		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER STATE REVENUE</b>								
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%
<b>TOTAL, OTHER STATE REVENUE</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>OTHER LOCAL REVENUE</b>								
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	30.00	30.00	3,261.94	30.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers in from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			<b>30.00</b>	<b>30.00</b>	<b>3,261.94</b>	<b>30.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL, REVENUES</b>			<b>30.00</b>	<b>30.00</b>	<b>3,261.94</b>	<b>30.00</b>		

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	148,000.00	148,000.00	0.00	0.00	148,000.00	100.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, CAPITAL OUTLAY</b>			<b>148,000.00</b>	<b>148,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>148,000.00</b>	<b>100.0%</b>
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	101,978.00	101,978.00	50,290.86	101,978.00	0.00	0.0%
Other Debt Service - Principal		7439	150,767.00	150,767.00	150,766.46	150,767.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			<b>252,745.00</b>	<b>252,745.00</b>	<b>201,057.32</b>	<b>252,745.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL EXPENDITURES</b>			<b>400,745.00</b>	<b>400,745.00</b>	<b>201,057.32</b>	<b>252,745.00</b>		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
From: General Fund/CSSF		8912	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	252,745.00	252,745.00	0.00	252,745.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			252,745.00	252,745.00	0.00	252,745.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: General Fund/CSSF		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
<b>Proceeds</b>								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Other Sources</b>								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			252,745.00	252,745.00	0.00	252,745.00		

Resource	Description	2017/18 Projected Year Totals
Total, Restricted Balance		0.00

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.00	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	21.56	21.56		21.56	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)			21.56	21.56		21.56		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			21.56	21.56		21.56		
2) Ending Balance, June 30 (E + F1e)			21.56	21.56		21.56		
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	21.56	21.56		21.56		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9750	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes								
Other Restricted Levies Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			0.00	0.00	0.00	0.00		

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>CAPITAL OUTLAY</b>								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL CAPITAL OUTLAY</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Other Transfers Out								
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Repayment of State School Building Fund Aid - Proceeds from Bonds		7435	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL EXPENDITURES</b>			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Proceeds Proceeds from Sale of Bonds		8951	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources County School Building Aid		8961	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES (a - b + c - d + e)</b>			0.00	0.00	0.00	0.00		

Resource	Description	2017/18
		Projected Year Totals
9010	Other Restricted Local	21.56
Total, Restricted Balance		21.56

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.00	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	457,833.37	457,833.37		457,833.37	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)			457,833.37	457,833.37		457,833.37		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)		-	457,833.37	457,833.37		457,833.37		
2) Ending Balance, June 30 (E + F1e)			457,833.37	457,833.37		457,833.37		
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	457,833.37	457,833.37		457,833.37		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
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%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes Voted Indebtedness Levies								
Secured Roll		8611	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8612	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8613	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8614	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			0.00	0.00	0.00	0.00		
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Debt Service								
Bond Redemptions		7433	0.00	0.00	0.00	0.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			0.00	0.00	0.00	0.00		

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

Resource	Description	2017/18 Projected Year Totals
Total, Restricted Balance		
		0.00

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>A. REVENUES</b>								
1) LCFF Sources		8010-8099	0.00	0.00	0.00	0.00	0.00	0.0%
2) Federal Revenue		6100-6299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		6300-6599	0.00	0.00	0.00	0.00	0.00	0.0%
4) Other Local Revenue		6600-6799	0.00	0.00	0.00	0.00	0.00	0.0%
5) TOTAL, REVENUES			0.00	0.00	0.00	0.00		
<b>B. EXPENDITURES</b>								
1) Certificated Salaries		1000-1999	0.00	0.00	0.00	0.00	0.00	0.0%
2) Classified Salaries		2000-2999	0.00	0.00	0.00	0.00	0.00	0.0%
3) Employee Benefits		3000-3999	0.00	0.00	0.00	0.00	0.00	0.0%
4) Books and Supplies		4000-4999	0.00	0.00	0.00	0.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	0.00	0.00	0.00	0.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299, 7400-7499	0.00	0.00	0.00	0.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			0.00	0.00	0.00	0.00		
<b>C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)</b>			0.00	0.00	0.00	0.00		
<b>D. OTHER FINANCING SOURCES/USES</b>								
1) Interfund Transfers								
a) Transfers In		6900-6929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.00	0.00		
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	24.76	24.76		24.76	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)			24.76	24.76		24.76		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			24.76	24.76		24.76		
2) Ending Balance, June 30 (E + F1e)			24.76	24.76		24.76		
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	24.76	24.76		24.76		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
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%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
County and District Taxes Voted Indebtedness Levies Secured Roll		8611	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8612	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8613	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8614	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
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%
<b>TOTAL, OTHER LOCAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL REVENUES</b>			0.00	0.00	0.00	0.00		
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
<b>Debt Service</b>								
Bond Redemptions		7433	0.00	0.00	0.00	0.00	0.00	0.0%
Bond Interest and Other Service Charges		7434	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL EXPENDITURES</b>			0.00	0.00	0.00	0.00		

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

Resource	Description	2017/18 Projected Year Totals
Total, Restricted Balance		
		0.00

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)</b>			0.00	0.00	0.00	0.00	-	
<b>F. FUND BALANCE, RESERVES</b>								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	863,635.90	863,635.90		863,635.90	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)			863,635.90	863,635.90		863,635.90		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			863,635.90	863,635.90		863,635.90		
2) Ending Balance, June 30 (E + F1e)			863,635.90	863,635.90		863,635.90		
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		9750	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	863,635.90	863,635.90		863,635.90		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff Column B & D (F)
<b>FEDERAL REVENUE</b>								
All Other Federal Revenue		8290	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, FEDERAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER STATE REVENUE</b>								
All Other State Revenue		8590	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER STATE REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER LOCAL REVENUE</b>								
Interest		8680	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8682	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER LOCAL REVENUE</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, REVENUES</b>			0.00	0.00	0.00	0.00		
<b>OTHER OUTGO (excluding Transfers of Indirect Costs)</b>								
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, EXPENDITURES</b>			0.00	0.00	0.00	0.00		
<b>INTERFUND TRANSFERS</b>								
<b>INTERFUND TRANSFERS IN</b>								
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(a) TOTAL, INTERFUND TRANSFERS IN</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>INTERFUND TRANSFERS OUT</b>								
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(b) TOTAL, INTERFUND TRANSFERS OUT</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>OTHER SOURCES/USES</b>								
<b>SOURCES</b>								
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8985	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%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(c) TOTAL, SOURCES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>USES</b>								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(d) TOTAL, USES</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>CONTRIBUTIONS</b>								
Contributions from Unrestricted Revenues		8980	0.00	0.00	0.00	0.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
<b>(e) TOTAL, CONTRIBUTIONS</b>			0.00	0.00	0.00	0.00	0.00	0.0%
<b>TOTAL, OTHER FINANCING SOURCES/USES</b> (a - b + c - d + e)				0.00	0.00	0.00		

Resource	Description	2017/18 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)
<b>A. DISTRICT</b>						
<b>1. Total District Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	141.36	141.36	119.38	119.38	(21.98)	-16%
<b>2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>3. Total Basic Aid Open Enrollment Regular ADA</b> Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
<b>4. Total, District Regular ADA (Sum of Lines A1 through A3)</b>	141.36	141.36	119.38	119.38	(21.98)	-16%
<b>5. District Funded County Program ADA</b>						
a. County Community Schools	1.12	1.12	0.00	0.00	(1.12)	-100%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	1.61	1.61	1.65	1.65	0.04	2%
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%
<b>g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)</b>	2.73	2.73	1.65	1.65	(1.08)	-40%
<b>6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)</b>	144.09	144.09	121.03	121.03	(23.06)	-16%
<b>7. Adults in Correctional Facilities</b>	0.00	0.00	0.00	0.00	0.00	0%
<b>8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)</b>						

	Object	Beginning Balances (Ref. Only)	July	August	September	October	November	December	January	February
ACTUALS THROUGH THE MONTH OF (Enter Month Name):										
October										
A. BEGINNING CASH				(340,878.00)	(418,934.00)	(1,198,904.00)	(1,374,390.00)	(1,940,504.00)	732,297.00	44,302.00
B. RECEIPTS										
LCFF/Revenue Limit Sources										
Principal Apportionment	8010-8019		188,802.00	188,802.00	196,244.00	188,802.00			65,000.00	86,000.00
Property Taxes	8020-8079							3,310,168.00		
Miscellaneous Funds	8080-8099			(176,492.00)	(352,984.00)	(235,322.00)	(235,222.00)	(215,000.00)	(215,000.00)	(215,000.00)
Federal Revenue	8100-8299									150,000.00
Other State Revenue	8300-8599				1,610.00		11,000.00	40,000.00	40,000.00	40,000.00
Other Local Revenue	8600-8799		20,000.00	13,707.00	47,407.00	8,411.00	2,141.00	130,000.00	60,000.00	60,000.00
Interfund Transfers In	8810-8929									
All Other Financing Sources	8930-8979									
TOTAL RECEIPTS			208,802.00	25,017.00	(107,723.00)	(38,109.00)	(222,081.00)	3,265,168.00	(50,000.00)	121,000.00
C. DISBURSEMENTS										
Certificated Salaries	1000-1999		21,043.00	36,269.00	299,632.00	146,510.00	146,510.00	146,510.00	146,510.00	146,510.00
Classified Salaries	2000-2999		28,753.00	45,410.00	119,670.00	92,486.00	93,202.00	84,495.00	84,495.00	84,495.00
Employee Benefits	3000-3999		66,167.00	24,068.00	115,600.00	92,645.00	97,000.00	97,000.00	97,000.00	97,000.00
Books and Supplies	4000-4999		1,105.00	12,422.00	40,392.00	7,579.00	4,197.00	11,920.00	11,920.00	11,920.00
Services	5000-5999		37,982.00	46,071.00	98,037.00	108,512.00	72,343.00	143,496.00	143,496.00	143,496.00
Capital Outlay	6000-6599									
Other Outgo	7000-7499		30,297.00	5,758.00		29,371.00		19,574.00	19,574.00	19,574.00
Interfund Transfers Out	7600-7629							90,947.00	100,000.00	
All Other Financing Uses	7630-7699									
TOTAL DISBURSEMENTS			185,347.00	170,004.00	673,331.00	477,103.00	413,252.00	593,942.00	602,995.00	502,995.00
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not In Treasury	9111-9199									
Accounts Receivable	9200-9299	629,209.00		287,961.00	43,457.00	365,161.00	33,965.00	(20,000.00)	(20,000.00)	(20,000.00)
Due From Other Funds	9310									
Stores	9320									
Prepaid Expenditures	9330									
Other Current Assets	9340									
Deferred Outflows of Resources	9490									
SUBTOTAL			629,209.00	0.00	287,961.00	43,457.00	33,965.00	(20,000.00)	(20,000.00)	(20,000.00)
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599	632,594.00	364,333.00	222,030.00	42,373.00	25,435.00	(35,254.00)	(21,575.00)	15,000.00	20,252.00
Due To Other Funds	9610									
Current Loans	9640									
Unearned Revenues	9650									
Deferred Inflows of Resources	9690									
SUBTOTAL			632,594.00	364,333.00	222,030.00	42,373.00	25,435.00	(35,254.00)	(21,575.00)	20,252.00
Nonoperating										
Suspense Clearing	9910									
TOTAL BALANCE SHEET ITEMS			(3,385.00)	(364,333.00)	65,931.00	1,084.00	339,726.00	69,219.00	(35,000.00)	(40,252.00)
E. NET INCREASE/DECREASE (B - C + D)				(340,878.00)	(78,056.00)	(779,970.00)	(175,486.00)	(586,114.00)	(687,995.00)	(422,247.00)
F. ENDING CASH (A + E)				(340,878.00)	(418,934.00)	(1,198,904.00)	(1,374,390.00)	(1,940,504.00)	732,297.00	44,302.00
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

	Object	March	April	May	June	Accruals	Adjustments	TOTAL	BUDGET
ACTUALS THROUGH THE MONTH OF (Enter Month Name):	October								
A. BEGINNING CASH		(377,945.00)	(1,438,666.00)	602,576.00	285,615.00				
B. RECEIPTS									
LCFF/Revenue Limit Sources									
Principal Apportionment	8010-8019	86,000.00	86,000.00	86,000.00	89,300.00			1,260,950.00	1,260,950.00
Property Taxes	8020-8079		2,600,000.00	40,460.00	290,000.00	10,000.00		6,250,828.00	6,250,828.00
Miscellaneous Funds	8080-8099	(475,000.00)	(215,000.00)	(215,000.00)	(215,000.00)	(163,254.00)		(2,928,274.00)	(2,928,274.00)
Federal Revenue	8100-8299			140,000.00		27,170.00		317,170.00	317,170.00
Other State Revenue	8300-8599	40,000.00	40,000.00	55,000.00	70,479.00	13,099.00		351,188.00	351,188.00
Other Local Revenue	8600-8799	60,000.00	60,000.00	110,000.00	57,783.00	0.00		629,449.00	629,449.00
Interfund Transfers In	8910-8929							0.00	0.00
All Other Financing Sources	8930-8979							0.00	0.00
TOTAL RECEIPTS		(289,000.00)	2,571,000.00	216,460.00	292,562.00	(112,985.00)	0.00	5,881,111.00	5,881,111.00
C. DISBURSEMENTS									
Certificated Salaries	1000-1999	146,510.00	146,510.00	146,510.00	146,510.00	22,519.00		1,698,053.00	1,698,053.00
Classified Salaries	2000-2999	84,495.00	84,495.00	84,495.00	73,789.00	2,000.22		962,286.22	962,286.00
Employee Benefits	3000-3999	97,000.00	97,000.00	97,000.00	97,000.00	13,098.00		1,087,578.00	1,087,578.74
Books and Supplies	4000-4999	11,920.00	11,920.00	11,920.00	11,920.00	2,002.00		151,137.00	151,137.00
Services	5000-5999	143,496.00	143,496.00	143,496.00	143,496.00	50,000.00		1,417,417.00	1,417,416.54
Capital Outlay	6000-6599							0.00	0.00
Other Outgo	7000-7499	113,302.00	25,000.00	50,000.00	104,574.00	210,000.00		627,024.00	627,024.00
Interfund Transfers Out	7600-7629	155,000.00						345,947.00	345,947.00
All Other Financing Uses	7630-7699							0.00	0.00
TOTAL DISBURSEMENTS		751,723.00	508,421.00	533,421.00	577,289.00	299,619.22	0.00	6,289,442.22	6,289,442.28
D. BALANCE SHEET ITEMS									
<u>Assets and Deferred Outflows</u>									
Cash Not In Treasury	9111-9199							0.00	
Accounts Receivable	9200-9299	(20,000.00)	(21,335.00)					629,209.00	
Due From Other Funds	9310							0.00	
Stores	9320							0.00	
Prepaid Expenditures	9330							0.00	
Other Current Assets	9340							0.00	
Deferred Outflows of Resources	9490							0.00	
SUBTOTAL		(20,000.00)	(21,335.00)	0.00	0.00	0.00	0.00	629,209.00	
<u>Liabilities and Deferred Inflows</u>									
Accounts Payable	9500-9599							632,594.00	
Due To Other Funds	9610							0.00	
Current Loans	9640							0.00	
Unearned Revenues	9650							0.00	
Deferred Inflows of Resources	9690							0.00	
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	632,594.00	
<u>Nonoperating</u>									
Suspense Clearing	9910							0.00	
TOTAL BALANCE SHEET ITEMS		(20,000.00)	(21,335.00)	0.00	0.00	0.00	0.00	(3,385.00)	
E. NET INCREASE/DECREASE (B - C + D)		(1,060,723.00)	2,041,244.00	(316,961.00)	(284,727.06)	(412,604.22)	0.00	(411,716.28)	(408,331.28)
F. ENDING CASH (A + E)		(1,438,668.00)	602,576.00	285,615.00	887.94				
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								(411,716.28)	

Section I - Expenditures	Funds 01, 09, and 62			2017-18 Expenditures
	Goals	Functions	Objects	
A. Total state, federal, and local expenditures (all resources)	All	All	1000-7999	6,289,442.28
B. Less all federal expenditures not allowed for MOE (Resources 3000-5999, except 3385)	All	All	1000-7999	389,127.74
C. Less state and local expenditures not allowed for MOE: (All resources, except federal as identified in Line B)				
1. Community Services	All	5000-5999	1000-7999	0.00
2. Capital Outlay	All except 7100-7199	All except 5000-5999	6000-6999	0.00
3. Debt Service	All	9100	5400-5450, 5800, 7430- 7439	0.00
4. Other Transfers Out	All	9200	7200-7299	107,722.00
5. Interfund Transfers Out	All	9300	7600-7629	345,947.00
6. All Other Financing Uses	All	9100 9200	7699 7651	0.00
7. Nonagency	7100-7199	All except 5000-5999, 9000-9999	1000-7999	0.00
8. Tuition (Revenue, in lieu of expenditures, to approximate costs of services for which tuition is received)	All	All	8710	0.00
9. Supplemental expenditures made as a result of a Presidentially declared disaster	Manually entered. Must not include expenditures in lines B, C1-C8, D1, or D2.			
10. Total state and local expenditures not allowed for MOE calculation (Sum lines C1 through C9)				453,669.00
D. Plus additional MOE expenditures:			1000-7143, 7300-7439 minus 8000-8699	
1. Expenditures to cover deficits for food services (Funds 13 and 61) (If negative, then zero)	All	All		93,202.00
2. Expenditures to cover deficits for student body activities	Manually entered. Must not include expenditures in lines A or D1.			
E. Total expenditures subject to MOE (Line A minus lines B and C10, plus lines D1 and D2)				5,539,847.54

Section II - Expenditures Per ADA		2017-18 Annual ADA/ Exps. Per ADA
A. Average Daily Attendance (Form AI, Column C, sum of lines A6 and C9)*		121.03
B. Expenditures per ADA (Line I.E divided by Line II.A)		45,772.52
Section III - MOE Calculation (For data collection only. Final determination will be done by CDE)		
	Total	Per ADA
A. Base expenditures (Preloaded expenditures extracted from prior year Unaudited Actuals MOE calculation). (Note: If the prior year MOE was not met, in its final determination, CDE will adjust the prior year base to 90 percent of the preceding prior year amount rather than the actual prior year expenditure amount.)	5,297,232.52	36,175.87
1. Adjustment to base expenditure and expenditure per ADA amounts for LEAs failing prior year MOE calculation (From Section IV)	0.00	0.00
2. Total adjusted base expenditure amounts (Line A plus Line A.1)	5,297,232.52	36,175.87
B. Required effort (Line A.2 times 90%)	4,767,509.27	32,558.28
C. Current year expenditures (Line I.E and Line II.B)	5,539,847.54	45,772.52
D. MOE deficiency amount, if any (Line B minus Line C) (If negative, then zero)	0.00	0.00
E. MOE determination (If one or both of the amounts in line D are zero, the MOE requirement is met; if both amounts are positive, the MOE requirement is not met. If either column in Line A.2 or Line C equals zero, the MOE calculation is incomplete.)	MOE Met	
F. MOE deficiency percentage, if MOE not met; otherwise, zero (Line D divided by Line B) (Funding under ESSA covered programs in FY 2019-20 may be reduced by the lower of the two percentages)	0.00%	0.00%

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

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

### Part I - General Administrative Share of Plant Services Costs

California's indirect cost plan allows that the general administrative costs in the indirect cost pool may include that portion of plant services costs (maintenance and operations costs and facilities rents and leases costs) attributable to the general administrative offices. The calculation of the plant services costs attributed to general administration and included in the pool is standardized and automated using the percentage of salaries and benefits relating to general administration as proxy for the percentage of square footage occupied by general administration.

#### A. Salaries and Benefits - Other General Administration and Centralized Data Processing

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)  
(Functions 7200-7700, goals 0000 and 9000) 21,321.00
2. Contracted general administrative positions not paid through payroll
  - a. Enter the costs, if any, of general administrative positions performing services ON SITE but paid through a contract, rather than through payroll, in functions 7200-7700, goals 0000 and 9000, Object 5800. \_\_\_\_\_
  - b. If an amount is entered on Line A2a, provide the title, duties, and approximate FTE of each general administrative position paid through a contract. Retain supporting documentation in case of audit.

#### B. Salaries and Benefits - All Other Activities

1. Salaries and benefits paid through payroll (Funds 01, 09, and 62, objects 1000-3999 except 3701-3702)  
(Functions 1000-6999, 7100-7180, & 8100-8400; Functions 7200-7700, all goals except 0000 & 9000) 3,726,596.74

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

- (Line A1 plus Line A2a, divided by Line B1; zero if negative) (See Part III, Lines A5 and A6) 0.57%

### Part II - Adjustments for Employment Separation Costs

When an employee separates from service, the local educational agency (LEA) may incur costs associated with the separation in addition to the employee's regular salary and benefits for the final pay period. These additional costs can be categorized as "normal" or "abnormal or mass" separation costs.

Normal separation costs include items such as pay for accumulated unused leave or routine severance pay authorized by governing board policy. Normal separation costs are not allowable as direct costs to federal programs, but are allowable as indirect costs. State programs may have similar restrictions. Where federal or state program guidelines required that the LEA charge an employee's normal separation costs to an unrestricted resource rather than to the restricted program in which the employee worked, the LEA may identify and enter these costs on Line A for inclusion in the indirect cost pool.

Abnormal or mass separation costs are those costs resulting from actions taken by an LEA to influence employees to terminate their employment earlier than they normally would have. Abnormal or mass separation costs include retirement incentives such as a Golden Handshake or severance packages negotiated to effect termination. Abnormal or mass separation costs may not be charged to federal programs as either direct costs or indirect costs. Where an LEA paid abnormal or mass separation costs on behalf of positions in general administrative functions included in the indirect cost pool, the LEA must identify and enter these costs on Line B for exclusion from the pool.

#### A. Normal Separation Costs (optional)

Enter any normal separation costs paid on behalf of employees of restricted state or federal programs that were charged to an unrestricted resource (0000-1999) in funds 01, 09, and 62 with functions 1000-6999 or 8100-8400 rather than to the restricted program. These costs will be moved in Part III from base costs to the indirect cost pool. \_\_\_\_\_  
Retain supporting documentation.

#### B. Abnormal or Mass Separation Costs (required)

Enter any abnormal or mass separation costs paid on behalf of general administrative positions charged to unrestricted resources (0000-1999) in funds 01, 09, and 62 with functions 7200-7700. These costs will be moved in Part III from the indirect cost pool to base costs. If none, enter zero. 0.00

**Part III - Indirect Cost Rate Calculation (Funds 01, 09, and 62, unless indicated otherwise)**

**A. Indirect Costs**

1. Other General Administration, less portion charged to restricted resources or specific goals (Functions 7200-7600, objects 1000-5999, minus Line B9)	132,571.00
2. Centralized Data Processing, less portion charged to restricted resources or specific goals (Function 7700, objects 1000-5999, minus Line B10)	87,000.00
3. External Financial Audit - Single Audit (Function 7190, resources 0000-1999, goals 0000 and 9000, objects 5000-5999)	0.00
4. Staff Relations and Negotiations (Function 7120, resources 0000-1999, goals 0000 and 9000, objects 1000-5999)	0.00
5. Plant Maintenance and Operations (portion relating to general administrative offices only) (Functions 8100-8400, objects 1000-5999 except 5100, times Part I, Line C)	3,541.00
6. Facilities Rents and Leases (portion relating to general administrative offices only) (Function 8700, resources 0000-1999, objects 1000-5999 except 5100, times Part I, Line C)	0.00
7. Adjustment for Employment Separation Costs	
a. Plus: Normal Separation Costs (Part II, Line A)	0.00
b. Less: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
8. Total Indirect Costs (Lines A1 through A7a, minus Line A7b)	223,112.00
9. Carry-Forward Adjustment (Part IV, Line F)	(156,095.95)
10. Total Adjusted Indirect Costs (Line A8 plus Line A9)	67,016.05

**B. Base Costs**

1. Instruction (Functions 1000-1999, objects 1000-5999 except 5100)	2,652,710.74
2. Instruction-Related Services (Functions 2000-2999, objects 1000-5999 except 5100)	1,035,559.54
3. Pupil Services (Functions 3000-3999, objects 1000-5999 except 5100)	324,756.00
4. Ancillary Services (Functions 4000-4999, objects 1000-5999 except 5100)	1,000.00
5. Community Services (Functions 5000-5999, objects 1000-5999 except 5100)	0.00
6. Enterprise (Function 6000, objects 1000-5999 except 5100)	0.00
7. Board and Superintendent (Functions 7100-7180, objects 1000-5999, minus Part III, Line A4)	433,025.00
8. External Financial Audit - Single Audit and Other (Functions 7190-7191, objects 5000-5999, minus Part III, Line A3)	27,010.00
9. Other General Administration (portion charged to restricted resources or specific goals only) (Functions 7200-7600, resources 2000-9999, objects 1000-5999; Functions 7200-7600, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
10. Centralized Data Processing (portion charged to restricted resources or specific goals only) (Function 7700, resources 2000-9999, objects 1000-5999; Function 7700, resources 0000-1999, all goals except 0000 and 9000, objects 1000-5999)	0.00
11. Plant Maintenance and Operations (all except portion relating to general administrative offices) (Functions 8100-8400, objects 1000-5999 except 5100, minus Part III, Line A5)	617,687.00
12. Facilities Rents and Leases (all except portion relating to general administrative offices) (Function 8700, objects 1000-5999 except 5100, minus Part III, Line A6)	0.00
13. Adjustment for Employment Separation Costs	
a. Less: Normal Separation Costs (Part II, Line A)	0.00
b. Plus: Abnormal or Mass Separation Costs (Part II, Line B)	0.00
14. Adult Education (Fund 11, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
15. Child Development (Fund 12, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
16. Cafeteria (Funds 13 and 61, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	163,602.00
17. Foundation (Funds 19 and 57, functions 1000-6999, 8100-8400, and 8700, objects 1000-5999 except 5100)	0.00
18. Total Base Costs (Lines B1 through B12 and Lines B13b through B17, minus Line B13a)	5,255,350.28

**C. Straight Indirect Cost Percentage Before Carry-Forward Adjustment**

(For information only - not for use when claiming/recovering indirect costs) (Line A8 divided by Line B18)	4.25%
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**D. Preliminary Proposed Indirect Cost Rate**

(For final approved fixed-with-carry-forward rate for use in 2019-20 see <a href="http://www.cde.ca.gov/fg/ac/ic">www.cde.ca.gov/fg/ac/ic</a> ) (Line A10 divided by Line B18)	1.28%
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#### Part IV - Carry-forward Adjustment

The carry-forward adjustment is an after-the-fact adjustment for the difference between indirect costs recoverable using the indirect cost rate approved for use in a given year, and the actual indirect costs incurred in that year. The carry-forward adjustment eliminates the need for LEAs to file amended federal reports when their actual indirect costs vary from the estimated indirect costs on which the approved rate was based.

Where the ratio of indirect costs incurred in the current year is less than the estimated ratio of indirect costs on which the approved rate for use in the current year was based, the carry-forward adjustment is limited by using either the approved rate times current year base costs, or the highest rate actually used to recover costs from any program times current year base costs, if the highest rate used was less than the approved rate. Rates used to recover costs from programs are displayed in Exhibit A.

