

Mesa Union School District

Agenda for the Board Meeting of the Board of Trustees to be held on Tuesday, March 18, 2014, at 6:00 p.m. in the School Multi-Purpose Room located at 3901 North Mesa School Road, Somis, California 93066

The Regular Board Meeting of the Board of Trustees will begin at 6:00 p.m. with closed session and approximately 6:30 p.m. for open session. A complete agenda packet is available at the District Office, 3901 North Mesa School Road, Somis, Monday and Tuesday prior to a regularly scheduled meeting and online at www.mesaschool.org.

1. CALL TO ORDER AND RECOGNITION OF A QUORUM:

Time _____	Present	Absent
Mr. Noel Camanag, President	_____	_____
Mr. Steven Sullivan, Vice President	_____	_____
Mrs. Judith Thielemann, Board Clerk	_____	_____
Mr. Rick Murray, Trustee	_____	_____
Mrs. Susan Nemets, Trustee	_____	_____
Dr. Michael Babb, Superintendent	_____	_____
Mr. Ryan Howatt, Principal	_____	_____
Mrs. Cindy Hansen, Chief Business Official	_____	_____
Mrs. Erica Magdaleno, Executive Assistant	_____	_____

2. ADOPTION OF AGENDA

Usually an agenda covers an entire session, in which case it is the order of business for that session and is adopted by majority vote of the assembly. Thereafter, no change can be made in the agenda except by a two-thirds vote or by unanimous consent. At the point of adoption of the agenda, any Board member or the superintendent can request that the agenda be re-ordered.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS:

At this time, any member of the public may address the Board concerning the closed session items. A person addressing the Board is urged to use not more than three (3) minutes of time.

4. CLOSED SESSION:

During this time, the Board may adjourn to closed session to discuss confidential material relating to:

- A. Negotiations as it relates to MUTA and MUST authorized by Government Code §3549.1
- B. Personnel as authorized by Government Code §54957 – as it relates to personnel needs for the 2014-2015 school year.
- C. Conference with Legal Counsel-existing litigation authorized by Government Code §54956.9-as it relates to Workmans' Compensation Claim Number:VCSB025181.

ADJOURN FROM CLOSED:

Time _____

RECONVENE IN PUBLIC
(Approximate time-6:30pm)

Time: _____

Report of actions taken during closed session: The president of the Board will report on actions taken during closed session.

5. OFFICIAL OPENING - PLEDGE OF ALLEGIANCE

6. MINUTES

It is the recommendation of the district administration that the Board of Trustees approve the minutes of the regular board meeting of February 18, 2014, as presented.

7. AUDIENCE TO ADDRESS BOARD OF TRUSTEES

PRESENTATIONS/COMMENTS BY THE PUBLIC. All individuals are invited to speak to the Board during public comment on matters related to the district. If you wish to address the Board, please plan to complete a Speaker Form prior to the start of the meeting. Forms are available in the District Office, at the Board meeting and online at www.mesaschool.org

8. SUPERINTENDENT AND PRINCIPAL'S REPORTS:

Superintendent:

- A. Local Control Accountability Plan
- B. Title III Accountability
- C. Technology Update
- D. SBAC

Principal:

- A. School Site Council Update
- B. California Healthy Kids Survey

9. BOARD MEMBERS' REPORTS AND COMMUNICATIONS:

- A. Correspondence
- B. Board members' reports and communications
- C. Board members' interests and concerns

10. CONSENT AGENDA:

**Approval of Consent Agenda – All items on the Consent Agenda are to be approved as one motion unless a Board Member requests separate action on a specific item. Each item approved shall be deemed to have been read in full and adopted as recommended.*

A. Purchase Orders – Mesa

It is the recommendation of the district administration that the purchase orders be approved as presented.

PLEASE SEE AGENDA ITEM 10A IN THE PACKET

B. Check Register – Mesa

It is the recommendation of the district administration that the check register be approved as presented.

PLEASE SEE AGENDA ITEM 10B IN THE PACKET

C. Statement of Revenues and Expenditures (February 2014)

It is the recommendation of the district administration that the Statement of Revenues and Expenditures be approved as presented.

PLEASE SEE AGENDA ITEM 10C IN THE PACKET

D. Current Enrollment Report

It is the recommendation of the district administration that the Enrollment Report be accepted as presented.

PLEASE SEE AGENDA ITEM 10D IN THE PACKET

- E. Student of the Month for February 2014

It is the recommendation of the district administration that the Student of the Month listing be accepted as presented.

PLEASE SEE AGENDA ITEM 10E IN THE PACKET

- F. Golden Valley Charter School Statement of Revenue and Expenditures

It is the recommendation of the district administration that the Board of Trustees accept the Statement of Revenue and Expenditures from the Golden Valley Charter School.

PLEASE SEE AGENDA ITEM 10F IN THE PACKET

11. ACTION/DISCUSSION ITEMS:

- A. Consideration of adoption of Resolution #13-14-08 Authorization to Consolidate Observance of Lincoln Day and Washington Day on the 2014-2015 school calendar.

It is the recommendation of the district administration that the Board of Trustees adopt Resolution #13-14-08 Authorization to Consolidate Observance of Lincoln Day and Washington Day on the 2014-2015 school calendar.

PLEASE SEE AGENDA ITEM 11A IN THE PACKET

- B. Consideration of approval of the proposed collective bargaining agreement with the Mesa Union Teachers' Association (MUTA) for the period of July 1, 2013-June 30, 2014

It is the recommendation of the district administration that the Board of Trustees approve the proposed collective bargaining agreement with the Mesa Union Teachers' Association (MUTA) for the period of July 1, 2013-June 30, 2014.

PLEASE SEE AGENDA ITEM 11B IN THE PACKET

- C. Consideration of approval of the proposed collective bargaining agreement with the Mesa Union Support Team (MUST) for the period of July 1, 2013-June 30, 2014

It is the recommendation of the district administration that the Board of Trustees approve the proposed collective bargaining agreement with the Mesa Union Support Team (MUST) for the period of July 1, 2013-June 30, 2014.

PLEASE SEE AGENDA ITEM 11C IN THE PACKET

- D. Consideration of approval of the Consolidated Application (ConApp) Fall I for the 2013-2014 school year.

It is the recommendation of the District Administration that the Board of Trustees approve the Con App Fall I for the 2013-2014 school year.

PLEASE SEE AGENDA ITEM 11D IN THE PACKET

- E. Consideration of approval of the Mesa Union Single Plan for Student Achievement for the 2013-2014 as presented.

It is the recommendation of the district administration that the Board of Trustees approve the Mesa Union Single Plan for Student Achievement for the 2013-2014 school year as presented.

PLEASE SEE AGENDA ITEM 11E IN THE PACKET

- F. Consideration of approval of the proposal with Ventura County Office of Education Technology Department for technology support services.

It is the recommendation of the district administration that the Board of Trustees approve the proposal with Ventura County Office of Education Technology Department for technology support services.

PLEASE SEE AGEND ITEM 11F IN THE PACKET

- G. Consideration of approval of the 2014-2015 Classified Holiday Calendar.

It is the recommendation of the district administration that the Board of Trustees approve the 2014-2015 Classified Holiday Calendar.

PLEASE SEE AGENDA ITEM 11G IN THE PACKET

- H. Consideration of Approval of the 3rd and 7th grade Field Trip request to Channel Islands Harbor and Anacapa Island.

It is the recommendation of the district administration that the Board of Trustees approve the 3rd and 7th grade field trip request to Channel Islands Harbor and Anacapa Island.

PLEASE SEE AGENDA ITEM 11H IN THE PACKET

- I. First Reading for policy revisions.

It is the recommendation of the district administration that the Board of Trustees review the policies in sections 0000-9000. These policies will be placed on the April 2014 agenda for adoption.

PLEASE SEE AGENDA ITEM 11I IN THE PACKET

12. PERSONNEL

13. ITEMS FOR FUTURE CONSIDERATION

- A. Afterschool Program
- B. School Safety Plan
- C. Local Control Accountability Plan

14. FUTURE MEETINGS

- A. April 22, 2014

15. ADJOURNMENT

In accordance with requirements of the Americans with Disabilities Act and related federal regulations, individuals who require special accommodation, including but not limited to an American sign language interpreter, accessible seating or documentation in accessible formats, should contact the Superintendent's office at least two days before the meeting.

Call to Order

The February 18, 2014, Regular Meeting of the Board of Trustees of the Mesa Union School District was called to order by President Camanag at 6:04 p.m. in the Multi-purpose Room.

Roll Call

Board members present were Noel Camanag, Steven Sullivan, Susan Nemets, Judith Thielemann, and Rick Murray.

District administrators present were Dr. Babb, superintendent, Erica Magdaleno, executive assistant, and Cindy Hansen, chief business officer.

Agenda

The agenda was adopted by common consent.

Public Comment on Closed Session

At 6:04 p.m., President Camanag asked for public comment on closed session items. Hearing none, he announced that the Board was going into closed session to discuss personnel as it relates to personnel needs for the 2014-2015 school year and negotiations as it relates to MUTA.

Reconvene to Open Session

At 6:46 p.m., the Board of Trustees returned to open session. President Camanag reported that the Board of Trustees had just returned from closed session where personnel as authorized by Government Code §54957 – as it relates to personnel needs for the 2014-2015 school year and Negotiations as it relates to MUTA authorized by Government Code §3549.1 were discussed. No action was taken. The board will returned to closed session after the regular board meeting.

Official Opening Pledge

President Camanag led the Pledge of Allegiance.

Minutes

The minutes of the Regular Board Meeting of January 21, 2014, were approved by common consent.

Public Comment

There were no public comments.

Superintendent's Report

Superintendent's Report

1. **Local Control Accountability** will need to be approved before the 2014-2015 budget is adopted. In May a public hearing will be held to review the Local Control Accountability Plan (LCAP). Dr. Babb also shared that he has attended three trainings regarding LCAP. The first training was for district administrators, the second training was a general training facilitated by the Ventura County Board Association and the last focused on parent involvement. In creating the LCAP, Dr. Babb will convene two categories of meetings: one to receive input, and the second category that gives parents and staff an opportunity to review the LCAP in draft form. Dr. Babb and Mr. Howatt have set a schedule to meet with parent groups from ELAC, Migrant, School Site Council, PFO and MEF to discuss programs that affect all students. A general parent meeting has been scheduled for Thursday March 27th, at 8:30am, to provide general information regarding LCAP. Information regarding LCAP was also placed in *Mesa Matters* this week, and a link that provides general information has been posted on the Mesa School website. Dr. Babb will be updating the school website with the calendar of meetings for parents to participate. In addition to meeting with parents and staff, Dr. Babb and Mr. Howatt will be meeting with students, including a group of 7th grade students this afternoon. Dr. Babb shared how impressed he was with the students' honesty, creativity and knowledge of the school programs. Dr. Babb and Mr. Howatt also plan to meet with other students to receive input regarding the elementary program. Dr. Babb also shared that a year ago when he started as superintendent he held one-on-one interviews and group interviews. Dr. Babb feels it is important to use the findings and build it into the LCAP. Dr. Babb also reported that parents, staff, and students will be surveyed using the California Healthy Kids Survey. The survey will provide input from parents, staff and students regarding school connectedness and climate culture. Dr. Babb plans to have the draft LCAP ready by April to present at the board meeting.

2. **Career Day:** Dr. Babb provided an update on Career Day, scheduled for April 25th. The idea of

Career Day is to have presenters speak to students about their career and answer questions for about 45 minutes. Students will learn about different career options and be motivated to begin thinking about careers. A flyer went out in *Mesa Matters* last week to recruit presenters. Dr. Babb and teachers also are making requests of guests with partners such as the NBVC of Port Huene and others who have presented in the past. A handful of presenters has already signed up. Dr. Babb would like to have a variety of presenters from different genders and ethnicities representing a variety of fields including science, art, business, military, private and public career paths. Dr. Babb would also like to have presenters representing university path and non-university path professions.

Trustee Thielemann inquired if a representative from careers in law enforcement would be present for Career Day. Dr. Babb confirmed that a presenter from law enforcement would be present.

Correspondence:

Trustee Camanag shared that correspondence from the Ventura County Office of Education regarding the acceptance of the 1st interim report for period ending October 31, 2013. The positive certification submitted by the district was accepted.

Board members' reports and communications:

Trustee Thielemann shared updates from the Yearbook Club. Yearbooks can be purchased online via the school website or in person at the office for \$20.00 dollars. Prices will be increased to \$25.00 dollars after April 1st. Trustee Thielemann also shared that Yearbook Club students will continue taking photos around school.

Trustee Nemets shared that she attended the Ventura County School Board Association dinner meeting with Dr. Babb. The meeting was very informative and provided a lot of information on LCAP.

Board members' interests and concerns:

Trustee Sullivan shared concerns regarding Junior High Dances. What is the objective of dances? Students are not able to get to know each other because the music is so loud that they can't hear each other talk. Trustee Sullivan suggested turning down the volume.

Consent Agenda:

The Consent Agenda were approved by common consent

- Purchase Orders \$29,934.52
- Checks totaling \$242,925.76
- Funds Balances
- Enrollment 643
- Golden Valley Charter School income/expenditure statement

Action/Discussion:

On motion of Trustee Sullivan, seconded by Trustee Nemets, and carried with 5-0-0 vote, the 2nd Interim Report for period ending January 31, 2014, was adopted.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

Cindy Hansen, CBO provided a presentation on the 2nd Interim Report.

On motion of Trustee Thielemann, seconded by Trustee Murray, and carried with a 5-0-0 vote, the Proposition 39 General Obligation Bonds Measure A Performance Audit for Fiscal Year ending June 30, 2013, was accepted.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

Board Member's Reports and Communication

Consent Agenda

2nd Interim Report

Proposition 39 Measure A Performance Audit

**Resolution
#13-14-07**

On motion of Trustee Murray, seconded by Trustee Sullivan and carried with a 5-0-0 vote, Resolution #13-14-07 Temporary Employee Notice of Release was adopted.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

VCOE MOU

On motion of Trustee Thielemann, seconded by Trustee Murray and carried with a 5-0-0 vote, the MOU with Ventura County Office of Education Department of Curriculum and Instruction for professional development services was approved.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

**Old Dominion
University**

On motion of Trustee Nemets, seconded by Trustee Sullivan, and carried with a 5-0-0 vote, the agreement with Old Dominion University to place student teachers at Mesa Union School was approved.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

**Field Trip
Request**

On motion of Trustee Thielemann, seconded by Trustee Murray, and carried with a 5-0-0 vote, the revised 8th grade field trip request to Washington D. C. from April 11-April 16, 2014, was approved.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

Dr. Babb recommended not having the 8th Washington D.C. field trip request on future agendas since the field trip is scheduled outside of the school calendar. The trip itself can be approved but the request can be approved administratively.

Trustee Nemets requested clarification regarding additional cost that may have been incurred with the additional students that are now attending the field trip. Dr. Babb clarified that Bright Spark agreed to absorb the additional cost.

Trustee Nemets brought up concerns regarding whether or not the trip is considered school or non-school related and the liability that may affect the school in the event of an accident.

**2014-2015
School Calendar**

On motion of Trustee Thielemann, seconded by Trustee Sullivan and carried with a 4-1-0 vote, the 2014-2015 school calendar was adopted.

Vote:

Nemets: No Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

Trustee Nemets requested clarification regarding the calendar and concerns that had been brought earlier in the school year regarding having a two-week spring break. Earlier in the school year it was decided that a shorter spring break would be benefit students and test scores. Dr. Babb clarified that the group of teachers he met with felt that students needed a longer break during the spring. Dr. Babb also clarified that we try to match the calendar with the local high school district.

Due to lack of motion no action was taken on agenda item.

**CSBA Delegate
Board Policies**

On motion of Trustee Nemets, seconded by Trustee Murray, and carried with a 5-0-0 vote, the Board of Trustees adopted the policies in sections 4000 as presented or amended.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

Board Policies

Personnel:

Personnel

On motion of Trustee Thielemann, seconded by Trustee Nemets , and carried with a 5-0-0 vote, the request from Kimberly Kuklenski for a 60% job share for 2014-2015 was approved.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

On motion of Trustee Thielemann, seconded by Trustee Murray, and carried with a 5-0-0 vote, the request from Michelle Waggoner for a 40% job share for 2014-2015 was approved.

Vote:

Nemets: Aye Sullivan: Aye Thielemann: Aye Murray: Aye Camanag: Aye

Future Items

- A. School Site Plan
- B. Afterschool Program
- C. School Safety Plan

Future Meetings

March 18, 2014

Adjournment

There being no further items of business, the regular board meeting was adjourned at 7:54 p.m. President Camanag announced that the Board would be returning to closed session to personnel as it relates to personnel needs for the 2014-2015 school year and negotiations as it relates to MUTA.

The Board came out of closed session at 9:09 p.m. Personnel as it relates to personnel needs for the 2014-2015 school year and negotiations as it relates to MUTA were discussed. No action was taken.

There being no further items of business, the board adjourned at 9:10 p.m.

Includes 02/01/2014 - 02/28/2014

PO Number	Vendor Name	Order Location	Object Description	Resource Description	Account Amount
B0314-00078	VTA CNTY OFFICE OF EDUCATION	MESA UNION	ExcscsCostC	IDEA Basic	879.00
				IDEA Basic	1,597.00
				SpecialEd	57,600.00
B0314-00079	TUTORIFICI	MESA UNION	Holding	NCLBIPartA	962.00
B0314-00080	RICOH USA, INC	MESA UNION	RntRprNCap	Lottery	7,004.00
P0314-00147	SATICOY AUTO BODY & TRUCK	MESA UNION	RntRprNCap	Transportation	11,421.17
P0314-00148	CALIFORNIA LUTHERAN UNIVERSITY ED RESEARCH & LEADERSHIP	MESA UNION	STAFF DEV	Unrestrict	145.00
P0314-00149	VTA CNTY OFFICE OF EDUCATION	MESA UNION	STAFF DEV	Unrestrict	100.00
P0314-00150	VTA CNTY OFFICE OF EDUCATION	MESA UNION	EmployFees	Unrestrict	141.00
P0314-00151	MARK-IT PLACE	MESA UNION	Mat'ls/Sup	LotteryIM	731.00
P0314-00152	U-RENT, INC	MESA UNION	Mat'ls/Sup	Unrestrict	124.70
P0314-00153	VTA CNTY OFFICE OF EDUCATION	MESA UNION	STAFF DEV	Unrestrict	100.00
P0314-00154	VTA CNTY OFFICE OF EDUCATION	MESA UNION	Mat'ls/Sup	NCLBIPartC	189.00
				LotteryIM	400.95
P0314-00155	SCOTT & SONS ELECTRIC	MESA UNION	RntRprNCap	Unrestrict	575.00
P0314-00156	CREATIVE LEARNING PRESS, INC	MESA UNION	Mat'ls/Sup	LotteryIM	129.00
P0314-00157	UNITED REFRIGERATION INC	MESA UNION	Mat'ls/Sup	Unrestrict	92.02
P0314-00159	VTA CNTY OFFICE OF EDUCATION	MESA UNION	EmployFees	Unrestrict	94.00
P0314-00160	EDUCATIONAL DATA SYSTEMS	MESA UNION	Prof Svc	Unrestrict	220.48
P0314-00161	CUMMINS CAL PACIFIC, LLC	MESA UNION	RntRprNCap	Unrestrict	757.05
P0314-00162	VTA CNTY OFFICE OF EDUCATION	MESA UNION	Prof Svc	GVCS	11,250.00
P0314-00163	PACTRONICS, INC	MESA UNION	Mat'ls/Sup	Unrestrict	665.05
P0314-00164	CALIFORNIA LUTHERAN UNIVERSITY	MESA UNION	STAFF DEV	CAT FLEX	145.00
P0314-00165	VTA CNTY OFFICE OF EDUCATION	MESA UNION	Prof Svc	Common Core	3,830.00
			Equipment	Common Core	36,606.21
P0314-00166	BANK OF AMERICA	MESA UNION	Mat'ls/Sup	SpecialEd	40.17
P0314-00167	PRO AIR ENGINEERING	MESA UNION	RntRprNCap	Unrestrict	1,020.00
Total Number of POs			23	Total	136,818.80

Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	23	136,818.80

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

ESCAPE ONLINE

Includes 02/01/2014 - 02/28/2014

PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
B0313-00072	24,842.00	010-5801	General Fund/Audit	63.33
B0314-00021	1,050.00	010-4300	General Fund/Mat'ls/Sup	60.64
B0314-00028	900.00	130-5600	Cafeteria Fund/RntRprNCap	127.16
B0314-00037	1,150.00	010-5901	General Fund/Phone	395.75
B0314-00039	29,541.00	010-5899	General Fund/Legal	320.00
B0314-00058	4,500.00	010-4300	General Fund/Mat'ls/Sup	653.29
B0314-00058	4,500.00	010-5600	General Fund/RntRprNCap	501.00-
			Total for B0314-00058	152.29
B0314-00072	485.00	010-5804	General Fund/EmployFees	245.00
			Total PO Changes	1,364.17