<b>A. Indirect costs incurred in the current year (Part III, Line A8)</b>	<u>223,112.00</u>
<b>B. Carry-forward adjustment from prior year(s)</b>	
1. Carry-forward adjustment from the second prior year	<u>10,213.51</u>
2. Carry-forward adjustment amount deferred from prior year(s), if any	<u>0.00</u>
<b>C. Carry-forward adjustment for under- or over-recovery in the current year</b>	
1. Under-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus (approved indirect cost rate (8.43%) times Part III, Line B18); zero if negative	<u>0.00</u>
2. Over-recovery: Part III, Line A8, plus carry-forward adjustment from prior years, minus the lesser of (approved indirect cost rate (8.43%) times Part III, Line B18) or (the highest rate used to recover costs from any program (7.41%) times Part III, Line B18); zero if positive	<u>(156,095.95)</u>
<b>D. Preliminary carry-forward adjustment (Line C1 or C2)</b>	<u>(156,095.95)</u>
<b>E. Optional allocation of negative carry-forward adjustment over more than one year</b>	
Where a negative carry-forward adjustment causes the proposed approved rate to fall below zero or would reduce the rate at which the LEA could recover indirect costs to such an extent that it would cause the LEA significant fiscal harm, the LEA may request that the carry-forward adjustment be allocated over more than one year. Where allocation of a negative carry-forward adjustment over more than one year does not resolve a negative rate, the CDE will work with the LEA on a case-by-case basis to establish an approved rate.	
Option 1. Preliminary proposed approved rate (Part III, Line D) if entire negative carry-forward adjustment is applied to the current year calculation:	<u>1.28%</u>
Option 2. Preliminary proposed approved rate (Part III, Line D) if one-half of negative carry-forward adjustment (\$-78,047.98) is applied to the current year calculation and the remainder (\$-78,047.97) is deferred to one or more future years:	<u>2.76%</u>
Option 3. Preliminary proposed approved rate (Part III, Line D) if one-third of negative carry-forward adjustment (\$-52,031.98) is applied to the current year calculation and the remainder (\$-104,063.97) is deferred to one or more future years:	<u>3.26%</u>
LEA request for Option 1, Option 2, or Option 3	<u>1</u>
<b>F. Carry-forward adjustment used in Part III, Line A9 (Line D minus amount deferred if Option 2 or Option 3 is selected)</b>	<u>(156,095.95)</u>

Approved indirect cost rate: 8.43%  
Highest rate used in any program: 7.41%

<u>Fund</u>	<u>Resource</u>	<u>Eligible Expenditures (Objects 1000-5999 except Object 5100)</u>	<u>Indirect Costs Charged (Objects 7310 and 7350)</u>	<u>Rate Used</u>
01	3010	186,703.00	13,829.00	7.41%

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	4,583,304.00	3.89%	4,761,803.00	4.42%	4,972,050.00
2. Federal Revenues	8100-8299	0.00	0.00%	The District will use	0.00%	
3. Other State Revenues	8300-8599	59,489.00	-38.23%	36,745.00	0.00%	36,745.00
4. Other Local Revenues	8600-8799	241,496.00	-18.34%	197,196.00	0.00%	197,196.00
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	(1,615,712.00)	4.40%	(1,686,769.00)	4.59%	(1,764,153.00)
6. Total (Sum lines A1 thru A5c)		3,268,577.00	1.24%	3,308,975.00	4.02%	3,441,838.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				1,176,256.00		1,240,384.00
b. Step & Column Adjustment				58,813.00		67,019.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				5,315.00		26,964.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,176,256.00	5.45%	1,240,384.00	7.58%	1,334,367.00
2. Classified Salaries						
a. Base Salaries				412,291.00		431,414.00
b. Step & Column Adjustment				10,307.00		8,638.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				8,816.00		88,987.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	412,291.00	4.64%	431,414.00	22.63%	529,039.00
3. Employee Benefits	3000-3999	566,866.00	9.47%	620,551.00	14.19%	708,587.00
4. Books and Supplies	4000-4999	106,693.00	0.83%	107,582.00	0.83%	108,480.00
5. Services and Other Operating Expenditures	5000-5999	949,897.00	-0.34%	946,654.00	1.04%	956,508.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	42,857.00	61.92%	69,395.00	-100.00%	
8. Other Outgo - Transfers of Indirect Costs	7300-7399	(13,829.00)	0.00%	(13,829.00)	0.00%	(13,829.00)
9. Other Financing Uses						
a. Transfers Out	7600-7629	345,947.00	-16.12%	290,180.00	0.00%	290,180.00
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)		3,586,978.00	2.94%	3,692,331.00	5.99%	3,913,332.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(318,401.00)		(383,356.00)		(471,494.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		1,276,008.83		957,607.83		574,251.83
2. Ending Fund Balance (Sum lines C and D1)		957,607.83		574,251.83		102,757.83
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	314,472.00		324,205.00		325,931.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00				
2. Unassigned/Unappropriated	9790	643,135.83		250,046.83	Negative; revise assignments	(223,173.17)
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		957,607.83		574,251.83		102,757.83

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	643,135.83		250,046.83		(223,173.17)
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750	0.00				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
<b>3. Total Available Reserves (Sum lines E1a thru E2c)</b>		<b>643,135.83</b>		<b>250,046.83</b>		<b>(223,173.17)</b>
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
<p>Certificated staffing, in addition to step increases, considers some column movement in 19-20. Classified staff expense, in addition to step movement, includes some additional extra hours and sub expenses. The Community School Coordinator position moves from the restricted side of the budget to the unrestricted side of the budget in 19-20. Additional note: the District anticipates utilizing the funds from Fund 17 to assist in reducing the shortfall of the minimum economic reserve requirement in 19-20.</p>						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	0.00	0.00%		0.00%	
2. Federal Revenues	8100-8299	317,170.00	-10.27%	284,592.00	0.00%	284,592.00
3. Other State Revenues	8300-8599	291,699.00	0.09%	291,970.00	0.10%	292,274.00
4. Other Local Revenues	8600-8799	387,953.00	0.89%	391,417.00	-32.48%	264,277.00
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	1,615,712.00	4.40%	1,686,769.00	4.59%	1,764,153.00
6. Total (Sum lines A1 thru A5c)		2,612,534.00	1.62%	2,654,748.00	-1.86%	2,605,296.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				521,797.00		527,275.00
b. Step & Column Adjustment				26,090.00		26,364.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(20,612.00)		13,181.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	521,797.00	1.05%	527,275.00	7.50%	566,820.00
2. Classified Salaries						
a. Base Salaries				549,995.00		551,535.00
b. Step & Column Adjustment				13,750.00		13,788.00
c. Cost-of-Living Adjustment						
d. Other Adjustments				(12,210.00)		(96,249.00)
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	549,995.00	0.28%	551,535.00	-14.95%	469,074.00
3. Employee Benefits	3000-3999	520,712.74	4.47%	543,965.00	-1.64%	535,056.00
4. Books and Supplies	4000-4999	44,444.00	-12.22%	39,014.00	-1.11%	38,582.00
5. Services and Other Operating Expenditures	5000-5999	467,519.54	-12.98%	406,855.00	-2.23%	397,767.00
6. Capital Outlay	6000-6999	0.00	0.00%		0.00%	
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	584,167.00	0.00%	584,167.00	0.00%	584,167.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	13,829.00	0.00%	13,829.00	0.00%	13,829.00
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)		2,702,464.28	-1.33%	2,666,640.00	-2.30%	2,605,295.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(89,930.28)		(11,892.00)		1.00
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		279,831.50		189,901.22		178,009.22
2. Ending Fund Balance (Sum lines C and D1)		189,901.22		178,009.22		178,010.22
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	189,901.22		178,009.22		178,010.22
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)		189,901.22		178,009.22		178,010.22

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES</b>						
<b>1. General Fund</b>						
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)						
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750					
b. Reserve for Economic Uncertainties	9789					
c. Unassigned/Unappropriated	9790					
<b>3. Total Available Reserves (Sum lines E1a thru E2c)</b>						
<b>F. ASSUMPTIONS</b>						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						
Reduced one-time extra and sub pay for both certificated and classified staff in 18-19 and 19-20. Moved the Community School Coordinator position (classified position) to unrestricted in 19-20.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
<b>A. REVENUES AND OTHER FINANCING SOURCES</b>						
1. LCFF/Revenue Limit Sources	8010-8099	4,583,304.00	3.89%	4,761,803.00	4.42%	4,972,050.00
2. Federal Revenues	8100-8299	317,170.00	-10.27%	284,592.00	0.00%	284,592.00
3. Other State Revenues	8300-8599	351,188.00	-6.40%	328,715.00	0.00%	329,019.00
4. Other Local Revenues	8600-8799	629,449.00	-6.49%	588,613.00	-21.60%	461,473.00
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)		5,881,111.00	1.40%	5,963,723.00	1.40%	6,047,134.00
<b>B. EXPENDITURES AND OTHER FINANCING USES</b>						
1. Certificated Salaries						
a. Base Salaries				1,698,053.00		1,767,659.00
b. Step & Column Adjustment				84,903.00		93,383.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(13,297.00)		40,145.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	1,698,053.00	4.10%	1,767,659.00	7.55%	1,901,187.00
2. Classified Salaries						
a. Base Salaries				962,286.00		982,949.00
b. Step & Column Adjustment				24,057.00		22,426.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				(3,394.00)		(7,262.00)
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	962,286.00	2.15%	982,949.00	1.54%	998,113.00
3. Employee Benefits	3000-3999	1,087,578.74	7.07%	1,164,516.00	6.79%	1,243,643.00
4. Books and Supplies	4000-4999	151,137.00	-3.00%	146,596.00	0.32%	147,062.00
5. Services and Other Operating Expenditures	5000-5999	1,417,416.54	-4.51%	1,353,509.00	0.06%	1,354,275.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	627,024.00	4.23%	653,562.00	-10.62%	584,167.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	345,947.00	-16.12%	290,180.00	0.00%	290,180.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		6,289,442.28	1.11%	6,358,971.00	2.51%	6,518,627.00
<b>C. NET INCREASE (DECREASE) IN FUND BALANCE</b>						
(Line A6 minus line B11)		(408,331.28)		(395,248.00)		(471,493.00)
<b>D. FUND BALANCE</b>						
1. Net Beginning Fund Balance (Form 011, line F1e)		1,555,840.33		1,147,509.05		752,261.05
2. Ending Fund Balance (Sum lines C and D1)		1,147,509.05		752,261.05		280,768.05
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	0.00		0.00		0.00
b. Restricted	9740	189,901.22		178,009.22		178,010.22
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	314,472.00		324,205.00		325,931.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
2. Unassigned/Unappropriated	9790	643,135.83		250,046.83		(223,173.17)
f. Total Components of Ending Fund Balance						
(Line D3f must agree with line D2)		1,147,509.05		752,261.05		280,768.05

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2018-19 Projection (C)	% Change (Cols. E-C/C) (D)	2019-20 Projection (E)
<b>E. AVAILABLE RESERVES (Unrestricted except as noted)</b>						
<b>1. General Fund</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	643,135.83		250,046.83		(223,173.17)
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
<b>2. Special Reserve Fund - Noncapital Outlay (Fund 17)</b>						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
<b>3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)</b>		643,135.83		250,046.83		(223,173.17)
<b>4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)</b>		10.23%		3.93%		-3.42%
<b>F. RECOMMENDED RESERVES</b>						
<b>1. Special Education Pass-through Exclusions</b>						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members? <u>Yes</u>						
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
<b>2. Special education pass-through funds</b>						
(Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)						
		0.00				
<b>2. District ADA</b>						
Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, Lines A4 and C4; enter projections)						
		119.38		124.08		127.84
<b>3. Calculating the Reserves</b>						
a. Expenditures and Other Financing Uses (Line B11)		6,289,442.28		6,358,971.00		6,518,627.00
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)		6,289,442.28		6,358,971.00		6,518,627.00
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		5%		5%		5%
e. Reserve Standard - By Percent (Line F3c times F3d)		314,472.11		317,948.55		325,931.35
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		66,000.00		66,000.00		66,000.00
g. Reserve Standard (Greater of Line F3e or F3f)		314,472.11		317,948.55		325,931.35
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		NO		NO

First Interim  
2017-18 Projected Year Totals  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

Description	Direct Costs - Interfund Transfers In 6750	Transfers Out 6750	Indirect Costs - Interfund Transfers In 7350	Transfers Out 7350	Interfund Transfers In 6900-6929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
011 GENERAL FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	345,947.00		
Fund Reconciliation								
091 CHARTER SCHOOLS SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
101 SPECIAL EDUCATION PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
111 ADULT EDUCATION FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
121 CHILD DEVELOPMENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
131 CAFETERIA SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					93,202.00	0.00		
Fund Reconciliation								
141 DEFERRED MAINTENANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
151 PUPIL TRANSPORTATION EQUIPMENT FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
171 SPECIAL RESERVE FUND FOR OTHER THAN CAPITAL OUTLAY								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
181 SCHOOL BUS EMISSIONS REDUCTION FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
191 FOUNDATION SPECIAL REVENUE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
201 SPECIAL RESERVE FUND FOR POSTEMPLOYMENT BENEFITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
211 BUILDING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
251 CAPITAL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
301 STATE SCHOOL BUILDING LEASE/PURCHASE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
351 COUNTY SCHOOL FACILITIES FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
401 SPECIAL RESERVE FUND FOR CAPITAL OUTLAY PROJECTS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					252,745.00	0.00		
Fund Reconciliation								
491 CAP PROJ FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
511 BOND INTEREST AND REDEMPTION FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
521 DEBT SVC FUND FOR BLENDED COMPONENT UNITS								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
531 TAX OVERRIDE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
561 DEBT SERVICE FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
571 FOUNDATION PERMANENT FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail						0.00		
Fund Reconciliation								
611 CAFETERIA ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								

First Interim  
2017-18 Projected Year Totals  
SUMMARY OF INTERFUND ACTIVITIES  
FOR ALL FUNDS

Description	Direct Costs - Interfund		Indirect Costs - Interfund		Interfund Transfers In 8900-8929	Interfund Transfers Out 7600-7629	Due From Other Funds 9310	Due To Other Funds 9610
	Transfers In 8750	Transfers Out 8750	Transfers In 7350	Transfers Out 7350				
621 CHARTER SCHOOLS ENTERPRISE FUND								
Expenditure Detail	0.00	0.00	0.00	0.00				
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
631 OTHER ENTERPRISE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
661 WAREHOUSE REVOLVING FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
671 SELF-INSURANCE FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00	0.00		
Fund Reconciliation								
711 RETIREE BENEFIT FUND								
Expenditure Detail								
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
731 FOUNDATION PRIVATE-PURPOSE TRUST FUND								
Expenditure Detail	0.00	0.00						
Other Sources/Uses Detail					0.00			
Fund Reconciliation								
761 WARRANT/PASS-THROUGH FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
951 STUDENT BODY FUND								
Expenditure Detail								
Other Sources/Uses Detail								
Fund Reconciliation								
TOTALS	0.00	0.00	0.00	0.00	345,947.00	345,947.00		

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

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

## CRITERIA AND STANDARDS

### 1. CRITERION: Average Daily Attendance

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

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

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

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

##### Estimated Funded ADA

Fiscal Year	Budget Adoption Budget (Form 01CS, Item 1A)	First Interim Projected Year Totals (Form AI, Lines A4 and C4)	Percent Change	Status
Current Year (2017-18)				
District Regular	141.00	119.38		
Charter School		0.00		
<b>Total ADA</b>	<b>141.00</b>	<b>119.38</b>	<b>-15.3%</b>	<b>Not Met</b>
1st Subsequent Year (2018-19)				
District Regular	141.00	124.08		
Charter School				
<b>Total ADA</b>	<b>141.00</b>	<b>124.08</b>	<b>-12.0%</b>	<b>Not Met</b>
2nd Subsequent Year (2019-20)				
District Regular	141.00	127.84		
Charter School				
<b>Total ADA</b>	<b>141.00</b>	<b>127.84</b>	<b>-8.3%</b>	<b>Not Met</b>

#### 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)

Enrollment was less than anticipated at budget adoption, which lowered the ADA estimates.

## 2. CRITERION: Enrollment

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

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

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

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

Fiscal Year	Budget Adoption (Form 01CS, Item 3B)	Enrollment First Interim CBEDS/Projected	Percent Change	Status
<b>Current Year (2017-18)</b>				
District Regular	160	127		
Charter School				
<b>Total Enrollment</b>	<b>160</b>	<b>127</b>	<b>-20.6%</b>	<b>Not Met</b>
<b>1st Subsequent Year (2018-19)</b>				
District Regular	160	132		
Charter School				
<b>Total Enrollment</b>	<b>160</b>	<b>132</b>	<b>-17.5%</b>	<b>Not Met</b>
<b>2nd Subsequent Year (2019-20)</b>				
District Regular	160	136		
Charter School				
<b>Total Enrollment</b>	<b>160</b>	<b>136</b>	<b>-15.0%</b>	<b>Not Met</b>

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

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

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

Explanation:  
(required if NOT met)

Enrollment was lower than anticipated at budget adoption.

### 3. CRITERION: ADA to Enrollment

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

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

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

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines A4 and C4)	Enrollment CBEDS Actual (Form 01CS, item 2A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2014-15)			
District Regular	150	160	
Charter School			
<b>Total ADA/Enrollment</b>	<b>150</b>	<b>160</b>	<b>93.8%</b>
Second Prior Year (2015-16)			
District Regular	136	140	
Charter School			
<b>Total ADA/Enrollment</b>	<b>136</b>	<b>140</b>	<b>97.1%</b>
First Prior Year (2016-17)			
District Regular	146	161	
Charter School	0		
<b>Total ADA/Enrollment</b>	<b>146</b>	<b>161</b>	<b>90.7%</b>
Historical Average Ratio:			93.9%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			94.4%

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

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

Fiscal Year	Estimated P-2 ADA (Form A1, Lines A4 and C4)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2017-18)				
District Regular	119	127		
Charter School	0			
<b>Total ADA/Enrollment</b>	<b>119</b>	<b>127</b>	<b>93.7%</b>	<b>Met</b>
1st Subsequent Year (2018-19)				
District Regular	124	132		
Charter School				
<b>Total ADA/Enrollment</b>	<b>124</b>	<b>132</b>	<b>93.9%</b>	<b>Met</b>
2nd Subsequent Year (2019-20)				
District Regular	128	136		
Charter School				
<b>Total ADA/Enrollment</b>	<b>128</b>	<b>136</b>	<b>94.1%</b>	<b>Met</b>

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

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

1a. STANDARD 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 (2017-18)	7,444,230.00	7,511,578.00	0.9%	Met
1st Subsequent Year (2018-19)	7,729,847.00	7,784,372.00	0.7%	Met
2nd Subsequent Year (2019-20)	8,030,079.00	8,069,442.00	0.5%	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.

### 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 (2014-15)	2,301,124.70	3,175,625.24	72.5%
Second Prior Year (2015-16)	1,915,886.13	2,835,880.06	67.6%
First Prior Year (2016-17)	2,181,213.58	3,597,125.79	60.6%
	Historical Average Ratio:		66.9%

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	5.0%	5.0%	5.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	61.9% to 71.9%	61.9% to 71.9%	61.9% to 71.9%

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

**DATA ENTRY:** If Form MYP1 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 MYP1, Lines B1-B3)	Total Expenditures (Form 011, Objects 1000-7499) (Form MYP1, Lines B1-B8, B10)		
Current Year (2017-18)	2,155,413.00	3,241,031.00	66.5%	Met
1st Subsequent Year (2018-19)	2,292,349.00	3,402,151.00	67.4%	Met
2nd Subsequent Year (2019-20)	2,571,993.00	3,623,152.00	71.0%	Met

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

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

- 1a. STANDARD MET - Ratio of total unrestricted salaries and benefits to total unrestricted expenditures has met the standard for the current year and two subsequent fiscal years.

Explanation:  
(required if NOT met)

## 6. CRITERION: Other Revenues and Expenditures

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

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

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

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

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

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

Object Range / Fiscal Year	Budget Adoption Budget (Form 01CS, Item 6B)	First Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
<b>Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)</b>				
Current Year (2017-18)	332,465.00	317,170.00	-4.6%	No
1st Subsequent Year (2018-19)	310,402.00	284,592.00	-8.3%	Yes
2nd Subsequent Year (2019-20)	310,402.00	284,592.00	-8.3%	Yes

Explanation:  
(required if Yes)

Title I revenue less than anticipated at budget adoption. No Title II funding budgeted in 18-19 and 19-20.

<b>Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)</b>				
Current Year (2017-18)	180,727.00	351,188.00	94.3%	Yes
1st Subsequent Year (2018-19)	183,885.00	328,715.00	78.8%	Yes
2nd Subsequent Year (2019-20)	187,410.00	329,019.00	75.6%	Yes

Explanation:  
(required if Yes)

STRS On Behalf revenue added to budget projections.

<b>Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)</b>				
Current Year (2017-18)	560,004.00	629,449.00	12.4%	Yes
1st Subsequent Year (2018-19)	478,837.00	588,613.00	22.9%	Yes
2nd Subsequent Year (2019-20)	478,900.00	461,473.00	-3.6%	No

Explanation:  
(required if Yes)

Donations for summer school added to 17-18 budget only. CCEE donation for Community School Coordinator added to 18-19.

<b>Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)</b>				
Current Year (2017-18)	123,917.00	151,137.00	22.0%	Yes
1st Subsequent Year (2018-19)	119,156.00	146,596.00	23.0%	Yes
2nd Subsequent Year (2019-20)	119,924.00	147,062.00	22.6%	Yes

Explanation:  
(required if Yes)

Budget increased in all three years of projections per the LCAP for the Freedom School. Also, moved some expenses in 17-18 coded incorrectly to object codes 4000-4999.

<b>Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)</b>				
Current Year (2017-18)	1,164,179.00	1,417,416.54	21.8%	Yes
1st Subsequent Year (2018-19)	1,177,271.00	1,353,509.00	15.0%	Yes
2nd Subsequent Year (2019-20)	1,187,524.00	1,354,275.00	14.0%	Yes

Explanation:  
(required if Yes)

Increase for contracted business services, which decreased classified salaries and benefits in all three years of the projections. Special Education expenses for contract services increased in all three years of the projections.

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	Budget Adoption Budget	First Interim Projected Year Totals	Percent Change	Status
<b>Total Federal, Other State, and Other Local Revenue (Section 6A)</b>				
Current Year (2017-18)	1,073,196.00	1,297,807.00	20.9%	Not Met
1st Subsequent Year (2018-19)	973,124.00	1,201,920.00	23.5%	Not Met
2nd Subsequent Year (2019-20)	976,712.00	1,075,084.00	10.1%	Not Met
<b>Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)</b>				
Current Year (2017-18)	1,288,096.00	1,568,553.54	21.8%	Not Met
1st Subsequent Year (2018-19)	1,296,427.00	1,500,105.00	15.7%	Not Met
2nd Subsequent Year (2019-20)	1,307,448.00	1,501,337.00	14.8%	Not 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 revenue less than anticipated at budget adoption. No Title II funding budgeted in 18-19 and 19-20.

Explanation:

Other State Revenue  
(linked from 6A  
if NOT met)

STRS On Behalf revenue added to budget projections.

Explanation:

Other Local Revenue  
(linked from 6A  
if NOT met)

Donations for summer school added to 17-18 budget only. CCEE donation for Community School Coordinator added to 18-19.

- 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)

Budget increased in all three years of projections per the LCAP for the Freedom School. Also, moved some expenses in 17-18 coded incorrectly to object codes 4000-4999.

Explanation:

Services and Other Exps  
(linked from 6A  
if NOT met)

Increase for contracted business services, which decreased classified salaries and benefits in all three years of the projections. Special Education expenses for contract services increased in all three years of the projections.

## 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 2017-18 to 2019-20 - 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 2017-18 to 2019-20 fiscal years, a minimum amount that is the greater of the following amounts:

- A. The lesser of three percent 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; or
- B. Two percent of the total general fund expenditures and other financing uses for that fiscal year.

**DATA ENTRY:** Enter the Required Minimum Contribution if Budget data does not exist. If EC 17070.75(e)(1) and (e)(2) apply, input 3%. Budget data that exist will be extracted; otherwise, enter budget data into lines 1 and 2. All other data are extracted.

	Required Minimum Contribution	First Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution	127,163.89	280,943.00	Met
2. Budget Adoption Contribution (information only) (Form 01CS, Criterion 7, Line 2e)			

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 checked="" 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 reserves<sup>1</sup> as a percentage of total expenditures and other financing uses<sup>2</sup> in any of the current fiscal year or two subsequent fiscal years.

<sup>1</sup>Available reserves are the unrestricted amounts in the 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.

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

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

DATA ENTRY: All data are extracted or calculated.

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District's Available Reserve Percentages (Criterion 10C, Line 9)	10.2%	3.9%	-3.4%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	3.4%	1.3%	-1.1%

### 8B. Calculating the District's Deficit Spending Percentages

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

Fiscal Year	Projected Year Totals			Status
	Net Change in Unrestricted Fund Balance (Form 011, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 011, Objects 1000-7999) (Form MYP, Line B11)	Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	
Current Year (2017-18)	(318,401.00)	3,586,978.00	8.9%	Not Met
1st Subsequent Year (2018-19)	(383,356.00)	3,692,331.00	10.4%	Not Met
2nd Subsequent Year (2019-20)	(471,494.00)	3,913,332.00	12.0%	Not Met

### 8C. Comparison of District Deficit Spending to the Standard

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

- 1a. **STANDARD NOT MET** - Unrestricted deficit spending has exceeded the standard percentage level in any of the current year or two subsequent fiscal years. Provide reasons for the deficit spending, a description of the methods and assumptions used in balancing the unrestricted budget, and what changes will be made to ensure that the budget deficits are eliminated or are balanced within the standard.

Explanation:  
(required if NOT met)

Increased expenses in Special Education at First Interim caused an increase to the General Fund unrestricted contribution in all three years.

**9. CRITERION: Fund and Cash Balances**

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

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

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

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 01I, Line F2 ) (Form MYPI, Line D2)		Status
Current Year (2017-18)		1,147,509.05	Met
1st Subsequent Year (2018-19)		752,261.05	Met
2nd Subsequent Year (2019-20)		280,768.05	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 (2017-18)		687.94	Met

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

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

1a. STANDARD MET - Projected general fund cash balance will be positive at the end of the current fiscal year.

Explanation:  
(required if NOT met)

# 10. CRITERION: Reserves

**STANDARD:** Available reserves<sup>1</sup> for any of the current fiscal year or two subsequent fiscal years are not less than the following percentages or amounts<sup>2</sup> as applied to total expenditures and other financing uses<sup>3</sup>:

**DATA ENTRY:** Current Year data are extracted. If Form MYPI exists, 1st and 2nd Subsequent Year data will be extracted. If not, enter district regular ADA and charter school ADA corresponding to financial data reported in the General Fund, only, for the two subsequent years.

Percentage Level	District ADA	
5% or \$66,000 (greater of)	0	to 300
4% or \$66,000 (greater of)	301	to 1,000
3%	1,001	to 30,000
2%	30,001	to 400,000
1%	400,001	and over

<sup>1</sup> Available reserves are the unrestricted amounts in the 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.

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

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

	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
District Estimated P-2 ADA (Current Year, Form A1, Lines A4 and C4, Subsequent Years, Form MYPI, Line F2, if available.)	119	124	128
District's Reserve Standard Percentage Level:	5%	5%	5%

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

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

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

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

Yes

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

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

Current Year Projected Year Totals (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
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 (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	6,289,442.28	6,358,971.00	6,518,627.00
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)			
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	6,289,442.28	6,358,971.00	6,518,627.00
4. Reserve Standard Percentage Level	5%	5%	5%
5. Reserve Standard - by Percent (Line B3 times Line B4)	314,472.11	317,948.55	325,931.35
6. Reserve Standard - by Amount (\$66,000 for districts with less than 1,001 ADA, else 0)	66,000.00	66,000.00	66,000.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	314,472.11	317,948.55	325,931.35

### 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 (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
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)	0.00		
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	643,135.83	250,046.83	(223,173.17)
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)	643,135.83	250,046.83	(223,173.17)
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	10.23%	3.93%	-3.42%
District's Reserve Standard (Section 10B, Line 7):	314,472.11	317,948.55	325,931.35
Status:	Met	Not Met	Not Met

### 10D. Comparison of District Reserve Amount to the Standard

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

- 1a. STANDARD NOT MET - Available reserves are below the standard in one or more of the current year or two subsequent fiscal years. Provide reasons for reserves falling below the standard and what plans and actions are anticipated to increase reserves to, or above, the standard.

Explanation:  
(required if NOT met)

The District intends to move dollars from Fund 17 that will cover the Economic Reserve shortfall in 18-19 and partially in 19-20.

## 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?

No

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

### S3. Temporary Interfund Borrowings

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

No

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

District may need to set up a temporary loan from Fund 01 to Fund 13 for cash flow purposes.

### S4. Contingent Revenues

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

No

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

## S5. Contributions

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

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

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

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

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

DATA ENTRY: Budget Adoption data that exist will be extracted; otherwise, enter data into the first column. For Contributions, the First Interim's Current Year data will be extracted. Enter First Interim Contributions for the 1st and 2nd Subsequent Years. For Transfers In and Transfers Out, 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
<b>1a. Contributions, Unrestricted General Fund</b> (Fund 01, Resources 0000-1999, Object 8980)					
Current Year (2017-18)	(1,496,627.00)	(1,615,712.00)	8.0%	119,085.00	Not Met
1st Subsequent Year (2018-19)	(1,510,291.00)	(1,686,769.00)	11.7%	176,478.00	Not Met
2nd Subsequent Year (2019-20)	(1,555,474.00)	(1,764,153.00)	13.4%	208,679.00	Not Met
<b>1b. Transfers In, General Fund *</b>					
Current Year (2017-18)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2018-19)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2019-20)	0.00	0.00	0.0%	0.00	Met
<b>1c. Transfers Out, General Fund *</b>					
Current Year (2017-18)	330,579.00	345,947.00	4.6%	15,368.00	Met
1st Subsequent Year (2018-19)	274,812.00	290,180.00	5.6%	15,368.00	Met
2nd Subsequent Year (2019-20)	274,812.00	290,180.00	5.6%	15,368.00	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)

District's General Fund unrestricted contribution increased in all three years due to increase expenses in Special Education.

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

Explanation:  
(required if NOT met)

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

Explanation:  
(required if NOT met)

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

Project Information:  
(required if YES)

## S6. Long-term Commitments

Identify all existing and new multiyear commitments<sup>1</sup> and their annual required payment for the current fiscal year and two subsequent fiscal years.

Explain how any increase in annual payments will be funded. Also, explain how any decrease to funding sources used to pay long-term commitments will be replaced.

<sup>1</sup> Include multiyear commitments, multiyear debt agreements, and new programs or contracts that result in long-term obligations.

### S6A. Identification of the District's Long-term Commitments

DATA ENTRY: If Budget Adoption data exist (Form 01CSI, Item S6A), long-term commitment data will be extracted and it will only be necessary to click the appropriate button for item 1b. Extracted data may be overwritten to update long-term commitment data in Item 2, as applicable. If no Budget Adoption data exist, click the appropriate buttons for items 1a and 1b, and enter all other data, as applicable.

1. a. Does your district have long-term (multiyear) commitments?  
(If No, skip items 1b and 2 and sections S6B and S6C)

Yes

- b. If Yes to Item 1a, have new long-term (multiyear) commitments been incurred since budget adoption?

No

2. If Yes to Item 1a, list (or update) all new and existing multiyear commitments and required annual debt service amounts. Do not include long-term commitments for postemployment benefits other than pensions (OPEB); OPEB is disclosed in Item S7A.

Type of Commitment	# of Years Remaining	SACS Fund and Object Codes Used For:		Principal Balance as of July 1, 2017
		Funding Sources (Revenues)	Debt Service (Expenditures)	
Capital Leases		Fund 01	Fund 40	1,000,000
Certificates of Participation		Fund 01	Fund 40	3,485,000
General Obligation Bonds		Fund 01	Fund 51	16,546,197
Supp Early Retirement Program		Fund 01	Fund 01	232,472
State School Building Loans				
Compensated Absences		Fund 01	Fund 01	11,031

Other Long-term Commitments (do not include OPEB):

Other Post Retirement Benefits		Fund 01	Fund 01	53,231
Early Retirement Incentives		Fund 01	Fund 01	232,472
<b>TOTAL:</b>				<b>21,560,403</b>

Type of Commitment (continued)	Prior Year (2016-17) Annual Payment (P & I)	Current Year (2017-18) Annual Payment (P & I)	1st Subsequent Year (2018-19) Annual Payment (P & I)	2nd Subsequent Year (2019-20) Annual Payment (P & I)
Capital Leases	55,766	55,766	0	0
Certificates of Participation	195,980	195,125	194,845	192,845
General Obligation Bonds	689,656	689,656	706,856	728,606
Supp Early Retirement Program				
State School Building Loans				
Compensated Absences				

Other Long-term Commitments (continued):

Other Post Retirement Benefits				
Early Retirement Incentives	49,778	49,778	49,778	49,778
<b>Total Annual Payments:</b>	<b>991,180</b>	<b>990,325</b>	<b>951,479</b>	<b>971,229</b>
<b>Has total annual payment increased over prior year (2016-17)?</b>	<b>No</b>	<b>No</b>	<b>No</b>	<b>No</b>

---

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

---

DATA ENTRY: Enter an explanation if Yes.

- 1a. No - Annual payments for long-term commitments have not increased in one or more of the current and two subsequent fiscal years.

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

--

---

**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)

Yes

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

No

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

No

#### 2. OPEB Liabilities

- a. OPEB actuarial accrued liability (AAL)

- b. OPEB unfunded actuarial accrued liability (UAAL)

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

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

Budget Adoption (Form 01CS, Item S7A)	First Interim
1,255,664.00	1,255,664.00
1,255,664.00	1,255,664.00

Actuarial	Actuarial
Jun 30, 2016	Jun 30, 2016

#### 3. OPEB Contributions

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

Current Year (2017-18)

1st Subsequent Year (2018-19)

2nd Subsequent Year (2019-20)

Budget Adoption (Form 01CS, Item S7A)	First Interim
54,715.00	54,715.00
54,715.00	54,715.00
54,715.00	54,715.00

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

Current Year (2017-18)

1st Subsequent Year (2018-19)

2nd Subsequent Year (2019-20)

0.00	0.00
0.00	0.00
0.00	0.00

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

Current Year (2017-18)

1st Subsequent Year (2018-19)

2nd Subsequent Year (2019-20)

49,778.00	49,778.00
49,778.00	49,778.00
49,778.00	49,778.00

- d. Number of retirees receiving OPEB benefits

Current Year (2017-18)

1st Subsequent Year (2018-19)

2nd Subsequent Year (2019-20)

3	3
3	3
3	3

#### 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 (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)

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

- b. Amount contributed (funded) for self-insurance programs  
Current Year (2017-18)  
1st Subsequent Year (2018-19)  
2nd Subsequent Year (2019-20)


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) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of certificated (non-management) full-time-equivalent (FTE) positions		14.0	14.0	14.0

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  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

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

10,465

7. Amount included for any tentative salary schedule increases

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
0	0	0

**Certificated (Non-management) 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 (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes

**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**

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

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Yes	Yes	Yes

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

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

Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
No	No	No
No	No	No

**Certificated (Non-management) - Other**

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


**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.

Yes

**Classified (Non-management) Salary and Benefit Negotiations**

	Prior Year (2nd Interim) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of classified (non-management) FTE positions		16.0	16.0	16.0

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

n/a

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

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

If No, complete questions 6 and 7.

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

No

If Yes, complete questions 6 and 7.

**Negotiations Settled Since Budget Adoption**

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

Jan 10, 2017

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

Yes

If Yes, date of Superintendent and CBO certification:

Jan 10, 2017

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:

Feb 14, 2017

4. Period covered by the agreement:

Begin Date:

Jul 01, 2016

End Date:

Jun 30, 2018

5. Salary settlement:

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

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

Yes

Yes

Yes

**One Year Agreement**

Total cost of salary settlement

% 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

7. Amount included for any tentative salary schedule increases

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

**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 (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)

**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:

--

**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 (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)

**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 (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)

**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) (2016-17)	Current Year (2017-18)	1st Subsequent Year (2018-19)	2nd Subsequent Year (2019-20)
Number of management, supervisor, and confidential FTE positions	4.5	4.0	4.0	4.0

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:

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

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

Total cost of salary settlement

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


**Negotiations Not Settled**

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

5,360

4. Amount included for any tentative salary schedule increases

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

0

0

0

**Management/Supervisor/Confidential  
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  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

Yes

Yes

Yes

Yes	Yes	Yes

**Management/Supervisor/Confidential  
Step and Column Adjustments**

1. Are step & column adjustments included in the budget and MYPs?

2. Cost of step & column adjustments

3. Percent change in step and column over prior year

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

Yes

Yes

Yes

Yes	Yes	Yes

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

1. Are costs of other benefits included in the interim and MYPs?

2. Total cost of other benefits

3. Percent change in cost of other benefits over prior year

Current Year  
(2017-18)

1st Subsequent Year  
(2018-19)

2nd Subsequent Year  
(2019-20)

Yes

Yes

Yes

Yes	Yes	Yes

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)

No

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

Yes

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

SACS2017ALL Financial Reporting Software - 2017.2.0  
12/11/2017 10:44:52 AM

21-65474-0000000

First Interim  
2017-18 Projected Totals  
Technical Review Checks

Sausalito Marin City Elementary

Marin County

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

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

### IMPORT CHECKS

### GENERAL LEDGER CHECKS

### SUPPLEMENTAL CHECKS

### EXPORT CHECKS

CHK-UNBALANCED-A - (W) - Unbalanced and/or incomplete data exist in the following form(s) that should be corrected before an official export is completed. Please view the form(s) on screen and clear any "Unbalanced" or similar messages displayed in red. Note that forms GANN, SEMA, SEMB, and SEMAI request contact information. EXCEPTION

Form MYPI

Explanation: District intends to transfer \$174,000 from Fund 17 to fulfill the minimum reserve requirement in 18-19. Those funds cover part of the economic reserve shortfall in 19-20. There are several item to discuss at the Board level to bring the District's MYP into balance, such as the expiration and renegotiation of the Charter MOU between the District and Willow Creek Academy Charter School.

Checks Completed.

SACS2017ALL Financial Reporting Software - 2017.2.0  
12/11/2017 10:45:01 AM

21-65474-0000000

First Interim  
2017-18 Actuals to Date  
Technical Review Checks

Sausalito Marin City Elementary

Marin County

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

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

### IMPORT CHECKS

### GENERAL LEDGER CHECKS

### SUPPLEMENTAL CHECKS

### EXPORT CHECKS

Checks Completed.

SACS2017ALL Financial Reporting Software - 2017.2.0  
12/11/2017 10:45:09 AM

21-65474-0000000

First Interim  
2017-18 Original Budget  
Technical Review Checks

Sausalito Marin City Elementary

Marin County

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

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

## IMPORT CHECKS

### GENERAL LEDGER CHECKS

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

FUND	RESOURCE	NEG. EFB
13	0000	-59.81
Explanation:Negative interest has been resolved.		
Total of negative resource balances for Fund 13		-59.81

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

FUND	RESOURCE	OBJECT	VALUE
13	0000	9790	-59.81
Explanation:Negative interest has been resolved.			

## SUPPLEMENTAL CHECKS

### EXPORT CHECKS

Checks Completed.

SACS2017ALL Financial Reporting Software - 2017.2.0  
12/11/2017 10:45:18 AM

21-65474-0000000

First Interim  
2017-18 Board Approved Operating Budget  
Technical Review Checks  
Sausalito Marin City Elementary

Marin County

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

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

## IMPORT CHECKS

### GENERAL LEDGER CHECKS

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

FUND	RESOURCE	NEG. EFB
13	0000	-59.81

Explanation: Negative interest has been resolved.

Total of negative resource balances for Fund 13 -59.81

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

FUND	RESOURCE	OBJECT	VALUE
13	0000	9790	-59.81

Explanation: Negative interest has been resolved.

## SUPPLEMENTAL CHECKS

### EXPORT CHECKS

Checks Completed.

G = General Ledger Data; S = Supplemental Data

Form	Description	Data Supplied For:			
		2017-18 Original Budget	2017-18 Board Approved Operating Budget	2017-18 Actuals to Date	2017-18 Projected Totals
01I	General Fund/County School Service Fund	GS	GS	GS	GS
09I	Charter Schools Special Revenue Fund				
10I	Special Education Pass-Through Fund				
11I	Adult Education Fund				
12I	Child Development Fund				
13I	Cafeteria Special Revenue Fund	G	G	G	G
14I	Deferred Maintenance Fund	G	G	G	G
15I	Pupil Transportation Equipment Fund				
17I	Special Reserve Fund for Other Than Capital Outlay Projects	G	G	G	G
18I	School Bus Emissions Reduction Fund				
19I	Foundation Special Revenue Fund				
20I	Special Reserve Fund for Postemployment Benefits				
21I	Building Fund				
25I	Capital Facilities Fund				
30I	State School Building Lease-Purchase Fund				
35I	County School Facilities Fund	G	G	G	G
40I	Special Reserve Fund for Capital Outlay Projects	G	G	G	G
49I	Capital Project Fund for Blended Component Units	G	G	G	G
51I	Bond Interest and Redemption Fund	G	G	G	G
52I	Debt Service Fund for Blended Component Units	G	G	G	G
53I	Tax Override Fund				
56I	Debt Service Fund	G	G	G	G
57I	Foundation Permanent Fund				
61I	Cafeteria Enterprise Fund				
62I	Charter Schools Enterprise Fund				
63I	Other Enterprise Fund				
66I	Warehouse Revolving Fund				
67I	Self-Insurance Fund				
71I	Retiree Benefit Fund				
73I	Foundation Private-Purpose Trust Fund				
AI	Average Daily Attendance	S	S		S
CASH	Cashflow Worksheet				S
CHG	Change Order Form				
CI	Interim Certification				S
ESMOE	Every Student Succeeds Act Maintenance of Effort				GS
ICR	Indirect Cost Rate Worksheet				S
MYPI	Multiyear Projections - General Fund				GS
SIAI	Summary of Interfund Activities - Projected Year Totals				G
01CSI	Criteria and Standards Review				S

LCFF Calculator Universal Assumptions
Sausalito Marin City (65474) - 2017-18 First Interim Prepared by Marin COE

Summary of Funding				
	2017-18	2018-19	2019-20	
<b>Target Components:</b>				
Base Grant	1,076,275	935,097	984,287	
Grade Span Adjustment	58,202	49,943	55,530	
Supplemental Grant	171,487	151,165	163,376	
Concentration Grant	116,738	107,024	122,490	
Add-ons	577,832	577,832	577,832	
<b>Total Target</b>	<b>2,000,534</b>	<b>1,821,061</b>	<b>1,903,515</b>	
<b>Transition Components:</b>				
Target	\$ 2,000,534	\$ 1,821,061	\$ 1,903,515	
Funded Based on Target Formula <i>(based on prior)</i>	FALSE	FALSE	FALSE	
Floor	1,975,197	1,811,555	1,847,827	
<i>Remaining Need after Gap (informational only)</i>	14,394	3,221	19,535	
Current Year Gap Funding	10,943	6,285	36,153	
Miscellaneous Adjustments	-	-	-	
Economic Recovery Target	-	-	-	
Additional State Aid	-	-	-	
<b>Total Phase-In Entitlement</b>	<b>\$ 1,986,140</b>	<b>\$ 1,817,840</b>	<b>\$ 1,883,980</b>	

Components of LCFF By Object Code				
	2017-18	2018-19	2019-20	
8011 - State Aid	\$ 904,071	\$ 904,071	\$ 904,071	
8011 - Fair Share	(88,908)	(88,908)	(88,908)	
8311 & 8590 - Categoricals	-	-	-	
EPA (for LCFF Calculation purposes)	29,552	25,146	25,898	
<i>Local Revenue Sources:</i>				
8021 to 8089 - Property Taxes	6,250,628	6,523,423	6,808,493	
8096 - In-Lieu of Property Taxes	(2,903,274)	(2,997,569)	(3,072,392)	
<i>Property Taxes net of in-lieu</i>	<i>3,347,354</i>	<i>3,525,854</i>	<i>3,736,101</i>	
<b>TOTAL FUNDING</b>	<b>\$ 4,192,069</b>	<b>\$ 4,366,163</b>	<b>\$ 4,577,162</b>	
<i>Basic Aid Status</i>				
<i>Less: Excess Taxes</i>	<i>\$ 2,176,377</i>	<i>\$ 2,523,176</i>	<i>\$ 2,667,284</i>	
<i>Less: EPA in Excess to LCFF Funding</i>	<i>\$ 29,552</i>	<i>\$ 25,146</i>	<i>\$ 25,898</i>	
<b>Total Phase-In Entitlement</b>	<b>\$ 1,986,140</b>	<b>\$ 1,817,841</b>	<b>\$ 1,883,980</b>	
8012 - EPA Receipts (for budget & cashflow)	\$ 29,552	\$ 25,146	\$ 25,898	

**Sausalito Marin City  
Property Tax History and Projections**

		2017-18 First Interim				
		P1 J-29B				
		Projected 2017-18	Projected 2018-19	Projected 2019-20	Projected 2020-21	Projected 2021-22
8021	Home Owners Exemption	29,773	29,773	29,773	29,773	29,773
8041	Secured	6,062,092	6,334,886	6,619,956	6,917,854	7,229,157
	<b>Secured % Increase from PY</b>	<b>4.65%</b>	<b>4.5%</b>	<b>4.5%</b>	<b>4.5%</b>	<b>4.5%</b>
8042	Unsecured	115,125	115,125	115,125	115,125	115,125
8043	Prior Year	4,460	4,460	4,460	4,460	4,460
8044	Supplemental	-	-	-	-	-
8045	ERAF	-	-	-	-	-
8047	Community Redevelopment	39,178	39,178	39,178	39,178	39,178
	<b>Total Taxes</b>	<b>\$ 6,250,628</b>	<b>\$ 6,523,423</b>	<b>\$ 6,808,493</b>	<b>\$ 7,106,391</b>	<b>\$ 7,417,694</b>
	<b>Total Tax % Increase from PY</b>	<b>5.21%</b>	<b>4.36%</b>	<b>4.37%</b>	<b>4.38%</b>	<b>4.38%</b>

# **The Marin County Common Message**

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**2017-18 First Interim**

**MARIN COUNTY OFFICE OF EDUCATION**

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## Introduction

**NEW!** This edition of the Common Message contains information related to the First Interim for 2017-18 and is intended to provide guidance for Local Educational Agencies (LEAs) to use in developing their First Interim budget revisions. This document focuses **only** on material **changes** that have occurred since the adopted budget.

## First Interim Budget Key Guidance

- Since the adoption of the 2017-18 budget this past June, general fund revenue collections are tracking very close to official estimates. Closing out the 2016-17 fiscal year, May and June revenue collections were down slightly (\$65 million) from estimates used in the adopted budget. General fund revenue collections for July through September revenues were a combined \$666 million (2.6%) above the estimates included in the enacted 2017-18 budget.
- The Governor continues to emphasize that general fund revenue growth in the current and budget years, if it occurs, will be increasingly dependent upon volatile capital gains collections. Accordingly, additional caution is necessary in negotiating multiple year agreements.
- STRS and PERS employer costs are projected to absorb significant portions of Local Control Funding Formula (LCFF) revenue growth that LEAs may receive. Districts with flat or declining enrollment need to be especially mindful, as expenses may grow more rapidly than revenues.

## Significant Changes Since Budget Adoption

- The reserve cap was amended by SB 751, which was signed by Governor Brown on October 11, 2017.
- Prop. 39 (Energy Conservation) encumbrances and final report dates have been extended.
- In late November, the California School Dashboard will release the Fall 2017 accountability reports.
- The State Allocation Board approved \$125 million for the next Career Technical Education Facilities Program (CTEFP) funding cycle.

## Planning Factors for 2017-18 and MYPs

Key planning factors for LEAs to incorporate into the 2017-18 First Interim budget and MYPs are listed below and are based on the latest information available.

Planning Factor	2017-18	2018-19	2019-20
COLA (Dept. of Finance – DOF)	1.56%	2.15%	2.35%
LCFF Gap Funding Percentage (DOF)	43.19%	66.12%	64.92%
LCFF Gap Funding (in millions)	\$1,362	\$1,883	\$1,407
STRS Employer Statutory Rates	14.43%	16.28%	18.13%
PERS Employer Projected Rates	15.531%	18.10%	20.80%
Lottery – Unrestricted per ADA	\$146	\$146	\$146
Lottery – Prop. 20 per ADA	\$48	\$48	\$48
Mandated Cost per ADA (one-time)	\$147.32	\$0	\$0
Mandate Block Grant for Districts – K-8 per ADA	\$30.34	\$30.34	\$30.34
Mandate Block Grant for Districts – 9-12 per ADA	\$58.25	\$58.25	\$58.25
Mandate Block Grant for Charters – K-8 per ADA	\$15.90	\$15.90	\$15.90
Mandate Block Grant for Charters – 9-12 per ADA	\$44.04	\$44.04	\$44.04
State Preschool Part-Day Daily Reimbursement Rate	\$28.32	\$28.32	\$28.32
State Preschool Full-Day Daily Reimbursement Rate	\$45.73	\$45.73	\$45.73
General Child Care Daily Reimbursement Rate	\$45.44	\$45.44	\$45.44
Routine Restricted Maintenance Account (Note: for LEAs receiving School Facility Bond funds, the RRMA requirement reverts to 3% the year following receipt of funds).	Greater of: Lesser of 3% or 2014-15 amount or 2%	Greater of: Lesser of 3% or 2014-15 amount or 2%	Greater of: Lesser of 3% or 2014-15 amount or 2%

## Reserves

The Marin County Office continues to reinforce the need for reserves in excess of the minimum reserve for economic uncertainty. The required reserve for economic uncertainty represents only about a few weeks of payroll for most districts. The Government Finance Officers Association recommends reserves, at minimum, equal to two months of average general fund operating expenditures, or about 17%. When determining an appropriate level of reserves, districts should consider multiple external and local factors including but not limited to:

- State economic forecasts and volatility
- Ending balance impact of various district enrollment scenarios

- Forecasted revenue growth versus projected expenditure increases
- Cash flow requirements and the relationship between budgeted reserves and actual cash on hand
- Need and expense of short-term borrowing to manage cash flow
- Savings for future one-time planned expenditures
- Protection against unanticipated/unbudgeted expenditures
- Credit ratings and long-term borrowing costs

School funding in California remains highly dependent on growth in general fund, and large year-over-year revenue increases are likely behind us. Future revenues may be inadequate to cover increases in largely uncontrolled expenditures (increasing employer pension rates, step and column, medical premiums, inflation, special education, etc.). If an economic downturn or other unforeseen circumstances occur, a prudent reserve affords districts and their governing boards time to thoughtfully identify and implement budget adjustments over time. Inadequate reserves force districts to react quickly, often causing significant disruption, sometimes unnecessarily, to student programs and employees, or worse.

### **Reserve Cap Changes**

Senate Bill 751 makes changes to EC 42127.01, which includes an additional “trigger” to the conditions under which the reserve cap would be required. The new condition requires the amount in the State’s Public School System Stabilization Account to be 3% or greater of the Proposition 98 amount in each preceding year (currently that dollar amount would be \$1.9 billion). Additional changes to the reserve cap, if triggered, raises the cap to 10%. SB 751 also exempts basic aid and small school districts (those with fewer than 2,501 ADA) from the reserve cap. The bill also clarifies that the cap applies only to the general fund (01) and special reserve fund (17) ending fund balances.

Due to some ambiguity in the bill language on how the 10% reserve would be calculated, the Governor’s signing message indicated cleanup legislation is needed. The clarifying legislation would specify that only the combined assigned and unassigned fund balances of a district would be used to meet the 10% reserve limit should the cap ever be triggered.

SB 751 does not modify the existing four conditions that must be met to allow a transfer to the Public School System Stabilization Account:

1. Prop. 98 is funded based on Test 1;
2. Prop. 98 maintenance factor created prior to 2014-15 is fully repaid;
3. Prop. 98 is sufficient for enrollment growth and statutory COLA; and

4. At least 8% of state general fund revenues must come from capital gains.

New

5. State's Public School System Stabilization Account is 3% or greater of the Proposition 98 amount in the preceding year.

The likelihood of meeting all conditions in a single year remains low but if this does come to pass, districts continue to have the option to request a waiver from the county superintendent of schools for up to two consecutive years in a three-year period. Absent all triggers, districts do not have a reserve cap and are advised to manage and maintain prudent reserves as outlined in the preceding paragraphs of this section.

Changes to the Reserve Cap as provided under SB 751 take effect on January 1, 2018.

## Negotiations

The past several years of increased revenues have led to practices that increase the risk of fiscal insolvency for school districts, as noted below:

- Utilization of one-time funding, including the allocation of fund balance, for ongoing compensation increases, which will lead to significant structural deficits and threaten district solvency.
- Crafting multiyear settlement agreements that are not sustainable due to volatile future revenue projections. Negotiating based on uncertain future year revenues is not advised.

Numerous other risk factors on the horizon affect the affordability of collective bargaining agreements:

- The implementation of Affordable Care Act penalty requirements
- Costs associated with AB 1522 (expanded sick leave)
- AB 2393 requirements for classified differential pay
- Ongoing increases in the state minimum wage

Regardless of the economic environment, districts must be prepared to respond to employee requests for staff compensation and benefit increases. Nonetheless, fiscal solvency is paramount in negotiations and can only be maintained through careful and thorough study of district revenue and expenditure projections. Maintaining fiscal solvency while maximizing services to students with available financial resources will be a continuing challenge. It is inevitable that cost reductions will be required for many districts in the budget year and/or the out years of the multiyear financial projection period.