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

ESCAPE ONLINE

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Checks Dated 02/01/2014 through 02/23/2014

Board Meeting Date 3/18/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5003806858	02/04/2014	GOLDEN VALLEY CHARTER SCHOOL	010-8096		75,804.08
5003806859	02/05/2014	SELF-INSURED SCHOOLS OF CALIF	010-9534		48,012.95
5003806860	02/06/2014	ALTA DENA DAIRY	130-4700		1,317.86
5003806861	02/06/2014	APPERSON	010-4300		85.11
5003806862	02/06/2014	BrainPOP, LLC	010-5800		2,201.50
5003806863	02/06/2014	CAL-COAST MACHINERY INC	010-4300	346.71	
			010-5600	551.25	897.96
5003806864	02/06/2014	DIAL SECURITY	010-5800		57.88
5003806865	02/06/2014	HARBOR PLUMBING SUPPLY CO	010-4300		74.76
5003806866	02/06/2014	HOME DEPOT CREDIT SERVICES	010-4300		310.50
5003806867	02/06/2014	OFFICEMAX, INC	010-4300		356.47
5003806868	02/06/2014	POOLE OIL COMPANY	010-4310		996.44
5003806869	02/06/2014	SYSCO VENTURA	130-4300	241.40	
			130-4700	1,797.72	2,039.12
5003806870	02/06/2014	UNDERWOOD FAMILY FARMS	130-4700		470.41
5003806871	02/07/2014	Jill Brody	010-5903		13.35
5003806872	02/07/2014	Fawn P. Nguyen	010-5220		135.00
5003806873	02/11/2014	CALIF LUTHERAN UNIVERSITY-CRLP	010-5200	85.00	
			010-5220	255.00	340.00
5003806874	02/11/2014	MODESTO & SON'S PUMPING	140-5607		9,500.00
5003806875	02/11/2014	REVOLVING ACCOUNT	010-5220		45.00
5003806876	02/11/2014	SATICOY AUTO BODY & TRUCK	010-5600		11,421.17
5003806877	02/13/2014	ANIMAL & INSECT PEST MGMT INC	010-5506		199.00
5003806878	02/13/2014	BANK OF AMERICA	010-4300	109.95	
			010-5800	1.00	
			010-5903	49.68	160.63
5003806879	02/13/2014	CALIF DEPT OF EDUCATION	130-4700		7.80
5003806880	02/13/2014	COASTAL OCC MED GRP	010-5804		180.00
5003806881	02/13/2014	EMPIRE CLEANING SUPPLY	010-4300		2,861.37
5003806882	02/13/2014	MARK-IT PLACE	010-4300		731.00
5003806883	02/13/2014	MISSION LINEN SUPPLY	130-5600		137.72
5003806884	02/13/2014	SCOTT & SONS ELECTRIC	010-5600		575.00
5003806885	02/13/2014	SYSCO VENTURA	130-4300	123.82	
			130-4700	1,150.88	1,274.70
5003806886	02/13/2014	U-RENT, INC	010-4300		124.70
5003806887	02/13/2014	UNDERWOOD FAMILY FARMS	130-4700		139.57
5003806888	02/13/2014	VTA CNTY OFFICE OF EDUCATION	010-7142		30,038.00
5003806889	02/13/2014	VTA CNTY OFFICE OF EDUCATION	010-5804		141.00
5003806890	02/13/2014	VTA CNTY OFFICE OF EDUCATION	010-5220		80.00
5003806891	02/13/2014	VCOE-GRAPHIC SERVICES	010-4300		132.77
5003806892	02/13/2014	VERIZON WIRELESS	010-5902		760.22
5003806893	02/13/2014	VERIZON WIRELESS	010-5901		478.21
5003806894	02/20/2014	Irene G. Ramirez	010-4300	10.63	
			010-5903	7.40	18.03
5003806895	02/20/2014	Michele N. Waggoner	010-5800		85.00
5003806896	02/20/2014	Jill Brody	010-4300		19.33
5003806897	02/20/2014	Francisco J. Rodriguez	010-4300		20.00

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

ESCAPE ONLINE

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Checks Dated 02/01/2014 through 02/28/2014

Board Meeting Date 3/18/2014

Check Number	Check Date	Pay to the Order of	Fund Object	Expensed Amount	Check Amount
5003806898	02/20/2014	COAST TO COAST COMPUTER PROD	010-4300		191.35
5003806899	02/20/2014	E.J. HARRISON & SONS, INC	010-5505		343.00
5003806900	02/20/2014	#1 EDUCANDO CON TABLETAS	010-5819		632.50
5003806901	02/20/2014	MISSION LINEN SUPPLY	130-5600		68.86
5003806902	02/20/2014	PEACH HILL SOILS	010-4300		37.63
5003806903	02/20/2014	RICOH USA, INC	010-4300		11.50
5003806904	02/20/2014	SPARKLETTS	010-5504		26.00
5003806905	02/20/2014	SPARKLETTS	010-5504		208.50
5003806906	02/20/2014	SYSKO VENTURA	130-4300	191.69	
			130-4700	1,234.46	1,426.15
5003806907	02/20/2014	VTA CNTY OFFICE OF EDUCATION	010-5800	366.96	
			010-9510	9,669.95	10,036.91
5003806908	02/20/2014	VICENTI, LLOYD & STUTZMAN LLP	010-5801		6,778.67
5003806909	02/21/2014	CUMMINS CAL PACIFIC, LLC	010-5600		757.05
5003806910	02/21/2014	HARBOR PLUMBING SUPPLY CO	010-4300		389.36
5003806911	02/21/2014	OFFICE DEPOT CREDIT PLAN	010-4300		730.09
5003806912	02/21/2014	POOLE OIL COMPANY	010-4310		955.01
5003806913	02/21/2014	REVOLVING ACCOUNT	010-5220		15.00
5003806914	02/21/2014	UNITED REFRIGERATION INC	010-4300		92.02
5003806915	02/21/2014	VTA CNTY OFFICE OF EDUCATION	010-5804		94.00
5003806916	02/21/2014	VCOE-TECH SERVICES	010-5800		11,250.00
5003806917	02/26/2014	TAX DEFERRED SERVICES	010-9539		6,500.00
5003806918	02/27/2014	AT&T	010-5901		97.28
5003806919	02/27/2014	ATKINSON,ANDELSON,LOYA, et al	010-5899		6,111.00
5003806920	02/27/2014	ATKINSON,ANDELSON,LOYA, et al	010-5899		4,725.00
5003806921	02/27/2014	E.J. HARRISON & SONS, INC	010-5505		441.38
5003806922	02/27/2014	MASTER GRINDING & SECURITY	010-4300		248.24
5003806923	02/27/2014	MISSION LINEN SUPPLY	130-5600		72.84
5003806924	02/27/2014	OFFICEMAX, INC	010-4300		356.47
5003806925	02/27/2014	PRO AIR ENGINEERING	010-5600		1,020.00
5003806926	02/27/2014	REVOLVING ACCOUNT	010-4300		346.71
5003806927	02/27/2014	SYSKO VENTURA	130-4300	214.05	
			130-4700	1,196.83	1,410.88
5003806928	02/27/2014	TARANGO'S DIESEL REPAIR	010-4300	2,072.74	
			010-5600	1,442.00	3,514.74
Total Number of Checks				71	251,131.75

Fund Summary

Fund	Description	Check Count	Expensed Amount
010	General Fund	59	233,265.84
130	Cafeteria Fund	11	8,365.91
140	Deferred Maintenance Fund	1	9,500.00
Total Number of Checks		71	251,131.75
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			251,131.75

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

Fund 010 - General Fund

Fiscal Year 2013/14 Through February 2014

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Revenue Limit Sources						
8011		1,665,227.00	2,336,146.00	1,494,765.00	841,381.00	63.98
8012	Education Protection Act	639,468.00	572,751.00	286,404.00	286,347.00	50.00
8021	Homeowners' Exemption	18,079.00	17,763.00	9,478.76	8,284.24	53.36
8041	Secured Rolls Tax	1,929,623.00	2,030,095.00	1,035,648.50	994,446.50	51.01
8042	Unsecured Roll Taxes	70,074.00	78,032.00	74,604.35	3,427.65	95.61
8043	Prior Years' Taxes	7,817.00	6,254.00	6,832.59	578.59-	109.25
8044	Supplemental Taxes	25,124.00	28,616.00	19,358.51	9,257.49	67.65
8045	Education Rev Augmentation Fd	120,466.00-	150,167.00-	33,422.63	183,589.63-	-22.26
8092	PERS Reduction Transfer	4,624.00				NO BDGT
8096	Charter School Trans In Lieu P	1,021,029.00-	1,072,178.00-	549,579.58-	522,598.42-	51.26
	Total Revenue Limit Sources	3,218,541.00	3,847,312.00	2,410,934.76	1,436,377.24	62.67
Federal Revenue						
8181	Special Education Entitlement	104,141.00	104,141.00		104,141.00	
8182	Special Education Discretionary	2,393.00	2,476.00		2,476.00	
8285	Interagency Contracts Between	21,900.00	28,068.00		28,068.00	
8290	All Other Federal Revenue	87,285.00	127,090.00	36,988.12	90,101.88	29.10
	Total Federal Revenue	215,719.00	261,775.00	36,988.12	224,786.88	14.13
Other State Revenues						
8311	Other State Apportionments Cu	130,566.00				NO BDGT
8434	Class Size Reduction K-3	179,928.00				NO BDGT
8550	Mandated Cost Reimbursements	29,892.00	17,815.00	17,815.00		100.00
8560	State Lottery Revenue	102,337.00	100,493.00	31,531.28	68,961.72	31.38
8590	All Other State Revenues	160,254.00	247,601.00	137,066.00	110,535.00	55.36
	Total Other State Revenues	602,977.00	365,909.00	186,412.28	179,496.72	50.94
Other Local Revenue						
8660	Interest	5,000.00	4,500.00	3,215.12	1,284.88	71.45
8675	Transportation Fees from Indiv	29,000.00				NO BDGT
8677	Interagency Services Between L	69,946.00	69,946.00		69,946.00	
8689	All Other Fees and Contracts		20,000.00	11,561.27	8,438.73	57.81
8699	All Other Local Revenue	48,360.00	50,001.00	3,948.91	46,052.09	7.90
8792	Transfers of Apportionments Fr	257,126.00	292,866.00	191,516.00	101,350.00	65.39
	Total Other Local Revenue	409,432.00	437,313.00	210,241.30	227,071.70	48.08
	Total Year To Date Revenues	4,446,669.00	4,912,309.00	2,844,576.46	2,067,732.54	57.91

Fund 010 - General Fund

Fiscal Year 2013/14 Through February 2014

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Books and Supplies							
4100	Textbooks	11,647.00	14,147.00		12,056.13	2,090.87	85.22
4300	Materials and Supplies	148,977.00	158,703.00	34,062.35	67,974.46	56,666.19	42.83
4310	Bus Fuel	24,639.00	24,639.00	9,643.43	12,403.35	2,592.22	50.34
4319	Supplies Undesignated	33,155.00	36,687.00			36,687.00	
4400	Non-Capitalized Equipment	27,400.00	56,414.00		2,632.53	53,781.47	4.67
	Total Books and Supplies	245,818.00	290,590.00	43,705.78	95,066.47	151,817.75	32.71
Services and Other Operating Expenditures							
5100	Sub Agreements for Prof Servic	120,305.00	108,253.00	76,678.00	8,220.93	23,354.07	7.59
5200	Travel and Conferences	1,285.00	1,285.00		85.00	1,200.00	6.61
5201	Car Allowance	2,380.00	2,620.00	800.00	1,600.00	220.00	61.07
5220	STAFF DEVELOPMENT	14,917.00	66,361.00	8,581.06	14,478.93	43,301.01	21.82
5300	Dues and Memberships	8,160.00	8,660.00		5,546.39	3,113.61	64.05
5450	Other Insurance	26,286.00	26,286.00		26,285.09	.91	100.00
5501	Natural Gas	6,135.00	6,135.00	3,055.37	2,520.64	558.99	41.09
5502	Electricity	67,010.00	67,010.00	31,377.37	34,622.63	1,010.00	51.67
5504	Water	9,815.00	9,815.00	4,794.64	4,154.23	866.13	42.33
5505	Rubbish	6,095.00	6,095.00	2,125.96	3,874.04	95.00	63.56
5506	Pest Control	1,950.00	1,950.00	756.00	1,194.00		61.23
5600	Rentals,Leases,Repairs & Nonca	110,768.00	110,368.00	26,258.95	86,318.96	2,209.91	78.21
5750	Direct Costs for Interfund Ser		80.00		80.32	.32	100.40
5800	Professnl/Consult Serv & Opera	199,123.00	184,449.00	41,389.17	59,906.64	83,153.19	32.48
5801	Audit	18,250.00	20,342.00	4,563.33	15,778.67		77.57
5803	Business Services Authority	112,382.00	112,382.00	74,921.00	37,461.00		33.33
5804	Employment Fees	1,397.00	1,650.00	249.00	1,361.00	40.00	82.48
5819	Holding	22,315.00	41,731.00	10,829.50	765.34	31,666.84	-1.83
5899	Legal Services	33,500.00	40,520.00	11,612.79	18,637.18	10,270.03	46.00
5901	Phone Services	5,200.00	5,200.00	707.59	3,127.44	1,364.97	60.14
5902	Internet Services	14,560.00	18,060.00	2,059.44	5,436.36	10,564.20	30.10
5903	Postage	2,300.00	2,300.00	5.39	1,681.33	613.28	73.10
	Total Services and Other Operating Expenditures	784,133.00	841,392.00	300,764.56	331,444.80	209,182.64	39.39
Capital Outlay							
6200	Buildings and Improvement of B		107,984.00			107,984.00	
6400	Equipment		36,607.00	36,606.21		.79	
	Total Capital Outlay	.00	144,591.00	36,606.21	.00	107,984.79	
Tuition							

Fund 010 - General Fund

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	4,446,669.00	4,912,309.00		2,844,576.46	2,067,732.54	57.91
B. Expenditures	4,622,143.00	5,000,061.00	1,629,543.43	2,672,115.81	698,401.76	53.44
C. Subtotal (Revenue LESS Expense)	175,474.00-	87,752.00-		172,460.65	1,369,330.78	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	175,474.00-	87,752.00-		172,460.65	1,369,330.78	
F. Fund Balance:						
Beginning Balance (9791)	1,116,723.00	1,278,275.00		1,278,275.41		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	1,116,723.00	1,278,275.00		1,278,275.41		
G. Calculated Ending Balance	941,249.00	1,190,523.00		1,450,736.06		
*Components of Ending Fund Balance						
Legally Restricted (9740)	63,711.00	31,774.00				
Other Designations (9780)	117,087.00	170,060.00				
Undesig/Unapprop (9790)	529,343.00	738,790.00				
Other	231,108.00	249,899.00		1,629,543.43		

Fund 130 - Cafeteria Fund

Fiscal Year 2013/14 Through February 2014

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail (continued)							
Services and Other Operating Expenditures (continued)							
5600	Rentals,Leases,Repairs & Nonca	2,200.00	3,200.00	2,076.21	1,123.79		35.12
5800	Professnl/Consult Serv & Opera	175.00	1,475.00		613.00	862.00	41.56
	Total Services and Other Operating Expenditures	2,575.00	4,875.00	2,076.21	1,736.79	1,062.00	35.63
	Total Year To Date Expenditures	179,194.00	179,117.00	57,717.09	97,169.53	24,230.38	54.25

Fund 140 - Deferred Maintenance Fund

Fiscal Year 2013/14 Through February 2014

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8660	Interest	550.00	550.00	476.64	73.36	86.66
Total Other Local Revenue		550.00	550.00	476.64	73.36	86.66
Total Year To Date Revenues		550.00	550.00	476.64	73.36	86.66

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
Expenditure Detail							
Services and Other Operating Expenditures							
5600	Rentals,Leases,Repairs & Nonca	5,000.00	5,000.00			5,000.00	
5604	Heating and Air Conditioning	5,000.00	11,700.00		6,700.00	5,000.00	57.26
5607	Plumbing	25,000.00	25,000.00		9,500.00	15,500.00	38.00
5608	Roofing		6,700.00		6,700.00		100.00
Total Services and Other Operating Expenditures		35,000.00	48,400.00	.00	22,900.00	25,500.00	47.31
Total Year To Date Expenditures		35,000.00	48,400.00	.00	22,900.00	25,500.00	47.31

Fund 150 - Pupil Transportation Equipment

Fiscal Year 2013/14 Through February 2014

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rcvd
Revenue Detail						
Other Local Revenue						
8660	Interest	100.00	100.00	47.26	52.74	47.26
Total Other Local Revenue		100.00	100.00	47.26	52.74	47.26
Total Year To Date Revenues		100.00	100.00	47.26	52.74	47.26

Fund 171 - S/R Capital Outlay-Technology

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues						
B. Expenditures						
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance						
F. Fund Balance:						
Beginning Balance (9791)	36.00	36.00		36.01		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	36.00	36.00		36.01		
G. Calculated Ending Balance	36.00	36.00		36.01		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)						
Other	36.00	36.00				

Fund 173 - S/R Capital Outlay-Equipment

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	60.00	60.00		24.92	35.08	41.53
B. Expenditures						
C. Subtotal (Revenue LESS Expense)	60.00	60.00		24.92	35.08	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	60.00	60.00		24.92	35.08	
F. Fund Balance:						
Beginning Balance (9791)	10,486.00	10,469.00		10,469.28		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	10,486.00	10,469.00		10,469.28		
G. Calculated Ending Balance	10,546.00	10,529.00		10,494.20		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)						
Other	10,546.00	10,529.00				

Fund 211 - Building Fund

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues				19.54	19.54-	NO BDGT
B. Expenditures						
C. Subtotal (Revenue LESS Expense)	.00	.00		19.54	19.54-	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	.00	.00		19.54	19.54-	
F. Fund Balance:						
Beginning Balance (9791)						
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance						
G. Calculated Ending Balance	.00	.00		19.54		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)						
Other						

Fund 251 - Developer Fees

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	160.00	2,837.00		2,750.81	86.19	96.96
B. Expenditures		6,587.00		6,586.57	.43	99.99
C. Subtotal (Revenue LESS Expense)	160.00	3,750.00-		3,835.76-	85.76	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	160.00	3,750.00-		3,835.76-	85.76	
F. Fund Balance:						
Beginning Balance (9791)	28,342.00	39,522.00		39,522.08		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	28,342.00	39,522.00		39,522.08		
G. Calculated Ending Balance	28,502.00	35,772.00		35,686.32		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)	28,502.00	35,772.00				
Undesig/Unapprop (9790)						
Other						

Fund 401 - Sp Res Cap Outlay Proj, Constr

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues						
B. Expenditures						
C. Subtotal (Revenue LESS Expense)						
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance						
F. Fund Balance:						
Beginning Balance (9791)	245.00	245.00		244.59		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	245.00	245.00		244.59		
G. Calculated Ending Balance	245.00	245.00		244.59		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)						
Other	245.00	245.00				

Fund 510 - Bond Interest & Redem 67117056

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	242,294.00	242,294.00		149,728.43	92,565.57	61.80
B. Expenditures	252,750.00	252,750.00		252,750.00		100.00
C. Subtotal (Revenue LESS Expense)	10,456.00-	10,456.00-		103,021.57-	92,565.57	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	10,456.00-	10,456.00-		103,021.57-	92,565.57	
F. Fund Balance:						
Beginning Balance (9791)	227,001.00	235,152.00		235,151.64		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	227,001.00	235,152.00		235,151.64		
G. Calculated Ending Balance	216,545.00	224,696.00		132,130.07		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)						
Other	216,545.00	224,696.00				

Fund 511 - Bond Interest & Redem 67118381

Fiscal Year 2013/14 Through February 2014

Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Budget Balance	% of Budget
Revenues, Expenditures, and Changes in Fund Balance						
A. Revenues	250,857.00	250,857.00		153,612.77	97,244.23	61.24
B. Expenditures	254,088.00	254,088.00		254,857.50	769.50-	100.30
C. Subtotal (Revenue LESS Expense)	3,231.00-	3,231.00-		101,244.73-	98,013.73	
D. Other Financing Sources and Uses						
Sources						
LESS Uses						
E. Net Change in Fund Balance	3,231.00-	3,231.00-		101,244.73-	98,013.73	
F. Fund Balance:						
Beginning Balance (9791)	213,238.00	221,895.00		221,894.53		
Audit Adjustments (9793)						
Other Restatements (9795)						
Adjusted Beginning Balance	213,238.00	221,895.00		221,894.53		
G. Calculated Ending Balance	210,007.00	218,664.00		120,649.80		
*Components of Ending Fund Balance						
Legally Restricted (9740)						
Other Designations (9780)						
Undesig/Unapprop (9790)						
Other	210,007.00	218,664.00				