## Prop. 39 – Clean Energy Job Act

The state's 2017-18 adopted budget allocated \$376.2 million in funding to Prop. 39 for the 2017-18 fiscal year, which brings the five-year total to \$1.75 billion. In addition, the newly adopted SB 110 establishes an ongoing but modified version of the Clean Energy Job Creation Program that would be operative only if funds are appropriated for this purpose. SB 110 also appropriates any unallocated funding that will not be claimed by LEAs to support the following priorities:

- The first \$75 million would support school bus retrofit or replacement. Priority shall be to school districts and county offices operating the oldest school buses or school buses operating in disadvantaged communities.
- The next \$100 million would support a competitive program that provides low-interest and no-interest loans for eligible projects and technical assistance to improve energy efficiency and expand clean energy generation.
- Any remaining funds would support the ongoing, but modified, version of the Clean Energy Job Creation Program.

Updated information can be found at:

Source site: <http://www.energy.ca.gov/efficiency/proposition39/>

### Most recent important updates:

- All Annual Progress Reports from 2016 were available July 3, 2017 and due September 30, 2017.
- Current law requires LEAs to encumber Prop. 39 K-12 program allocations by the statutory deadline of **June 30, 2019**.
- The last date to submit energy expenditure plans to the Energy Commission is **February 26, 2018**.

Per California Department of Education (CDE), no contribution is needed to Resource 6230 because the apportionments cross fiscal years; a negative ending fund balance is allowable with explanation in the technical checks (scroll to the bottom of the page):

<http://www.cde.ca.gov/fg/ac/ac/sacsminutes110215.asp>

As of July 31, 2017 an updated entitlement schedule with payment and balances is available on the CDE website: <http://www.cde.ca.gov/fg/aa/ca/prop39ccejia.asp>.

This report provides background on the Prop. 39 California Clean Energy Jobs Act K-12 Program and a summary of approved energy expenditure plans, completed projects, and projects soon to be completed, as reported by LEAs: <http://www.energy.ca.gov/2017publications/CEC-400-2017-001/CEC-400-2017-001-CMF.pdf>

## Child Care, Preschool and Transitional Kindergarten

Almost all the Governor's May Revision proposals for early childhood programs were adopted as part of the 2017-18 budget package. Specifically, the following significant proposals were approved:

- An 11% increase in the State Preschool and other direct-contracted child care and development standard reimbursement rate, effective July 1, 2017.
- An increase in the income eligibility threshold; 12-month eligibility established.
- Part-day State Preschool programs may enroll children with exceptional needs whose parents exceed income eligibility after all otherwise eligible children have been served.
- School districts are authorized to offer different instructional minutes for kindergarten and transitional kindergarten.
- Beginning April 1, 2018, 2,959 new State Preschool slots added.
- Beginning July 1, 2019, Title 22 licensing exemption is authorized for LEA-run State Preschools after a working group provides recommendations on existing Title 22 health and safety requirements that are not required under Title 5 or Title 24.

Proposals to allow flexibility in meeting minimum adult-to-student ratios and teacher education requirements were *not* approved.

## Local Control and Accountability Plan (LCAP) – Budget Implications and Considerations

The First Interim reporting period provides an opportunity for LEA leaders to review planned LCAP expenditures and progress toward implementation of LCAP actions and services. This collaborative assessment, performed by business and instructional teams, is essential to

determine the timing of implementation and expenditures related to programs and services the district has committed itself to for 2017-18.

Identifying potential differences between actual expenditures and listed LCAP expenditures will help facilitate discussions, both internally and with stakeholders, on why these differences exist. This will help to prepare the LCAP Annual Update and provide for meaningful engagement with stakeholders.

### **Dashboard Update**

In late November 2017, the CDE will release the next version of data for the California School Dashboard. The updated dashboard will include enhanced capabilities to enable easier access to student performance data for districts and stakeholders. Some of the enhancements include:

- Revised metrics for English Learner Progress and Academic Indicators
- Population of College/Career Indicator
- Release of Local Performance Indicators
- Ability to view data for all schools in a district from within the Reports section
- Printer-friendly reports
- Increased search functionality
- Mobile-friendly page displays
- High-quality Spanish translation

As districts assess progress toward implementation of planned actions and services, they also need to review progress toward meeting the goals and outcomes outlined in their LCAP. The Fall 2017 release of the California School Dashboard will provide data critical for the next update to the LCAP. Districts are advised to incorporate this information in their stakeholder engagement over the coming months.

## **Career Technical Education Facilities Program**

The Career Technical Education Facilities Program (CTEFP) provides funding to qualifying school districts and joint powers authorities (JPAs) for the construction of new facilities, modernization or reconfiguration of existing facilities, and equipment to integrate Career Technical Education (CTE) programs into comprehensive high schools.

Prop. 51 includes \$500 million to construct/modernize CTE facilities as well as purchase equipment on comprehensive high school sites. JPAs currently operating CTE programs may qualify for modernization funds.

On August 23, 2017, the State Allocation Board approved \$125 million for the next CTEFP funding cycle. Applications are now being accepted through November 29, 2017. This is a competitive grant process and applications must score at least 105 points to be considered for funding.

Applications for CTEFP funding occur in two stages. First, the applicant submits a grant application to the CDE. Upon receipt of a passing score, the applicant may submit a funding application to the Office of Public School Construction (OPSC). OPSC and CDE staff collaborated to develop the schedule for applications and funding as depicted below:

- Grant applications submitted to CDE September 27, 2017 through November 29, 2017.
- Grant application scores published by CDE February 14, 2018.
- Application for Career Technical Education Facility Funding (Form SAB 50-10) due to OPSC by close of business February 21, 2018.

For detailed information, please see the websites listed below:

CDE page for CTE Facilities Program: <http://www.cde.ca.gov/ls/fa/sf/careertech.asp>

OPSC page for CTE Facilities Program:  
<http://www.dgs.ca.gov/opsc/Programs/careertechnicaleducationfacilitiesprogram.aspx>

## Summary

As stated in the introduction, this edition of the Common Message contains information for utilization in preparing the 2017-18 First Interim budget report. The Marin County Office of Education stands ready to support districts in your efforts to stay well informed, consider the impact of proposed and potential changes, both fiscal and programmatic, and adapt accordingly.

The greatest increases in LCFF are behind us. As funding for education flattens, we encourage districts to have contingency plans. Increases in retirement expense, greater focus on LCAP spending and minimal funding through Prop. 98 can quickly impact a district's financial status.

Thank you for your hard work and dedication towards ensuring your district's fiscal health and for all you do on behalf of the students of Marin County.

## SSC School District and Charter School Financial Projection Dartboard 2017-18 Adopted State Budget

This version of SSC's Financial Projection Dartboard is based on the 2017-18 adopted State Budget. We have updated the cost-of-living adjustment (COLA), Consumer Price Index (CPI), and ten-year T-bill planning factors per the latest economic forecasts. We have also updated the Local Control Funding Formula (LCFF) factors. We rely on various state agencies and outside sources in developing these factors, but we assume responsibility for them with the understanding that they are general guidelines.

LCFF ENTITLEMENT FACTORS				
Entitlement Factors per ADA	K-3	4-6	7-8	9-12
2016-17 Base Grants	\$7,083	\$7,189	\$7,403	\$8,578
COLA at 1.56%	\$110	\$112	\$115	\$134
2017-18 Base Grants	\$7,193	\$7,301	\$7,518	\$8,712

Entitlement Factors per ADA	K-3	4-6	7-8	9-12
2017-18 Base Grants	\$7,193	\$7,301	\$7,518	\$8,712
Grade Span Adjustment Factors	10.4%	-	-	2.6%
Grade Span Adjustment Amounts	\$748	-	-	\$227
2017-18 Adjusted Base Grants	\$7,941	\$7,301	\$7,518	\$8,939
Supplemental Grants (% Adj. Base)	20%	20%	20%	20%
Concentration Grants	50%	50%	50%	50%
Concentration Grant Threshold	55%	55%	55%	55%

LCFF DARTBOARD FACTORS					
Factor	2016-17	2017-18	2018-19	2019-20	2020-21
LCFF Planning Factors	SSC Simulator	SSC Simulator	SSC Simulator <sup>2</sup>	SSC Simulator <sup>2</sup>	SSC Simulator <sup>2</sup>
SSC Gap Funding Percentage	56.08%	43.19%	39.12%	41.60%	44.16%
Department of Finance Gap Funding Percentage	56.08%	43.19%	66.12%	64.92%	100.00%
Gap Funding Percentage <sup>1</sup> (May Revise)	54.84%	43.97%	-	-	-

PLANNING FACTORS					
Factor	2016-17	2017-18	2018-19	2019-20	2020-21
Statutory COLA	0.00%	1.56%	2.15%	2.35%	2.57%
COLA on state and local share only of Special Education, Child Nutrition, Foster Youth, Preschool, American Indian Education Centers/American Indian Early Childhood Education	0.00%	1.56%	2.15%	2.35%	2.57%
California CPI	2.63%	3.42%	3.35%	3.02%	3.16%
Interest Rate for Ten-Year Treasuries	2.18%	2.47%	2.66%	2.78%	2.85%
California Lottery	Unrestricted per ADA	\$144	\$146	\$146	\$146
	Restricted per ADA	\$45	\$48	\$48	\$48
Mandate Block Grant (District)	Grades K-8 per ADA	\$28.42	\$30.34	\$30.34	\$30.34
	Grades 9-12 per ADA	\$56	\$58.25	\$58.25	\$58.25
Mandate Block Grant (Charter)	Grades K-8 per ADA	\$14.21	\$15.90	\$15.90	\$15.90
	Grades 9-12 per ADA	\$42	\$44.04	\$44.04	\$44.04
One-Time Discretionary Funds per ADA	\$214	\$147	-	-	-
CalPERS Employer Rate (projected)	13.888%	15.531%	18.1%	20.8%	23.8%
CalSTRS Employer Rate (statutory)	12.58%	14.43%	16.28%	18.13%	19.10%

RESERVES		
State Reserve Requirement	District ADA Range	Reserve Plan
The greater of 5% or \$66,000	0 to 300	SSC recommends one year's increment of planned revenue growth
The greater of 4% or \$66,000	301 to 1,000	
3%	1,001 to 30,000	
2%	30,001 to 400,000	
1%	400,001 and higher	

<sup>1</sup> Either this percentage or the adopted State Budget gap percentage can be used for calculating movement toward class sizes of 24:1 at grades transitional kindergarten-3.

<sup>2</sup> For the forecast years, the total dollar amount needed to fund the statutory COLA is applied to the SSC LCFF Simulator.

Sausalito Marin City School District

Agenda Item: 9.03

Date: December 14, 2017

- |                                     |                                 |                                     |                |
|-------------------------------------|---------------------------------|-------------------------------------|----------------|
| <input type="checkbox"/>            | Correspondence                  | <input checked="" type="checkbox"/> | Consent Agenda |
| <input type="checkbox"/>            | Reports                         |                                     |                |
| <input type="checkbox"/>            | General Functions               |                                     |                |
| <input type="checkbox"/>            | Pupil Services                  |                                     |                |
| <input type="checkbox"/>            | Personnel Services              |                                     |                |
| <input checked="" type="checkbox"/> | Financial & Business Procedures |                                     |                |
| <input type="checkbox"/>            | Curriculum and Instruction      |                                     |                |
| <input type="checkbox"/>            | Policy Development              |                                     |                |
| <input type="checkbox"/>            | Public Hearings                 |                                     |                |

Item Requires Board Action: ☒

Item is for Information Only: ☐

**Item:** Marin County Office of Education (MCOE) Contract for Business Services for the 2017-2018 School Year.

**Background:** The original agreement with MCOE for support due to the vacancy in the Chief Business Official (CBO) position is set to expire on December 31, 2017. At this time, the District has requested that the support continue through June 30, 2018. The terms of the agreement are outlined in the attached contract.

**Fiscal Impact:** Estimated expense of \$36,000, paid for by unrestricted base funds.

**Recommendation:** Approve



# MARIN COUNTY

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## OFFICE OF EDUCATION

1111 LAS GALLINAS AVENUE/P.O. BOX 4925  
SAN RAFAEL, CA 94913-4925  
marincoe@marinschools.org

MARY JANE BURKE  
MARIN COUNTY  
SUPERINTENDENT OF SCHOOLS

(415) 472-4110  
FAX (415) 491-6625

This **AGREEMENT** is by and between the Sausalito Marin City School District (hereinafter referred to as the "District") and the Marin County Superintendent of Schools (hereafter referred to as "Superintendent").

### Background

Due to the vacancy of the District Chief Business Official (CBO) in September 2016, the District requested the support of the Superintendent for business services. The term of the original agreement was from September 26, 2016 and continued through March 31, 2017. Superintendent continued to provide business services to District beyond March 2017 and a subsequent agreement extended the agreement through December 31, 2017. That agreement stated if District was not able to hire a CBO by December 31, 2017, both parties would agree to revisit the agreement to discuss alternative options for support to District. At this time, District has requested, and Superintendent has agreed, to continue to provide business services through June 30, 2018, or beyond, upon mutual agreement.

The Superintendent will continue to provide business services as described below.

The parties agree as follows:

### 1. Services

Superintendent shall provide the District with business services. Services will include the following:

- Supervise, audit, and approve payroll operations
- Supervise, audit, and approve accounts payable and receivable operations
- Post and reconcile cash received
- Review and update the district budget
- Prepare budget revisions and the First Interim Report
- Input monthly cafeteria reports into CNIPS
- Federal Cash Management reporting
- CARS report; prepare for January 2018 reporting
- ASES reporting expenditures and attendance
- CBEDS reporting
- Assist and monitor CALPADS reporting
- Auditor support
- Negotiations support

**2. Employment**

Superintendent's staff providing business services under the terms of this MOU shall remain a employees of the Superintendent and shall not be considered employees of the District for any purpose.

**3. Term**

The term of this agreement is hereby extended to June 30, 2018.

**4. Payment**

The District shall reimburse Superintendent for business services upon actual costs of a Business Services Director salary and benefits, plus the MCOE approved indirect of 14.42%: \$114.48 per hour

**5. Governing Law**

This Agreement is made and entered into in the County of Marin, State of California.

**6. Hold Harmless**

The County Superintendent shall indemnify, hold harmless, and defend the District, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including reasonable costs and attorney's fees, arising out of or resulting from MCOE's sole negligence in performance of this agreement.

The District shall indemnify, hold harmless, and defend the County Superintendent, its officers, agents, and employees from and against all claims, damages, losses, and expenses, including reasonable costs and attorneys' fees, arising out of or resulting from the District's sole negligence in the performance of this agreement.

**7. Termination**

This agreement may be terminated by either party with 30 days' notice.

**Marin County Superintendent of Schools:**

\_\_\_\_\_  
Mary Jane Burke  
Marin County Superintendent of Schools

\_\_\_\_\_  
Date

**Sausalito Marin City School District:**

\_\_\_\_\_  
William McCoy  
Superintendent, Sausalito Marin City School District

\_\_\_\_\_  
Date

Sausalito Marin City School District

Agenda Item: 11.01 - 08

Date: December 14, 2017

- |  |   |
|--|---|
| <input type="checkbox"/> Correspondence                  | <input type="checkbox"/> Consent Agenda |
| <input type="checkbox"/> Reports                         |   |
| <input type="checkbox"/> General Functions               |   |
| <input type="checkbox"/> Pupil Services                  |   |
| <input type="checkbox"/> Personnel Services              |   |
| <input type="checkbox"/> Financial & Business Procedures |   |
| <input type="checkbox"/> Curriculum and Instruction      |   |
| <input checked="" type="checkbox"/> Policy Development   |   |
| <input type="checkbox"/> Public Hearings                 |   |

Item Requires Board Action: ☐

Item is for Information Only: ☒

**Item:** Board Policies for Review

**Background:**

This month, policies that were brought to the Board in November are on the agenda for a second read. Changes or additions to the old policies have been highlighted in the updated version. In addition, CSBA guide sheets have been provided where available.

The goal of this work is to have all of the Board Policies up to date by February or March.

**Recommendation:** Second Read

**Attachments:** Policies and CSBA Guide Sheets

## POLICY GUIDESHEET

August 2014

Page 1 of 4

Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

### **AR/E 1312.4 - Williams Uniform Complaint Procedures**

(AR/E revised)

**Mandated** regulation updated to delete the use of Williams uniform complaint procedures for complaints regarding deficiencies in intensive instruction for students who fail to pass the high school exit examination by the end of grade 12, since **NEW LAW** (AB 97, 2013) eliminated categorical funding for that program.

Exhibits updated to delete, from the sample classroom notice and sample complaint form, material related to the provision of intensive instruction to students who fail to pass the high school exit exam, since **NEW LAW** (AB 97, 2013) eliminated categorical funding for that program.

### **BP 1330 - Use of School Facilities**

(BP revised)

**Mandated** policy updated to reflect **NEW TITLE 5 REGULATIONS** (Register 2014, No. 19) which (1) require boards to adopt a fee schedule that specifies the hourly fee to be charged for specific school facilities or grounds or for types/categories of school facilities or grounds, (2) contain specific rules for determining "direct costs" to be charged for use of school facilities and grounds, (3) authorize districts to discount direct cost fees based on the type or category of the applicant, and (4) address the expenditure of funds collected as capital direct costs.

### **BP/AR 4112.2 - Certification**

(BP/AR revised)

Policy updated to add and clarify material, formerly in AR, on priorities for hiring when a teacher with a preliminary or clear credential is unavailable. Policy also reflects **NEW TITLE 5 REGULATIONS** (Register 2013, No. 28) which provide that the provisional internship permit is not renewable and change the timelines for reissuance of emergency permits. Material on advanced certification through the National Board for Professional Teaching Standards (NBPTS) updated to reflect **NEW LAW** (AB 97, 2013) which eliminated categorical funding for incentive awards to NBPTS-certificated teachers.

Regulation updated to delete material on visiting faculty permits pursuant to the sunset date in Education Code 44300.1. Regulation also reflects **NEW TITLE 5 REGULATIONS** (Register 2013, No. 28) which provide that the provisional internship permit is not renewable and change the timelines for reissuance of emergency permits.

### **BP/AR 4112.21 - Interns**

(BP/AR revised)

Policy updated to reflect **NEW LAW** (AB 97, 2013) which eliminated the enhanced intern program, the alternative certification program designed to address teacher shortages in geographic or subject matter areas, the Certificated Staff Mentoring Program, and the Beginning Teacher Support and Assessment (BTSA) program. Policy also clarifies that an intern program must be approved by the Commission on Teacher Credentialing (CTC), reflects **NEW TITLE 5 REGULATIONS** (Register 2014, No. 7) addressing the qualifications and support/supervision of interns, and reflects **NEW FEDERAL LAW** (P.L. 113-46) which extends through 2015-16 the authority for districts to assign interns to teach core academic subjects if they meet the State Board of Education's (SBE) definition of a "highly qualified teacher."

## POLICY GUIDESHEET

April 2015

Page 1 of 3

Note: Descriptions below identify major revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

### **E 0420.41 - Charter School Oversight**

(E revised)

Exhibit updated to add charter school responsibilities related to (1) immediate enrollment of homeless students; (2) enrollment and placement of foster youth; (3) teacher qualifications for transitional kindergarten (TK) programs pursuant to **NEW LAW** (SB 876, 2014); (4) training regarding responsibilities for reporting child abuse and neglect pursuant to **NEW LAW** (AB 1432, 2014); (5) reporting to the Commission on Teacher Credentialing of any change in employment status of a certificated employee based on alleged misconduct; (6) posting of information about student participation in athletics, by gender, pursuant to **NEW LAW** (SB 1349, 2014); (7) submission to the Cal Grant program of the grade point average of students in grade 12 pursuant to **NEW LAW** (AB 2160, 2014); and (8) provision on epinephrine auto-injectors pursuant to **NEW LAW** (SB 1266, 2014).

### **BP/AR 0460 - Local Control and Accountability Plan**

(BP/AR revised)

Policy updated to reflect **NEW TITLE 5 REGULATIONS** (Register 2015, No. 2) which (1) present a template for the local control and accountability plan (LCAP), (2) define and give examples of the means by which districts may consult with students when developing the LCAP, (3) address the composition of the parent advisory committee and English learner parent advisory committee, and (4) require the County Superintendent of Schools to review district descriptions, if any, of districtwide or schoolwide services provided with local control funding formula (LCFF) supplemental or concentration funds. Regulation adds new section which addresses requirement for districts receiving LCFF supplemental or concentration funds to increase or improve services for "unduplicated students" and reflects **NEW TITLE 5 REGULATIONS** (Register 2015, No. 2) which specify the method for determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students.

### **BP/AR 0520.4 - Quality Education Investment Schools**

(BP/AR deleted)

Policy and regulation deleted since support programs for low-achieving schools identified under the Quality Education Investment Act are no longer being funded.

### **AR 1330 - Use of School Facilities**

(AR revised)

**Mandated** regulation updated to reflect **NEW LAW** (AB 2073, 2014) which authorizes districts to allow the use of school facilities for events that may involve the acquisition, possession, use, or consumption of alcohol when the event is covered by a special events permit and will be held at a time that students are not present. Regulation provides that, if the district chooses to exercise this authority, it may specify limitations in the facility use agreement to reduce risks to the district and ensure the safety of participants.

### **BP 3312 - Contracts**

(BP revised)

Policy updated to reflect **NEW LAW** (AB 1584, 2014) which **mandates** policy when the district chooses to enter into a contract with a third party for digital storage, maintenance, or retrieval of student records. Policy also updates section for contracts for non-nutritious foods or beverages and adds new section reflecting requirements for contracts for personal services.

## POLICY GUIDE SHEET

September 2016

Page 1 of 2

Note: Descriptions below identify revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

### **BP/AR 1312.3 - Uniform Complaint Procedures**

(BP/AR revised)

Mandated policy updated to reflect programs that must be investigated in accordance with the uniform complaint procedures (UCP), as listed on the California Department of Education's 2016/17 UCP Checklist. Mandated administrative regulation revised to clarify required annual notification and complaint filing requirements, and to provide for equitable treatment of a respondent to a complaint as required under federal law.

### **BP/AR 3230 - Federal Grant Funds**

(BP/AR added)

New mandated policy and mandated regulation reflect major requirements for the management of federal grant funds contained in the Office of Management and Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (commonly called the "Uniform Guidance"), including the mandate to adopt written procedures related to procurement, conflict of interest, cash management, and allowable costs. Policy addresses the board's desire to maintain fiscal integrity and transparency in the use of federal grant funds, key components of the district's financial management system, and the submission of performance reports in accordance with law and the requirements of the awarding agency. Regulation includes material related to allowable costs, procurement, cash management, audits, and records, including requirements for employees to document "time and effort" spent on grant activities. Regulation also reflects the option to delay implementation of the procurement standards in the Uniform Guidance up to July 1, 2017, provided that the decision is documented in the district's procurement policy.

### **BP/AR 3270 - Sale and Disposal of Books, Equipment and Supplies**

(BP/AR revised)

Policy and regulation updated to make minor revisions in the renumbering of legal cites pursuant to the Uniform Guidance for federal grant funds and to cross-reference new BP/AR 3230 - Federal Grant Funds.

### **AR 3440 - Inventories**

(AR revised)

Regulation updated to make minor revisions in the renumbering of legal cites pursuant to the Uniform Guidance for federal grant funds, cross-reference new BP/AR 3230 - Federal Grant Funds, and reflect requirement to annually submit an inventory listing of federally owned property in the district's custody to the federal agency that granted the award.

### **AR 3460 - Financial Reports and Accountability**

(AR revised)

Regulation updated to add general language on the need to audit federal grant funds, while deleting detailed material regarding the submission of records related to the audit of federal funds, now addressed in AR 3230 - Federal Grant Funds. Section on "Other Postemployment Benefits Report" updated to reflect Governmental Accounting Standards Board (GASB) Statement 75, which supersedes GASB Statement 45 for fiscal years beginning after June 15, 2017, although earlier implementation is encouraged. Revisions reflect the requirements to report the total unfunded liability for OPEBs and to perform an actuarial valuation every two years regardless of the number of members in the OPEB plan, although an alternative method is still allowed for plans with fewer than 100 members.

## POLICY GUIDE SHEET

October 2016

Page 1 of 3

Note: Descriptions below identify revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

### **BP 0410 - Nondiscrimination in District Programs and Activities**

(BP revised)

Policy updated to reflect **NEW LAW** (AB 30, 2015) which, effective January 1, 2017, prohibits the use of any racially derogatory or discriminatory school or athletic team name, mascot, or nickname. Policy also adds language regarding the use of uniform complaint procedures to investigate and resolve any allegation of unlawful discrimination, expands the means by which notice of the district's nondiscrimination policy will be distributed, reflects **NEW LAW** (SB 1375, 2016) which requires districts to post specified information regarding Title IX on their web site by July 1, 2017, and adds the district's responsibility to make its web site accessible to individuals with disabilities.

### **BP 0420.41 - Charter School Oversight**

(BP revised)

Policy updated to reflect a recommendation in the 2016 edition of CSBA's Charter Schools: A Guide for Governance Teams that the district not appoint a representative to serve on the board of directors of a nonprofit public benefit corporation that operates a charter school, but rather implement other means of fulfilling its oversight responsibilities. Section on "Monitoring Charter School Performance" updated to delete references to the Academic Performance Index and federal measure of Adequate Yearly Progress, and to reflect **NEW LAW** (SB 828, 2016) which requires charter schools to submit an annual update of their local control and accountability plan. Policy also revised to reflect the Every Student Succeeds Act (P.L. 114-95) which provides for a new system of school support and improvement for Title I schools, including charter schools, beginning in the 2017-18 school year.

### **BP 4151/4251/4351 - Employee Compensation**

(BP revised)

Policy updated to add new section on "Overtime Compensation" and to reflect **NEW FEDERAL REGULATIONS** (81 Fed. Reg. 32391) which adjust the salary level at which employees become eligible to receive overtime pay. Policy also revised to reflect the requirement to classify nonadministrative, nonsupervisory certificated employees on the salary schedule based on years of training and experience, the prohibition against paying certificated employees different salaries solely on the basis of the grade levels they teach, the board's authority to determine the frequency and schedule of salary payments for employees who work less than 12 months per year, and the requirement to post a notice of federal minimum wage provisions.

### **AR 4157.1/4257.1/4357.1 - Work-Related Injuries**

(BP deleted; AR added)

Policy moved to administrative regulation and updated to clarify notification requirements, including requirements related to (1) the method and timeline for notifications; (2) availability of notifications in both English and Spanish; (3) notice to an employee who is a victim of crime at the workplace that he/she may be potentially eligible for workers' compensation benefits; (4) the filing of a report of work-related injury or illness with the district's insurer or, if the district is self-insured, with the Department of Industrial Relations (DIR); (5) notice to the DIR's Division of Occupational Safety and Health of any work-related death or serious injury/illness; and (6) the posting of workers' compensation information in a conspicuous location frequented by employees.

## **POLICY GUIDE SHEET**

**December 2016**

**Page 1 of 3**

Note: Descriptions below identify revisions made in CSBA's sample board policies, administrative regulations, board bylaws, and/or exhibits. Editorial changes have also been made. Districts should review the sample materials and modify their own policies accordingly.