MESA UNION SCHOOL DISTRICT

ENROLLMENT REPORT

3/10/2014

Grade	Teacher	Subject	Period	Total Enrolled	
Transitional K	Coe			4	
K	Coe			18	
K1	Larson			3	
K	Larson			22	
K	Sanchez			21	
K				68	
1	Dichiacchio			25	
1	Maxim			24	
1	Vollmert			21	
1				70	
2	Puga			26	
2	Sakai			24	
2	Webster			25	
2				75	
3	Best			24	
3	Mayes			25	
3	McKenna			25	
3				74	
4	Kuklenski/Waggoner			30	
4	Mitchell			30	
4/5 (4 TH)	Ford/Muhlightner			11	
4				71	
4/5 (5 TH)	Ford/Muhlightner			14	
5	DeMaria			30	
5	Willey (Skeens)			30	
5				74	
Elementary				432	
6				69	
7				73	
8				70	
Junior High School				212	
				644	
6	Alkire	Homeroom	0	35	
6	Alkire	Science 6	1	35	
6	Alkire	Science 6	2	34	
6	Alkire	Social Studies 6	3	35	
6	Alkire	Social Studies 6	5	34	
6	Wiley	Homeroom	0	34	

6	Wiley	English Lang 6	1	34	
6	Wiley	English Lang 6	2	35	
7	Wiley	Exploratory 7	3	36	
6	Wiley	Exploratory 6	4	35	
7	Dunn	Homeroom	0	36	
7	Dunn	Science 7	1	36	
8	Dunn	Science 8	3	37	
8	Dunn	Science 8	4	33	
7	Dunn	Science 7	5	37	
7	Grogan	Homeroom	0	37	
7	Grogan	English Lang 7	1	36	
7	Grogan	Social Studies 7	2	37	
7	Grogan	Social Studies 7	4	37	
7	Grogan	English Lang 7	5	38	
8	Dwork	Homeroom	0	35	
8	Dwork	Social Studies 8	1	32	
8	Dwork	Social Studies 8	2	38	
8	Dwork	English Lang 8	3	33	
8	Dwork	English Lang 8	4	37	
8	Nguyen	Homeroom	0	35	
8	Nguyen	Geometry	1	31	
7/8	Nguyen	Algebra 7/8	2	40	
8	Nguyen	Math 6	3	34	
6	Nguyen	Math 6	5	35	
8	Hanley	Algebra Readiness 8	1	7	
7/8	Hanley	Pre Alg. 7/8	2	29	
7	Hanley	Pre Alg. 7	4	37	
8	Hanley	Exploratory 8	5	35	
7	Rosen	PE 7	3	36	
6	Rosen	PE 6	4	34	
8	Rosen	PE 8	5	35	

STUDENT OF THE MONTH

FEBRUARY 2014

<u>TEACHER</u>	<u>SOM</u>	<u>PRINCIPAL'S AWARD DETERMINATION</u>
COE	ELIJAH ALCANTAR JOHN LAGOMARSINO DREENA OGAWA	JIMMY SHIELDS NATALIE SCLAR GIANCARLO MARTINEZ
LARSON	DAVID CORONADO IVAN AMBRIZ SARA RICHINS	IAN TOREJA OSHO MIGLINO KYLIE LAN
SANCHEZ	JORDAN GILBREATH KINGSTON RYDBERG JULIANA LEGORRETA KLOEY JUAREZ	JACKELIN CATALAN JAYDEN BRYANT KRYSTAL NAVA
DICHIACCHIO	DAVID LARIOS NICHOLAS BERNAL	JACK BUENROSTRO IAN DOBBIN
MAXIM	ANGEL VEGA ISAIAH BAUTISTA STEPHANIE ROMERO	AISHWARYA MIGLINO CAMILO SOLIS CLAIRE KIM KADEN PACION
VOLLMERT	ALEXIS ARIAS LOLA SHULTZ	AIDEN HALFAR SOPHIA ALVAREZ
PUGA	RHEA MOORE DYLAN SCLAR	LEENA LEMOS OLIVIA OMINSKY OMAR VILLA
SAKAI	JOCELYN CORRAL JASON MEJIA GAVINO VENEGAS	KIELA ORTIGUERRA KAI SUTHERLAND ESTRELLA RIVERA
WEBSTER	AUDREY CUNNINGHAM ISABELLA AMBRIZ SAMANTHA ARMSTRONG	VALENTINA CORTEZ DANIEL GARCIA ANGEL FLORES

STUDENT OF THE MONTH

FEBRUARY 2014

<u>TEACHER</u>	<u>SOM</u>	<u>PRINCIPAL'S AWARD</u> <u>DETERMINATION</u>
BEST	JULIAN ALFARO ELISA BARRAGAN	DANIEL PALEO REGINA HERNANDEZ
MAYES	CAMRYN PAPA LEO YOUNG KARISSA KINNON	NICHOLAS TINOCO SARAH LANDEROS
MCKENNA	VICTORIA LUNA TAYLOR SENTINELLA	ALEX VAN SOMEREN-BEVERFORD ROLAND ESPINOSA
FORD	ANGELICA GUEVARA JACOB BALDERRAMA MELISSA GOMEZ	TOMMY CARSON PAULINA HERNANDEZ
KUKLENSKI	ANDREW RYLAND ANDILYN ZIEGLER	CARYS HEINRICH DHILAN PATEL
MITCHELL	SHIANNE CASTELLANOS AREANA VEGA-MORALES	FLETCHER GENGO GIORDANO GONZALEZ
DEMARIA	ISABELLA POZZI STEPHANIE ZAGER	KYLIE SILVA RILEY STOTKO
WILLEY	NEVAEH JONES CASSANDRA O'REILLY CARSON WALORINTA	BRYCE RUSSELL DIEGO LUNA



Golden Valley Charter School

2013-14 Second Interim Budget
(Revised 3-17-14)

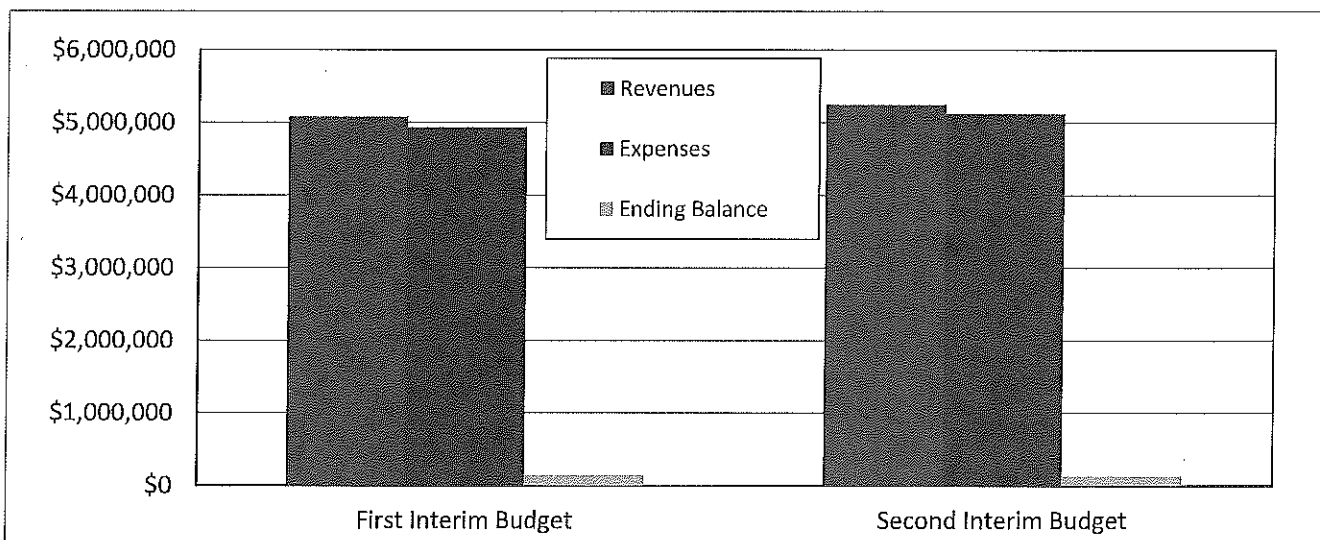


2013-14 Second Interim

- The attached Second Interim Budget reflects technical revisions to address the items raised by the Ventura County Schools Business Services Authority following their review of the initial Second Interim Budget.
- Because there was still time between the VCOE review and the final deadline for the Second Interim, we recommend taking this opportunity to approve a revised Second Interim Budget that addresses the items raised, and corrects and updates the budget where necessary.
- The net effect of these changes is a decrease in projected surplus this year from \$160,388 to \$131,090 (\$29,298).
- Once approved, we will submit this revised Second Interim Budget as the final Second Interim for GVCS.

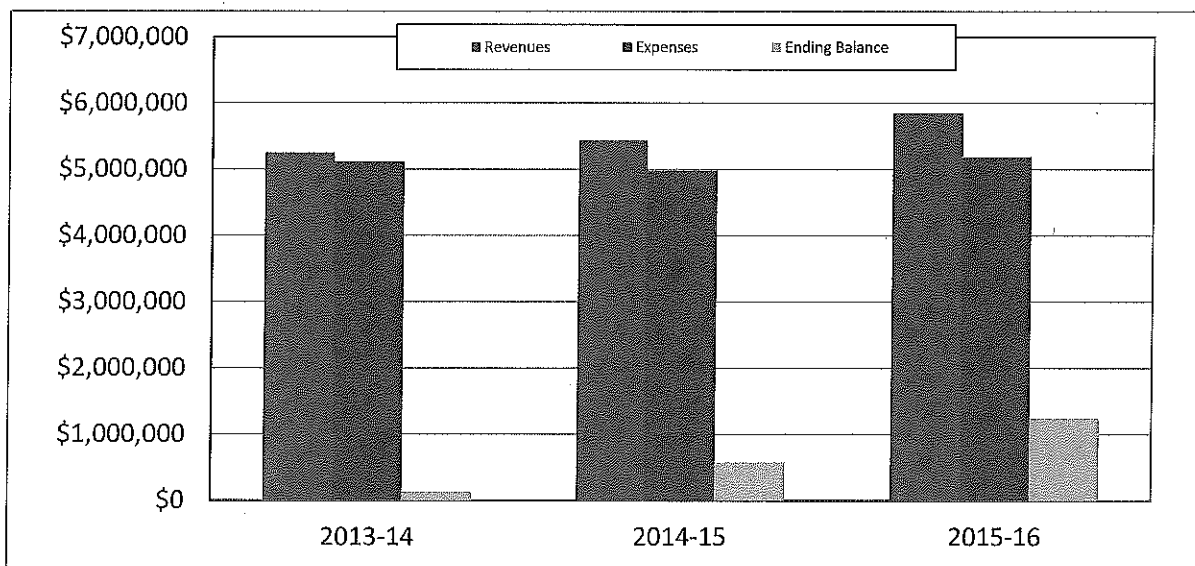
**Golden Valley Charter School
2013-14 Second Interim Budget
BUDGET SUMMARY**

	First Interim Budget		July-Jan Actuals		Second Interim Budget		Change from First Interim	
Projected P-2 ADA:	744.96		759.01		763.39		18.43	
Revenues:								
General Purpose Entitlement	\$	4,545,280	\$	1,907,908	\$	4,563,603	\$	18,323
Federal Revenue		105,000		-		117,233		12,233
Other State Revenue		426,394		289,250		560,376		133,982
Other Local Revenue		5,400		6,623		8,000		2,600
TTL Revenues:	\$	5,082,074	\$	2,203,781	\$	5,249,212	\$	167,138
Expenditures:								
Certificated Salaries	\$	1,964,130	\$	1,029,574	\$	1,953,660	\$	(10,470)
Non-certificated Salaries		133,465		62,269		127,480		(5,985)
Benefits		595,004		303,143		572,380		(22,624)
Books/Supplies/Materials		1,091,962		189,794		1,274,581		182,619
Services/Operations		1,103,155		695,965		1,143,195		40,040
Capital Outlay		3,500		-		-		(3,500)
Other Outgo		45,653		-		46,826		1,173
TTL Expenditures:	\$	4,936,869	\$	2,280,746	\$	5,118,122	\$	181,253
Net Income	\$	145,205	\$	(76,965)	\$	131,090	\$	(14,115)
Beginning Balance July 1	\$	(3,015)			\$	(3,015)		
Ending Balance June 30	\$	142,190			\$	128,075		
Ending Balance as % of Exp.:		2.88%				2.50%		



**Golden Valley Charter School
2013-14 Second Interim Budget
MULTI-YEAR PROJECTION SUMMARY**

	2013-14	2014-15	2015-16
Projected P-2 ADA:	763.39	763.39	763.39
Revenues:			
General Purpose Entitlement	\$ 4,563,603	\$ 5,009,353	\$ 5,424,909
Federal Revenue	117,233	105,000	105,000
Other State Revenue	560,376	315,935	315,935
Other Local Revenue	8,000	8,000	8,000
TTL Revenues:	\$ 5,249,212	\$ 5,438,288	\$ 5,853,844
Expenditures:			
Certificated Salaries	\$ 1,953,660	\$ 2,051,343	\$ 2,153,910
Non-certificated Salaries	127,480	133,854	140,547
Benefits	572,380	600,999	630,283
Books/Supplies/Materials	1,274,581	969,828	998,923
Services/Operations	1,143,195	1,177,491	1,212,816
Capital Outlay	-	-	-
Other Outgo	46,826	51,124	55,310
TTL Expenditures:	\$ 5,118,122	\$ 4,984,639	\$ 5,191,789
Net Income	\$ 131,090	\$ 453,649	\$ 662,055
Beginning Balance July 1	\$ (3,015)	\$ 128,075	\$ 581,724
Ending Balance June 30	\$ 128,075	\$ 581,724	\$ 1,243,779
Ending Balance as % of Exp.:	2.5%	11.7%	24.0%



**Golden Valley Charter School
2013-14 Second Interim Budget
BUDGET DETAIL**

Description	First Interim Budget	July-Jan Actuals	Second Interim Budget	Change from First Interim	YTD % of Budget		Notes/Comments
P-2 ADA	744.96	759.01	763.39	18.43			
REVENUES							
General Purpose Entitlement							
8011 - General Purpose Block Grant	2,607,690	1,108,134	2,656,682	48,992	<input type="checkbox"/>	42%	LCFF Funding + Increased ADA
8012 - Education Protection Account	732,306	316,675	833,585	101,279	<input type="checkbox"/>	38%	LCFF Funding + Increased ADA
8019 - Prior Year Corrections/Adjustments	80,000	9,323	(18,978)	(98,978)	<input checked="" type="checkbox"/>	-49%	Reflects CDE Prior Year Corrections
8096 - Funding in Lieu of Property Taxes	1,125,284	473,776	1,092,314	(32,970)	<input type="checkbox"/>	43%	Increased ADA
TTL General Purpose Entitlement	4,545,280	1,907,908	4,563,603	18,323	<input type="checkbox"/>	42%	
Federal Revenue							
8181 - Federal IDEA Special Education	105,000	-	117,233	12,233	<input type="checkbox"/>	0%	
TTL Federal Revenue	105,000	-	117,233	12,233	<input type="checkbox"/>	0%	
Other State Revenue							
8311 - State Special Education Revenue	159,085	126,076	291,792	132,707	<input type="checkbox"/>	43%	Increased special education revenue
8550 - Mandate Block Grant	13,254	11,603	11,603	(1,651)	<input type="checkbox"/>	100%	
8560 - State Lottery Revenue	119,812	17,328	122,738	2,926	<input type="checkbox"/>	14%	
8590 - Add'l State Revenues	134,243	134,243	134,243	-	<input type="checkbox"/>	100%	Includes Common Core Implementation
TTL Other State Revenue	426,394	289,250	560,376	133,982	<input type="checkbox"/>	52%	
Other Local Revenue							
8634 - NSLP Local	-	-	-	-	<input type="checkbox"/>		
8660 - Interest	4,400	457	1,000	(3,400)	<input type="checkbox"/>	46%	Estimated only
8699 - Local Donations/Contributions/Other	1,000	6,166	7,000	6,000	<input type="checkbox"/>	88%	Estimated only
TTL Other Local Revenue	5,400	6,623	8,000	2,600	<input type="checkbox"/>	83%	
TTL REVENUES	5,082,074	2,203,781	5,249,212	167,138	<input type="checkbox"/>	42%	

**Golden Valley Charter School
2013-14 Second Interim Budget
BUDGET DETAIL**

Description	First Interim Budget	July-Jan Actuals	Second Interim Budget	Change from First Interim	YTD % of Budget	Notes/Comments
EXPENDITURES						
1000 - Certificated Salaries						
1100 - Teachers' Salaries	1,519,637	784,361	1,499,237	(20,400)	<input type="checkbox"/> 52%	Annual estimate updated based on current student loads
1150 - Certificated Stipends	10,263	6,969	20,193	9,930	<input type="checkbox"/> 35%	New Proctor Stipends \$4,000, Correction to annual Extra Duty/S
1300 - Certificated Supervisory/Admin	433,230	237,660	433,230	-	<input type="checkbox"/> 55%	
1350 - Admin Stipends	1,000	583	1,000	-	<input type="checkbox"/> 58%	
TTL Certificated Salaries	1,964,130	1,029,574	1,953,660	(10,470)	<input type="checkbox"/> 53%	
2000 - Non-Certificated Salaries						
2400 - Clerical/Tech/Office Staff	133,465	62,269	127,480	(5,985)	<input type="checkbox"/> 49%	Reduced extra duty hours for office support coordinator
TTL Non-Certificated Salaries	133,465	62,269	127,480	(5,985)	<input type="checkbox"/> 49%	
3000 - Employee Benefits						
3101 - STRS Certificated	162,041	95,605	161,177	(864)	<input type="checkbox"/> 59%	Adjusted based on actual salaries
3202 - PERS Classified	15,271	7,702	14,586	(685)	<input type="checkbox"/> 53%	Adjusted based on actual salaries
3301 - Soc. Sec/Medicare Certificated	28,480	14,356	28,328	(152)	<input type="checkbox"/> 51%	Adjusted based on actual salaries
3302 - Soc. Sec/Medicare Classified	10,210	4,460	9,752	(458)	<input type="checkbox"/> 46%	Adjusted based on actual salaries
3401 - Health Insurance Benefits - Cert	272,212	128,381	256,762	(15,450)	<input type="checkbox"/> 50%	Adjusted based on current employee participation
3402 - Health Insurance Benefits - Class	41,283	18,963	37,926	(3,357)	<input type="checkbox"/> 50%	Adjusted based on current employee participation
3501 - State Employment Ins - Cert	21,605	495	977	(20,629)	<input type="checkbox"/> 51%	Adjusted to current SUI rate .05%
3502 - State Employment Ins - Class	1,468	29	64	(1,404)	<input type="checkbox"/> 46%	Adjusted to current SUI rate .05%
3601 - Workmen's Comp Certificated	39,734	31,248	58,961	19,227	<input type="checkbox"/> 53%	Updated based on current WC rate 3.018%
3602 - Workmen's Comp Classified	2,700	1,905	3,847	1,147	<input type="checkbox"/> 50%	Updated based on current WC rate 3.018%
TTL Employee Benefits	595,004	303,143	572,380	(22,624)	<input type="checkbox"/> 53%	

**Golden Valley Charter School
2013-14 Second Interim Budget
BUDGET DETAIL**

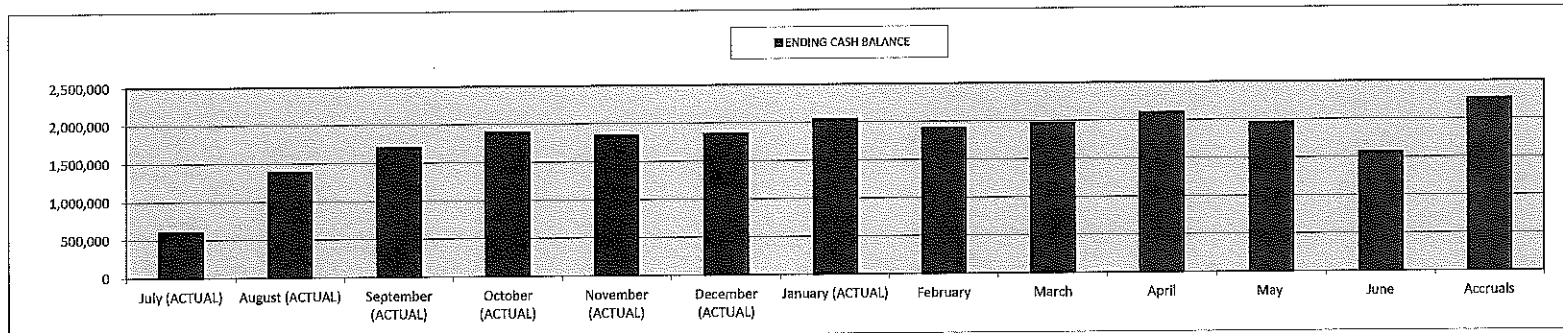
Description	First Interim Budget	July-Jan Actuals	Second Interim Budget	Change from First Interim	YTD % of Budget	Notes/Comments
4000 - Books/Supplies/Materials						
4310 - Student Instructional Materials	780,222	59,203	903,771	123,549	7%	Per ADA spending estimated at \$1,545/ADA less consulting
4311 - Core Materials (not Common Core)	100,000	118,257	150,000	50,000	79%	Student budget increase
4315 - Classroom Accounts/Mat'ls	33,340	5,356	23,910	(9,430)	22%	Reclassified instructional costs to student materials & supplies
4320 - Other Supplies	7,500	2,111	7,500	-	28%	
4330 - Student Incentives / Events	900	-	900	-	0%	
4390 - SB740 Placeholder (Inst. Exp.)	160,000	-	183,000	23,000	0%	Increased SB740 instructional spending
4400 - Noncapitalized Equipment	10,000	4,867	5,500	(4,500)	88%	Updated annual depreciation
TTL Books/Supplies/Materials	1,091,962	189,794	1,274,581	182,619	15%	
5000 - Services & Operations						
5200 - Travel and Conferences	15,500	9,212	25,120	9,620	37%	Administrator travel and supply funds
5210 - Mileage	59,250	20,547	59,250	-	35%	
5300 - Dues and Memberships	13,750	10,080	18,141	4,391	56%	
5400 - Liability Insurance	27,500	18,859	18,859	(8,641)	100%	Adjusted based on actual premium costs for 13-14
5500 - Operation and Housekeeping Services	4,200	1,604	3,872	(328)	41%	
5510 - Utilities (General)	9,000	3,829	4,986	(4,014)	77%	Rolled into new facility rent beginning Dec. 13
5610 - Facility Rental	105,507	66,584	107,807	2,300	62%	Slight increase of \$4,500 for one time moving costs
5620 - Equipment Leases	2,250	793	2,250	-	35%	Budget coding correction to Facility Rent
5630 - Maintenance & Repair	18,700	-	-	(18,700)		No longer required in new facility
5800 - Professional/Consulting Services	315,000	173,861	410,611	95,611	42%	Increase in special education fees
5810 - Legal	7,500	1,831	7,500	-	24%	
5820 - Audit/CPA Costs	9,098	8,898	8,900	(198)	100%	
5825 - DMS Business Services	106,200	70,800	106,200	-	67%	
5860 - Bank Fees	900	392	900	-	44%	
5870 - Livescan (Fingerprinting)	1,000	647	1,000	-	65%	
5880 - Instructional Consultants	250,000	59,035	60,000	(190,000)	98%	Reclassified to Student Materials and Inst. Consultants
5881 - Core Inst. Consultants (not Common Core)	150,000	245,528	300,000	150,000	82%	Reallocated budget from object 5880
5910 - Telephone	5,100	2,361	5,100	-	46%	
5930 - Postage	2,700	1,105	2,700	-	41%	
TTL Services & Operations	1,103,155	695,965	1,143,195	40,040	61%	

Golden Valley Charter School
2013-14 Second Interim Budget
BUDGET DETAIL

Description	First Interim Budget	July-Jan Actuals	Second Interim Budget	Change from First Interim	YTD % of Budget		Notes/Comments
6000 - Capital Outlay							
6900 - Depreciation	3,500	-	-	(3,500)	0%	0%	No depreciable assets at this time
TTL Capital Outlay	3,500	-	-	(3,500)	0%	0%	
7000 - Other Outgo							
7141 - District Oversight Fee	44,653	-	45,826	1,173	0%	0%	Adjusted based on revenue estimates
7438 - Interest	1,000	-	1,000	-	0%	0%	
TTL Other Outgo	45,653	-	46,826	1,173	0%	0%	
TTL EXPENDITURES	4,936,869	2,280,746	5,118,122	181,253	<input type="checkbox"/>	45%	
Revenues less Expenditures	145,205	(76,965)	131,090	(14,115)			
Unaudited Beginning Balance	1,958,884		1,958,884				
Audit Adjustments	161,081		161,081				
Audited Beginning Balance	2,119,965		2,119,965				
Transfer of GVV Net Assets	(3,015)		(3,015)				
Adjusted Beginning Balance	2,116,950		2,116,950				
Net Revenues	145,205		131,090				
ENDING BALANCE	2,262,155		2,248,040				
ENDING BALANCE AS % OF OUTGO	45.82%		43.92%				

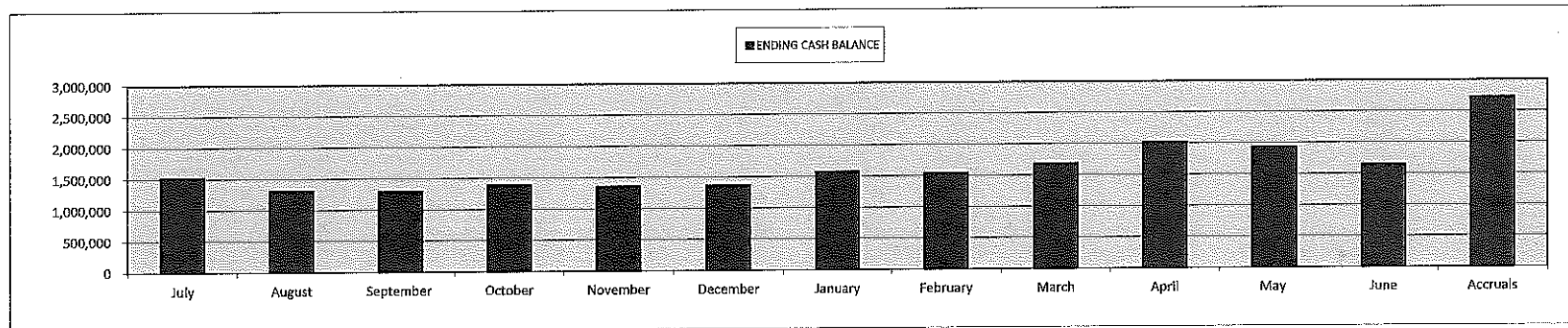
Golden Valley Charter School
2013-14 Second Interim Budget
2013-14 Projected Monthly Cash Flow Statement

Description	2013-14 Budget	July (ACTUAL)	August (ACTUAL)	September (ACTUAL)	October (ACTUAL)	November (ACTUAL)	December (ACTUAL)	January (ACTUAL)	February	March	April	May	June	Accruals	Total For Year
BEGINNING CASH		85,357	603,379	1,388,630	1,700,864	1,895,228	1,844,142	1,853,717	2,042,551	1,910,015	1,966,158	2,102,386	1,962,069	1,563,859	85,357
CASH INFLOWS															
REVENUES															
General Purpose Block Grant	2,656,682	-	120,449	120,449	216,809	216,809	216,809	216,809	216,809	277,031	277,031	160,097	-	617,583	2,656,682
Education Protection Account	833,585	-	-	-	158,337	-	-	158,337	-	-	217,434	-	-	299,476	833,585
Prior Year Corrections	(18,978)	-	-	76,013	-	-	-	(66,890)	-	(5,662)	(5,662)	(3,272)	-	(13,706)	(18,978)
In-Lieu-Of Property Taxes	1,092,314	-	56,853	113,705	75,804	75,804	75,804	75,804	75,804	180,911	90,456	90,456	90,456	90,456	1,092,314
Federal Revenues	117,233	-	-	-	-	-	-	-	-	46,893	-	46,893	-	23,447	117,233
Lottery Revenues	122,738	-	-	-	-	-	-	-	27,802	-	-	27,802	-	67,134	122,738
Other State Revenues	437,638	-	13,704	13,704	91,467	24,667	103,713	24,667	35,715	45,636	45,636	26,373	-	12,357	437,638
Other Local Revenues	8,000	84	-	704	162	378	526	4,770	229	229	229	229	229	229	8,000
Accounts Receivable (net change)		905,510	917,718	317,902	-	32,933	-	130,724	-	-	-	-	-	-	-
Loan Proceeds and other Cash Inflows															
TTL CASH INFLOWS	5,249,212	905,594	1,108,724	642,478	542,579	350,591	396,852	544,420	356,359	545,038	625,124	348,578	90,685	1,096,976	7,553,999
CASH OUTFLOWS															
EXPENDITURES															
All Certificated Salaries	1,953,660	20,707	165,071	166,011	172,649	167,061	170,158	167,918	159,325	159,325	159,325	159,325	159,325	127,460	1,953,660
All Classified Salaries	127,480	2,847	7,721	7,003	11,284	10,412	11,522	11,481	11,243	11,243	11,243	11,243	11,243	8,995	127,480
All Benefits	572,380	6,013	47,555	50,072	50,120	49,892	49,894	49,596	46,912	46,912	46,912	46,912	46,912	34,678	572,380
All Materials & Supplies	1,274,581	2,468	12,551	63,738	52,333	22,593	18,502	17,609	187,032	187,032	187,032	187,032	187,032	149,626	1,274,581
All Services and Operations	1,143,195	42,286	66,657	79,649	144,972	118,162	139,981	104,259	84,383	84,383	84,383	84,383	84,383	25,315	1,143,195
All Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
All Other Expenditures	46,826	-	-	-	-	-	-	-	-	-	-	-	-	46,826	46,826
Net Change In Payables	-	313,252	23,917	(36,228)	(83,142)	33,556	(2,781)	4,724	-	-	-	-	-	-	253,298
Fixed Asset Acquisitions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loan Repayment and Other Outflows	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TTL CASH OUTFLOWS	5,118,122	387,572	323,473	330,244	348,215	401,676	387,277	355,586	488,895	488,895	488,895	488,895	488,895	392,899	5,371,420
NET INFLOWS/OUTFLOWS	131,090	518,022	785,251	312,234	194,364	(51,085)	9,575	188,834	(132,536)	56,143	136,228	(140,318)	(398,210)	704,077	
ENDING CASH BALANCE		603,379	1,388,630	1,700,864	1,895,228	1,844,142	1,853,717	2,042,551	1,910,015	1,966,158	2,102,386	1,962,069	1,563,859	2,267,936	



Golden Valley Charter School
2013-14 Second Interim Budget
2014-15 Projected Monthly Cash Flow Statement

Description	2014-15 Budget	July	August	September	October	November	December	January	February	March	April	May	June	Accruals	Total For Year
BEGINNING CASH		1,563,859	1,524,417	1,308,101	1,292,942	1,382,661	1,357,503	1,358,596	1,572,917	1,547,760	1,688,670	2,020,163	1,934,651	1,644,228	1,563,859
CASH INFLOWS															
REVENUES															
General Purpose Block Grant	3,005,823	-	132,834	132,834	239,101	239,101	239,101	239,101	239,101	308,930	308,930	178,531	-	748,258	3,005,823
Education Protection Account	911,216	-	-	-	208,396	-	-	208,396	-	-	247,212	-	-	247,212	911,216
Prior Year Corrections	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
In-Lieu-Of Property Taxes	1,092,314	-	65,539	131,078	87,385	87,385	87,385	87,385	87,385	152,924	76,462	76,462	76,462	76,462	1,092,314
Federal Revenues	105,000	-	-	13,125	-	-	26,250	-	-	26,250	15,000	15,000	-	9,375	105,000
Lottery Revenues	124,332	-	-	-	-	-	-	31,083	-	-	31,083	-	-	62,166	124,332
Other State Revenues	191,603	-	8,467	8,467	15,241	15,241	15,241	15,241	15,241	19,692	19,692	11,380	-	47,697	191,603
Other Local Revenues	8,000	200	200	727	727	727	727	727	727	727	727	727	727	327	8,000
Accounts Receivable (net change)		617,583	100,000	379,393	-	-	-	-	-	-	-	-	-	-	-
Loan Proceeds and other Cash Inflows		-	-	-	-	-	-	-	-	-	-	-	-	-	-
TTL CASH INFLOWS	5,438,288	617,783	307,040	665,624	550,851	342,455	368,705	581,934	342,455	508,523	699,106	282,101	77,189	1,191,496	6,535,264
CASH OUTFLOWS															
EXPENDITURES															
All Certificated Salaries	2,051,343	51,284	178,378	178,378	178,378	178,378	178,378	178,378	178,378	178,378	178,378	178,378	178,378	37,905	2,051,343
All Classified Salaries	133,854	8,924	8,924	11,248	11,248	11,248	11,248	11,248	11,248	11,248	11,248	11,248	11,248	3,524	133,854
All Benefits	600,999	16,559	51,514	52,153	52,153	52,153	52,153	52,153	52,153	52,153	52,153	52,153	52,153	11,394	600,999
All Materials & Supplies	969,828	96,983	193,966	323,276	121,229	27,709	27,709	27,709	27,709	27,709	27,709	27,709	27,709	12,700	969,828
All Services and Operations	1,177,491	90,576	90,576	98,124	98,124	98,124	98,124	98,124	98,124	98,124	98,124	98,124	98,124	15,096	1,177,491
All Capital Outlay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
All Other Expenditures	51,124	-	-	17,604	-	-	-	-	-	-	-	-	-	33,519	51,124
Net Change in Payables	-	392,899	-	-	-	-	-	-	-	-	-	-	-	-	392,899
Fixed Asset Acquisitions															
Loan Repayment and Other Outflows															
TTL CASH OUTFLOWS	4,984,639	657,224	523,357	680,784	461,132	367,613	367,613	367,613	367,613	367,613	367,613	367,613	367,613	114,140	5,377,538
NET INFLOWS/OUTFLOWS	453,649	(39,441)	(216,317)	(15,159)	89,719	(25,158)	1,092	214,322	(25,158)	140,910	331,493	(85,512)	(290,423)	1,077,357	
ENDING CASH BALANCE		1,524,417	1,308,101	1,292,942	1,382,661	1,357,503	1,358,596	1,572,917	1,547,760	1,688,670	2,020,163	1,934,651	1,644,228	2,721,585	



**Golden Valley Charter School
2013-14 Second Interim Budget
FUNDING CALCULATIONS**

2013-14 (Year 1)	Net State Funding COLA over prior year =			1.565%
GENERAL PURPOSE ENTITLEMENT				TOTALS
	<u>\$/ADA</u>	<u>ADA</u>	<u>Subtotal</u>	
Total LCFF Funding (see LCFF page):	\$ 6,002.94	763.39	\$ 4,582,581	
Estimated Local In-Lieu-Of Tax Portion:				\$ 1,092,314.00
Education Protection Account Portion:	\$ 1,091.95	763.39		833,585.00
Remaining State Aid Portion:	\$ 3,480.11	763.39		2,656,682.00
	TOTAL GENERAL PURPOSE ENTITLEMENT			\$ 4,582,581.00
FEDERAL REVENUES				
Title I Funding			\$ -	
Title II Part A			-	
Title III LEP			-	
Total Federal Title I-III Funding:				-
Other Federal Revenues				
Federal IDEA Special Education			117,233.00	
Other Federal Revenue			-	
Total Other Federal Revenues:				117,233.00
	TOTAL FEDERAL REVENUES			\$ 117,233.00
OTHER STATE REVENUES				
Non-Prop 20 Lottery (using P-2 ADA)	\$ 124.00	797	98,828.00	
Prop 20 Lottery (using P-2 ADA):	30.00	797	23,910.00	
				122,738.00
Additional Other State Revenues				
Common Core Implementation (13-14 only)			134,243.00	
Mandate Block Grant			11,603.00	
State Special Education (AB602)			291,792.00	
Prior Year Corrections/Adjustments			(18,978.00)	
Other State Revenues			-	
Total Additional Other State Revenues:				418,660.00
	TOTAL OTHER STATE REVENUES			\$ 541,398.00
OTHER LOCAL REVENUES				
Interest Earnings:				\$ 1,000.00
Additional Other Local Revenues				
Local Donations/Contributions			\$ 7,000.00	
Other Local Revenues			-	
Total Additional Other Local Revenues:				7,000.00
	TOTAL OTHER LOCAL REVENUES			\$ 8,000.00
	TOTAL REVENUES			\$ 5,249,212.00

**Golden Valley Charter School
2013-14 Second Interim Budget
FUNDING CALCULATIONS**

2014-15 (Year 2)	Net State Funding COLA over prior year =			0.86%
GENERAL PURPOSE ENTITLEMENT				TOTALS
	<u>\$/ADA</u>	<u>ADA</u>	<u>Subtotal</u>	
Total LCFF Funding (see LCFF page):	\$ 6,561.98	763.39	\$ 5,009,353	
Estimated Local In-Lieu-Of Tax Portion:				\$ 1,092,314.00
Education Protection Account Portion:	\$ 1,193.64	763.39		911,216.00
Remaining State Aid Portion:	\$ 3,937.47	763.39		3,005,823.00
	TOTAL GENERAL PURPOSE ENTITLEMENT			\$ 5,009,353.00
FEDERAL REVENUES				
Title I Funding			\$ -	
Title II Part A			-	
Title III LEP			-	
Total Federal Title I-III Funding:				-
Other Federal Revenues				
Federal IDEA Special Education			105,000.00	
Other Federal Revenue			-	
Total Other Federal Revenues:				105,000.00
	TOTAL FEDERAL REVENUES			\$ 105,000.00
OTHER STATE REVENUES				
Non-Prop 20 Lottery (using P-2 ADA)	\$ 126.00	797	100,422.00	
Prop 20 Lottery (using P-2 ADA):	30.00	797	23,910.00	
				124,332.00
Additional Other State Revenues				
Common Core Implementation (13-14 only)			-	
Mandate Block Grant			11,603.00	
State Special Education (AB602)			180,000.00	
Prior Year Corrections/Adjustments			-	
Other State Revenues			-	
Total Additional Other State Revenues:				191,603.00
	TOTAL OTHER STATE REVENUES			\$ 315,935.00
OTHER LOCAL REVENUES				
Interest Earnings:				\$ 1,000.00
Additional Other Local Revenues				
Local Donations/Contributions			\$ 7,000.00	
Other Local Revenues			-	
Total Additional Other Local Revenues:				7,000.00
	TOTAL OTHER LOCAL REVENUES			\$ 8,000.00
	TOTAL REVENUES			\$ 5,438,288.00

**Golden Valley Charter School
2013-14 Second Interim Budget
FUNDING CALCULATIONS**

2015-16 (Year 3)	Net State Funding COLA over prior year =			2.12%
GENERAL PURPOSE ENTITLEMENT				TOTALS
	<u>\$/ADA</u>	<u>ADA</u>	<u>Subtotal</u>	
Total LCFF Funding (see LCFF page):	\$ 7,106.34	763.39	\$ 5,424,909	
Estimated Local In-Lieu-Of Tax Portion:				\$ 1,092,314.00
Education Protection Account Portion:	\$ 1,292.66	763.39		986,807.00
Remaining State Aid Portion:	\$ 4,382.80	763.39		3,345,788.00
TOTAL GENERAL PURPOSE ENTITLEMENT				\$ 5,424,909.00
FEDERAL REVENUES				
Title I Funding			\$ -	
Title II Part A			-	
Title III LEP			-	
Total Federal Title I-III Funding:				-
Other Federal Revenues				
Federal IDEA Special Education			105,000.00	
Other Federal Revenue			-	
Total Other Federal Revenues:				105,000.00
TOTAL FEDERAL REVENUES				\$ 105,000.00
OTHER STATE REVENUES				
Non-Prop 20 Lottery (using P-2 ADA)	\$ 126.00	797	100,422.00	
Prop 20 Lottery (using P-2 ADA):	30.00	797	23,910.00	
				124,332.00
Additional Other State Revenues				
Common Core Implementation (13-14 only)			-	
Mandate Block Grant			11,603.00	
State Special Education (AB602)			180,000.00	
Prior Year Corrections/Adjustments			-	
Other State Revenues			-	
Total Additional Other State Revenues:				191,603.00
TOTAL OTHER STATE REVENUES				\$ 315,935.00
OTHER LOCAL REVENUES				
Interest Earnings:				\$ 1,000.00
Additional Other Local Revenues				
Local Donations/Contributions			\$ 7,000.00	
Other Local Revenues			-	
Total Additional Other Local Revenues:				7,000.00
TOTAL OTHER LOCAL REVENUES				\$ 8,000.00
TOTAL REVENUES				\$ 5,853,844.00

Golden Valley Charter School
2013-14 Second Interim Budget
LOCAL CONTROL FUNDING FORMULA CALCULATOR (2013-14)

STEP 1: Calculate Start Point (2012-13 Actual Funding)