### **AR 1340 - Access to District Records**

(AR revised)

Regulation updated to reflect **NEW LAW** (AB 2843, 2016) which prohibits disclosure of employees' personal cell phone numbers and birth dates, and **NEW LAW** (AB 2853, 2016) which authorizes the district, in response to a public records request, to post public records on its web site and refer the requesting member of the public to the location of the records on the web site. Regulation also revised to clarify access to documents containing names, salaries, and pension benefits of district employees and to records pertaining to claims and litigation against the district.

### **BP/AR 3311 - Bids**

(BP/AR revised)

Policy and regulation updated to move some material into new BP/AR 3311.1 - Uniform Public Construction Cost Accounting Procedures, AR 3311.2 - Lease-Leaseback Contracts, AR 3311.3 - Design-Build Contracts, and AR 3311.4 - Procurement of Technological Equipment. Regulation also revises section on "Award of Contract" to expand the exceptions to awarding contracts based on lowest responsible bidder to include lease-leaseback contracts, which are based on "best value" as defined.

#### **BP/AR 3311.1 - Uniform Public Construction Cost Accounting Procedures**

(BP/AR added)

New policy and regulation include material formerly in BP/AR 3311 - Bids pertaining to requirements of the Uniform Public Construction Cost Accounting Act (UPCCAA). Policy also adds prohibition against splitting a project or purchase into smaller work orders in order to evade requirements for competitive bidding, and legal authority to suspend the UPCCAA bidding process for the replacement or repair of a school facility in cases of emergency. Regulation also clarifies the requirement to disseminate the bid notice to the district's list of contractors.

#### **AR 3311.2 - Lease-Leaseback Contracts**

(AR added)

New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for awarding lease-leaseback contracts. Material significantly revised to reflect **NEW LAW** (AB 2316, 2016) which no longer permits the selection of a lease-leaseback contractor without advertising, and instead requires districts to use a comprehensive "best value" selection process.

#### **AR 3311.3 - Design-Build Contracts**

(AR added)

New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for awarding design-build contracts. Minor editorial changes made to clarify the process and more directly reflect law.

#### **AR 3311.4 - Procurement of Technological Equipment**

(AR added)

New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for the "competitive negotiation" process authorized for procurement of computers, software, telecommunications equipment, microwave equipment, or other related electronic equipment and apparatus.

## Sausalito Marin City School District Board Policy

### **BP 0410 PROPOSED**

#### **Nondiscrimination In District Programs And Activities**

##### **Philosophy, Goals, Objectives and Comprehensive Plans**

The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

(cf. 1240 - Volunteer Assistance)  
(cf. 4030 - Nondiscrimination in Employment)  
(cf. 4032 - Reasonable Accommodation)  
(cf. 4033 - Lactation Accommodation)  
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)  
(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)  
(cf. 5131.2 - Bullying)  
(cf. 5145.3 - Nondiscrimination/Harassment)  
(cf. 5145.7 - Sexual Harassment)  
(cf. 5146 - Married/Pregnant/Parenting Students)  
(cf. 6145 - Extracurricular and Cocurricular Activities)  
(cf. 6145.2 - Athletic Competition)  
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)  
(cf. 6164.6 - Identification and Education Under Section 504)  
(cf. 6178 - Career Technical Education)  
(cf. 6200 - Adult Education)

District programs and activities shall also be free of any racially derogatory or discriminatory school or athletic team names, mascots, or nicknames.

Annually, the Superintendent or designee shall review district programs and activities to ensure the removal of any derogatory or discriminatory name, image, practice, or other barrier that may unlawfully prevent an individual or group in any of the protected categories stated above from accessing district programs and activities. He/she shall take prompt, reasonable actions to remove any identified barrier. The Superintendent or designee shall report his/her findings and recommendations to the Board after each review.

(cf. 1330 - Use of Facilities)

All allegations of unlawful discrimination in district programs and activities shall be investigated

and resolved in accordance with the procedures specified in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Pursuant to 34 CFR 104.8 and 34 CFR 106.9, the Superintendent or designee shall notify students, parents/guardians, employees, employee organizations, applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination and related complaint procedures. Such notification shall be included in each announcement, bulletin, catalog, handbook, application form, or other materials distributed to these groups and, as applicable, to the public. As appropriate, such notification shall be posted in district schools and offices, including staff lounges, student government meeting rooms, and other prominent locations and shall be posted on the district's web site and, when available, district-supported social media.

(cf. 1113 - District and School Web Sites)

(cf. 1114 - District-Sponsored Social Media)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

The district's nondiscrimination policy and related informational materials shall be published in a format that parents/guardians can understand. In addition, when 15 percent or more of a school's students speak a single primary language other than English, those materials shall be translated into that other language.

#### Access for Individuals with Disabilities

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing district facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the Superintendent or designee shall develop a transition plan that sets forth the steps for completing the changes.

(cf. 6163.2 - Animals at School)

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

The Superintendent or designee shall ensure that the district provides appropriate auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, assistive technologies or other modifications to increase accessibility to district and school web sites, notetakers, written materials, taped text, and Braille or large print materials. Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to a school-sponsored function, program, or meeting.

(cf. 6020 - Parent Involvement)  
(cf. 9320 - Meetings and Notices)  
(cf. 9322 - Agenda/Meeting Materials)

The individual identified in AR 1312.3 - Uniform Complaint Procedures as the employee responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws is hereby designated as the district's ADA coordinator. He/she shall receive and address requests for accommodation submitted by individuals with disabilities, and shall investigate and resolve complaints regarding their access to district programs, services, activities, or facilities.

Superintendent

200 Phillips Drive, Sausalito, CA 94965

415-332-3190

wmccoy@smcsd.org

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

51007 Legislative intent: state policy

GOVERNMENT CODE

11000 Definitions

11135 Nondiscrimination in programs or activities funded by state

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

## CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

## CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

## Management Resources:

### CSBA PUBLICATIONS

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

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

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

### CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

California Law Prohibits Workplace Discrimination and Harassment

### U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Examples of Policies and Emerging Practices for Supporting Transgender Students, May 2016

Dear Colleague Letter: Title IX Coordinators, April 2015

Dear Colleague Letter: Harassment and Bullying, October 2010

Dear Colleague Letter: Electronic Book Readers, June 29, 2010

Notice of Non-Discrimination, January 1999

Protecting Students from Harassment and Hate Crime, January 1999

Nondiscrimination in Employment Practices in Education, August 1991

### U.S. DEPARTMENT OF JUSTICE PUBLICATIONS

2010 ADA Standards for Accessible Design, September 2010

Accessibility of State and Local Government Websites to People with Disabilities, June 2003

### WORLD WIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines, December 2008

### WEB SITES

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

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

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Safe Schools Coalition: <http://www.casafeschools.org>

Pacific ADA Center: <http://www.adapacific.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

U.S. Department of Justice, Civil Rights Division, Americans with Disabilities Act:

<http://www.ada.gov>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

## Board Policy

### Nondiscrimination In District Programs And Activities

BP 0410 2008

#### Philosophy, Goals, Objectives and Comprehensive Plans

The Board of Trustees is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, ethnic group identification, marital or parental status, physical or mental disability, sexual orientation or the perception of one or more of such characteristics. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.

Discrimination in education programs and activities is prohibited by state and federal law. Title VI of the Civil Rights Act of 1964 (42 USC 2000d-2000d-7) prohibits discrimination on the basis of race, color and national origin. Title IX (20 USC 1681-1688) prohibits discrimination on the basis of sex. The Americans with Disabilities Act (ADA) (42 USC 12101-12213) and Section 504 of the Vocational Rehabilitation Act of 1973 (29 USC 794) prohibit discrimination on the basis of disability. State law, Government Code 12940, prohibits employers from discriminating on the basis of all categories listed below, including discrimination on the basis of sexual orientation. Government Code 11138 mandates districts to adopt rules and regulations to carry out the intent of this nondiscrimination provision. Education Code 220 also prohibits discrimination on the basis of sexual orientation in all programs and activities in public schools. The Office for Civil Rights (OCR) of the U.S. Department of Education has authority to enforce federal laws in all programs and activities that receive federal funds. The California Department of Education may also investigate complaints regarding discrimination through the Uniform Complaint Procedure, see BP/AR 1312.3 - Uniform Complaint Procedures.

Education Code 260 and the implementing regulations at 5 CCR 4900-4965 specify that the Board has primary responsibility for ensuring that district programs and activities are free from discrimination on the basis of both sex and gender, among other categories. 5 CCR 4910 defines "sex" as the biological condition or quality of being a female or male human being. "Gender," pursuant to 5 CCR 4910, is defined as a person's actual sex or perceived sex and includes a person's perceived identity, appearance or behavior, whether or not that identity, appearance, or behavior is different from that traditionally associated with a person's sex at birth. In accordance with those definitions, the following paragraph lists both "sex" and "gender" as prohibited categories of discrimination.

(cf. 4030 - Nondiscrimination in Employment)  
(cf. 4032 - Reasonable Accommodation)  
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)  
(cf. 5145.3 - Nondiscrimination/Harassment)  
(cf. 5145.7 - Sexual Harassment)  
(cf. 5146 - Married/Pregnant/Parenting Students)  
(cf. 6145.2 - Athletic Competition)  
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)  
(cf. 6164.6 - Identification and Education Under Section 504)  
(cf. 6178 - Career Technical Education)  
(cf. 6200 - Adult Education)

District programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act.

The Superintendent or designee shall ensure that the district provides auxiliary aids and services when necessary

to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program or activity. These aids and services may include, but are not limited to, qualified interpreters or readers, assistive listening devices, notetakers, written materials, taped text, and Braille or large print materials.

(cf. 6020 - Parent Involvement)

Individuals with disabilities shall notify the Superintendent or principal if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

The Superintendent or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about the district's policy on nondiscrimination. Such notification shall be included in each announcement, bulletin, catalog, application form or other recruitment materials distributed to these groups. (34 CFR 104.8, 106.9)

The Superintendent or designee shall also provide information about related complaint procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 4031 - Complaints Concerning Discrimination in Employment)

Pursuant to Education Code 48985, when 15 percent or more of students enrolled in a school speak a single primary language other than English, all notices and reports sent to the parents/guardians of these students must also be written in the primary language and may be answered by the parent/guardian in English or the primary language. In addition, the No Child Left Behind Act (20 USC 6311 and 6312) requires that districts receiving Title I funds provide parent/guardian notices in an understandable and uniform format and, to the extent practicable, in a language that parents/guardians understand.

In compliance with law, the district's nondiscrimination policy shall be published in the individual's primary language to the extent practicable.

(cf. 5145.6 - Parental Notifications)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

GOVERNMENT CODE

11000 Definitions

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title 34

273 of 346

2301-2415 Carl D. Perkins Vocational and Applied Technology Act  
6311 State plans  
6312 Local education agency plans  
UNITED STATES CODE, TITLE 29  
794 Section 504 of the Rehabilitation Act of 1973  
UNITED STATES CODE, TITLE 42  
2000d-2000d-7 Title VI, Civil Rights Act of 1964  
2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended  
2000h-2000h-6 Title IX  
12101-12213 Americans with Disabilities Act  
CODE OF FEDERAL REGULATIONS, TITLE 28  
35.101-35.190 Americans with Disabilities Act  
36.303 Auxiliary aids and services  
CODE OF FEDERAL REGULATIONS, TITLE 34  
100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI  
104.1-104.39 Section 504 of the Rehabilitation Act of 1973  
106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:  
106.9 Dissemination of policy

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS PUBLICATIONS  
Protecting Students from Harassment and Hate Crime, January, 1999

Notice of Non-Discrimination, January, 1999

Nondiscrimination in Employment Practices in Education, August, 1991

WEB SITES

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/offices/OCR>

CDE: <http://www.cde.ca.gov>

Safe Schools Coalition: <http://www.casafeschoolscoalition.org>

Pacific Disability and Business Technical Assistance Center: <http://www.pacdbtac.org>

Policy SAUSALITO MARIN CITY SCHOOL DISTRICT

adopted: November 13, 2008 Sausalito, California

**Sausalito Marin City SD**

**Board Policy**

**Comprehensive Local Plan For Special Education**

**BP 0430 PROPOSED (Substantially Unchanged)**

**Philosophy, Goals, Objectives and Comprehensive Plans**

The Governing Board desires to provide a free appropriate public education to all individuals with disabilities, aged 3 to 21 years, who reside in the district, including children who have been suspended or expelled or placed by the district in a nonpublic, nonsectarian school.

Students shall be referred for special education instruction and services only after the resources of the regular education program have been considered, and where appropriate, utilized. (Education Code 56303)

- (cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
- (cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)
- (cf. 6159 - Individualized Education Program)
- (cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
- (cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)
- (cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)
- (cf. 6159.4 - Behavioral Interventions for Special Education Students)
- (cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
- (cf. 6164.6 - Identification and Education Under Section 504)

The special education local plan area (SELPA) shall administer a local plan and administer the allocation of funds. (Education Code 56195)

- (cf. 1220 - Citizen Advisory Committees)
- (cf. 1312.3 - Uniform Complaint Procedures)
- (cf. 3541.2 - Transportation for Students with Disabilities)
- (cf. 4112.23 - Special Education Staff)

**OPTION 1: (Districts that participate in a multidistrict SELPA) PROPOSED**

In order to meet the needs of individuals with disabilities and employ staff with adequate expertise for this purpose, the district participates as a member of the SELPA.

The Superintendent or designee shall extend the district's full cooperation to the SELPA. The policies and procedures of the SELPA shall be applied as policies and regulations of this district, with the exception of those that apply to complaints, unless the SELPA plan specifically authorizes the district to operate under its own policies and regulations.

**OPTION 2: (Single-district SELPA)**

In order to meet the needs of individuals with disabilities and employ staff with adequate expertise for this purpose, the district shall serve as a SELPA.

The Superintendent or designee shall develop a local plan for the education of individuals with disabilities residing in the district. The plan shall be approved by the Board.

Legal Reference:

EDUCATION CODE

56000-56001 Education for individuals with exceptional needs  
56020-56035 Definitions  
56040-56046 General provisions  
56048-56050 Surrogate parents  
56055 Foster parents  
56060-56063 Substitute teachers  
56170-56177 Children enrolled in private schools  
56190-56194 Community advisory committees  
56195-56195.10 Local plans  
56205-56208 Local plan requirements  
56213 Special education local plan areas with small or sparse populations  
56240-56245 Staff development  
56300-56385 Identification and referral, assessment, instructional planning  
56440-56447.1 Programs for individuals between the ages of three and five years  
56500-56508 Procedural safeguards, including due process rights  
56520-56524 Behavioral interventions  
56600-56606 Evaluation, audits and information  
56836-56836.05 Administration of local plan

GOVERNMENT CODE

7579.5 Surrogate parent, appointment, qualifications, liability  
95000-95029 California Early Intervention Services Act

WELFARE AND INSTITUTIONS CODE

361 Limitations on parental control  
726 Limitations on parental control

CODE OF REGULATIONS, TITLE 5

3000-3089 Regulations governing special education

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.10-99.22 Inspection, review and procedures for amending education records

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

300.1-300.818 Assistance to states for the education of children with disabilities, including:

300.500-300.520 Due process procedures for parents and children

303.1-303.654 Early intervention program for infants and toddlers with disabilities

Management Resources:

WEB SITES

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

U.S. Department of Education, Office of Special Education Programs:

<http://www.ed.gov/about/offices/list/osep>

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## Board Policy

### Comprehensive Local Plan For Special Education

BP 0430 2008

#### Philosophy, Goals, Objectives and Comprehensive Plans

The Board of Trustees desires to provide a free appropriate public education to all individuals with disabilities, aged 3 to 21 years, who reside in the district, including children who have been suspended or expelled or placed by the district in a nonpublic, nonsectarian school.

Students shall be referred for special education instruction and services only after the resources of the regular education program have been considered, and where appropriate, utilized. (Education Code 56303)

- (cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
- (cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)
- (cf. 6159 - Individualized Education Program)
- (cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
- (cf. 6159.2 - Nonpublic Nonsectarian School and Agency Services for Special Education)
- (cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)
- (cf. 6159.4 - Behavioral Interventions for Special Education Students)
- (cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
- (cf. 6164.6 - Identification and Education Under Section 504)

Education Code 56195.1 requires a local plan for the education of all individuals with disabilities residing in the district. This plan may be developed in conjunction with other districts.

The special education local plan area (SELPA) shall administer a local plan and administer the allocation of funds. (Education Code 56195)

- (cf. 1220 - Citizen Advisory Committees)
- (cf. 1312.3 - Uniform Complaint Procedures)
- (cf. 3541.2 - Transportation for Students with Disabilities)
- (cf. 4112.23 - Special Education Staff)

In order to meet the needs of individuals with disabilities and employ staff with adequate expertise for this purpose, the district participates as a member of the SELPA.

The Superintendent or designee shall extend the district's full cooperation to the SELPA. The policies and procedures of the SELPA shall be applied as policies and regulations of this district, with the exception of those that apply to complaints, unless the SELPA plan specifically authorizes the district to operate under its own policies and regulations.

#### Legal Reference:

##### EDUCATION CODE

- 56000-56001 Education for individuals with exceptional needs
- 56020-56035 Definitions
- 56040-56046 General provisions
- 56048-56050 Surrogate parents
- 56055 Foster parents

56060-56063 Substitute teachers  
56170-56177 Children enrolled in private schools  
56190-56194 Community advisory committees  
56195-56195.10 Local plans  
56205-56208 Local plan requirements  
56213 Special education local plan areas with small or sparse populations  
56240-56245 Staff development  
56300-56385 Identification and referral, assessment, instructional planning  
56440-56447.1 Programs for individuals between the ages of three and five years  
56500-56508 Procedural safeguards, including due process rights  
56520-56524 Behavioral interventions  
56600-56606 Evaluation, audits and information  
56836-56836.05 Administration of local plan

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#### CODE OF REGULATIONS, TITLE 5

3000-3089 Regulations governing special education

#### UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

#### UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

#### UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

#### CODE OF FEDERAL REGULATIONS, TITLE 34

99.10-99.22 Inspection, review and procedures for amending education records

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

300.1-300.818 Assistance to states for the education of children with disabilities, including:

300.500-300.520 Due process procedures for parents and children

303.1-303.654 Early intervention program for infants and toddlers with disabilities

#### Management Resources:

##### WEB SITES

California Department of Education, Special Education: <http://www.cde.ca.gov/sp/se>

U.S. Department of Education, Office of Special Education Programs:

<http://www.ed.gov/about/offices/list/osep>

#### Policy SAUSALITO MARIN CITY SCHOOL DISTRICT

adopted: October 9, 2008 Sausalito, California

**Sausalito Marin City School District**  
**Administrative Regulation**  
**Uniform Complaint Procedures**

**AR 1312.3 PROPOSED**  
**Community Relations**

Except as the Governing Board may otherwise specifically provide in other district policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in BP 1312.3.

(cf. 1312.1 - Complaints Concerning District Employees)  
(cf. 1312.2 - Complaints Concerning Instructional Materials)  
(cf. 1312.4 - Williams Uniform Complaint Procedures)  
(cf. 4030 - Nondiscrimination in Employment)

**Compliance Officers**

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws. The individual(s) also serve as the compliance officer(s) specified in AR 5145.3 - Nondiscrimination/Harassment as the responsible employee(s) to handle complaints regarding unlawful discrimination (such as discriminatory harassment, intimidation, or bullying). The individual(s) shall receive and coordinate the investigation of complaints and shall ensure district compliance with law.

(cf. 5145.3 - Nondiscrimination/Harassment)  
(cf. 5145.7 - Sexual Harassment)

**Superintendent**

200 Phillips Drive, Sausalito, CA 94965  
415-332-3190  
[wmccoy@smcsd.org](mailto:wmccoy@smcsd.org)

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent, if applicable, if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which he/she has a bias or conflict of interest that would prohibit him/her from fairly investigating or resolving the complaint. Any complaint against a compliance officer or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall be filed with the Superintendent or designee who shall determine how the complaint will be investigated.

The Superintendent or designee shall ensure that employees assigned to investigate and resolve

complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall cover current state and federal laws and regulations governing the program, applicable processes for investigating and resolving complaints, including those alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), applicable standards for reaching decisions on complaints, and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

(cf. 4331 - Staff Development)

(cf. 9124 - Attorney)

The compliance officer or, if necessary, any appropriate administrator shall determine whether interim measures are necessary during and pending the result of an investigation. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement one or more interim measures. The interim measures shall remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

#### Notifications

The district's UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

The Superintendent or designee shall annually provide written notification of the district's UCP, including information regarding unlawful student fees, local control and accountability plan (LCAP) requirements, and requirements related to the educational rights of foster youth, homeless students, and former juvenile court school students to students, employees, parents/guardians, the district advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. (Education Code 262.3, 48853, 48853.5, 49013, 49069.5, 51225.1, 51225.2, 52075; 5 CCR 4622)

(cf. 0420 - School Plans/Site Councils)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 1220 - Citizen Advisory Committees)

(cf. 3260 - Fees and Charges)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6173.3 - Education for Juvenile Court School Students)

The annual notification, complete contact information of the compliance officer(s), and information related to Title IX as required pursuant to Education Code 221.61 shall be posted on the district web site and may be provided through district-supported social media, if available.

(cf. 1113 - District and School Web Sites)  
(cf. 1114 - District-Sponsored Social Media)

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district's policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning the UCP shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

The notice shall:

1. Identify the person(s), position(s), or unit(s) responsible for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal antidiscrimination laws, if applicable
3. Advise the complainant of the appeal process, including, if applicable, the complainant's right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies, such as the U.S. Department of Education's Office for Civil Rights (OCR) in cases involving unlawful discrimination (such as discriminatory harassment, intimidation, or bullying).
4. Include statements that:
  - a. The district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs.
  - b. The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline.
  - c. A complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) must be filed not later than six months from the date it occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension.
  - d. Complaints should be filed in writing and signed by the complainant. If a complainant is unable to put his/her complaint in writing, for example, due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint.
  - e. If a complaint is not filed in writing but the district receives notice of any allegation that is

subject to the UCP, the district shall take affirmative steps to investigate and address the allegations, in a manner appropriate to the particular circumstances.

If the allegation involves retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) and the investigation confirms that discrimination has occurred, the district will take steps to prevent recurrence of discrimination and correct its discriminatory effects on the complainant, and on others, if appropriate.

f. A student enrolled in a public school shall not be required to pay a fee for his/her participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities.

g. The Board is required to adopt and annually update the LCAP in a manner that includes meaningful engagement of parents/guardians, students, and other stakeholders in the development and/or review of the LCAP.

h. A foster youth shall receive information about educational rights related to his/her educational placement, enrollment in and checkout from school, as well as the responsibilities of the district liaison for foster youth to ensure and facilitate these requirements and to assist the student in ensuring proper transfer of his/her credits, records, and grades when he/she transfers between schools or between the district and another district.

i. A foster youth, homeless student, or former juvenile court school student who transfers into a district high school or between district high schools as applicable shall be notified of the district's responsibility to:

(1) Accept any coursework or part of the coursework that the student has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency, and to issue full or partial credit for the coursework completed

(2) Not require the student to retake any course or a portion of a course which he/she has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency

(3) If the student has completed his/her second year of high school before the transfer, provide the student information about district-adopted coursework and Board-imposed graduation requirements from which he/she may be exempted pursuant to Education Code 51225.1

j. The complainant has a right to appeal the district's decision to the CDE by filing a written appeal within 15 calendar days of receiving the district's decision.

In any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the respondent also shall have the right to file an appeal with the CDE in the same manner as the complainant, if he/she is dissatisfied with the district's decision.

k. The appeal to the CDE must include a copy of the complaint filed with the district and a

copy of the district's decision.

1. Copies of the district's UCP are available free of charge.

### District Responsibilities

All UCP-related complaints shall be investigated and resolved within 60 calendar days of the district's receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. (5 CCR 4631)

For complaints alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the district shall inform the respondent when the complainant agrees to an extension of the timeline for investigating and resolving the complaint.

The compliance officer shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

All parties involved in the allegations shall be notified when a complaint is filed and when a decision or ruling is made. However, the compliance officer shall keep all complaints or allegations of retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) confidential except when disclosure is necessary to carry out the investigation, take subsequent corrective action, conduct ongoing monitoring, or maintain the integrity of the process. (5 CCR 4630, 4964)

### Filing of Complaints

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint. (5 CCR 4600)

Complaints shall also be filed in accordance with the following rules, as applicable:

1. A complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs may be filed by any individual, public agency, or organization. (5 CCR 4630)
2. Any complaint alleging noncompliance with law regarding the prohibition against requiring students to pay student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the

prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee. However, any such complaint shall be filed no later than one year from the date the alleged violation occurred. (Education Code 49013, 52075; 5 CCR 4630)

3. A complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) may be filed only by a person who alleges that he/she personally suffered the unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to it. The complaint shall be initiated no later than six months from the date when the alleged unlawful discrimination occurred, or six months from the date when the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)

4. When a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.

5. When the complainant of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) or the alleged victim, when he/she is not the complainant, requests confidentiality, the compliance officer shall inform him/her that the request may limit the district's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the district shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

## Mediation

Within three business days after the compliance officer receives the complaint, he/she may informally discuss with all the parties the possibility of using mediation. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the compliance officer shall ensure that all parties agree to make the mediator a party to relevant confidential information. The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If mediation is

successful and the complaint is withdrawn, then the district shall take only the actions agreed to through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

### Investigation of Complaint

Within 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or his/her representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or his/her representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. He/she shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. At appropriate intervals, the compliance officer shall inform both parties of the status of the investigation.

To investigate a complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the compliance officer shall interview the alleged victim(s), any alleged offenders, and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. Similarly, a respondent's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in a finding, based on evidence collected, that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

In accordance with law, the district shall provide the investigator with access to records and other information related to the allegation in the complaint and shall not in any way obstruct the investigation. Failure or refusal of the district to cooperate in the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

The compliance officer shall apply a "preponderance of the evidence" standard in determining the

veracity of the factual allegations in a complaint. This standard is met if the allegation is more likely to be true than not.

#### Report of Findings

#### OPTION 1:

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant, and respondent if there is one, a written report, as described in the section "Final Written Decision" below, within 60 calendar days of the district's receipt of the complaint. (5 CCR 4631)

#### OPTION 2: **PROPOSED**

Unless extended by written agreement with the complainant, a final decision shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint. Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, as described in the section "Final Written Decision" below. If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five business days, file his/her complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. When required by law, the matter shall be considered in closed session. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

In resolving any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), the respondent also shall be sent the district's decision and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the decision.

#### Final Written Decision

The district's decision on how it will resolve the complaint shall be in writing and shall be sent to the complainant and respondent. (5 CCR 4631)

In consultation with district legal counsel, information about the relevant part of a decision may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the decision or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), notice of the district's decision to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the

alleged victim.

If the complaint involves a limited-English-proficient student or parent/guardian and the student involved attends a school at which 15 percent or more of the students speak a single primary language other than English, then the decision shall also be translated into that language. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

For all complaints, the decision shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered. In reaching a factual determination, the following factors may be taken into account:
  - a. Statements made by any witnesses
  - b. The relative credibility of the individuals involved
  - c. How the complaining individual reacted to the incident
  - d. Any documentary or other evidence relating to the alleged conduct
  - e. Past instances of similar conduct by any alleged offenders
  - f. Past false allegations made by the complainant
2. The conclusion(s) of law
3. Disposition of the complaint
4. Rationale for such disposition

For complaints of retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the disposition of the complaint shall include a determination for each allegation as to whether retaliation or unlawful discrimination has occurred.

The determination of whether a hostile environment exists may involve consideration of the following:

- a. How the misconduct affected one or more students' education
- b. The type, frequency, and duration of the misconduct
- c. The relationship between the alleged victim(s) and offender(s)
- d. The number of persons engaged in the conduct and at whom the conduct was directed

- e. The size of the school, location of the incidents, and context in which they occurred
  - f. Other incidents at the school involving different individuals
5. Corrective action(s), including any actions that have been taken or will be taken to address the allegations in the complaint and including, with respect to a student fees complaint, a remedy that comports with Education Code 49013 and 5 CCR 4600

For complaints of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the decision may, as required by law, include:

- a. The corrective actions imposed on the respondent
  - b. Individual remedies offered or provided to the complainant or another person who was the subject of the complaint, but this information should not be shared with the respondent.
  - c. Systemic measures the school has taken to eliminate a hostile environment and prevent recurrence
6. Notice of the complainant's and respondent's right to appeal the district's decision to the CDE within 15 calendar days, and procedures to be followed for initiating such an appeal

The decision may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

For complaints alleging unlawful discrimination based on state law (such as discriminatory harassment, intimidation, and bullying), the decision shall also include a notice to the complainant that:

- 1. He/she may pursue available civil law remedies outside of the district's complaint procedures, including seeking assistance from mediation centers or public/private interest attorneys, 60 calendar days after the filing of an appeal with the CDE. (Education Code 262.3)
- 2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)
- 3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at [www.ed.gov/ocr](http://www.ed.gov/ocr) within 180 days of the alleged discrimination.

### Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies; training for faculty, staff, and students; updates to school policies; or school climate surveys.

For complaints involving retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), appropriate remedies that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling
2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice
8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation
9. Determination of whether any past actions of the victim that resulted in discipline were related to the treatment the victim received and described in the complaint

For complaints involving retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), appropriate corrective actions that focus on a student offender may include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team
6. Denial of participation in extracurricular or co-curricular activities or other privileges as permitted by law
7. Disciplinary action, such as suspension or expulsion, as permitted by law

When an employee is found to have committed retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the district shall take appropriate

disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), that the district does not tolerate it, and how to report and respond to it.

If a complaint alleging noncompliance with the laws regarding student fees, deposits, and other charges, physical education instructional minutes for students in elementary schools, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51223, 52075)

For complaints alleging noncompliance with the laws regarding student fees, the district shall attempt in good faith, by engaging in reasonable efforts, to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

#### Appeals to the California Department of Education

Any complainant who is dissatisfied with the district's final written decision may file an appeal in writing with the CDE within 15 calendar days of receiving the district's decision. (Education Code 222, 48853, 48853.5, 49013, 49069.5, 51223, 51225.1, 51225.2, 51228.3, 52075; 5 CCR 4632)

When a respondent in any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying) is dissatisfied with the district's final written decision, he/she, in the same manner as the complainant, may file an appeal with the CDE.

The complainant or respondent shall specify the basis for the appeal of the decision and whether the facts are incorrect and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of the district's decision. (5 CCR 4632)

Upon notification by the CDE that the complainant or respondent has appealed the district's decision, the Superintendent or designee shall forward the following documents to the CDE: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the written decision
3. A summary of the nature and extent of the investigation conducted by the district, if not covered by the decision
4. A copy of the investigation file including, but not limited to, all notes, interviews, and

documents submitted by the parties and gathered by the investigator

5. A report of any action taken to resolve the complaint
6. A copy of the district's uniform complaint procedures
7. Other relevant information requested by the CDE

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**Sausalito Marin City School District**  
**Administrative Regulation**  
**Williams Uniform Complaint Procedures**

AR 1312.4 **PROPOSED**

**Community Relations**

**Types of Complaints**

The district shall use the procedures described in this administrative regulation only to investigate and resolve the following: (Education Code 35186; 5 CCR 4680-4683)

1. Complaints regarding the insufficiency of textbooks and instructional materials, including any complaint alleging that:

- a. A student, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- b. A student does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each student.
- c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
- d. A student was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

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

2. Complaints regarding teacher vacancy or misassignment, including any complaint alleging that:

- a. A semester begins and a teacher vacancy exists.
- b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learners in the class.

(cf. 4112.22 - Staff Teaching English Learners)

c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the

beginning of the semester for an entire semester. (Education Code 35186; 5 CCR 4600)

Beginning of the year or semester means the first day classes necessary to serve all the students enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day students attend classes for that semester. (5 CCR 4600)

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR 4600)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

3. Complaints regarding the condition of school facilities, including any complaint alleging that:

a. A condition poses an emergency or urgent threat to the health or safety of students or staff.

Emergency or urgent threat means structures or systems that are in a condition that poses a threat to the health and safety of students or staff while at school, including, but not limited to, gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer line stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to students or staff; structural damage creating a hazardous or uninhabitable condition; or any other condition deemed appropriate. (Education Code 17592.72)

b. A school restroom has not been cleaned, maintained, or kept open in accordance with Education Code 35292.5.

Clean or maintained school restroom means a school restroom has been cleaned or maintained regularly, is fully operational, or has been stocked at all times with toilet paper, soap, or paper towels or functional hand dryers. (Education Code 35292.5)

Open restroom means the school has kept all restrooms open during school hours when students are not in classes and has kept a sufficient number of restrooms open during school hours when students are in classes. This does not apply when the temporary closing of the restroom is necessary for student safety or to make repairs. (Education Code 35292.5)

(cf. 3514 - Environmental Safety)

(cf. 3517 - Facilities Inspection)

Filing of Complaint

A complaint alleging any condition(s) specified in the section "Types of Complaints" above shall be filed with the principal or designee at the school in which the complaint arises. The principal or designee shall forward a complaint about problems beyond his/her authority to the Superintendent or designee in a timely manner, but not to exceed 10 working days. (Education Code 35186; 5 CCR 4680)

#### Investigation and Response

The principal or designee shall make all reasonable efforts to investigate any problem within his/her authority. He/she shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 35186; 5 CCR 4685)

Complaints may be filed anonymously. If the complainant has indicated on the complaint form that he/she would like a response to the complaint, the principal or designee shall report the resolution of the complaint to him/her at the mailing address indicated on the complaint form within 45 working days of the initial filing of the complaint. At the same time, the principal or designee shall report the same information to the Superintendent or designee. (Education Code 35186; 5 CCR 4680, 4685)

When Education Code 48985 is applicable and the complainant has requested a response, the response shall be written in English and in the primary language in which the complaint was filed. (Education Code 35186)

If a complainant is not satisfied with the resolution of a complaint, he/she has the right to describe the complaint to the Governing Board at a regularly scheduled meeting. (Education Code 35186; 5 CCR 4686)

For any complaint concerning a facilities condition that poses an emergency or urgent threat to the health or safety of students or staff as described in item #3a in the section "Types of Complaints" above, a complainant who is not satisfied with the resolution proffered by the principal or Superintendent or designee may file an appeal to the Superintendent of Public Instruction within 15 days of receiving the district's response. The complainant shall comply with the appeal requirements specified in 5 CCR 4632. (Education Code 35186; 5 CCR 4687)

All complaints and written responses shall be public records. (Education Code 35186; 5 CCR 4686)

(cf. 1340 - Access to District Records)

#### Reports

On a quarterly basis, the Superintendent or designee shall report, to the Board at a regularly scheduled public Board meeting and to the County Superintendent of Schools, summarized data

on the nature and resolution of all complaints. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. (Education Code 35186; 5 CCR 4686)

#### Forms and Notices

The Superintendent or designee shall ensure a Williams complaint form is available at each school. However, complainants need not use the district's complaint form in order to file a complaint. (Education Code 35186; 5 CCR 4680)

The Superintendent or designee shall ensure that the district's complaint form contains a space to indicate whether the complainant desires a response to his/her complaint and specifies the location for filing a complaint. A complainant may add as much text to explain the complaint as he/she wishes. (Education Code 35186; 5 CCR 4680)

The Superintendent or designee shall ensure that a notice is posted in each classroom in each school containing the components specified in Education Code 35186. (Education Code 35186)

#### Legal Reference:

##### EDUCATION CODE

234.1 Prohibition of discrimination, harassment, intimidation, and bullying

1240 County superintendent of schools, duties

17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account

33126 School accountability report card

35186 Williams uniform complaint procedures

35292.5 Restrooms, maintenance and cleanliness

48985 Notice to parents in language other than English

60119 Hearing on sufficiency of instructional materials

##### CODE OF REGULATIONS, TITLE 5

4600-4670 Uniform complaint procedures

4680-4687 Williams uniform complaint procedures

#### Management Resources:

##### WEB SITES

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

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

California Department of Education, Williams case: <http://www.cde.ca.gov/eo/ce/wc>

State Allocation Board, Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

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**Sausalito Marin City SD**  
**Administrative Regulation**  
**Uniform Complaint Procedures**

AR 1312.3 2010

**Community Relations**

**Compliance Officers**

The Board of Trustees designates the following compliance officer to receive and investigate complaints and to ensure district compliance with law:

Business Manager  
Sausalito Marin City School District  
630 Nevada Street  
Sausalito, CA 94965  
415-332-3190

The Superintendent or designee shall ensure that employees designated to investigate complaints are knowledgeable about the laws and programs for which they are responsible. Designated employees may have access to legal counsel as determined by the Superintendent or designee.

(cf. 9124 - Attorney)

**Notifications**

The Superintendent or designee shall annually provide written notification of the district's uniform complaint procedures to students, employees, parents/guardians, the district advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. (5 CCR 4622)

The Superintendent or designee shall make available copies of the district's uniform complaint procedures free of charge. (5 CCR 4622)

The notice shall:

1. Identify the person(s), position(s), or unit(s) responsible for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal discrimination laws, if applicable
3. Advise the complainant of the appeal process pursuant to Education Code 262.3, including the complainant's right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies

4. Include statements that:
  - a. The district is primarily responsible for compliance with state and federal laws and regulations
  - b. The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline
  - c. An unlawful discrimination complaint must be filed not later than six months from the date the alleged discrimination occurs, or six months from the date the complainant first obtains knowledge of the facts of the alleged discrimination
  - d. The complainant has a right to appeal the district's decision to the CDE by filing a written appeal within 15 days of receiving the district's decision
  - e. The appeal to the CDE must include a copy of the complaint filed with the district and a copy of the district's decision

(cf. 5145.6 - Parental Notifications)

#### Procedures

The following procedures shall be used to address all complaints which allege that the district has violated federal or state laws or regulations governing educational programs. Compliance officers shall maintain a record of each complaint and subsequent related actions, including all information required for compliance with 5 CCR 4631 and 4633.

All parties involved in allegations shall be notified when a complaint is filed, when a complaint meeting or hearing is scheduled, and when a decision or ruling is made.

#### Step 1: Filing of Complaint

Any individual, public agency, or organization may file a written complaint of alleged noncompliance by the district. (5 CCR 4630)

A complaint alleging unlawful discrimination shall be initiated no later than six months from the date when the alleged discrimination occurred, or six months from the date when the complainant first obtained knowledge of the facts of the alleged discrimination. A complaint may be filed by a person who alleges that he/she personally suffered unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to unlawful discrimination. (5 CCR 4630)

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

If a complainant is unable to put a complaint in writing due to conditions such as a disability or

illiteracy, district staff shall assist him/her in the filing of the complaint. (5 CCR 4600)

#### Step 2: Mediation

Within three days of receiving the complaint, the compliance officer may informally discuss with the complainant the possibility of using mediation. If the complainant agrees to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a discrimination complaint, the compliance officer shall ensure that all parties agree to make the mediator a party to related confidential information.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. (5 CCR 4631)

#### Step 3: Investigation of Complaint

The compliance officer is encouraged to hold an investigative meeting within five days of receiving the complaint or an unsuccessful attempt to mediate the complaint. This meeting shall provide an opportunity for the complainant and/or his/her representative to repeat the complaint orally.

The complainant and/or his/her representative shall have an opportunity to present the complaint and evidence or information leading to evidence to support the allegations in the complaint. (5 CCR 4631)

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, or his/her failure or refusal to cooperate in the investigation or his/her engagement in any other obstruction of the investigation, may result in the dismissal of the complaint because of a lack of evidence to support the allegation. (5 CCR 4631)

The district's refusal to provide the investigator with access to records and/or other information related to the allegation in the complaint, or its failure or refusal to cooperate in the investigation or its engagement in any other obstruction of the investigation, may result in a finding, based on evidence collected, that a violation has occurred and may result in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

#### Step 4: Response

Within 30 days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report of the district's investigation and decision, as described in Step #5 below. If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five days, file his/her complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the complainant within 60 days of the district's initial receipt the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

#### Step 5: Final Written Decision

The district's decision shall be in writing and sent to the complainant. (5 CCR 4631)

The district's decision shall be written in English and in the language of the complainant whenever feasible or as required by law.

The decision shall include:

1. The findings of fact based on the evidence gathered (5 CCR 4631)
2. The conclusion(s) of law (5 CCR 4631)
3. Disposition of the complaint (5 CCR 4631)
4. Rationale for such disposition (5 CCR 4631)
5. Corrective actions, if any are warranted (5 CCR 4631)
6. Notice of the complainant's right to appeal the district's decision within 15 days to the CDE and procedures to be followed for initiating such an appeal (5 CCR 4631)
7. For discrimination complaints, notice that the complainant must wait until 60 days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies (Education Code 262.3)

If an employee is disciplined as a result of the complaint, the decision shall simply state that effective action was taken and that the employee was informed of district expectations. The report shall not give any further information as to the nature of the disciplinary action.

#### Appeals to the California Department of Education

If dissatisfied with the district's decision, the complainant may appeal in writing to the CDE within 15 days of receiving the district's decision. When appealing to the CDE, the complainant must specify the basis for the appeal of the decision and whether the facts are incorrect and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of the district's decision. (5 CCR 4632)

Upon notification by the CDE that the complainant has appealed the district's decision, the Superintendent or designee shall forward the following documents to the CDE: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the decision
3. A summary of the nature and extent of the investigation conducted by the district, if not covered by the decision
4. A copy of the investigation file, including but not limited to all notes, interviews, and documents submitted by the parties and gathered by the investigator
5. A report of any action taken to resolve the complaint
6. A copy of the district's complaint procedures
7. Other relevant information requested by the CDE

The CDE may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in 5 CCR 4650 exists, including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district.

#### Civil Law Remedies

A complainant may pursue available civil law remedies outside of the district's complaint procedures. Complainants may seek assistance from mediation centers or public/private interest attorneys. Civil law remedies that may be imposed by a court include, but are not limited to, injunctions and restraining orders. For discrimination complaints, however, a complainant must wait until 60 days have elapsed from the filing of an appeal with the CDE before pursuing civil law remedies. The moratorium does not apply to injunctive relief and is applicable only if the district has appropriately, and in a timely manner, apprised the complainant of his/her right to file a complaint in accordance with 5 CCR 4622.

Regulation SAUSALITO MARIN CITY SCHOOL DISTRICT  
approved: February 11, 2010 Sausalito, California

## Administrative Regulation

### Williams Uniform Complaint Procedures

AR 1312.4 2010

#### Community Relations

Cautionary Notice: As added and amended by SBX3 4 (Ch. 12, Third Extraordinary Session, Statutes of 2009) and ABX4 2 (Ch. 2, Fourth Extraordinary Session, Statutes of 2009), Education Code 42605 grants district flexibility in "Tier 3" categorical programs. The Sausalito Marin City School District has accepted this flexibility and thus is deemed in compliance with the statutory or regulatory program and funding requirements for these programs for the 2008-2009 through 2012-2013 fiscal years. As a result, the district may temporarily suspend certain provisions of the following policy or regulation that reflect these requirements. For further information, please contact the Superintendent or designee.

#### Types of Complaints

The district shall use the following procedures to investigate and resolve complaints when the complainant alleges that any of the following has occurred: (Education Code 35186; 5 CCR 4681, 4682, 4683)

1. Textbooks and instructional materials

- a. A pupil, including an English learner, does not have standards-aligned textbooks or instructional materials or state- or district-adopted textbooks or other required instructional materials to use in class.
- b. A pupil does not have access to textbooks or instructional materials to use at home or after school.
- c. Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.

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

2. Teacher vacancy or misassignment

- a. A semester begins and a teacher vacancy exists.
- b. A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class.

(cf. 4112.22 - Staff Teaching Pupils of Limited English Proficiency)

- c. A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

Teacher vacancy means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of the semester for an entire semester. (Education Code 35186; 5 CCR 4600)

Beginning of the year or semester means the first day classes necessary to serve all the pupils enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than

20 working days after the first day pupils attend classes for that semester. (5 CCR 4600)

Misassignment means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. (Education Code 35186; 5 CCR 4600)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

### 3. Facilities

- a. A condition poses an emergency or urgent threat to the health or safety of pupils or staff.

Emergency or urgent threat means structures or systems that are in a condition that poses a threat to the health and safety of pupils or staff while at school, including, but not limited to, gas leaks; nonfunctioning heating, ventilation, fire sprinklers, or air-conditioning systems; electrical power failure; major sewer line stoppage; major pest or vermin infestation; broken windows or exterior doors or gates that will not lock and that pose a security risk; abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff; or structural damage creating a hazardous or uninhabitable condition. (Education Code 17592.72)

- b. A school restroom has not been cleaned, maintained, or kept open in accordance with Education Code 35292.5.

Clean or maintained school restroom means a school restroom has been cleaned or maintained regularly, is fully operational, or has been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers. (Education Code 35292.5)

Open restroom means, except as necessary for pupil safety or to make repairs, the school has kept all restrooms open during school hours when pupils are not in classes and has kept a sufficient number of restrooms open during school hours when pupils are in classes. (Education Code 35292.5)

### Filing of Complaint

A complaint alleging any condition(s) specified in items #1-3 above shall be filed with the principal or designee at the school in which the complaint arises. The principal or designee shall forward a complaint about problems beyond his/her authority to the Superintendent or designee in a timely manner, but not to exceed 10 working days. (Education Code 35186; 5 CCR 4680)

A complaint alleging any deficiency specified in item #4 above shall be filed with a district official designated by the Superintendent. Such complaints may be filed at the district office or at a school site and shall be immediately forwarded to the Superintendent or designee. (Education Code 35186)

### Investigation and Response

The principal or designee shall make all reasonable efforts to investigate any problem within his/her authority. He/she shall remedy a valid complaint within a reasonable time period not to exceed 30 working days from the date the complaint was received. (Education Code 35186; 5 CCR 4685)

Complaints may be filed anonymously. If the complainant has indicated on the complaint form that he/she would like a response to the complaint, the principal or designee shall report the resolution of the complaint to him/her within 45 working days of the initial filing of the complaint. If a response is requested, the response shall

be made to the mailing address of the complainant as indicated on the complaint form. At the same time, the principal or designee shall report the same information to the Superintendent or designee. (Education Code 35186; 5 CCR 4680, 4685)

When Education Code 48985 is applicable and the complainant has requested a response, the response shall be written in English and in the primary language in which the complaint was filed. (Education Code 35186)

If a complainant is not satisfied with the resolution of a complaint, he/she has the right to describe the complaint to the Board of Trustees at a regularly scheduled meeting. (Education Code 35186; 5 CCR 4686)

For any complaint concerning a facilities condition that poses an emergency or urgent threat to the health or safety of pupils or staff as described in item #3a above, a complainant who is not satisfied with the resolution proffered by the principal or Superintendent or designee may file an appeal to the Superintendent of Public Instruction within 15 days of receiving the district's response. The complainant shall comply with the appeal requirements specified in 5 CCR 4632. (Education Code 35186; 5 CCR 4687)

All complaints and written responses shall be public records. (Education Code 35186; 5 CCR 4686)

(cf. 1340 - Access to District Records)

## Reports

The Superintendent or designee shall report summarized data on the nature and resolution of all complaints to the Board and the County Superintendent of Schools on a quarterly basis. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting. (Education Code 35186; 5 CCR 4686)

## Forms and Notices

The Superintendent or designee shall ensure that the district's complaint form contains a space to indicate whether the complainant desires a response to his/her complaint and specifies the location for filing a complaint. A complainant may add as much text to explain the complaint as he/she wishes. However, complainants need not use the district's Williams complaint form in order to file a complaint. (Education Code 35186)

The Superintendent or designee shall ensure that a notice is posted in each classroom in each school containing the components specified in Education Code 35186. (Education Code 35186)

## Legal Reference:

### EDUCATION CODE

1240 County superintendent of schools, duties

17592.72 Urgent or emergency repairs, School Facility Emergency Repair Account

33126 School accountability report card

35186 Williams uniform complaint procedure

35292.5 Restrooms, maintenance and cleanliness

37254 Supplemental instruction based on failure to pass exit exam by end of grade 12

48985 Notice to parents in language other than English

60119 Hearing on sufficiency of instructional materials

### CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures, especially:

4680-4687 Williams complaints

Management Resources:

WEB SITES

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

California County Superintendents Educational Services Association: <http://www.ccesa.org>

California Department of Education, Williams case: <http://www.cde.ca.gov/eo/ce/wc/index.asp>

State Allocation Board, Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Regulation SAUSALITO MARIN CITY SCHOOL DISTRICT

approved: February 11, 2010 Sausalito, California

## Board Policy

### Use Of School Facilities

#### BP 1330 **PROPOSED** Community Relations

The Governing Board believes that school facilities and grounds are a vital community resource which should be used to foster community involvement and development. Therefore, the Board authorizes the use of school facilities by district residents and community groups for purposes specified in the Civic Center Act, to the extent that such use does not interfere with school activities or other school-related uses.

(cf. 6145.5 - Student Organizations and Equal Access)

The Superintendent or designee shall give priority to school-related activities in the use of school facilities and grounds. Other uses authorized under the Civic Center Act shall be on a first-come, first-served basis.

For the effective management and control of school facilities and grounds, the Superintendent or designee shall maintain procedures and regulations that: (Education Code 38133)

1. Aid, encourage, and assist groups desiring to use school facilities for approved activities
2. Preserve order in school facilities and on school grounds and protect school facilities, designating a person to supervise this task, if necessary

(cf. 0450 - Comprehensive School Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

3. Ensure that the use of school facilities or grounds is not inconsistent with their use for school purposes and does not interfere with the regular conduct of school work

Subject to prior approval by the Board, the Superintendent or designee may grant the use of school facilities or grounds on those days on which district schools are closed. (Education Code 37220)

(cf. 6115 - Ceremonies and Observances)

There shall be no advertising on school facilities and grounds except as allowed by district policy specified in BP 1325 - Advertising and Promotion.

(cf. 1325 - Advertising and Promotion)

As necessary to ensure efficient use of school facilities, the Superintendent or designee may, with the Board's approval, enter into an agreement for the joint use of any school facilities or grounds. The Board shall approve any such agreement only if it determines that it is in the best interest of the district and the community.

(cf. 1330.1 - Joint Use Agreements)

#### Fees

The Board shall adopt a comprehensive schedule of fees to be charged for community use of school facilities and grounds, including, but not limited to, the multipurpose room(s), playing or athletic field(s), track and field

venue(s), tennis court(s), and outdoor basketball court(s). The schedule of fees shall be prepared in accordance with 5 CCR 14037-14041. (5 CCR 14041)

(cf. 9320 - Meetings and Notices)

OPTION 1: (Amount not exceeding direct costs to all community groups)

The Board believes that the use of school facilities or grounds should not result in costs to the district. The Superintendent or designee shall charge all groups granted the use of school facilities or grounds under the Civic Center Act an amount not exceeding direct costs determined in accordance with 5 CCR 14037-14041. (Education Code 38134)

OPTION 2: (No charge to nonprofit youth and school-oriented organizations)

The Board authorizes the use of school facilities or grounds without charge by nonprofit organizations, clubs, or associations organized to promote youth and school activities. As specified in Education Code 38134(a), these groups include, but are not limited to, Girl Scouts, Boy Scouts, Camp Fire USA, YMCA, parent-teacher associations, and school-community advisory councils. Other groups that request the use of school facilities under the Civic Center Act, including nonprofit groups not organized to promote youth and school activities and for-profit groups, shall be charged an amount not exceeding direct costs determined in accordance with 5 CCR 14037-14041. (Education Code 38134)

OPTION 3: (No charge to school-related organizations) **PROPOSED**

The Board shall grant the use of school facilities or grounds without charge to school-related organizations whose activities are directly related to or for the benefit of district schools. All other groups requesting the use of school facilities under the Civic Center Act shall be charged an amount not exceeding direct costs determined in accordance with 5 CCR 14037-14041.

Additionally, when any use of school facilities or grounds is for religious services, the district shall charge an amount at least equal to the district's direct costs. (Education Code 38134)

In determining direct costs to be charged for community use of each, or each type of, school facility or grounds, the Superintendent or designee shall calculate, in accordance with 5 CCR 14038, the community's proportionate share of the following costs: (Education Code 38134; 5 CCR 14038-14041)

1. Capital direct costs calculated in accordance with 5 CCR 14039, including the estimated costs of maintenance, repair, restoration, and refurbishment of non-classroom space school facilities or grounds

However, capital direct costs shall not be charged to organizations retained by the district or school to provide instruction or instructional activities to students during school hours or for classroom-based programs that operate after school hours, including, but not limited to, after-school, tutoring, and child care programs. (5 CCR 14037)

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

2. Operational direct costs calculated in accordance with 5 CCR 14040, including estimated costs of supplies, utilities, janitorial services, other services of district employees and/or contracted workers, and salaries and benefits paid to district employees directly associated with the administration of the Civic Center Act to operate and maintain school facilities and grounds

Direct cost fees shall not be discounted to any group or organization except when the discount is specifically authorized in the adopted fee schedule. (5 CCR 14041)

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)

#### Expending Funds Collected as Capital Direct Costs

Any funds collected as capital direct costs shall be deposited into a special fund to be used only for capital maintenance, repair, restoration, and refurbishment of school facilities and grounds. (5 CCR 14042)

#### Legal Reference:

##### EDUCATION CODE

10900-10914.5 Community recreation programs

32282 School safety plan

37220 School holidays

38130-38138 Civic Center Act, use of school property for public purposes

##### BUSINESS AND PROFESSIONS CODE

25608 Alcoholic beverage on school premises

##### GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

##### MILITARY AND VETERANS CODE

1800 Definitions

##### CODE OF REGULATIONS, TITLE 5

14037-14042 Proportionate direct costs for use of school facilities and grounds

##### UNITED STATES CODE, TITLE 20

7905 Equal access to public school facilities

##### COURT DECISIONS

Good News Club v. Milford Central School, (2001) 533 U.S. 98

Lamb's Chapel v. Center Moriches Union Free School District, (1993) 508 U.S. 384

Cole v. Richardson, (1972) 405 U.S. 676

Connell v. Higgenbotham, (1971) 403 U.S. 207

ACLU v. Board of Education of Los Angeles, (1961) 55 Cal .2d 167

Ellis v. Board of Education, (1945) 27 Cal.2d 322

##### ATTORNEY GENERAL OPINIONS

82 Ops.Cal.Atty.Gen. 90 (1999)

79 Ops.Cal.Atty.Gen. 248 (1996)

#### Management Resources:

##### CSBA PUBLICATIONS

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, February 2010

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009

##### WEB SITES

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

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

## **Board Policy**

### **Use Of School Facilities**

BP 1330 2010

#### **Community Relations**

The Board of Trustees recognizes that district facilities and grounds are a community resource and authorizes their use by community groups for purposes provided for in the Civic Center Act when such use does not interfere with school activities.