2012-13 General Purpose Block Grant	1,830,825		
2012-13 Education Protection Account	755,960		
2012-13 In-Lieu-Of Property Taxes	947,551		
2012-13 Categorical Block Grant (Main Portion)	273,989		
2012-13 Categorical Block Grant (EIA Portion)	10,478		
2012-13 Other "Flexed" Categoricals	7,707		
2012-13 Actual Funding Total:		\$	3,826,510
2012-13 P-2 ADA:		divided by	665.78
2012-13 Actual Funding Per ADA:		\$	5,747.41

Step 2: Calculate LCFF Target Amount:

2013-14 Projected Enrollment:	768
2013-14 Total Unduplicated Count of Free/Red Lunch, EL and Foster Students:	194
2013-14 Unduplicated Count as % of Enrollment (i.e. "Unduplicated %"):	25.26%
Local District Unduplicated %:	38.00%

	2013-14 ADA	Base Grant	K-3 / 9-12 Add-on	Supp. Grant	Conc. Grant	Total Target
2013-14 K-3 ADA:	291.00	6,952	723	388	-	2,346,333
2013-14 4-6 ADA:	225.04	7,056		356	-	1,667,996
2013-14 7-8 ADA:	143.56	7,266		367	-	1,095,793
2013-14 9-12 ADA:	103.79	8,419	219	436	-	941,790
Totals:	763.39	5,527,829	233,123	290,961	-	6,051,913

LCFF Target:		\$	6,051,913
2013-14 P-2 ADA:		divided by	763.39
LCFF Target Per ADA:		\$	7,927.68
LCFF Base Grant + Add-On Only Per ADA:		\$	7,546.54

Step 3: Calculate Current Year LCFF Funding:

LCFF Target:	\$	6,051,913
less: Updated Start Point (2012-13 Actual Funding Per ADA x 2013-14 ADA):		(4,386,385)
Prior Year Gap per ADA x 2013-14 ADA:		-
Total Difference:	\$	1,665,528
Percentage of Gap Covered in 2013-14:		11.780%
Dollar Amount of 2013-14 Gap Coverage:	\$	196,199
Total 2013-14 LCFF Funding (2013-14 Base Amount + Gap Coverage):	\$	4,582,581
Total 2013-14 LCFF Funding Per 2013-14 ADA:	\$	6,002.94
% Change in \$/ADA Funding from 2012-13 to 2013-14:		4.446%

Golden Valley Charter School
2013-14 Second Interim Budget
LOCAL CONTROL FUNDING FORMULA CALCULATOR (2014-15)

STEP 1: Calculate Start Point (2012-13 Actual Funding)

2012-13 General Purpose Block Grant	1,830,825		
2012-13 Education Protection Account	755,960		
2012-13 In-Lieu-Of Property Taxes	947,551		
2012-13 Categorical Block Grant (Main Portion)	273,989		
2012-13 Categorical Block Grant (EIA Portion)	10,478		
2012-13 Other "Flexed" Categoricals	7,707		
2012-13 Actual Funding Total:		\$	3,826,510
2012-13 P-2 ADA:		divided by	665.78
2012-13 Actual Funding Per ADA:		\$	5,747.41

Step 2: Calculate LCFF Target Amount:

2014-15 Projected Enrollment:	768
2014-15 Total Unduplicated Count of Free/Red Lunch, EL and Foster Students:	194
2014-15 Unduplicated % (13-14 + 14-15 Enrollment / 13-14 + 14-15 UC)::	25.26%
Local District Unduplicated %:	38.00%

	2014-15 ADA	Base Grant	K-3 / 9-12 Add-on	Supp. Grant	Conc. Grant	Total Target
2014-15 K-3 ADA:	291.00	7,012	729	391	-	2,366,412
2014-15 4-6 ADA:	225.04	7,117		360	-	1,682,624
2014-15 7-8 ADA:	143.56	7,328		370	-	1,105,125
2014-15 9-12 ADA:	103.79	8,491	221	440	-	949,886
Totals:	763.39	5,575,390	235,077	293,580	-	6,104,047

LCFF Target:		\$	6,104,047
2014-15 P-2 ADA:		divided by	763.39
LCFF Target Per ADA:		\$	7,995.97
LCFF Base Grant + Add-On Only Per ADA:		\$	7,611.40

Step 3: Calculate Current Year LCFF Funding:

LCFF Target:	\$	6,104,047
Starting Amount (2012-13 Actual Funding Per ADA x 2014-15 ADA):		(4,386,385)
Prior Year Gap per ADA x 2014-15 ADA:		(196,199)
Total Revised Gap Amount:	\$	1,521,463
Percentage of Gap Covered in 2014-15:		28.050%
Dollar Amount of 2014-15 Gap Coverage:	\$	426,770
Total 2014-15 LCFF Funding (2013-14 Funding + 14-15 Gap Coverage):	\$	5,009,353.00
Total 2014-15 LCFF Funding Per 2014-15 ADA:	\$	6,561.98
% Change in \$/ADA Funding from 2013-14 to 2014-15:		9.313%

**Golden Valley Charter School
2013-14 Second Interim Budget
LOCAL CONTROL FUNDING FORMULA CALCULATOR (2015-16)**

STEP 1: Calculate Start Point (2012-13 Actual Funding)

2012-13 General Purpose Block Grant	1,830,825	
2012-13 Education Protection Account	755,960	
2012-13 In-Lieu-Of Property Taxes	947,551	
2012-13 Categorical Block Grant (Main Portion)	273,989	
2012-13 Categorical Block Grant (EIA Portion)	10,478	
2012-13 Other "Flexed" Categoricals	7,707	
2012-13 Actual Funding Total:		\$ 3,826,510
2012-13 P-2 ADA:	divided by	665.78
2012-13 Actual Funding Per ADA:		\$ 5,747.41

Step 2: Calculate LCFF Target Amount:

2015-16 Projected Enrollment:	768
2015-16 Total Unduplicated Count of Free/Red Lunch, EL and Foster Students:	194
2015-16 Unduplicated % (13-14,14-15 & 15-16 Enrollment / 13-14, 14-15 & 15-16 UC)	25.26%
Local District Unduplicated %:	38.00%

	2015-16 ADA	Base Grant	K-3 / 9-12 Add-on	Supp. Grant	Conc. Grant	Total Target
2015-16 K-3 ADA:	291.00	7,161	745	399	-	2,416,755
2015-16 4-6 ADA:	225.04	7,268		367	-	1,718,180
2015-16 7-8 ADA:	143.56	7,483		378	-	1,128,525
2015-16 9-12 ADA:	103.79	8,671	225	449	-	969,918
Totals:	763.39	5,693,664	240,148	299,566	-	6,233,378

LCFF Target:		\$ 6,233,378
2015-16 P-2 ADA:	divided by	763.39
LCFF Target Per ADA:		\$ 8,165.39
LCFF Base Grant + Add-On Only Per ADA:		\$ 7,772.98

Step 3: Calculate Current Year LCFF Funding:

LCFF Target:	\$ 6,233,378
Starting Amount (2012-13 Actual Funding Per ADA x 2015-16 ADA):	(4,386,385)
Prior Year Gaps per ADA x 2015-16 ADA:	(622,969)
Total Revised Gap Amount:	\$ 1,224,024
Percentage of Gap Covered in 2015-16:	33.950%
Dollar Amount of 2015-16 Gap Coverage:	\$ 415,556
Total 2015-16 LCFF Funding (2013-14 Funding + 15-16 Gap Coverage):	\$ 5,424,909.15
Total 2015-16 LCFF Funding Per 2015-16 ADA:	\$ 7,106.34
% Change in \$/ADA Funding from 2014-15 to 2015-16:	8.296%

Golden Valley Charter School
WARRANT REGISTER: February 2014

Check Number	Check Date	Vendor	Total
53907	2/6/2014	Advanced Academics, Inc.	\$ 5,570.00
53908	2/6/2014	All About Spelling	\$ 47.90
53909	2/6/2014	Apex Learning Inc.	\$ 398.09
53910	2/6/2014	Appolina Osborne	\$ 117.79
53911	2/6/2014	Ballet Academy Ventura	\$ 380.50
53912	2/6/2014	Cassell's Music, Inc	\$ 320.00
53913	2/6/2014	Central Music	\$ 246.12
53914	2/6/2014	Christine Albright	\$ 208.32
53915	2/6/2014	Conejo Recreation and Park Dis	\$ 324.00
53916	2/6/2014	Cuizon Ballet Centre	\$ 465.00
53917	2/6/2014	Cynthia Peterson	\$ 175.73
53918	2/6/2014	Handwriting Without Tears	\$ 28.00
53919	2/6/2014	Hayley Hamilton	\$ 119.95
53920	2/6/2014	Huckleberry Center	\$ 302.00
53921	2/6/2014	Institute For Excellence In Writing	\$ 108.75
53922	2/6/2014	Jeannie Gudith	\$ 187.15
53923	2/6/2014	Joe Ferrante Music Academy	\$ 862.00
53924	2/6/2014	Joyce Salsberry	\$ 129.92
53925	2/6/2014	Kelly Villalovos	\$ 297.42
53926	2/6/2014	Keyboard Galleria Music Center	\$ 374.00
53927	2/6/2014	Kids Art Inc - Sherman Oaks	\$ 127.00
53928	2/6/2014	Learn Beyond the Book, LLC	\$ 140.00
53929	2/6/2014	Mary Jo Stirling	\$ 155.46
53930	2/6/2014	Melissa Barnett	\$ 18.40
53931	2/6/2014	Mission Renaissance	\$ 5.01
53932	2/6/2014	MJP Computers	\$ 55,235.03
53933	2/6/2014	Monarch's National Gymnastics Training Center	\$ 278.97
53934	2/6/2014	Much A Do About Shakespeare	\$ 1,240.50
53935	2/6/2014	Nancy's Notions	\$ 160.26
53936	2/6/2014	Nickerson Family Trust (Sjnden LLC)	\$ 846.09
53937	2/6/2014	Norma McBride	\$ 69.44
53938	2/6/2014	Oak Meadow Inc	\$ 216.00
53939	2/6/2014	Office Depot eCommerce	\$ 209.02
53940	2/6/2014	Pasadena Conservatory Of Music	\$ 39.00
53941	2/6/2014	Peace Hill Press, Inc	\$ 144.20
53942	2/6/2014	Plas- Tech Resources, Inc.	\$ 1,237.33
53943	2/6/2014	Play-Well TEKnologies- Santa Barbara/Ventura	\$ 648.00
53944	2/6/2014	Rainbow Resource Center	\$ 495.44
53945	2/6/2014	Sandra M. Yip	\$ 1,322.00
53946	2/6/2014	Science-2-U	\$ 226.60
53947	2/6/2014	Sharon McClain	\$ 184.50
53948	2/6/2014	Singapore Math, Inc	\$ 38.28
53949	2/6/2014	Staples - eCommerce	\$ 72.66
53950	2/6/2014	Stephanie Hagenbach	\$ 111.24
53951	2/6/2014	Sylvia Klein	\$ 94.64
53952	2/6/2014	Tae Ryong TaeKwonDo School - Camarillo	\$ 354.75
53953	2/6/2014	TaeKwonDo Plus	\$ 222.00
53954	2/6/2014	Tamie Stewart	\$ 123.09
53955	2/6/2014	Terri Adams	\$ 98.31

Golden Valley Charter School
WARRANT REGISTER: February 2014

Check Number	Check Date	Vendor	Total
53956	2/6/2014	The Martial Way	\$ 125.00
53958	2/6/2014	Thinkwell Corporation	\$ 125.00
53959	2/6/2014	Tricia Purcell	\$ 136.81
53960	2/6/2014	Waller's Gymjam Academy	\$ 156.00
53961	2/6/2014	Wendy Hand-Hogan	\$ 202.44
53962	2/6/2014	Wendy Theobald	\$ 236.45
53963	2/6/2014	Zaner- Bloser	\$ 64.48
53964	2/6/2014	The Sanctuary	\$ 550.00
53970	2/14/2014	Acorn Naturalists	\$ 180.60
53971	2/14/2014	All American Ballet School	\$ 119.00
53972	2/14/2014	Amanda Burns	\$ 87.28
53973	2/14/2014	Anne Alday	\$ 267.11
53974	2/14/2014	Apple Inc	\$ 579.42
53975	2/14/2014	Art Supplies Wholesale	\$ 159.40
53976	2/14/2014	Barnes & Noble Inc	\$ 19.68
53977	2/14/2014	Blackbird & Company	\$ 138.94
53978	2/14/2014	City of Whittier	\$ 87.00
53979	2/14/2014	Conejo Recreation and Park Dis	\$ 59.48
53980	2/14/2014	Cuizon Ballet Centre	\$ 437.50
53981	2/14/2014	Delian Music	\$ 260.00
53982	2/14/2014	Dick Blick Company	\$ 3.54
53983	2/14/2014	Dorothy McCandliss	\$ 1,238.00
53984	2/14/2014	Education Station	\$ 484.96
53985	2/14/2014	Elizabeth Gomez	\$ 193.42
53986	2/14/2014	Emh Sports USA, Inc	\$ 24.00
53987	2/14/2014	Excel Taekwondo Center, LLC	\$ 850.00
53988	2/14/2014	Follett Educational Services	\$ 151.08
53989	2/14/2014	Geography Matters	\$ 103.82
53990	2/14/2014	Home Science Tools	\$ 276.35
53991	2/14/2014	Institute For Excellence In Writing	\$ 167.75
53992	2/14/2014	Joe Ferrante Music Academy	\$ 175.00
53993	2/14/2014	Jostens	\$ 11.42
53994	2/14/2014	Kids Art Inc - Northridge	\$ 174.00
53995	2/14/2014	Kids Art Inc - Pasadena	\$ 833.75
53996	2/14/2014	Law Office of Young, Minney & Corr, LLP	\$ 38.95
53997	2/14/2014	Learning By Handz	\$ 626.20
53998	2/14/2014	Lisa Sophos	\$ 436.85
53999	2/14/2014	McGraw-Hill	\$ 579.74
54000	2/14/2014	Melissa Barnett	\$ 127.34
54001	2/14/2014	Monarch's National Gymnastics Training Center	\$ 60.00
54002	2/14/2014	Much A Do About Shakespeare	\$ 280.00
54003	2/14/2014	Nancy Larson Publishers, Inc.	\$ 289.18
54004	2/14/2014	Nancy's Notions	\$ 26.96
54006	2/14/2014	North Dakota Center For Distance Education	\$ 2,292.87
54007	2/14/2014	Oak Meadow Inc	\$ 218.60
54008	2/14/2014	Office Depot	\$ 303.17
54009	2/14/2014	Office Depot eCommerce	\$ 169.02
54010	2/14/2014	Ottsen Music Studio	\$ 420.00
54011	2/14/2014	Paper, Scissors, Stone	\$ 110.95

**Golden Valley Charter School
WARRANT REGISTER: February 2014**

Check Number	Check Date	Vendor	Total
54012	2/14/2014	Play-Well TEKologies- Santa Barbara/Ventura	\$ 1,056.00
54013	2/14/2014	Rainbow Resource Center	\$ 1,006.05
54015	2/14/2014	Sandra M. Yip	\$ 2,201.00
54016	2/14/2014	Science-2-U	\$ 1,481.50
54017	2/14/2014	Singapore Math, Inc	\$ 653.62
54018	2/14/2014	Staples - eCommerce	\$ 16.11
54019	2/14/2014	Steve Spangler Science	\$ 64.95
54020	2/14/2014	Swordplay Fencing Studio, Inc.	\$ 15.00
54021	2/14/2014	TaeKwonDo Plus	\$ 111.14
54022	2/14/2014	Time 4 Learning	\$ 25.00
54023	2/14/2014	Valley Bob's Driving School	\$ 39.00
54024	2/14/2014	Write At Home	\$ 145.00
54025	2/14/2014	Young At Art- Camarillo	\$ 168.00
54026	2/14/2014	CCSA Conference Registration	\$ 1,050.00
54027	2/14/2014	Rene Urbanovich	\$ 3,530.00
54028	2/21/2014	All About Spelling	\$ 223.50
54029	2/21/2014	All American Ballet School	\$ 40.00
54030	2/21/2014	Apple Inc	\$ 425.70
54031	2/21/2014	Barnes & Noble Inc	\$ 21.42
54032	2/21/2014	Brave Writer, LLC	\$ 59.70
54033	2/21/2014	Byu Independent Study	\$ 1,537.00
54034	2/21/2014	Central Music	\$ 21.25
54035	2/21/2014	Children's Music Academy	\$ 560.00
54036	2/21/2014	City of Ojai	\$ 68.75
54037	2/21/2014	Conejo Recreation and Park Dis	\$ 497.50
54038	2/21/2014	Del Sol Books	\$ 32.00
54039	2/21/2014	Dick Blick Company	\$ 84.52
54040	2/21/2014	Dorothy McCandliss	\$ 100.00
54041	2/21/2014	Fast Signs	\$ 209.64
54042	2/21/2014	Growing With Grammar (JackKris)	\$ 390.33
54043	2/21/2014	Guitar Center	\$ 171.97
54044	2/21/2014	Handwriting Without Tears	\$ 26.67
54045	2/21/2014	Home Science Tools	\$ 61.45
54046	2/21/2014	Houghton Mifflin Harcourt - Acct#147529	\$ 398.35
54047	2/21/2014	Huckleberry Center	\$ 68.75
54048	2/21/2014	Hugo's Gym Fitness	\$ 165.00
54049	2/21/2014	Iron Fist Martial Arts, LLC	\$ 304.75
54050	2/21/2014	Joe Ferrante Music Academy	\$ 1,726.50
54051	2/21/2014	Keyboard Galleria Music Center	\$ 110.00
54052	2/21/2014	Kids Art Inc - Northridge	\$ 87.00
54053	2/21/2014	Kids Art Inc - Redondo Beach - USE CANVAS & CLAY INSTEAD	\$ 442.50
54054	2/21/2014	Kids Art Inc - Sherman Oaks	\$ 304.50
54055	2/21/2014	Kids Art Inc - Valencia	\$ 70.00
54056	2/21/2014	Lakeshore Learning Materials	\$ 455.78
54057	2/21/2014	Lorrie Veiga	\$ 418.90
54059	2/21/2014	Mindware	\$ 59.94
54060	2/21/2014	Mission Renaissance	\$ 1,453.44
54061	2/21/2014	Modest Fly Art Studio Gallery	\$ 640.00
54062	2/21/2014	Montessori Services	\$ 358.44

Golden Valley Charter School
WARRANT REGISTER: February 2014

Check Number	Check Date	Vendor	Total
54063	2/21/2014	Much A Do About Shakespeare	\$ 203.50
54064	2/21/2014	Nancy Larson Publishers, Inc.	\$ 406.10
54065	2/21/2014	North Dakota Center For Distance Education	\$ 203.64
54066	2/21/2014	Office Depot	\$ 85.07
54067	2/21/2014	Office Depot eCommerce	\$ 1,325.07
54068	2/21/2014	Peace Hill Press, Inc	\$ 77.07
54069	2/21/2014	Rainbow Resource Center	\$ 3,226.09
54070	2/21/2014	Roots To The Source	\$ 540.00
54071	2/21/2014	Sandra M. Yip	\$ 460.00
54072	2/21/2014	Science-2-U	\$ 379.00
54073	2/21/2014	Shan Tung Kung Fu, LLC	\$ 266.00
54074	2/21/2014	Singapore Math, Inc	\$ 1,131.04
54075	2/21/2014	Special Ed Asst & Tech Support, Inc	\$ 32,352.47
54076	2/21/2014	Staples - eCommerce	\$ 463.51
54077	2/21/2014	Staples Business Advantage	\$ 267.25
54078	2/21/2014	Studio 316	\$ 82.50
54079	2/21/2014	Swords Fencing Studio Inc	\$ 315.00
54080	2/21/2014	TelePacific Communications	\$ 582.21
54081	2/21/2014	University of Missouri	\$ 300.00
54082	2/21/2014	Urban Homeschoolers	\$ 130.00
54083	2/21/2014	Vibe Performing Arts Studios	\$ 198.00
54084	2/21/2014	Waller's Gymjam Academy	\$ 262.00
54085	2/21/2014	Yamaha Music School	\$ 168.00
54086	2/21/2014	Young At Art- Simi Valley	\$ 1,224.00
54087	2/21/2014	Zaner- Bloser	\$ 29.66
54088	2/21/2014	Middlebury Interactive (Power Speak)	\$ 123.75
54089	2/28/2014	Advanced Academics, Inc.	\$ 2,700.00
54090	2/28/2014	All About Spelling	\$ 107.75
54091	2/28/2014	All American Ballet School	\$ 730.00
54092	2/28/2014	Apple Inc	\$ 1,325.70
54093	2/28/2014	Ballet Academy Ventura	\$ 566.00
54094	2/28/2014	Barnes & Noble Inc	\$ 953.31
54095	2/28/2014	Better Chinese	\$ 85.63
54096	2/28/2014	Blackbird & Company	\$ 101.01
54097	2/28/2014	Burbank Music Academy	\$ 2,150.00
54098	2/28/2014	Calif Athletics for Home Schools	\$ 125.00
54099	2/28/2014	Canyon Theatre Guild	\$ 223.35
54100	2/28/2014	Cassell's Music, Inc	\$ 443.80
54101	2/28/2014	Central Music	\$ 246.12
54102	2/28/2014	Charter Schools Development Center	\$ 2,229.00
54103	2/28/2014	Connections Learning	\$ 20.00
54104	2/28/2014	Curriculum Associates	\$ 44.25
54105	2/28/2014	Dance Creations LLC	\$ 692.50
54106	2/28/2014	Dance Dimensions	\$ 1,525.00
54107	2/28/2014	Del Sol Books	\$ 279.00
54108	2/28/2014	Delian Music	\$ 468.00
54109	2/28/2014	Dick Blick Company	\$ 299.11
54110	2/28/2014	Education Station	\$ 120.03
54111	2/28/2014	Elenco Electronics Inc.	\$ 138.96

Golden Valley Charter School
WARRANT REGISTER: February 2014

Check Number	Check Date	Vendor	Total
54112	2/28/2014	Emh Sports USA, Inc	\$ 457.68
54113	2/28/2014	Excellence in Education	\$ 174.77
54114	2/28/2014	Follett Educational Services	\$ 294.46
54115	2/28/2014	Geography Matters	\$ 435.04
54116	2/28/2014	Guitar Center	\$ 156.17
54117	2/28/2014	Gymnastikids, Inc.	\$ 200.64
54118	2/28/2014	Hammer-Hewson Associates	\$ 10,035.00
54119	2/28/2014	Handwriting Without Tears	\$ 79.65
54120	2/28/2014	Home Science Tools	\$ 625.88
54121	2/28/2014	Hotmath Inc	\$ 75.00
54122	2/28/2014	Houghton Mifflin Harcourt - Acct#147529	\$ 401.98
54123	2/28/2014	Huntington Learning Center Simi Valley	\$ 784.00
54124	2/28/2014	Insect Lore	\$ 112.74
54125	2/28/2014	Institute For Excellence In Writing	\$ 283.50
54126	2/28/2014	Jacqueline Halpin	\$ 205.13
54127	2/28/2014	K12 Inc	\$ 382.50
54128	2/28/2014	Keyboard Galleria Music Center	\$ 330.00
54129	2/28/2014	Kids Art Inc - La Crescenta	\$ 282.75
54130	2/28/2014	Kids Art Inc - Pasadena	\$ 90.00
54131	2/28/2014	Lake Avenue Church	\$ 240.00
54132	2/28/2014	Lakeshore Learning Materials	\$ 412.65
54133	2/28/2014	Laura Armbruster	\$ 107.60
54134	2/28/2014	Learn Beyond the Book, LLC	\$ 633.87
54135	2/28/2014	LIVE Online Math	\$ 1,799.83
54136	2/28/2014	Lori Mcmanus	\$ 311.36
54137	2/28/2014	Math Support Services, Inc.	\$ 55.00
54138	2/28/2014	Math- U- See California, Inc	\$ 275.28
54139	2/28/2014	McGraw-Hill	\$ 489.15
54140	2/28/2014	McGroarty Arts Center	\$ 120.00
54141	2/28/2014	Mercurius	\$ 90.63
54142	2/28/2014	Mindware	\$ 86.94
54143	2/28/2014	Monarch's National Gymnastics Training Center	\$ 415.21
54144	2/28/2014	Mr. Peter's Piano Studio	\$ 125.00
54145	2/28/2014	Nature Watch	\$ 16.37
54146	2/28/2014	North Dakota Center For Distance Education	\$ 137.12
54147	2/28/2014	Office Depot	\$ 1,093.83
54148	2/28/2014	Office Depot eCommerce	\$ 3,013.60
54149	2/28/2014	Ottsen Music Studio	\$ 1,290.00
54150	2/28/2014	Paper, Scissors, Stone	\$ 14.95
54151	2/28/2014	Pearson - Acct#2462900, 05-5238169, 005-59407-000, 2484106	\$ 557.46
54152	2/28/2014	Pleasant Valley Rec & Park	\$ 41.25
54153	2/28/2014	Racheal Yard	\$ 168.90
54154	2/28/2014	Rainbow Resource Center	\$ 2,610.38
54155	2/28/2014	Random House LLC - Books on Tape	\$ 192.88
54156	2/28/2014	Rosetta Stone, Ltd. (Fairfield Language Tech.)	\$ 479.18
54157	2/28/2014	School Specialty Inc.	\$ 10.63
54158	2/28/2014	Singapore Math, Inc	\$ 1,021.14
54159	2/28/2014	Staples - eCommerce	\$ 1,362.25
54160	2/28/2014	Staples Business Advantage	\$ 218.60

Golden Valley Charter School
WARRANT REGISTER: February 2014

Check Number	Check Date	Vendor	Total
54161	2/28/2014	Steve Spangler Science	\$ 58.96
54162	2/28/2014	TaeKwonDo Plus	\$ 650.00
54163	2/28/2014	Teaching Textbooks, Inc.	\$ 119.90
54164	2/28/2014	Time 4 Learning	\$ 75.00
54165	2/28/2014	Tricia Purcell	\$ 119.84
54166	2/28/2014	U. S. Bank	\$ 1,973.15
54167	2/28/2014	United Parcel Service	\$ 49.82
54168	2/28/2014	Urban Homeschoolers	\$ 303.75
54169	2/28/2014	Ventura Family YMCA	\$ 249.04
54170	2/28/2014	Vibe Performing Arts Studios	\$ 110.00
54171	2/28/2014	YMCA- Camarillo Family	\$ 82.00
54172	2/28/2014	Young At Art- Simi Valley	\$ 440.00
54173	2/28/2014	Zaner- Bloser	\$ 29.66
Grand Total			\$ 210,025.51

Board Resolution Number 13-14-08

Authorization to Consolidate Observance of Lincoln Day and Washington Day

WHEREAS, California Education Code 37220, subdivision (a) states that public schools shall close in observance of holidays, including Lincoln Day on the Monday or Friday of the week in which February 12 occurs; and

WHEREAS, California Education Code 37220, subdivision (e) permits the governing board of a school district, by adoption of a resolution, to revise the date upon which the schools of the district are closed in observance of any holidays identified in subdivision (a); and

WHEREAS, the 2014-2015 calendar as presented in Exhibit A, attached, has been approved by the Board of Trustees and was the subject of discussion with the Mesa Union Teachers Association; and

WHEREAS, the attached 2014-2015 calendar reflects the observance of Presidents' Day on Monday, February 16, 2015; and

NOW, THEREFORE, BE IT RESOLVED, that the Mesa Union School District Board of Trustees hereby resolves that the consolidation of Lincoln Day and Washington Day into Presidents' Day, which will be observed on Monday, February 16, 2015.

Ayes: _____ Nays: _____ Abstentions: _____

PASSED AND ADOPTED this 11th day of March, 2014 by the Governing Board of the Mesa Union School District of Ventura County, California.

Dr. Michael Babb, Superintendent
Secretary to the Board of Education

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and G.C. 3547.5

School District: Mesa Union School District

Name of Bargaining Unit: Mesa Union Teachers' Association

The proposed agreement covers the period:
 Beginning: 1-Jul-13 Employee Type: Certificated: X
 Ending: 30-Jun-14 Classified: _____

The proposed agreement will be acted upon by the Governing Board at its meeting on: March 18, 2014

A. Proposed Change in Compensation:

Compensation	Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
		Year 1 2013/14	Year 2 2014/15	Year 3 2015/16
1. Salary Schedule - Increase/(Decrease)	\$ 1,854,858	\$ 55,645 3.00%	\$ %	\$ %
2. Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 9,831 0.53%	\$ %	\$ %
3. Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ %	\$ %	\$ %
4. Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 236,828	\$ 8,360 3.53%	\$ 0 0.00%	\$ %
5. Health/Welfare Benefits - Increase/(Decrease)	\$ 255,487	\$ 0 0.00%	\$ 0 0.00%	\$ %
6. Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 2,347,173	\$ 73,836 3.15%	\$ %	\$ %
7. Total Number (FTE) of Represented Employees	# 26.86	# 26.86	#	#
8. Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 87,385	\$ 2,749 3.15%	\$ %	\$ %
9a. Certificated Teacher's Salary (Excluding Benefits)				
-Minimum Daily Rate	\$ 213.87	\$ 220.28 3.00%	\$ %	\$ %
-Maximum Daily Rate	\$ 410.36	\$ 422.14 2.87%	\$ %	\$ %
-Substitute Daily Rate 1 to 10 Days >10 days \$125	\$ 115	\$ 115 0.00%	\$ %	\$ %
9b. - Annual Health/Welfare Benefit amount per FTE <input type="checkbox"/> Actual <input checked="" type="checkbox"/> Soft Cap	\$ 10,152	\$ 10,152 0.00%	\$ %	\$ %

Please include comments and explanations as necessary:

A tentative agreement between the Mesa Union School District and The Mesa Teachers' Association was signed March 5, 2014 (see attached). The agreement includes an ongoing increase to the 2013/2014 salary schedule of 3.00% for all active employees as of the date of the parties' agreement retroactive to July 1, 2013. In addition, longevity (anniversary) increments previously paid in addition to salary shall be added to the salary schedule as steps 15, 19, and 25, and shall otherwise be eliminated as a separate payment to salary. Active MUTA members shall have their placement on the revised salary schedule adjusted retroactive to July 1, 2013, to reflect years of service credited upon hire, plus one year for each full year of service to the District. Please refer to the attached Tentative Agreements for more detail including Grade Span (TK-3) class size limits and changes to Personal Absence Leave.

Disclosure of Collective Bargaining Agreement
School District: Mesa Union School District

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):

Class size adjustment to allow for flexibility in meeting grade span adjustment requirements
(TK-3) Please refer to attached tentative agreement for more information

C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):

Not applicable

D. What contingency language is included in the proposed agreement? (reopeners, etc.):

None

E. Will this agreement create, increase, or decrease deficit financing in the current or future years?

The agreement will increase deficit spending in the current and subsequent fiscal year. However, the District is not anticipating deficit spending in 2015/16

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Local Control Funding Formula cost of living adjustments and gap funding.

2. How will the ongoing cost of the proposed agreement be funded in future years?

Local Control Funding Formula cost of living adjustments and gap funding.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):

This agreement does not include language for additional future salary increases other than the ongoing effect of the revised salary schedule and longevity changes. (See attached)

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$	5,097,441
b. State Standard Minimum Reserve Percentage for this District		4%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$50,000 for a district with less than 1,001 ADA)	\$	203,898

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted <u>Unrestricted</u> Designated for Economic Uncertainties	\$	254,873
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$	635,436
c. Special Reserve Fund (17) Budgeted Designated for Economic Uncertainties	\$	
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$	10,565
e. Total District Budgeted Unrestricted Reserves	\$	170,060

3. Do Unrestricted reserves meet the state standard minimum reserve amount?


Yes Designation for Economic Uncertainties include 4% minimum and 1% local match

No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



 District Superintendent
 (Signature)

3/14/14

 Date

 District Chief Business Official
 (Signature)

 Date

Disclosure of Collective Bargaining Agreement
 School District: Mesa Union School District

General Fund (Unrestricted and Restricted)

	(Col. 1) Latest Board Approved Budget Before Settlement 2013/14 2nd Interim	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions General Fund 13/14 Classified	(Col. 4) Total Impact on Budget (Col. 1+2+3) 12/14 1st Int Draft
REVENUES				
Revenue Limit/LCFF Sources (8010-8099)	3,847,312			3,847,312
Remaining Revenues (8100-8799)	1,064,997			1,064,997
TOTAL REVENUES	4,912,309	0	0	4,912,309
EXPENDITURES				
1000 Certificated Salaries	2,209,827	65,476		2,275,303
2000 Classified Salaries	576,096		21,038	597,134
3000 Employees' Benefits	777,310	8,360	4,598	790,268
4000 Books and Supplies	301,625	0		301,625
5000 Services and Operating Expenses	828,265			828,265
6000 Capital Outlay	144,591			144,591
7000 Other	160,255			160,255
TOTAL EXPENDITURES	4,997,969	73,836	25,636	5,097,441
OPERATING SURPLUS (DEFICIT)	(85,660)	(73,836)	(25,636)	(185,132)
OTHER SOURCES AND TRANSFERS IN	0		0	0
OTHER USES AND TRANSFERS OUT	0		0	0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(85,660)	(73,836)	(25,636)	(185,132)
BEGINNING BALANCE	1,278,275			1,278,275
CURRENT YEAR ENDING BALANCE	1,192,615	(73,836)	(25,636)	1,093,143
COMPONENTS OF ENDING BALANCE				
Reserved Amounts	32,774			32,774
Reserved for Economic Uncertainties 4% (Including 1% Local)	249,899	3,692	1,282	254,873
Board Designated Amounts	170,060			170,060
Unappropriated Amounts	739,882	(77,528)	(26,918)	635,436

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary:

Column 3 includes Classified MUST tentative agreement and 3% increase for non represented classified (please refer to attachment)

	A	J	K	L	M	V	W	X
1	Mesa Union School District							
2	Salary Increase Scenarios							
3	2013/2014							
4	<i>As of 3/1/14</i>							
5								
6								
7		Total	Total (Exc. H&W)	% of	Cost of			
8		FTE		Total	1.00%	3.53%	3.49%	Combined MUTA, MUST and Unrep. Classified
9	MUTA Certified:							
10	*Salaries	26.86	\$1,854,858		\$18,549	\$65,475		\$65,475
11	Fringe Benefits (Excludes H&W)		\$236,828		\$2,368	\$8,360		\$8,360
12	Total Sal. & Fringe (Exc. H&W)	26.86	\$2,091,686	67.32%	\$20,917	\$73,836	\$0	\$73,836
13	Non Represented Certified (Administration):							
14	Salaries	2.00	\$225,340		\$2,253			\$0
15	Fringe Benefits (Excludes H&W)		\$28,771		\$288			\$0
16	Total Sal. & Fringe (Exc. H&W)	2.00	\$254,111	8.18%	\$2,541	\$0	\$0	\$0
17	MUST Classified:							
18	Salaries	16.19	\$552,026		\$5,520		\$19,252	\$19,252
19	Fringe Benefits (Excludes H&W)		\$112,223		\$1,122		\$3,917	\$3,917
20	Total Sal. & Fringe (Exc. H&W)	16.19	\$664,249	21.38%	\$6,642	\$0	\$23,168	\$23,168
21	Non Represented Classified (Managers, Supervisors, and Confidential): 3%							
22	Salaries	1.00	\$59,581		\$596			\$1,787
23	Fringe Benefits (Excludes H&W)		\$22,659		\$227			\$680
24	Total Sal. & Fringe (Exc. H&W)	1.00	\$82,240	2.65%	\$822	\$0	\$0	\$2,467
25	Total Salaries and Benefits							
26	Salaries	45.67	\$2,703,188		\$26,918	\$65,475	\$19,252	\$66,515
27	Fringe Benefits (Excludes H&W)		\$403,907		\$4,005	\$8,360	\$3,917	\$12,956
28	Total Sal. & Fringe (Exc. H&W)	45.67	\$3,107,095	99.52%	\$30,923	\$73,836	\$23,168	\$99,471
29								
33	*Salaries exclude stipends, substitutes and extra duty. **Longevity Uniformity 0.53% applies to MUTA only							

	A	H	I	J
	Mesa Union School District General Fund Multiyear Comparisons			
	2013/14 2nd Int	2014/15 MYP	2015/16 MYP	
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MUTA

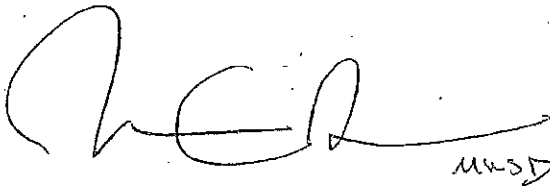
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ARTICLE XVI: SALARY

- 16.3 Anniversary increments previously paid in addition to salary shall be added into the 2013-2014 certificated salary schedule as Steps 15, 19, and 20, respectively, and shall otherwise be eliminated as a separate payment in addition to salary. MUTA members who are active employees as of the date of the parties' agreement shall have their placement on the 2013-2014 certificated salary schedule adjusted, effective retroactive to July 1, 2013, to reflect years of service credited upon hire, plus one year for each full year of service.
- 16.4 The certificated salary schedule for 2013-2014, as attached (Appendix B) shall include an ongoing salary increase of 3% retroactive to July 1, 2013 for all MUTA members who are active employees as of the date of the parties' agreement.

25
RW

Sign after



3/5/14

Robin Webster

3/5/14

MWD

MUTA

ARTICLE XIII: CLASS SIZE

13.1 Each June, the District and three (3) MUTA representatives will concur on class size(s) for the fall with each side providing input to ~~insure~~ensure reasonable and balanced classes.

~~13.1.1 The District shall endeavor to limit class sizes as follows:~~

~~Grades K-3 (to be in effect only as long as the District is participating in the state-funded CSR program):~~

~~2005/2006 twenty-two (22) students per Teacher~~

~~2006/2007 twenty-one (21) students per Teacher~~

~~Grades 4-8~~

~~2005/2006 thirty-five (35) students per Teacher~~

~~2006/2007 thirty-four (34) students per Teacher~~

~~2007/2008 Thirty-three (33) students per Teacher~~

13.1.1 The District and MUTA recognize that pursuant to Education Code section 42238.02, and as a condition for receiving additional funding for Transitional Kindergarten ("TK") through 3rd grade Grade Span Adjustment under the Local Control Funding Formula ("LCFF"), the District must make progress (as defined in Education Code 42238.02) toward maintaining, at each school site, an average class size enrollment in grades TK-3 of not more than 24 pupils upon full implementation of LCFF (currently set for 2020). The District and MUTA intend for the District to be in compliance with this law as interpreted by subsequent guidelines and regulations of the California Department of Education. The District and MUTA recognize that as part of the implementation of Grade Span Adjustment in TK through grade 3, the parties must negotiate District-specific annual class size enrollment language for each District school site

13.1.2 The District and MUTA agree that effective the 2014-2015 school year, and until either otherwise negotiated or applicable statutes/regulations are amended to not require class size maximums, the District shall implement an alternative annual average class size enrollment for grades TK-3 at each school site within the meaning of Education Code section 422308.02(d)(3)(B). The grades TK-3 maximum average class size enrollment at each school site shall be no higher than 24:1, except that after the commencement of the school year, if any students move into the District attendance area, such students may be placed in any of the grades TK-3, as applicable, as long as the maximum average class size at that site does not exceed 26:1.

13.1.3 If at any time the District learns that compliance with the foregoing contractual provisions will likely result in penalties which would reduce or eliminate the additional funding grant for TK-3 Grade Span Adjustment, or for any individual grade within the

MUTA

Grade Span Adjustment, or if the District determines it will not receive sufficient funding for TK-3 Grade Span Adjustment, the parties agree to immediately meet and negotiate to implement a mutually agreed resolution.

- 13.2 The District will provide a 1.5 hours per day instructional aide to each kindergarten and first grade classroom. Depending on availability of funds, the District will have discretion in assigning instructional aide time to primary or split grade classes which, due to large enrollment, would warrant assistance.
- 13.3 District students enrolled during the school year will be assigned equally.
- 13.4 No inter-district transfers will be accepted after concurred-upon levels are reached, unless both the Teacher and administrator agree to the acceptance and the additional student does not place the District in a penalty situation.
- 13.5 Upon enrollment of a student designated as having special needs, an IEP, and qualifying for "full inclusion," the Superintendent, Principal, classroom Teacher, and parent will meet to determine the best and most feasible classroom environment. Quarterly meetings will be held with the Superintendent or designee to ascertain needs of the Teacher and/or the student.
 - 13.5.1 Each "full inclusion" student will be counted as two.
- 13.6 By June 1, grade level Teachers shall consult with the Superintendent and/or designee when the class rosters are being developed for the new school year.
 - 13.6.1 Tentative class rosters will be made available to Teachers no later than the first ~~fall~~ Fall Teacher in-service day.

Robin Webster 3/5/14

AR 3/5/14

MUTA

ARTICLE II: RECOGNITION

2.1 ~~The District confirms its recognition of the Mesa Union Teachers' Association as the exclusive representative for that unit of regularly employed, permanent and probationary certificated Teachers and temporary certificated Teachers who teach at least 50% of the days that regular schools are in session. The District hereby acknowledges that the Mesa Union Teachers' Association is the exclusive representative for all non-management, non-supervisory, non-confidential, regular school year, probationary and permanent full-time and part-time certificated employees and such regular temporary employees (excluding hourly assignments) who are continuously employed under contract for a regular school year.~~


12/11/13

Cawley Hoag

Robert Webster 12/11/13

MUTA

TENTATIVE AGREEMENT
MESA UNION TEACHERS' ASSOCIATION

ARTICLE XI: HOURS

11.1 The workweek for regular classroom Teachers shall be forty (40) hours, normally to be rendered in units of seven and one-half (7 ½) hours of school-based service per day, and a thirty (30) minute duty-free lunch period. Teachers are to be at work at least 15 minutes prior to the convening of the student day. Student recess shall be duty free time for teachers.