(cf. 6145.5 - Student Organizations and Equal Access)

All school-related activities shall be given priority in the use of facilities and grounds under the Civic Center Act. Thereafter, the use shall be on a first-come, first-served basis.

The Superintendent or designee shall maintain procedures and regulations for the use of school facilities and grounds that: (Education Code 38133)

1. Aid, encourage, and assist groups desiring to use school facilities for approved activities
2. Preserve order in school buildings and on school grounds and protect school facilities, designating a person to supervise this task, if necessary

(cf. 0450 - Comprehensive School Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

3. Ensure that the use of school facilities or grounds is not inconsistent with their use for school purposes and does not interfere with the regular conduct of school work

#### **Fees**

The Board authorizes the use of school facilities or grounds without charge by nonprofit organizations, clubs, or associations organized to promote youth and school activities. In accordance with Education Code 38134(a), these groups include, but are not limited to, Girl Scouts, Boy Scouts, Camp Fire, Inc., parent-teacher associations, and school-community advisory councils. Other groups, including nonprofit groups not organized to promote youth and school activities or for-profit groups that request the use of school facilities under the Civic Center Act, shall be charged at least direct costs.

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)

#### **Legal Reference:**

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10900-10914.5 Community recreation programs

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Lamb's Chapel v. Center Moriches Union Free School District, (1993) 508 U.S. 384

Cole v. Richardson, (1972) 405 U.S. 676

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Ellis v. Board of Education, (1945) 27 Cal.2d 322

ATTORNEY GENERAL OPINIONS

82 Ops.Cal.Atty.Gen. 90 (1999)

79 Ops.Cal.Atty.Gen. 248 (1996)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

1101.89 School District Liability and "Hold Harmless" Agreements, LO: 4-89

WEB SITES

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

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

Policy SAUSALITO MARIN CITY SCHOOL DISTRICT

adopted: February 11, 2010 Sausalito, California

**Sausalito Marin City School District**  
**Administrative Regulation**  
**Federal Grant Funds**

**AR 3230 PROPOSED**  
**Business and Noninstructional Operations**

**Allowable Costs**

Prior to obligating or spending any federal grant funds, the Superintendent or designee shall determine whether a proposed purchase is an allowable expenditure of federal funds in accordance with 2 CFR 200.400-200.475 and the terms and conditions of the federal grant award. He/she shall also determine whether the expense is a direct or indirect cost as defined in 2 CFR 200.413 and 200.414 and, if the purchase will benefit other programs not included in the grant award, the appropriate share to be allocated to the federal grant.

(cf. 3350 - Travel Expenses)

The Superintendent or designee shall review and approve all transactions involving federal grant funds and shall ensure the proper coding of expenditures consistent with the California School Accounting Manual.

(cf. 3300 - Expenditures and Purchases)  
(cf. 3314 - Payment for Goods and Services)

**Period of Performance**

All obligations of federal funds shall occur on or between the beginning and ending dates of the grant project and shall be paid no later than 90 days after the end of the funding period, unless specifically authorized by the grant award to be carried over beyond the initial term of the grant. (2 CFR 200.77, 200.308, 200.309, 200.343)

**Procurement**

On or before July 1, 2017, or such later date as may be approved in the Uniform Guidance, the Superintendent or designee shall comply with the standards specified in 2 CFR 200.317-200.326 and Appendix II of Part 200 when procuring goods and services needed to carry out a federal grant as well as any more restrictive state laws and district policies concerning the procurement of goods and services.

As appropriate to encourage greater economy and efficiency, the Superintendent or designee shall avoid acquisition of unnecessary or duplicative items, give consideration to consolidating or breaking out procurements, analyze lease versus purchase alternatives, consider entering into an interagency agreement for procurement of common or shared goods and services, and/or use federal excess or surplus property. (2 CFR 200.318)  
The procurement of goods or services with federal funds shall be conducted in a manner that provides full and open competition in accordance with state laws and district regulations and the following requirements:

1. Any purchase of supplies or services that does not exceed the "micro-purchase" threshold specified in 48 CFR 2.101 may be awarded without soliciting competitive quotes, provided that the district considers the price to be reasonable and maintains written evidence of this reasonableness in the record of all micro-purchases. (2 CFR 200.67, 200.320)
2. For any purchase that exceeds the micro-purchase threshold but is less than the bid limit required by Public Contract Code 20111, the Superintendent or designee shall utilize "small-purchase" procedures that include obtaining price or rate quotes from an adequate number of qualified sources. (2 CFR 200.320)

3. Contracts for goods or services over the bid limits required by Public Contract Code 20111 shall be awarded pursuant to California law and AR 3311 - Bids, unless exempt from bidding under the law.

(cf. 3311 - Bids)

4. If a purchase is exempt from bidding and the district's solicitation is by a request for proposals, the award may be made by either a fixed-price or cost-reimbursement type contract awarded to the entity whose proposal is most advantageous to the program, with price and other factors considered. (2 CFR 200.320)

(cf. 3312 - Contracts)

5. Procurement by noncompetitive proposals (sole sourcing) may be used only when the item is available from a single source, the need or emergency will not permit a delay resulting from competitive solicitation, the awarding agency expressly authorizes sole sourcing in response to the district's request, and/or competition is determined inadequate after solicitation of a number of sources. (2 CFR 200.320)

6. Time and materials type contracts may be used only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost is the sum of the actual cost of materials and direct labor hours charged at fixed hourly rates that reflect wages, general administrative expenses, and profit. (200.328)

For any purchase of \$25,000 or more, the Superintendent or designee shall verify that any vendor which is used to procure goods or services is not excluded or disqualified by the federal government. (2 CFR 180.220, 200.213)

All solicitations shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description shall avoid detailed product specifications to the extent possible, but may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. When it is impractical or not economical to make a clear and accurate description of the technical requirements, a brand name or equivalent description may be used to define the performance or other salient requirements of procurement, clearly stating the specific features of the named brand which must be met by offers. In addition, every solicitation shall identify all requirements which the offer must fulfill and any other factors to be used in evaluating bids or proposals. (2 CFR 200.319)

The Superintendent or designee shall maintain sufficient records to document the procurement, including, but not limited to, the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis for the contract price. (2 CFR 200.318)

The Superintendent or designee shall ensure that all contracts for purchases using federal grant funds contain the applicable contract provisions described in Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. (2 CFR 200.326)

### Capital Expenditures

The Superintendent or designee shall obtain prior written approval from the awarding agency before using federal funds to make capital expenditures, including the acquisition of land, facilities, equipment, and intellectual property and expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life. (2 CFR 200.12, 200.13, 200.20, 200.33, 200.48, 200.58, 200.89, 200.313, 200.439)

## Conflict of Interest

No Governing Board member, district employee, or district representative shall participate in the selection, award, or administration of a contract supported by federal funds if he/she has a real or apparent conflict of interest, such as when he/she or a member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of them has a financial interest in or a tangible personal benefit from a firm considered for a contract. Such persons are prohibited from soliciting or accepting gratuities, favors, or anything of monetary value from contractors or subcontractors unless the gift is an unsolicited item of nominal value. (2 CFR 200.318)

Employees engaged in the selection, award, and administration of contracts shall also comply with BB 9270 - Conflict of Interest.

(cf. 9270 - Conflict of Interest)

## Cash Management

The Superintendent or designee shall ensure the district's compliance with 2 CFR 200.305 pertaining to payments and cash management, including compliance with applicable methods and procedures that minimize the time elapsing between the transfer of funds to the district and the district's disbursement of funds. (2 CFR 200.305)

When authorized by law, the district may receive advance payments of federal grant funds, limited to the minimum amounts needed and timed in accordance with the actual immediate cash requirements of the district for carrying out the purpose of the program or project. Except under specified conditions, the district shall maintain the advance payments in an interest-bearing account. The district shall remit interest earned on the advanced payment to the awarding agency on an annual basis, but may retain interest amounts specified in 2 CFR 200.305 for administrative expenses. (2 CFR 200.305)

When required by the awarding agency, the district shall instead submit a request for reimbursement of actual expenses incurred. The district may also request reimbursement as an alternative to receiving advance payments. (2 CFR 200.305)

The Superintendent or designee shall maintain source documentation supporting the expenditure of federal funds, such as invoices, time sheets, payroll stubs, or other appropriate documentation.

## Personnel

All district employees who are paid in full or in part with federal funds, including employees whose salary is paid with state or local funds but is used to meet a required match or in-kind contribution to a federal program, shall document the amount of time they spend on grant activities. (2 CFR 200.430)

## Records

Except as otherwise provided in 2 CFR 200.333, or where state law or district policy requires a longer retention period, financial records, supporting documents, statistical records, and all other district records related to a federal award shall be retained for a period of three years from the date of submission of the final expenditure report or, for a federal award that is renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report. (2 CFR 200.333)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

## Audits

Whenever the district expends \$750,000 or more in federal grant funds during a fiscal year, it shall arrange for either a single audit or a program-specific audit in accordance with 2 CFR 200.507 or 200.514. (2 CFR 200.501)

The Superintendent or designee shall ensure that the audit meets the requirements specified in 2 CFR 200.500-200.521.

Specified records pertaining to the audit of federal funds expended by the district shall be transmitted to the clearinghouse designated by the federal Office of Management and Budget and shall be made available for public inspection. Such records shall be transmitted within 30 days after receipt of the auditor's report or within nine months after the end of the audit period, whichever is sooner, unless a longer period is agreed to in advance by the federal agency or a different period is specified in a program-specific audit guide. (2 CFR 200.512)

In the event that the audit identifies any deficiency, the Superintendent or designee shall promptly act to either correct the identified deficiency, produce recommended improvements, or demonstrate that the audit finding is invalid or does not warrant action. (2 CFR 200.26, 200.508, 200.511)

**Sausalito Marin City School District**  
**Administrative Regulation**  
**Bids**

**AR 3311 PROPOSED**  
**Business and Noninstructional Operations**

**Advertised/Competitive Bids**

The district shall advertise for any of the following: (Public Contract Code 20111)

1. A public project contract that involves an expenditure of \$15,000 or more, including a contract for construction, reconstruction, erection, alteration, renovation, improvement, painting, repainting, demolition, or repair work involving a district owned, leased, or operated facility

(cf. 3311.1 - Uniform Public Construction Cost Accounting Procedures)

(cf. 3311.2 - Lease-Leaseback Contracts)

(cf. 3311.3 - Design-Build Contracts)

2. A contract that exceeds the amount specified in law, as annually adjusted by the Superintendent of Public Instruction, for any of the following:

a. The purchase of equipment, materials, or supplies to be furnished, sold, or leased to the district

(cf. 3230 - Federal Grant Funds)

(cf. 3311.4 - Procurement of Technological Equipment)

b. Services, not including construction services or special services and advice in accounting, financial, legal, or administrative matters

c. 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 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. (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)

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

1. All bidders shall certify in writing 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. The district may accept a bid that has been submitted electronically or on paper. (Public Contract Code 20111, 20112)

The bid shall be accompanied by a form of bidder's security, including either cash, a cashier's check payable to the district, a certified check made payable to the district, or a bidder's bond executed by an admitted surety insurer and made payable to the district. 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, 20112)

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)

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)

7. In determining the lowest bid, the district shall consider only responsive bids that conform to bid

specifications and are submitted by responsible bidders who have demonstrated trustworthiness, quality, fitness, capacity, and experience to satisfactorily perform the public works contract.

a. When a bid is determined to be nonresponsive, the Superintendent or designee shall notify the bidder and give him/her an opportunity to respond to the determination.

b. When the lowest bidder is determined to be nonresponsive, the Superintendent or designee shall notify the bidder of his/her right to present evidence of his/her responsibility at a hearing before the Board.

8. 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)

(cf. 3580 - District Records)

### Prequalification Procedure

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 prequalification questionnaire and financial record 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)

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: (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 Public Contract Code 4113 or Business and Professions Code 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

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)
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 a student who is to be transported, in which case the Board may contract with other than the lowest bidder (Education Code 39802)
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)
4. When procuring a lease-leaseback contract, in which case the Board shall award the contract based on objective criteria for determining the best combination of price and qualifications in accordance with Education Code 17400 and 17406

(cf. 3311.2 - Lease-Leaseback Contracts)

5. When procuring a design-build contract for a public works project in excess of \$1,000,000 in accordance with Education Code 17250.20, in which case the Board may award the contract to either the low bid or the best value to the district, taking into consideration, at a minimum, price, technical design and construction expertise, and life-cycle costs (Education Code 17250.20, 17250.25)

(cf. 3311.3 - Design-Build Contracts)

## Protests by Bidders

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.

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.

## Limitation on Use of Sole Sourcing

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 3002, 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.

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.

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 request for proposals (RFP), that a particular material, product, thing, or service is designated for any of the following purposes: (Public Contract Code 3400)

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

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)

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 and meet the cost effectiveness requirements specified in Government Code 4217.12. 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 and savings comparison findings specified in Government Code 4217.12. (Government

Code 4217.12)

(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)

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)

(10/15 5/16) 12/16

## Board Policy

### Bids

#### BP 3311 **PROPOSED**

#### Business and Noninstructional Operations

The Governing Board is committed to promoting public accountability and ensuring prudent use of public funds. When leasing, purchasing, or contracting for equipment, materials, supplies, or services for the district, including when contracting for public projects involving district facilities, the Board shall explore lawful opportunities to obtain the greatest possible value for its expenditure of public funds. When required by law, or if the Board determines that it is in the best interest of the district, such contracts shall be made using competitive bidding.

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

(cf. 3000 - Concepts and Roles)

(cf. 3230 - Federal Grant Funds)

(cf. 3300 - Expenditures and Purchases)

(cf. 3311.1 - Uniform Public Construction Cost Accounting Procedures)

(cf. 3311.2 - Lease-Leaseback Contracts)

(cf. 3311.3 - Design-Build Contracts)

(cf. 3311.4 - Procurement of Technological Equipment)

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading legal requirements for competitive bidding. (Public Contract Code 20116)

The Superintendent or designee shall establish comprehensive bidding procedures for the district in accordance with law. The procedures shall include a process for advertising bids, instructions and timelines for submitting and opening bids, and other relevant requirements.

For award of contracts which, by law or Board policy, require prequalification, the procedures shall identify a uniform system for rating bidders on the basis of a completed questionnaire and financial statements.

(cf. 9270 - Conflict of Interest)

When calling for bids, the Superintendent or designee shall ensure that the bid specifications clearly describe in appropriate detail the quality, delivery, and service required and include all information which the district knows, or has in its possession, that is relevant to the work to be performed or that may impact the cost of performing the work.

Except as authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Board requires, or else all bids shall be rejected. (Public Contract Code 20111)

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase any personal property to the extent authorized by law. (Public Contract Code 20118)

Legal Reference:

EDUCATION CODE

17070.10-17079.30 Leroy F. Greene School Facilities Act

17250.10-17250.55 Design-build contracts

17406 Lease-leaseback contracts

17595 Purchase of supplies through Department of General Services  
17602 Purchase of surplus property from federal agencies  
38083 Purchase of perishable foodstuffs and seasonable commodities  
38110-38120 Apparatus and supplies  
39802 Transportation services

#### BUSINESS AND PROFESSIONS CODE

7056 General engineering contractor  
7057 General building contractor

#### CODE OF CIVIL PROCEDURE

446 Verification of pleadings

#### GOVERNMENT CODE

4217.10-4217.18 Energy conservation contracts

4330-4334 Preference for California-made materials

6252 Definition of public record

53060 Special services and advice

54201-54205 Purchase of supplies and equipment by local agencies

#### PUBLIC CONTRACT CODE

1102 Emergencies

1103 Definition, responsible bidder

2000-2002 Responsive bidders

3000-3010 Roofing projects

3400 Bids, specifications by brand or trade name not permitted

3410 United States produce and processed foods

4113 Prime contractor; subcontractor

6610 Bid visits

12200 Definitions, recycled goods, materials and supplies

20101-20103.7 Public construction projects, requirements for bidding

20103.8 Award of contracts

20110-20118.4 Local Agency Public Construction Act; school districts

20189 Bidder's security, earthquake relief

22000-22045 Alternative procedures for public projects (UPCCAA)

22152 Recycled product procurement

#### COURT DECISIONS

Los Angeles Unified School District v. Great American Insurance Co., (2010) 49 Cal.4th 739

Great West Contractors Inc. v. Irvine Unified School District, (2010) 187 Cal.App.4th 1425

Marshall v. Pasadena Unified School District, (2004) 119 Cal.App.4th 1241

Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449

City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

#### ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 1 (2006)

#### Management Resources:

##### WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

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

California Department of General Services: <https://www.dgs.ca.gov>

## **Administrative Regulation**

### **Bids**

AR 3311 2010

#### **Business and Noninstructional Operations**

##### **Advertised/Competitive Bids**

The district shall seek competitive bids through advertisement for contracts involving an expenditure of \$15,000 or more for a public project. 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)

The district shall also seek competitive bids through advertisement for contracts exceeding the amount specified in law, and as annually adjusted by the Superintendent of Public Instruction, for any of the following: (Public Contract Code 20111; Government Code 53060)

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, including maintenance that is not a public project

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. This definition does not include, among other types of work, janitorial or custodial services and protection provided by security forces, nor does it include painting, repainting, or decorating other than touchup. (Public Contract Code 20115)

Unless otherwise authorized by law, contracts shall be let to the lowest responsible bidder who shall give such security as the Board of Trustees requires, or else all bids shall be rejected. (Public Contract Code 20111)

The Board shall secure bids pursuant to Public Contract Code 20111 and 20112 for any transportation service expenditure of more than \$10,000 when contemplating that such a contract may be made with a person or corporation other than a common carrier, municipally owned transit system, or a parent/guardian of students who are to be transported. The Board may let this contract to other than the lowest bidder. (Education Code 39802)

No work, project, service, or purchase shall be split or separated into smaller work orders or projects for the purpose of evading the legal requirements of Public Contract Code 20111-20118.4 for contracting after competitive bidding. (Public Contract Code 20116)

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

##### **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 newspaper exists, then in some newspaper of general circulation, circulated in the county, and 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)

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

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)
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

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. 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)
4. When two or more identical lowest or highest bids are received, the Board may determine by lot which bid shall be accepted. (Public Contract Code 20117)
5. 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 #a 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.

6. Any subsequent change or alteration of a contract shall be governed by the provisions of Public Contract Code 20118.4.

7. After being opened, all submitted bids become public records pursuant to Government Code 6252 and shall be made available for review pursuant to law, Board policy, and administrative regulation.

(cf. 1340 - Access to District Records)

#### Alternative Bid Procedures for Technological Supplies and Equipment

Upon a finding by the Board that a particular procurement qualifies for the alternative procedure, the district may acquire computers, software, telecommunications equipment, microwave equipment, and other related electronic equipment and apparatus through competitive negotiation. This procedure shall not apply to contracts 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 shall include, but not be limited to, the following requirements: (Public Contract Code 20118.1)

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 district 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 district 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. An award shall be made 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 an award is not made to the bidder whose proposal contains the lowest price, then the district shall make a finding setting forth the basis for the award.
8. The district, 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.

## Bids Not Required

Without advertising for bids and upon a determination that it is in the best interest of the district, the Board may authorize, by contract, lease, requisition, or purchase order, another public corporation or agency 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"). (Public Contract Code 20118)

(cf. 3300 - Expenditures and Purchases)

Alternatively, if there is an existing contract between a public corporation or agency and 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 by contract, lease, requisition, or purchase order and make payment to the vendor under the same terms that are available to the public corporation or agency under the contract. (Public Contract Code 20118)

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)

Perishable commodities, such as foodstuffs, 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)

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 20113)

(cf. 3517 - Facilities Inspection)

(cf. 9323.2 - Actions by the Board)

Bids shall also 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)

## Sole Sourcing

Specifications for contracts for construction, alteration, or repair of school facilities may not limit bidding, either directly or indirectly, to any one specific concern. Specifications designating a specific material, product, thing, or particular brand name shall follow the description with the words "or equal" so that bidders may furnish any equal material, product, thing, or service. (Public Contract Code 3400)

However, specifications for such contracts may designate a product 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)

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

#### Prequalification Procedure

For any contract for which bids are legally required, the Board may require that each prospective bidder complete and submit a standardized questionnaire and financial statement. For this purpose, the Superintendent or designee shall supply a form which requires a complete statement of the bidder's financial ability and experience in performing public works. (Public Contract Code 20111.5)

Prospective bidders shall submit the questionnaire and financial statement at least five days before the date fixed for public opening of sealed bids. The 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. (Public Contract Code 20111.5)

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. Bidders must be deemed prequalified by the district at least one day before the fixed bid-opening date. (Public Contract Code 20111.5)

The Superintendent or designee shall furnish each qualified bidder with a standardized proposal form. Bids not presented on the standard form shall be disregarded. (Public Contract Code 20111.5)

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. (Public Contract Code 20111.5)

#### Protests by Bidders

A bidder may protest a bid award if he/she believes that the award was inconsistent with Board policy, the bid's specifications, or was not in compliance with law. A protest must be filed in writing with the Superintendent or designee within five working days after receipt of notification of the contract award. The bidder shall submit 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.

The bidder may appeal the Superintendent or designee's decision to the Board. The Superintendent or designee shall provide reasonable notice to the bidder of the time for Board consideration of the protest. The Board's decision shall be final.

## **Board Policy**

### **Bids**

BP 3311 2010

#### **Business and Noninstructional Operations**

In order to ensure transparency and the prudent expenditure of public funds, the Board of Trustees shall award contracts in an objective manner and in accordance with law. District equipment, supplies, and services shall be purchased using competitive bidding when required by law or if the Board determines that it is in the best interest of the district to do so.

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

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

When the Board has determined that it is in the best interest of the district, the district may piggyback onto the contract of another public agency or corporation to lease or purchase equipment or supplies to the extent authorized by law. (Public Contract Code 20118)

Bid specifications shall be carefully designed and shall describe in detail the quality, delivery, and service required.

To assist the district in determining whether bidders are responsible, the Board may require prequalification procedures as allowed by law and specified in administrative regulation.

(cf. 9270 - Conflict of Interest)

#### **Legal Reference:**

##### **EDUCATION CODE**

17595 Purchases through Department of General Services

38083 Purchase of perishable foodstuffs and seasonable commodities

38110-38120 Apparatus and supplies

39802 Transportation services

##### **GOVERNMENT CODE**

4330-4334 Preference for California-made materials

6252 Definition of public record

53060 Special services and advice

54201-54205 Purchase of supplies and equipment by local agencies

##### **PUBLIC CONTRACT CODE**

1102 Emergencies

2001-2001 Responsive bidders

3002 Roofing projects

3400 Bids, specifications by brand or trade name not permitted

3410 United States produce and processed foods

6610 Bid visits

12200 Definitions, recycled goods, materials and supplies

20103.8 Award of contracts

20107 Bidder's security

20111-20118.4 Contracting by school districts

20189 Bidder's security, earthquake relief

22002 Definition of public project

22030-22045 Alternative procedures for public projects (UPCCAA)

22050 Alternative emergency procedures

22152 Recycled product procurement

#### COURT DECISIONS

Marshall v. Pasadena USD, (2004) 119 Cal.App.4th 1241

Konica Business Machines v. Regents of the University of California, (1988) 206 Cal.App.3d 449

City of Inglewood-Los Angeles County Civic Center Authority v. Superior Court, (1972) 7 Cal.3d 861

#### ATTORNEY GENERAL OPINIONS

89 Ops.Cal.Atty.Gen. 1 (2006)

#### Management Resources:

##### WEB SITES

CSBA: [http:// www.csba.org](http://www.csba.org)

California Association of School Business Officials: <http://www.casbo.org>

Policy SAUSALITO MARIN CITY SCHOOL DISTRICT

adopted: February 11, 2010 Sausalito, California

## Board Policy

### Contracts

#### BP 3312 **PROPOSED**

#### Business and Noninstructional Operations

The Governing Board recognizes its responsibility to enter into contracts on behalf of the district for the acquisition of equipment, supplies, services, and other resources necessary for the achievement of district goals. In exercising this authority to enter into a contract, the Board shall ensure that the district's interest is protected and that the terms of the contract conform to applicable legal standards, including the bidding requirements in Public Contract Code 20111.

(cf. 2121- Superintendent's Contract)

(cf. 3311 - Bids)

(cf. 3311.1 - Uniform Public Construction Cost Accounting Procedures)

(cf. 3311.2 - Lease-Leaseback Contracts)

(cf. 3311.3 - Design-Build Contracts)

(cf. 3311.4 - Procurement of Technological Equipment)

(cf. 4312.1 - Contracts)

(cf. 9124 - Attorney)

The Board may, by a majority vote, delegate to the Superintendent or designee the authority to enter into contracts on behalf of the district. To be valid or to constitute an enforceable obligation against the district, all such contracts must be approved and/or ratified by the Board.

(cf. 3300 - Expenditures and Purchases)

(cf. 3314 - Payment for Goods and Services)

Every contract entered into on behalf of the district shall be made available for public inspection, except when the law prohibits disclosure. No contract shall prohibit a district employee from disparaging the goods or services of any contracting party.

(cf. 1340 - Access to District Records)

#### Contracts for Non-nutritious Foods or Beverages

The district shall not enter into or renew a contract for the sale of foods or beverages that do not meet applicable nutritional standards specified in Education Code 49431-49431.7, 5 CCR 15500-15501 or 15575-15578, or 7 CFR 210.11 or 220.12, unless the contract specifies that such sale will occur off campus or outside the time restriction specified in the applicable law.

(cf. 3554 - Other Food Sales)

(cf. 3555 - Nutrition Program Compliance)

Before the district enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious foods as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public funds and to ensure that funds raised as a result of the contract benefit public education. (Education Code 35182.5)

The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of

public funds. Such internal controls may include, but not be limited to, the following:

1. Procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources, and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.

(cf. 3100 - Budget)

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.

To ensure that funds raised by the contract benefit district schools and students:

1. The Superintendent or designee may invite parents/guardians, students, staff, and interested community members to make recommendations regarding the contract, including recommendations as to how the funds will be spent in a manner that benefits public education.

(cf. 1220 - Citizen Advisory Committees)

2. Prior to ratifying the contract, the Board shall designate the specific programs and activities that will be funded by the proceeds of the contract and consider how the contract reflects the district's vision and goals.

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

3. The contract shall specify that the contractor report, on a quarterly basis, to the Superintendent or designee the number of food items or beverages sold within the district and the amount of money raised by the sales. The Superintendent or designee shall report these amounts to the Board on a regular basis.

4. The Superintendent or designee shall ensure that the contract does not limit the ability of student and parent organizations to plan and operate fundraising activities.

(cf. 1230 - School-Connected Organizations)

(cf. 1321 - Solicitation of Funds from and by Students)

Any contract for the sale or advertisement of non-nutritious foods or carbonated or non-nutritious beverages shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through the issuance of a Request for Proposal. (Education Code 35182.5)

OPTION 1: The Board shall hold an annual public hearing to review and discuss all existing and potential contracts for the sale of foods and beverages on campus, including those sold as full meals or through competitive sales, fundraisers, or vending machines. The Board shall hold a public hearing for any contract not discussed at the annual public hearing. (Education Code 35182.5)

#### OPTION 2: **PROPOSED**

The Board shall not enter into or renew any contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious foods until parents/guardians, students, and members of the public have had an opportunity to comment on the contract at a public hearing held during a

regularly scheduled Board meeting. The Board shall clearly, and in a manner recognizable to the general public, identify in the agenda the contract to be discussed at the meeting. (Education Code 35182.5.)

(cf. 9322 - Agendas/Meeting Materials)  
(cf. 9323 - Meeting Conduct)

The public hearing shall include, but not be limited to, a discussion of the nutritional value of foods and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the foods and beverages discussed; and barriers to student participation in school breakfast and lunch programs. (Education Code 35182.5)

(cf. 5030 - Student Wellness)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

#### Contracts for Electronic Products or Services

The Board shall not enter into a contract for electronic products or services that requires the dissemination of advertising to students, unless the Board: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.

(cf. 9320 - Meetings and Notices)

2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.

(cf. 0440 - District Technology Plan)

3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.

(cf. 1325 - Advertising and Promotion)

4. As part of the district's normal, ongoing communication to parents/guardians, provides written notice that the advertising will be used in the classroom or other learning center.

(cf. 5145.6 - Parental Notifications)

5. Offers parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. A request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the parents/guardians at any time.

#### Contracts for Digital Storage and Maintenance of Student Records

The district may enter into or renew a contract with a third party for the purpose of providing services, including cloud-based services, for the digital storage, management, and retrieval of student records and/or to provide digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records. For these purposes, student records include any information maintained by the district that is directly related to a student and any information acquired directly from the student through the use of instructional software or applications assigned to the student by a teacher or other district employee, and do not

include de-identified information. (Education Code 49073.1)

(cf. 5125 - Student Records)

Any such contract shall contain all of the following: (Education Code 49073.1)

1. A statement that student records continue to be the property of and under the control of the district
2. If applicable, a description of the means by which students may retain possession and control of their own student-generated content, as defined in Education Code 49073.1, including options by which a student may transfer student-generated content to a personal account
3. A prohibition against the third party using any information in the student record for any purpose other than those required or specifically permitted by the contract
4. A description of the procedures by which a parent/guardian or a student age 18 years or older may review personally identifiable information in the student's records and correct erroneous information
5. A description of the actions the third party will take, including the designation and training of responsible individuals, to ensure the security and confidentiality of student records
6. A description of the procedures for notifying the affected parent/guardian, or the affected student if age 18 years or older, in the event of an unauthorized disclosure of the student's records
7. A certification that a student's records shall not be retained or available to the third party upon completion of the terms of the contract and a description of how that certification will be enforced, except that these requirements shall not apply to student-generated content if the student chooses to establish or maintain an account with the third party for the purpose of storing that content
8. A description of how the district and the third party will jointly ensure compliance with the federal Family Educational Rights and Privacy Act, 20 USC 1232g
9. A prohibition against the third party using personally identifiable information in student records to engage in targeted advertising

#### Contracts for Personal Services

In order to achieve cost savings, the district may enter into or renew a contract for any personal service that is currently or customarily performed by classified employees, if the contract does not displace school district employees and meets other conditions specified in Education Code 45103.1. To enter into or renew such a contract, the Board shall ensure that the district meets the numerous conditions specified in Education Code 45103.1.

(cf. 4200 - Classified Personnel)

In addition, the district may enter into or renew any contract for personal service without meeting the conditions described above, if any of the following conditions exists: (Education Code 45103.1)

1. The contract is for new district functions and the Legislature has specifically mandated or authorized the performance of the work by independent contractors.
2. The services contracted are not available within the district, cannot be performed satisfactorily by district

employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the district.

3. The services are incidental to a contract for the purchase or lease of real or personal property, including, but not be limited to, agreements to service or maintain office equipment or computers that are leased or rented.

4. The district's policy, administrative, or legal goals and purposes cannot be accomplished through the utilization of persons selected pursuant to the regular or ordinary district hiring process.

5. The nature of the work is such that the criteria for emergency appointments, as defined in Education Code 45103.1, apply.

6. The contractor will provide equipment, materials, facilities, or support services that could not feasibly be provided by the district in the location where the services are to be performed.

7. The services are of such an urgent, temporary, or occasional nature that the delay that would result from using the district's regular or ordinary hiring process would frustrate their very purpose.

#### Legal Reference:

##### EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

14505 Provisions required in contracts for audits

17250.10-17250.55 Design-build contracts

17595-17606 Contracts

35182.5 Contract prohibitions

45103.1 Personal services contracts

45103.5 Contracts for management consulting service related to food service

49073.1 Contract requirements for digital storage, maintenance and retrieval of student records

49431-49431.7 Nutritional standards

##### CODE OF CIVIL PROCEDURE

685.010 Rate of interest

##### GOVERNMENT CODE

12990 Nondiscrimination and compliance employment programs

53260 Contract provision re maximum cash settlement

53262 Ratification of contracts with administrative officers

##### LABOR CODE

1775 Penalties for violations

1810-1813 Working hours

##### PUBLIC CONTRACT CODE

4100-4114 Subletting and subcontracting fair practices

7104 Contracts for excavations; discovery of hazardous waste

7106 Noncollusion affidavit

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

20104.50 Construction Progress Payments

22300 Performance retentions

##### CODE OF REGULATIONS, TITLE 5

15500 Food sales by student organizations

15501 Sales in high schools and junior high schools

15575-15578 Food and beverage requirements outside of the federal school meal programs

##### UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, discrimination  
CODE OF FEDERAL REGULATIONS, TITLE 7  
210.1-210.31 National School Lunch Program  
220.1-220.21 National School Breakfast Program

Management Resources:

CSBA PUBLICATIONS

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

WEB SITES

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

California Association of School Business Officials: <http://www.casbo.org>

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## **Board Policy**

### **Contracts**

BP 3312 2010

#### **Business and Noninstructional Operations**

Whenever state law invests the Board of Trustees with the power to enter into contracts on behalf of the district, the Board may, by a majority vote, delegate this power to the Superintendent or designee. To be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Board. (Education Code 17604)

(cf. 3300 - Expenditures and Purchases)

(cf. 3314 - Payment for Goods and Services)

(cf. 3400 - Management of District Assets/Accounts)

All contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee.

(cf. 2121- Superintendent's Contract)

(cf. 4312.1 - Contracts)

(cf. 9124 - Attorney)

When required by law, contracts and subcontracts made by the district for public works or for goods or services shall contain a nondiscrimination clause prohibiting discrimination by contractors or subcontractors. The nondiscrimination clause shall contain a provision requiring contractors and subcontractors to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement. (Government Code 12990)

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

The district shall not enter into a contract that prohibits a school employee from disparaging the goods or services of the contracting party. (Education Code 35182.5)

#### **Contracts for Non-Nutritious Foods or Beverages**

Effective July 1, 2007, the district or a district school shall not enter into or renew a contract for the sale of foods that do not meet the nutritional standards specified in Education Code 49431 or 49431.2 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises. (Education Code 49431, 49431.2)

(cf. 3554 - Other Food Sales)

In accordance with the dates specified in law, the district or a district school shall not enter into or renew a contract for the sale of beverages that do not meet the nutritional standards in Education Code 49431.5 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises.

Before the district or a district school enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public

funds and to ensure that funds raised as a result of the contract benefit public education. (Education Code 35182.5)

The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of public funds. Such internal controls may include but not be limited to the following:

1. Control procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources, and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.

(cf. 3100 - Budget)

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.

In addition, the contract may specify whether contractor logos are permitted on district facilities, including but not limited to scoreboards and other equipment. If such logos are permitted, the contractor shall present the equipment to the Board as a gift. The gift may be accepted by the Board in accordance with Board policy and administrative regulation.

(cf. 3290 - Gifts, Grants and Bequest)

To ensure that funds raised by the contract benefit district schools and students:

1. The Superintendent or designee may involve parents/guardians, students, staff, and interested community members to make recommendations regarding the contract, including recommendations as to how the funds will be spent in a manner that benefits public education.

(cf. 1220 - Citizen Advisory Committees)

2. Prior to ratifying the contract, the Board shall designate the specific programs and activities that will be funded by the proceeds of the contract and consider how the contract reflects the district's vision and goals.

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

3. The contract shall specify that the contractor report, on a quarterly basis, to the Superintendent or designee the number of food items or beverages sold within the district and the amount of money raised by the sales. The Superintendent or designee shall report these amounts to the Board on a regular basis.

4. The Superintendent or designee shall ensure that the contract does not limit the ability of student and parent organizations to plan and operate fund-raising activities.

(cf. 1230 - School-Connected Organizations)

(cf. 1321 - Solicitation of Funds from and by Students)

The contract shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through

the issuance of a Request for Proposal. (Education Code 35182.5)

(cf. 3311 - Bids)

The Board shall not enter into or renew a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food until parents/guardians, students, and members of the public have had an opportunity to comment on the contract at a public hearing held during a regularly scheduled board meeting or as otherwise authorized by Education Code 35182.5. The Board shall clearly, and in a manner recognizable to the general public, identify in the agenda the contract to be discussed at the meeting. (Education Code 35182.5)

(cf. 9322 - Agendas/Meeting Materials)

(cf. 9323 - Meeting Conduct)

The public hearing shall include but not be limited to a discussion of the nutritional value of food and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the food and beverages discussed; and barriers to student participation in school breakfast and lunch programs. (Education Code 35182.5)

(cf. 5030 - Student Wellness)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

(cf. 1340 - Access to District Records)

#### Contracts for Electronic Products or Services

The Board shall not enter into a contract for electronic products or services that requires the dissemination of advertising to students, unless the Board: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.

(cf. 9320 - Meetings and Notices)

2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.

(cf. 0440 - District Technology Plan)

3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.

(cf. 1325 - Advertising and Promotion)

4. As part of the district's normal, ongoing communication to parents/guardians, provides written notice that the advertising will be used in the classroom or other learning center.

5. Offers parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. Any request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the parents/guardians at any time.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

14505 Provisions required in contracts for audits

17595-17606 Contracts

35182.5 Contract prohibitions

45103.5 Contracts for management consulting service related to food service

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CODE OF CIVIL PROCEDURE

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1775 Penalties for violations

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PUBLIC CONTRACT CODE

4100-4114 Subletting and subcontracting fair practices

7104 Contracts for excavations; discovery of hazardous waste

7106 Noncollusion affidavit

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

20104.50 Construction Progress Payments

22300 Performance retentions

UNITED STATES CODE, TITLE 20

1681-1688 Title IX, discrimination

Management Resources:

CSBA PUBLICATIONS

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WEB SITES

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California Association of School Business Officials: <http://www.casbo.org>

Policy SAUSALITO MARIN CITY SCHOOL DISTRICT

adopted: February 11, 2010 Sausalito, California

## **Sausalito Marin City School District**

# **Board Policy**

## **Debt Issuance And Management**

### **BP 3470 PROPOSED**

#### **Business and Noninstructional Operations**

The Governing Board is committed to long-term capital and financial planning and recognizes that the issuance of debt is a key source for funding the improvement and maintenance of school facilities and managing cash flow. Any debt issued by the district shall be consistent with law and this policy.

(cf. 3000 - Concepts and Roles)

(cf. 3460 - Financial Reports and Accountability)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

The district shall not enter into indebtedness or liability that in any year exceeds the income and revenue provided for such year, unless two-thirds of the voters approve the obligation or one of the exceptions specified in law applies. (California Constitution, Article 16, Section 18)

When the Board determines that it is in the best interest of the district, the Board may issue debt or order an election to issue debt. The Superintendent or designee shall make recommendations to the Board regarding appropriate financing methods for capital projects or other projects that are authorized purposes for debt issuance. When approved by the Board and/or the voters as applicable, the Superintendent or designee shall administer and coordinate the district's debt issuance program and activities, including the timing of issuance, sizing of issuance, method of sale, structuring of the issue, and marketing strategies.

The Superintendent or designee shall retain a financial advisor, municipal advisor, investment advisor, and other financial services professionals as needed to assist with the structuring of the debt issuance and to provide general advice on the district's debt management program, financing options, investments, and compliance with legal requirements. Contracts for services provided by such advisors may be for a single transaction or for multiple transactions, consistent with the contracting requirements in Education Code 17596. In the event that the district issues debt through a negotiated sale, underwriters may be selected for multiple transactions if multiple issuances are planned for the same project. In addition, the district shall select a legal team on an as-needed basis to assist with debt issuances or special projects.

(cf. 3312 - Contracts)

(cf. 3600 - Consultants)

(cf. 9270 - Conflict of Interest)

#### **Goals**

The district's debt issuance activities and procedures shall be aligned with the district's vision and goals for providing adequate facilities and programs that support student learning and well-being. When issuing debt, the district shall ensure that it:

1. Maintains accountability for the fiscal health of the district, including prudent management and transparency of the district's financing programs
2. Attains the best possible credit rating for each debt issue in order to reduce interest costs, within the context of preserving financial flexibility and meeting capital funding requirements

3. Takes all practical precautions and proactive measures to avoid any financial decision that will negatively impact current credit ratings on existing or future debt issues
4. Maintains effective communication with rating agencies and, as appropriate, credit enhancers such as bond insurers or other providers of credit or liquidity instruments in order to enhance the creditworthiness, liquidity, or marketability of the debt
5. Monitors the district's statutory debt limit in relation to assessed valuation within the district and the tax burden needed to meet long-term debt service requirements
6. When determining the timing of debt issuance, considers market conditions, cash flows associated with repayment, and the district's ability to expend the obtained funds in a timely, efficient, and economical manner consistent with federal tax laws
7. Determines the amortization (maturity) schedule which will fit best within the overall debt structure of the district at the time the new debt is issued
8. Considers the useful lives of assets funded by the debt issue, as well as repair and replacement costs of those assets to be incurred in the future
9. Preserves the availability of the district's general fund for operating purposes and other purposes that cannot be funded by the issuance of voter-approved debt
10. Meets the ongoing obligations and accountability requirements associated with the issuance and management of debt under state and federal tax and securities laws

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 7000 - Concepts and Roles)

#### Authorized Purposes for the Issuance of Debt

The district may issue debt for any of the following purposes:

1. To pay for the cost of capital improvements, including acquiring, constructing, reconstructing, rehabilitating, replacing, improving, extending, enlarging, and/or equipping district facilities
2. To refund existing debt
3. To provide for cash flow needs

(cf. 3100 - Budget)

(cf. 3110 - Transfer of Funds)

Pursuant to Government Code 53854, general operating costs, including, but not limited to, items normally funded in the district's annual operating budget, shall not be financed from debt payable later than 15 months from the date of issuance. The district may deem it desirable to finance cash flow requirements under certain conditions so that available resources better match expenditures within a given fiscal year. To satisfy both state constitutional and statutory constraints, such cash flow borrowing shall be payable from taxes, income, revenue, cash receipts, and other moneys attributable to the fiscal year in which the debt is issued.

#### Authorized Types of Debt

The Superintendent or designee shall recommend to the Board potential financing method(s) that result in the highest benefit to the district, with the cost of staff and consultants considered. Potential financing sources may include:

1. Short-Term Debt

- a. Short-term debt, such as tax and revenue anticipation notes (TRANs), when necessary to allow the district to meet its cash flow requirements (Government Code 53850-53858)
- b. Bond anticipation notes (BANs) to provide interim financing for capital bond projects that will ultimately be paid from general obligation bonds (Education Code 15150)
- c. Grant anticipation notes (GANs) to provide interim financing pending the receipt of grants and/or loans from the state or federal government that have been appropriated and committed to the district (Government Code 53859-53859.08)

2. Long-Term Debt

- a. General obligation bonds for projects approved by voters (California Constitution, Article 13A, Section 1; Education Code 15100-15262, 15264-15276; Government Code 53506-53509.5)

(cf. 7214 - General Obligation Bonds)

- b. Special tax bonds issued pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code 53311-53368.3)

(cf. 7212 - Mello-Roos Districts)

3. Lease financing, including certificates of participation (COPs)

- a. Lease financing to fund the highest priority capital equipment purchases when pay-as-you-go financing is not feasible (Education Code 17450-17453.1)
- b. Lease financing to fund facilities projects when there is insufficient time to obtain voter approval or in instances where obtaining voter approval is either not feasible or unavailable (Education Code 17400-17429)

4. Special financing programs or structures offered by the federal or state government, such as Qualified Zone Academy Bonds or other tax credit obligations or obligations that provide subsidized interest payments, when the use of such programs or structures is determined to result in sufficiently lower financing costs compared to traditional tax-exempt bonds and/or COPs

5. Temporary borrowing from other sources such as the County Treasurer

COPs, TRANs, revenue bonds, or any other non-voter approved debt instrument shall not be issued by the district in any fiscal year in which the district has a qualified or negative certification, unless the County Superintendent of Schools determines, pursuant to criteria established by the Superintendent of Public Instruction, that the district's repayment of that indebtedness is probable. (Education Code 42133)

Relationship of Debt to District Facilities Program and Budget

Decisions regarding the issuance of debt for the purpose of financing capital improvement shall be aligned with

current needs for acquisition, development, and/or improvement of district property and facilities as identified in the district's facilities master plan or other applicable needs assessment, the projected costs of those needs, schedules for the projects, and the expected resources.

The cost of debt issued for major capital repairs or replacements shall be evaluated against the potential cost of delaying such repairs and/or replacing such facilities.

When considering a debt issuance, the Board and the Superintendent or designee shall evaluate both the short-term and long-term implications of the debt issuance and additional operating costs associated with the new projects involved. Such evaluation may include, but is not limited to, the projected ratio of annual debt service to the tax burden on the district's taxpayers and the ratio of annual debt service secured by the general fund to general fund expenditures.

The district may enter into credit enhancement agreements such as municipal bond insurance, surety bonds, letters of credit, and lines of credit with commercial banks, municipal bond insurance companies, or other financial entities when their use is judged to lower borrowing costs, eliminate restrictive covenants, or have a net economic benefit to the financing.

#### Structure of Debt Issues

The district shall consider the overall impact of the current and future debt burden of the financing when determining the duration of the debt issue.

The district shall design the financing schedule and repayment of debt so as to take best advantage of market conditions, ensure cost effectiveness, provide flexibility, and, as practical, recapture or maximize its debt capacity for future use. Principal amortization will be structured to meet debt repayment, tax rate, and flexibility goals.

For new money debt issuances for capital improvements, the district shall size the debt issuance with the aim of funding capital projects as deemed appropriate by the Board, as long as the issuance is consistent with the overall financing plan, does not exceed the amount authorized by voters, and, unless a waiver is sought and received from the state, will not cause the district to exceed the limitation on debt issuances specified in the California Constitution or Education Code 15106.

To the extent practicable, the district shall also consider credit issues, market factors, and tax law when sizing the district's bond issuance. The sizing of refunding bonds shall be determined by the amount of money that will be required to cover the principal of, any accrued interest on, and any redemption premium for the debt to be paid on the call date and to cover appropriate financing costs.

Any general obligation bond issued by the district shall mature within 40 years of the issuance date or as otherwise required by law. (California Constitution, Article 16, Section 18; Government Code 53508.6)

The final maturity of equipment or real property lease obligations will be limited to the useful life of the assets to be financed but, with respect to a lease purchase of equipment, no longer than a period of 10 years. (Education Code 17452)

#### Method of Sale

For the sale of any district-issued debt, the Superintendent or designee shall recommend the method of sale with the potential to achieve the lowest financing cost and/or to generate other benefits to the district. Potential methods of sale include:

1. A competitive bidding process through which the award is based on, among other factors, the lowest offered true interest cost

2. Negotiated sale, subject to approval by the district to ensure that interest costs are in accordance with comparable market interest rates
3. Private placement sale, when the financing can or must be structured for a single or limited number of purchasers or where the terms of the private placement are more beneficial to the district than either a negotiated or competitive sale

#### Investment of Proceeds

The district shall actively manage the proceeds of debt issued for public purposes in a manner that is consistent with state law governing the investment of public funds and with the permitted securities covenants of related financing documents executed by the district. Where applicable, the district's official investment policy and legal documents for a particular debt issuance shall govern specific methods of investment of bond-related proceeds. Preservation of principal shall be the primary goal of any investment strategy, followed by the availability of funds and then by return on investment.

(cf. 3430 - Investing)

With regard to general obligation bonds, the district shall invest new money bond proceeds in the county treasury pool as required by law. (Education Code 15146)

The management of public funds shall enable the district to respond to changes in markets or changes in payment or construction schedules so as to ensure liquidity and minimize risk.

#### Refunding/Restructuring

The district may consider refunding or restructuring outstanding debt if it will be financially advantageous or beneficial for debt repayment and/or structuring flexibility. When doing so, the district shall consider the maximization of the district's expected net savings over the life of the debt issuance and, when using a general obligation bond to refund an existing bond, shall ensure that the final maturity of the refunding bond is no longer than the final maturity of the existing bond.

#### Internal Controls

The Superintendent or designee shall establish internal control procedures to ensure that the proceeds of any debt issuance are directed to the intended use. Such procedures shall assist the district in maintaining the effectiveness and efficiency of operations, properly expending funds, reliably reporting debt incurred by the district and the use of the proceeds, complying with all laws and regulations, preventing fraud, and avoiding conflict of interest.

(cf. 3314 - Payments for Goods and Services)

(cf. 3400 - Management of District Assets/Accounts)

The district shall be vigilant in using bond proceeds in accordance with the stated purposes at the time such debt was incurred as defined in the text of the voter-approved bond measure. (Government Code 53410)

When feasible, the district shall issue debt with a defined revenue source in order to preserve the use of the general fund for general operating purposes.

The district shall annually conduct a due diligence review to ensure its compliance with all ongoing obligations applicable to issuers of debt. Such a review may be conducted by general legal counsel or bond counsel. Any district personnel involved in conducting such reviews shall receive periodic training regarding their responsibilities.

In addition, the Superintendent or designee shall ensure that the district completes, as applicable, all performance and financial audits that may be required for any debt issued by the district, including disclosure requirements applicable to a particular transaction.

#### Records/Reports

At least 30 days prior to the sale of any debt issue, the Superintendent or designee shall submit a report of the proposed issuance to the California Debt and Investment Advisory Commission (CDIAC). Such report shall include a self-certification that the district has adopted a policy concerning the use of debt that complies with law and that the contemplated debt issuance is consistent with that policy. (Government Code 8855)

On or before January 31 of each year, the Superintendent or designee shall submit a report to the CDIAC regarding the debt authorized, the debt outstanding, and the use of proceeds of the issued debt for the period from July 1 to June 30. (Government Code 8855)

The Superintendent or designee shall provide initial and any annual or ongoing disclosures required by 17 CFR 240.10b-5 and 240.15c2-12 to the Municipal Securities Rulemaking Board, investors, and other persons or entities entitled to disclosure, and shall ensure that the district's disclosure filings are updated as needed.

The Superintendent or designee shall maintain transaction records of decisions made in connection with each debt issuance, including the selection of members of the financing team, the structuring of the financing, selection of credit enhancement products and providers, and selection of investment products. Each transaction file shall include the official transcript for the financing, interest rates and cost of issuance on the day when the debt was sold ("final number runs"), and a post-pricing summary of the debt issue. In addition, documentation evidencing the expenditure of proceeds, the use of debt-financed property by public and private entities, all sources of payment or security for the debt, and investment of proceeds shall be kept for as long as the debt is outstanding, plus the period ending three years after the financial payment date of the debt or the final payment date of any obligations or series of bonds issued to refund directly or indirectly all of any portion of the debt, whichever is later.

The Superintendent or designee shall annually report to the Board regarding debts issued by the district, including information on actual and projected tax rates, an analysis of bonding capacity, ratings on the district's bonds, market update and refunding opportunities, new development for California bond financings, and the district's compliance with post-issuance requirements.

#### Legal Reference:

##### EDUCATION CODE

5300-5441 Conduct of elections

15100-15262 Bonds for school districts and community college districts

15264-15276 Strict accountability in local school construction bonds

15278-15288 Citizen's oversight committees

15300-15425 School Facilities Improvement Districts

17150 Public disclosure of non-voter-approved debt

17400-17429 Leasing of district property

17450-17453.1 Leasing of equipment

17456 Sale or lease of district property

17596 Duration of contracts

42130-42134 Financial reports and certifications

##### ELECTIONS CODE

1000 Established election dates

##### GOVERNMENT CODE

8855 California Debt and Investment Advisory Commission

53311-53368.3 Mello-Roos Community Facilities Act  
53410-53411 Bond reporting  
53506-53509.5 General obligation bonds  
53550-53569 Refunding bonds of local agencies  
53580-53595.55 Bonds  
53850-53858 Tax and revenue anticipation notes  
53859-53859.08 Grant anticipation notes  
CALIFORNIA CONSTITUTION  
Article 13A, Section 1 Tax limitation  
Article 16, Section 18 Debt limit  
UNITED STATES CODE, TITLE 15  
78o-4 Registration of municipal securities dealers  
UNITED STATES CODE, TITLE 26  
54E Qualified Zone Academy Bonds  
CODE OF FEDERAL REGULATIONS, TITLE 17  
240.10b-5 Prohibition against fraud or deceit  
240.15c2-12 Municipal securities disclosure  
CODE OF FEDERAL REGULATIONS, TITLE 26  
1.6001-1 Records

Management Resources:

CALIFORNIA DEBT AND INVESTMENT ADVISORY COMMISSION PUBLICATIONS  
California Debt Issuance Primer  
GOVERNMENT FINANCE OFFICERS ASSOCIATION PUBLICATIONS  
An Elected Official's Guide to Debt Issuance, 2nd Ed., 2016  
Understanding Your Continuing Disclosure Responsibilities, Best Practice, September 2015  
Investment of Bond Proceeds, Best Practice, September 2014  
Selecting and Managing Municipal Advisors, Best Practice, February 2014  
Debt Management Policy, Best Practice, October 2012  
Analyzing and Issuing Refunding Bonds, Best Practice, February 2011  
INTERNAL REVENUE SERVICE PUBLICATIONS  
Tax Exempt Bond FAQs Regarding Record Retention Requirements  
Tax-Exempt Governmental Bonds, Publication 4079, rev. 2016  
U.S. GOVERNMENT ACCOUNTABILITY OFFICE PUBLICATIONS  
Internal Control System Checklist  
WEB SITES  
California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>  
Government Finance Officers Association: <http://www.gfoa.org>  
Internal Revenue Service: <http://www.irs.gov>  
Municipal Security Rulemaking Board, Electronic Municipal Market Access (EMMA):  
<http://www.emma.msrb.org>  
U.S. Government Accountability Office: <http://www.gao.gov>  
U.S. Securities and Exchange Commission: <http://www.sec.gov>