John Weber 2/4/14

Mesa Union Teachers' Association, Date

[Signature] 2/4/14

Mesa Union School District, Date

MUTA

TENTATIVE AGREEMENT
MESA UNION TEACHERS' ASSOCIATION

ARTICLE XII: LEAVES

New language

12.14.6 Personal Absence Leave

A Regular Unit Employee entitled to personal illness leave may use a maximum of three (3) days per year of such sick leave for personal use for which no alternative other than absence is available to the Unit Member. The particular date(s) on which such leave may be taken is subject to advance approval by the appropriate administrator. If no substitute is available, administration may reject request.

Robin Webster 2/4/14
Mesa Union Teachers' Association, Date

NER 2/4/14
Mesa Union School District, Date

**MESA UNION SCHOOL DISTRICT
CERTIFICATED SALARY SCHEDULE
2013 - 2014**

SALARY SCHEDULE PRIOR TO MUTA TENTATIVE AGREEMENT (03/05/14)

- Class I Bachelor's Degree and a valid California Credential.
 Class II Bachelor's Degree and a valid California Credential plus 15 units earned subsequent to the B.A.
 Class III Bachelor's Degree and a valid California Credential plus 30 units earned subsequent to the B.A.
 Class IV Bachelor's Degree and a valid California Credential plus 45 units earned subsequent to the B.A.
 Class V Bachelor's Degree and a valid California Credential plus 60 units earned subsequent to the B.A.
 Class VI Bachelor's Degree and a valid California Credential plus 75 units earned subsequent to the B.A. Including a Masters Degree

In no instance shall prior year's credit exceed five (5) years. Initial step placement shall not be higher than step six (6).

YEARS OF SERVICE	Class I	Class II	Class III	Class IV	Class V	CLASS VI
	BA	BA+15	BA+30	BA+45	BA+60	BA+75 inc. MA
	01/CL1	01/CL2	01/CL3	01/CL4	01/CL5	01/CL6
1	39,779.00	39,779.00	40,850.00	43,404.00	45,962.00	48,512.00
2	39,779.00	40,341.00	42,891.00	45,447.00	48,003.00	50,561.00
3	39,832.00	42,390.00	44,940.00	47,496.00	50,039.00	52,604.00
4	41,874.00	44,437.00	46,979.00	49,534.00	52,086.00	54,642.00
5	43,926.00	46,472.00	49,028.00	51,579.00	54,131.00	56,686.00
6	45,963.00	48,512.00	51,063.00	53,621.00	56,171.00	58,729.00
7	48,005.00	50,561.00	53,106.00	55,669.00	58,226.00	60,776.00
8	50,042.00	52,604.00	55,151.00	57,706.00	60,254.00	62,817.00
9	52,088.00	54,642.00	57,192.00	59,750.00	62,299.00	64,861.00
10	55,577.00	56,686.00	59,238.00	61,788.00	64,348.00	66,899.00
11		58,729.00	61,280.00	63,829.00	66,385.00	68,947.00
12			63,321.00	65,882.00	68,434.00	70,987.00
13				67,921.00	70,472.00	73,027.00
*	56,677.00	59,829.00	64,421.00	69,021.00	71,572.00	74,127.00
**	57,777.00	60,929.00	65,521.00	70,121.00	72,672.00	75,227.00
***	58,877.00	62,029.00	66,621.00	71,221.00	73,772.00	76,327.00

Anniversary increments will be added as follows: each increment will be added to the annual salary for the first year following completion of the number of credited service shown.

- C1 * After 14 years of service to the District ---\$1,100.
 C2 ** After 19 years of service to the District additional ---\$1,100.
 C3 *** After 24 years of service to the District additional ---\$1,100.

DOCTORAL STIPEND: 1%
 186 TEACHER DAYS

HEALTH & WELFARE ANNUAL CAP: \$10,151.76

EFFECTIVE: 07/01/2013
 BOARD ADOPTED: 08/20/2013
 REVISED: 08/07/2013

**MESA UNION SCHOOL DISTRICT
CERTIFICATED SALARY SCHEDULE
2013 - 2014
REVISED TO INCLUDE MUTA TENTATIVE AGREEMENT 03/05/14**

- Class I Bachelor's Degree and a valid California Credential.
 Class II Bachelor's Degree and a valid California Credential plus 15 units earned subsequent to the B.A.
 Class III Bachelor's Degree and a valid California Credential plus 30 units earned subsequent to the B.A.
 Class IV Bachelor's Degree and a valid California Credential plus 45 units earned subsequent to the B.A.
 Class V Bachelor's Degree and a valid California Credential plus 60 units earned subsequent to the B.A.
 Class VI Bachelor's Degree and a valid California Credential plus 75 units earned subsequent to the B.A. Including a Masters Degree.

In no instance shall prior year's credit exceed five (5) years. Initial step placement shall not be higher than step six (6).

*YEARS OF SERVICE	Class I BA	Class II BA+15	Class III BA+30	Class IV BA+45	Class V BA+60	CLASS VI BA+75 Inc. MA
	01/CL1	01/CL2	01/CL3	01/CL4	01/CL5	01/CL6
1	40,972.00	40,972.00	42,076.00	44,706.00	47,341.00	49,967.00
2	40,972.00	41,551.00	44,178.00	46,810.00	49,443.00	52,078.00
3	41,027.00	43,662.00	46,288.00	48,921.00	51,540.00	54,182.00
4	43,130.00	45,770.00	48,388.00	51,020.00	53,649.00	56,281.00
5	45,244.00	47,866.00	50,499.00	53,126.00	55,755.00	58,387.00
6	47,342.00	49,967.00	52,595.00	55,230.00	57,856.00	60,491.00
7	49,445.00	52,078.00	54,699.00	57,339.00	59,973.00	62,599.00
8	51,543.00	54,182.00	56,806.00	59,437.00	62,062.00	64,702.00
9	53,651.00	56,281.00	58,908.00	61,543.00	64,168.00	66,807.00
10	57,244.00	58,387.00	61,015.00	63,642.00	66,278.00	68,906.00
11	57,244.00	60,491.00	63,118.00	65,744.00	68,377.00	71,015.00
12	57,244.00	60,491.00	65,221.00	67,858.00	70,487.00	73,117.00
13	57,244.00	60,491.00	65,221.00	69,959.00	72,586.00	75,218.00
14	57,244.00	60,491.00	65,221.00	69,959.00	72,586.00	75,218.00
15	58,344.00	61,591.00	66,321.00	71,059.00	73,686.00	76,318.00
16	58,344.00	61,591.00	66,321.00	71,059.00	73,686.00	76,318.00
17	58,344.00	61,591.00	66,321.00	71,059.00	73,686.00	76,318.00
18	58,344.00	61,591.00	66,321.00	71,059.00	73,686.00	76,318.00
19	58,344.00	61,591.00	66,321.00	71,059.00	73,686.00	76,318.00
20	59,444.00	62,691.00	67,421.00	72,159.00	74,786.00	77,418.00
21	59,444.00	62,691.00	67,421.00	72,159.00	74,786.00	77,418.00
22	59,444.00	62,691.00	67,421.00	72,159.00	74,786.00	77,418.00
23	59,444.00	62,691.00	67,421.00	72,159.00	74,786.00	77,418.00
24	59,444.00	62,691.00	67,421.00	72,159.00	74,786.00	77,418.00
25	60,544.00	63,791.00	68,521.00	73,259.00	75,886.00	78,518.00

* Years of service includes years of service granted upon hire (Longevity Included In Salary Schedule)

DOCTORAL STIPEND: 1%
186 TEACHER DAYS

HEALTH & WELFARE ANNUAL CAP: \$10,161.76

EFFECTIVE: 07/01/2013

BOARD ADOPTED:

REVISED: 03/05/14: Includes 3% on schedule salary increase and addition of longevity to salary schedule retroactive to 7/01/2013

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and G.C. 3547.5

School District: Mesa Union School District

Name of Bargaining Unit: Mesa Union Support Team

The proposed agreement covers the period:

Beginning: 1-Jul-13

Ending: 30-Jun-14

Employee Type:

Certificated: _____

Classified: X

The proposed agreement will be acted upon by the Governing Board

at its meeting on: March 18, 2014

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Year 1 2013/14	Year 2 2014/15	Year 3 2015/16
1.	Salary Schedule - Increase/(Decrease)	\$ 552,026	\$ 16,561 3.00%	\$ %	\$ %
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ %	\$ %	\$ %
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 2,691 0.49%	\$ %	\$ %
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 112,223	\$ 3,917 3.49%	\$ 0 0.00%	\$ %
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 100,072	\$ 0 0.00%	\$ 0 0.00%	\$ %
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 764,321	\$ 23,168 3.03%	\$ %	\$ %
7.	Total Number (FTE) of Represented Employees	# 16.19	# 16.19	#	#
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 47,218	\$ 1,431 3.03%	\$ %	\$ %
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$	\$	\$	\$
			%	%	%
	-Maximum Daily Rate	\$	\$	\$	\$
			%	%	%
	-Substitute Daily Rate	\$	\$	\$	\$
	>10 days \$115		%	%	%
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 10,152	\$ 10,152	\$	\$
	<input type="checkbox"/> Actual <input checked="" type="checkbox"/> Soft Cap		0.00%	%	%

Please include comments and explanations as necessary:

A tentative agreement between the Mesa Union School District and the Mesa Union Support Team was signed March 10, 2014 (see attached). The agreement includes an ongoing increase to the 2013/2014 salary schedule of 3.00% for all active employees as of the date of the parties' agreement retroactive to July 1, 2013. In addition, longevity has been changed to remove the second tier of longevity in which employees hired after 12/6/00 began receiving longevity after 14 years of service. Instead, all employees (regardless of hire date) will receive longevity increments after the completion of 8 years of service (previously only granted to employees hired prior to 12/6/00)

Disclosure of Collective Bargaining Agreement
School District: Mesa Union School District

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):
See Attached

C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):
Not applicable

D. What contingency language is included in the proposed agreement? (reopeners, etc.):
None

E. Will this agreement create, increase, or decrease deficit financing in the current or future years?
The agreement will increase deficit spending in the current and subsequent fiscal year. However, the District is not anticipating deficit spending in 2015/16

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Local Control Funding Formula cost of living adjustments and gap funding.

2. How will the ongoing cost of the proposed agreement be funded in future years?

Local Control Funding Formula cost of living adjustments and gap funding.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):

This agreement does not include language for additional future salary increases other than the ongoing effect of the revised salary schedule

Disclosure of Collective Bargaining Agreement
 School District: Mesa Union School District

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 5,097,441
b. State Standard Minimum Reserve Percentage for this District	4%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$50,000 for a district with less than 1,001 ADA)	\$ 203,898

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted <u>Unrestricted</u> Designated for Economic Uncertainties	\$ 254,873
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 635,437
c. Special Reserve Fund (17) Budgeted Designated for Economic Uncertainties	\$
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$ 10,565
e. Total District Budgeted Unrestricted Reserves	\$ 170,060

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

Yes Designation for Economic Uncertainties include 4% minimum and 1% local match

No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.

 District Superintendent
 (Signature)

 Date

 District Chief Business Official
 (Signature)

 Date

Disclosure of Collective Bargaining Agreement
 School District: Mesa Union School District

General Fund (Unrestricted and Restricted)

	(Col. 1) Latest Board Approved Budget Before Settlement 2013/14 2nd Interim	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions General Fund 13/14	(Col. 4) Total Impact on Budget (Col. 1+2+3) 12/14 1st Int Draft
REVENUES				
Revenue Limit/LCFF Sources (8010-8099)	3,847,312			3,847,312
Remaining Revenues (8100-8799)	1,064,997			1,064,997
TOTAL REVENUES	4,912,309	0	0	4,912,309
EXPENDITURES				
1000 Certificated Salaries	2,209,827		65,476	2,275,303
2000 Classified Salaries	576,096	19,251	1,787	597,134
3000 Employees' Benefits	777,310	3,917	9,041	790,268
4000 Books and Supplies	301,625	0		301,625
5000 Services and Operating Expenses	828,265			828,265
6000 Capital Outlay	144,591			144,591
7000 Other	160,255			160,255
TOTAL EXPENDITURES	4,997,969	23,168	76,304	5,097,441
OPERATING SURPLUS (DEFICIT)	(85,660)	(23,168)	(76,304)	(185,132)
OTHER SOURCES AND TRANSFERS IN	0	0	0	0
OTHER USES AND TRANSFERS OUT	0		0	0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(85,660)	(23,168)	(76,304)	(185,132)
BEGINNING BALANCE	1,278,275			1,278,275
CURRENT YEAR ENDING BALANCE	1,192,615	(23,168)	(76,304)	1,093,143
COMPONENTS OF ENDING BALANCE				
Reserved Amounts	32,774			32,774
Reserved for Economic Uncertainties 4% (Including 1% Local)	249,899	1,158	3,815	254,873
Board Designated Amounts	170,060			170,060
Unappropriated Amounts	739,882	(24,326)	(80,119)	635,437

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary: _____

Column 3 includes Certificated MUTA tentative agreement and 3% increase for non represented classified (please refer to attachment)

	A	H	I	J
Mesa Union School District General Fund Multiyear Comparisons				
		2013/14 2nd Int	2014/15 MYP	2015/16 MYP
1				
2				
3				
4				
5				
6				
7	Revenues			
8	Revenue Limit/ CFF Sources	\$ 3,847,312	\$ 4,142,523	\$ 4,447,365
9	Federal Sources	261,775	225,518	225,518
10	Other State Sources	365,909	228,213	226,188
11	Other Local Sources	437,313	396,969	396,969
12	Total Revenues	\$ 4,912,309	\$ 4,993,223	\$ 5,296,040
13	% Change from Prior Year	9.76%	1.65%	6.06%
14	Expenditures			
15	Certificated Salaries	\$ 2,209,827	\$ 2,230,428	\$ 2,252,887
16	Classified Salaries	576,096	575,953	577,701
17	Employee Benefits	777,310	787,155	810,634
18	MUTA Tentative Agreement	73,837	73,837	73,837
19	MUSTA Tentative Agreement	23,168	23,168	23,168
20	Classified Unrepresented	2,467	2,467	2,467
21	Total Salaries and Benefits	3,662,705	3,693,008	3,740,694
22	Books and Supplies	301,625	192,308	194,364
23	Contracted Services	828,265	876,382	977,443
24	Equipment	144,591	107,984	107,984
25	Other Outgo	160,255	160,172	160,172
26	Total Expenditures	\$ 5,097,441	\$ 5,029,854	\$ 5,180,657
27	% Change from Prior Year	-0.89%	-1.33%	3.00%
28				
29	Increase/(Decrease)	\$ (185,132)	\$ (36,630)	\$ 115,382
30				
31	Other Financing Sources/(Uses)			
32	Transfers In	\$ -	\$ -	\$ -
33	Transfers Out	\$ -	\$ -	\$ -
34	Total Other Sources/(Uses)	\$ -	\$ -	\$ -
35				
36	Net Change in Fund Balance	-\$ (185,132)	\$ (36,630)	\$ 115,382
37				
38	Beginning Fund Balance	\$ 1,278,275	\$ 1,093,143	\$ 1,056,513
39	Ending Fund Balance	\$ 1,093,143	\$ 1,056,513	\$ 1,171,895
40	% Change from Prior Year	-14.48%	-3.38%	10.92%
41	Restricted Ending Fund Balance	\$ 31,774	\$ 28,864	\$ 26,599
42	Unrestricted Ending Fund Balance	\$ 1,061,369	\$ 1,027,648	\$ 1,145,296
43	% of Unrest. EPB of Exp/Uses	20.82%	20.43%	22.17%

	A	J	K	L	M	V	W	X
1	Mesa Union School District							
2	Salary Increase Scenarios							
3	2013/2014							
4	As of 3/13/14							
5								
6								
7		Total	Total (Exc. H&W)	% of Total	Cost of	3/5/14 MUTA TA 3% + Longevity Uniformity (0.53%) retro 7/1/13 = Ongoing of:	03/10/14 MUST TA 3% + Longevity (0.47%) retro 7/1/13 = Ongoing of:	Combined MUTA, MUST and Unrep. Classified
8		FTE	H&W	Total	1.00%	3.53%	3.49%	
9	MUTA Certified:							
10		26.86	\$1,854,858		\$18,549	\$65,475		\$65,475
11			\$236,828		\$2,368	\$8,360		\$8,360
12		26.86	\$2,091,686	67.32%	\$20,917	\$73,836	\$0	\$73,836
13	Non Represented Certified (Administration):							
14		2.00	\$225,340		\$2,253			\$0
15			\$28,771		\$288			\$0
16		2.00	\$254,111	8.18%	\$2,541	\$0	\$0	\$0
17	MUST Classified:							
18		16.19	\$552,026		\$5,520		\$19,252	\$19,252
19			\$112,223		\$1,122		\$3,917	\$3,917
20		16.19	\$664,249	21.38%	\$6,642	\$0	\$23,168	\$23,168
21	Non Represented Classified (Managers, Supervisors, and Confidential): 3%							
22		1.00	\$59,581		\$596			\$1,787
23			\$22,659		\$227			\$680
24		1.00	\$82,240	2.65%	\$822	\$0	\$0	\$2,467
25	Total Salaries and Benefits							
26		45.67	\$2,703,188		\$26,918	\$65,475	\$19,252	\$66,515
27			\$403,907		\$4,005	\$8,360	\$3,917	\$12,956
28		45.67	\$3,107,095	99.52%	\$30,923	\$73,836	\$23,168	\$99,471
29								
33	*Salaries exclude stipends, substitutes and extra duty; **Longevity Uniformity 0.53% applies to MUTA only							

MUST

MUSD Proposal
3/10/14

ARTICLE I - Agreement

1.1 This Agreement is made and entered into this 14th day of September 2004 shall remain in full force and effect from July 1, 2013, to June 30, 2014.

Article XVI - Compensation

16.1.1 For the 2005-2006 2013-2014 school year, the District and Association previously agreed to an increase equivalent to 2% on schedule, and 2% off schedule the classified salary schedule shall include an on-going salary increase of 3%, excluding anniversary increments, retroactive to July 1, 2013, for all MUST members who are active employees as of the date of the parties' agreement.

16.1.2 Anniversary increments shall be paid to all MUST members as follows:

For all employees:

On the first day of the month in which an employee completes 8 years: \$40.00 per month

On the first day of the month in which an employee completes 11 years: \$60.00 per month

On the first day of the month in which an employee completes 14 years: \$83.33 per month

On the first day of the month in which an employee completes 19 years: \$167.67 per month

On the first day of the month in which an employee completes 24 years: \$250.00 per month

16.1.3 The District will publish a salary schedule for each classification.

Karen Keeper, President MUST 3/10/14

Gara Bisnett, Secretary 3/10/14

WCR, MUSD Superintendent 3/10/14

MESA UNION SCHOOL DISTRICT
CLASSIFIED MONTHLY SALARY SCHEDULE
2013-2014

SALARY SCHEDULE PRIOR TO MUST TENTATIVE AGREEMENT (03/10/14)

POSITION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
	R2-001	1,824.00 10.52	1,916.00 11.05	2,013.00 11.61	2,114.00 12.20	2,219.00 12.80
Student Supervisor	R2-002	1,871.00 10.79	1,965.00 11.34	2,063.00 11.90	2,167.00 12.50	2,274.00 13.12
	R2-003	1,917.00 11.06	2,014.00 11.62	2,115.00 12.20	2,221.00 12.81	2,332.00 13.45
Food Service Worker	R2-004	1,966.00 11.34	2,064.00 11.91	2,168.00 12.51	2,278.00 13.14	2,391.00 13.79
	R2-005	2,016.00 11.63	2,116.00 12.21	2,222.00 12.82	2,334.00 13.47	2,450.00 14.13
Instructional Assistant - (Regular)	R2-006	2,065.00 11.91	2,169.00 12.51	2,279.00 13.15	2,392.00 13.80	2,512.00 14.49
	R2-007	2,117.00 12.21	2,224.00 12.83	2,335.00 13.47	2,451.00 14.14	2,574.00 14.85
	R2-008	2,170.00 12.52	2,280.00 13.15	2,393.00 13.81	2,513.00 14.50	2,638.00 15.22
	R2-009	2,225.00 12.84	2,336.00 13.48	2,453.00 14.15	2,576.00 14.86	2,703.00 15.59
	R2-010	2,280.00 13.15	2,393.00 13.81	2,513.00 14.50	2,638.00 15.22	2,770.00 15.98
Instructional Assistant - (Bilingual, PE, or Spec Ed)	R2-011	2,337.00 13.48	2,454.00 14.16	2,576.00 14.86	2,704.00 15.60	2,841.00 16.39
	R2-012	2,395.00 13.82	2,516.00 14.51	2,641.00 15.24	2,772.00 15.99	2,911.00 16.79
Office Assistant	R2-013	2,455.00 14.16	2,577.00 14.87	2,705.00 15.61	2,842.00 16.40	2,983.00 17.21
Sr Food Service Worker/Cook Facilities Worker	R2-014	2,517.00 14.52	2,643.00 15.25	2,774.00 16.00	2,914.00 16.81	3,058.00 17.64
Computer Resource Ctr Tech Library/Media Technician	R2-015	2,579.00 14.88	2,707.00 15.62	2,844.00 16.41	2,985.00 17.22	3,136.00 18.09
Bus Driver	R2-016	2,644.00 15.25	2,775.00 16.01	2,915.00 16.82	3,060.00 17.65	3,213.00 18.54
	R2-017	2,709.00 15.63	2,846.00 16.42	2,988.00 17.24	3,136.00 18.10	3,294.00 19.00
Department Secretary	R2-018	2,777.00 16.02	2,917.00 16.83	3,062.00 17.67	3,216.00 18.55	3,377.00 19.49
	R2-019	2,849.00 16.44	2,990.00 17.25	3,140.00 18.12	3,296.00 19.02	3,461.00 19.97
Sr Facilities Worker	R2-020	2,919.00 16.84	3,065.00 17.68	3,218.00 18.57	3,379.00 19.49	3,547.00 20.46
School Administrative Assistant	R2-021	2,992.00 17.26	3,142.00 18.13	3,300.00 19.04	3,464.00 19.98	3,637.00 20.98
	R2-022	3,067.00 17.69	3,220.00 18.58	3,381.00 19.51	3,550.00 20.48	3,727.00 21.50
	R2-023	3,144.00 18.14	3,302.00 19.05	3,469.00 20.00	3,639.00 20.98	3,822.00 22.05
	R2-024	3,222.00 18.59	3,384.00 19.62	3,554.00 20.50	3,732.00 21.53	3,919.00 22.61
	R2-025	3,304.00 19.06	3,468.00 20.01	3,642.00 21.01	3,824.00 22.06	4,015.00 23.16
	R2-026	3,385.00 19.53	3,556.00 20.52	3,733.00 21.54	3,920.00 22.62	4,116.00 23.75
	R2-027	3,472.00 20.03	3,644.00 21.02	3,826.00 22.07	4,018.00 23.18	4,219.00 24.34
	R2-028	3,559.00 20.53	3,735.00 21.55	3,922.00 22.63	4,118.00 23.76	4,324.00 24.95
Executive Assistant	R2-029	3,631.00 22.10	4,023.00 23.21	4,224.00 24.37	4,435.00 25.59	4,667.00 26.87

BLENDED POSITIONS	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Bus Driver/Maintenance Worker	B2-001	2,732.09 15.76	2,867.28 16.54	3,009.76 17.38	3,160.56 18.23	3,321.76 19.16
Lead Bus Driver/Maintenance Worker	B2-002	2,832.96 16.34	2,973.36 17.15	3,120.00 18.00	3,279.12 18.92	3,466.16 20.12

Monthly salary schedule calculated at 2.5% between ranges and 5% between steps.
Monthly salaries are based on 173.33 hours.
Substitutes will be paid on the first step excluding bus driver subs who will be paid on the fifth step.

HEALTH & WELFARE ANNUAL CAP: \$10,151.76

Anniversary increments will be added to the monthly salary as follows:

For employees hired before December 6, 2000:

- A1 On the first day of the month in which an employee completes 8 years = \$40.00 per month
- A2 On the first day of the month in which an employee completes 13 years = \$80.00 per month
- M1 On the first day of the month in which an employee completes 14 years = \$83.33 per month
- M2 On the first day of the month in which an employee completes 19 years = \$167.67 per month
- M3 On the first day of the month in which an employee completes 24 years = \$250.00 per month

For employees hired after December 6, 2000:

- M1 On the first day of the month in which an employee completes 14 years = \$83.33 per month
- M2 On the first day of the month in which an employee completes 19 years = \$167.67 per month
- M3 On the first day of the month in which an employee completes 24 years = \$250.00 per month

CF **** Confidential Stipend of 2% will be added to the monthly salary.

EFFECTIVE: 11/20/2013
BOARD ADOPTED: 11/19/2013
REVISED: 11/20/2013

MESA UNION SCHOOL DISTRICT
CLASSIFIED MONTHLY SALARY SCHEDULE
2013-2014
REVISED TO INCLUDE MUST TENTATIVE AGREEMENT (03/10/14)

POSITION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
	R2-001	1,879.00 10.84	1,973.00 11.38	2,073.00 11.96	2,177.00 12.56	2,286.00 13.19
Student Supervisor	R2-002	1,927.00 11.12	2,024.00 11.68	2,126.00 12.26	2,232.00 12.88	2,342.00 13.51
	R2-003	1,975.00 11.39	2,074.00 11.97	2,178.00 12.57	2,288.00 13.20	2,402.00 13.86
Food Service Worker	R2-004	2,025.00 11.68	2,126.00 12.27	2,233.00 12.88	2,346.00 13.53	2,463.00 14.21
	R2-005	2,076.00 11.98	2,179.00 12.57	2,289.00 13.21	2,404.00 13.87	2,524.00 14.56
Instructional Assistant - (Regular)	R2-006	2,127.00 12.27	2,234.00 12.89	2,347.00 13.54	2,464.00 14.22	2,587.00 14.93
	R2-007	2,181.00 12.58	2,291.00 13.22	2,405.00 13.89	2,525.00 14.57	2,651.00 15.29
	R2-008	2,235.00 12.89	2,348.00 13.55	2,465.00 14.22	2,588.00 14.93	2,717.00 15.68
	R2-009	2,292.00 13.22	2,406.00 13.88	2,527.00 14.58	2,652.00 15.30	2,784.00 16.06
	R2-010	2,348.00 13.55	2,465.00 14.22	2,588.00 14.93	2,717.00 15.68	2,853.00 16.46
Instructional Assistant - (Bilingual, PE, or Spec Ed)	R2-011	2,407.00 13.89	2,528.00 14.58	2,653.00 15.31	2,785.00 16.07	2,926.00 16.88
	R2-012	2,467.00 14.23	2,590.00 14.94	2,720.00 15.69	2,855.00 16.47	2,998.00 17.30
Office Assistant	R2-013	2,529.00 14.59	2,654.00 15.31	2,786.00 16.07	2,927.00 16.89	3,072.00 17.72
Sr Food Service Worker/Cook Facilities Worker	R2-014	2,593.00 14.98	2,722.00 15.70	2,857.00 16.48	3,001.00 17.31	3,150.00 18.17
Computer Resource Ctr Tech Library/Media Technician	R2-015	2,656.00 15.32	2,788.00 16.08	2,929.00 16.90	3,076.00 17.74	3,230.00 18.63
Bus Driver	R2-016	2,723.00 15.71	2,859.00 16.49	3,002.00 17.32	3,152.00 18.18	3,309.00 19.09
	R2-017	2,790.00 16.10	2,931.00 16.91	3,078.00 17.76	3,232.00 18.65	3,393.00 19.58
Department Secretary	R2-018	2,860.00 16.50	3,005.00 17.34	3,154.00 18.20	3,312.00 19.11	3,478.00 20.07
	R2-019	2,934.00 16.93	3,080.00 17.77	3,234.00 18.66	3,395.00 19.69	3,565.00 20.57
	R2-020	3,007.00 17.35	3,157.00 18.21	3,315.00 19.13	3,480.00 20.08	3,653.00 21.08
School Administrative Assistant	R2-021	3,082.00 17.78	3,236.00 18.67	3,399.00 19.61	3,568.00 20.69	3,746.00 21.61
	R2-022	3,169.00 18.23	3,317.00 19.14	3,482.00 20.09	3,657.00 21.10	3,839.00 22.15
	R2-023	3,238.00 18.68	3,401.00 19.62	3,570.00 20.60	3,748.00 21.62	3,937.00 22.71
	R2-024	3,319.00 19.15	3,485.00 20.11	3,661.00 21.12	3,844.00 22.18	4,037.00 23.29
	R2-025	3,403.00 19.63	3,572.00 20.61	3,751.00 21.64	3,939.00 22.73	4,135.00 23.86
	R2-026	3,487.00 20.12	3,663.00 21.13	3,845.00 22.18	4,038.00 23.30	4,239.00 24.46
	R2-027	3,577.00 20.64	3,753.00 21.65	3,941.00 22.74	4,139.00 23.88	4,346.00 25.07
	R2-028	3,665.00 21.14	3,847.00 22.19	4,040.00 23.31	4,242.00 24.47	4,454.00 25.70
Executive Assistant	R2-029	3,946.00 22.77	4,144.00 23.91	4,351.00 25.10	4,568.00 26.35	4,797.00 27.68

BLENDED POSITIONS	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Bus Driver/Maintenance Worker	B2-001	2,814.00 16.23	2,953.00 17.04	3,100.00 17.89	3,256.00 18.78	3,422.00 19.74
Lead Bus Driver/Maintenance Worker	B2-002	2,916.00 16.83	3,062.00 17.67	3,214.00 18.54	3,377.00 19.48	3,550.00 20.73

Monthly salary schedule calculated at 2.5% between ranges and 5% between steps
Monthly salaries are based on 173.33 hours.
Substitutes will be paid on the first step excluding bus driver subs who will be paid on the fifth step

HEALTH & WELFARE ANNUAL CAP: \$10,151.76

Anniversary increments will be added to the monthly salary as follows

	Monthly	Hourly
L1 On the first day of the month in which an employee completes 8 years =	\$ 40.00	\$ 0.23
L2 On the first day of the month in which an employee completes 11 years =	\$ 60.00	\$ 0.35
L3 On the first day of the month in which an employee completes 14 years =	\$ 83.33	\$ 0.48
L4 On the first day of the month in which an employee completes 19 years =	\$ 167.67	\$ 0.97
L5 On the first day of the month in which an employee completes 24 years =	\$ 250.00	\$ 1.44

CF *** Confidential Stipend of 2% will be added to the monthly salary

EFFECTIVE: 07/01/13

BOARD ADOPTED:

REVISED: 3/10/14 to include 3% on schedule salary increase and additional of longevity after completion of 8 years and 13 years for all employees



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)

Mesa Union Elementary (56 72470 0000000)

[Data Entry Instructions](#)

2012-13 Economic Impact Aid Carryover

Funds allocated as Economic Impact Aid must be used as originally purposed for English learners and educationally disadvantaged youth. The categorical intent continues to be in effect for funds previously allocated. The purpose of this data collection is to identify carryover funds for fiscal year 2013-14 use.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) may be dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

Note: Carryover reported below will be used to determine 2013-14 Economic Impact Aid school allocations.

* Economic Impact Aid carryover:
(Amount should include all prior fiscal year unspent funds.)

Last Saved: Irene Ramirez (iram), 2/28/2014 11:09 AM, Certified

Mark Klinesteker, EIA / SCE | mklinesteker@cde.ca.gov | 916-319-0256
Gustavo Gonzalez, EIA / LEP | ggonzalez@cde.ca.gov | 916-319-0420
General CARS Questions: Consolidated Application Support Desk | conappsupport@cde.ca.gov | 916-319-0297

California Department of Education
1430 N Street
Sacramento, CA 95814

[Web Policy](#)



CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)
 Mesa Union Elementary (56 72470 0000000)

[Program Information](#) [Data Entry Instructions](#)

2012-13 Title I Part A Carryover

Report fiscal year expenditures to determine 2012-13 Title I, Part A carryover for fiscal year 2013-14

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) may be dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

2012-13 Carryover Calculation

2012-13 Title I Part A Entitlement:	\$74,364	
Transferred in:	\$0	
Title I Part A available allocation:	\$74,364	
* Expenditures and encumbrances from July 1, 2012 through June 30, 2013: (12 Months)	<input type="text" value="50052"/>	
Carryover as of June 30, 2013:	\$24,312	<input type="button" value="Recalculate"/>
Carryover percent as of June 30, 2013:	32.69%	
* Expenditures and encumbrances from July 1, 2012 through September 30, 2013: (15 Months)	<input type="text" value="63238"/>	
Carryover as of September 30, 2013:	\$11,126	<input type="button" value="Recalculate"/>
Carryover percent as of September 30, 2013:	14.96%	

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CONSOLIDATED APPLICATION AND REPORTING SYSTEM (CARS)
Mesa Union Elementary (56 72470 0000000)

[Data Entry Instructions](#)

2013-14 School Student Counts, Actuals

The purpose of this data collection is to allow the LEA to select allowable ranking and funding options and to enter school level student data. The information entered will be used to calculate eligibility and ranking for Economic Impact Aid and or Title I Part A school allocations.

Required fields are denoted with an asterisk (*).

NOTE: Your LEA has previously certified this data collection as official. One or more other data collection(s) may be dependent on this data collection. Please be aware if a change is saved and certified, it may cause a dependent data collection to become obsolete and your LEA may have to revise and resubmit those data collection(s).

* Group By Grade Span: No Yes

* Select a Low Income Measure:

The following ranking determinations are only applicable to Economic Impact Aid.

Funding Method: SCE/LEP LEP Only

SCE Ranking Method: Count Percent Low Income Percent

Note:

The columns and student count options displayed below are based on the selections made above. They are also displayed based on the school type and whether or not the school qualifies for Economic Impact Aid funding via the ConApp.

School Name	School Code	Low Grade Offered	High Grade Offered	Grade Span Group	Qualifies for EIA	* Student Enrollment	Low Income Students	LEP Students	EDY Students	SCE Students
Mesa Elementary	6055123	K	8	1	Y	650	245	126	297	668

2013-14 Economic Impact Aid LEA Reservations and School Allocation Calculation

The purpose of this data collection is to collect carryover, make allowable reservations at the LEA level and to determine the amount available for 2013-14 school-level allocations.

CDE Program Contact:

Gustavo Gonzalez, EIA / LEP, ggonzalez@cde.ca.gov, 916-319-0420
 Mark Klinesteker, EIA / SCE, mklinesteker@cde.ca.gov, 916-319-0256

Carryover Reporting

Carryover (As reported in 2012-13 Economic Impact Aid Carryover.)	\$31,691
Repayment of funds	
Repayment of funds comment Provide an explanation of why repayment dollars were added back to the EIA allocation.	
Total carryover	\$31,691

Reservations and School Allocation Calculation

Indirect cost reserves (Amount cannot exceed 3% of the total carryover amount.)	\$947
Administrative evaluation (Amount cannot exceed 10% of the total carryover amount.)	
LEA activities reservation (Amount cannot exceed 2% of the total carryover amount.)	
Alternative reservation (Reservation is only valid if SCE allocations will be made. Amount cannot exceed 25% of the total carryover amount.)	
2013-14 school allocation	\$30,744

2013-14 Title I, Part A LEA Allocation

The purpose of this data collection is to calculate the full Title I Part A allocation available to the LEA.

CDE Program Contact:

Jyoti Singh, Title I Policy & Program Guidance, jysingh@cde.ca.gov, 916-319-0372
 Joshua Strong, Title I Policy & Program Guidance, JStrong@cde.ca.gov, 916-319-0492

2013-14 Title I, Part A entitlement	\$72,101
Transferred-in amount	\$0
Title I, Part A entitlement after transfers	\$72,101
Note:	
In order for the 2012-13 Carryover amount to be pre-populated, the 2012-13 Title I, Part A Carryover data collection should be completed and saved before beginning data entry.	
2012-13 Carryover	\$11,126
(Allowable values are the 12 or 15 month 2012-13 carryover. The default value displayed is the 15 month calculated carryover.)	
Repayment of funds	
2013-14 Total allocation	\$83,227
Indirect cost reservation	
Administrative reservation	
2013-14 Title I, Part A adjusted allocation	\$83,227
Indirect Cost and Administration Calculation Tool	
To help determine allowable indirect cost and administration reserves, based on your Approved Indirect Cost Rate as defined on http://www.cde.ca.gov/fg/ac/ic/ , below are recommended values.	
2013-14 Approved indirect cost rate	3.08%
Maximum allowable indirect cost reservation	\$2,486
Recommended administration reservation	\$9,997

California Department of Education

Consolidated Application

Mesa Union Elementary (56 72470 0000000)

Status: Certified
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 Date: 2/28/2014 2:02 PM

2013-14 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Joshua Strong, Title I Policy & Program Guidance, JStrong@cde.ca.gov, 916-319-0492
 Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904

Nonprofit Private School Equitable Services Percentage Calculation

Total participating nonprofit school low income students	
Total participating attendance area low income students	
Percent of nonprofit private school low income students for equitable service calculations	0.00%

Required Reservations

Title I Part A adjusted allocation	\$83,227
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Parental Involvement

Parental involvement (1% of the entitlement plus transfers-in if greater than \$500,000.)	\$0
Supplemental parental involvement (Optional: Additional discretionary set-aside.)	
Nonprofit private school parental involvement set-aside	\$0
Amount remaining	\$0
Public school parental involvement	\$0
Balance available for LEA parental involvement activities	\$0

Direct and Indirect Services

Direct or indirect services to homeless children, regardless of their school of attendance	\$100
Homeless services provided	Support is provided for our homeless by providing afterschool homework club, furnishing them with needed school supplies and snacks when needed.
Local neglected institutions Does the LEA have local institutions for neglected children or children currently classified as neglected?	No
Direct or indirect services in local institutions for neglected children	
Local delinquent institutions	No

2013-14 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Joshua Strong, Title I Policy & Program Guidance, JStrong@cde.ca.gov, 916-319-0492
 Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904

Does the LEA have local institutions for delinquent children?	
Other neglected or delinquent services	

Program Improvement (PI)

The following reservations are required if the LEA is in Program Improvement, or has one or more schools in Program Improvement.

Public school choice transportation (Choice)	\$7,210
Supplemental educational services (SES)	\$7,210
Parent outreach and assistance for Choice and SES	
Program Improvement general comments (Maximum 500 characters)	

Program Improvement Professional Development

Professional development funds	No
Will the LEA use PI school-level professional development funds to help meet the LEA 10% minimum professional development requirement?	
PI professional development (Minimum 10% of the entitlement plus transfers in.)	
2012-13 PI professional development carryover	\$7,212
Total PI professional development	\$7,212

California Department of Education**Consolidated Application**

Mesa Union Elementary (56 72470 0000000)

Status: Certified
Saved by: Irene Ramirez
Date: 2/28/2014 2:02 PM**2013-14 Title I, Part A Reservations, Allowed**

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Joshua Strong, Title I Policy & Program Guidance, JStrong@cde.ca.gov, 916-319-0492
Karen Neilsen, Title I Policy & Program Guidance, KNeilsen@cde.ca.gov, 916-319-0946

Allowed Reservations**Professional Development for Highly Qualified Teachers and Paraprofessionals**

Professional development for highly qualified teachers and paraprofessionals	\$0
Nonprofit private school equitable services	\$0
Professional development reserved for public schools	\$0

District-wide Instructional Programs

District-wide instructional programs (Non-PI activities)	\$0
Nonprofit private school equitable services	\$0
District-wide instructional programs for Title I public schools	\$0

Other School Programs

Other school programs Including summer school or intersession programs or before and after school programs.	\$0
Nonprofit private school equitable services	\$0
Other school programs reserved for public schools	\$0

Other Allowable Reservations

Salary differentials	\$0
Preschool programs	\$0
Capital expenses for nonprofit private schools	\$0

Program Improvement Activities

Teacher incentives and rewards (Maximum 5% of entitlement after transfers.)	\$0
Professional development of highly qualified teachers	\$0
Technical assistance to schools	\$0

2013-14 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Joshua Strong, Title I Policy & Program Guidance, JStrong@cde.ca.gov, 916-319-0492
 Karen Neilsen, Title I Policy & Program Guidance, KNeilsen@cde.ca.gov, 916-319-0946

Summer school, intersession programs or before and after school programs	\$0
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Reservation Summary

Adjusted Allocation	\$83,227
Total required reservations	\$21,732
Total allowed reservations	\$0
Allocations after reservations	\$61,495
Total nonprofit private school set aside	\$0
Private nonprofit school Parental Involvement set-aside	\$0
Public school Parental Involvement set-aside	\$0
Amount available for Title I, Part A school allocations	\$61,495

2013-14 Title I, Part A Program Improvement Midyear Activity and Expenditure Report

If one or more schools is in Program Improvement, the LEA is required to provide a mid-year status of activities related to Choice and or SES services.

CDE Program Contact:

Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956
 Stephanie Smith, Title I Policy & Program Guidance, ssmith@cde.ca.gov, 916-319-0948

Activities

Number of students who applied for Choice	0
Number of new and continuing students who transferred to attend a non-PI school under ESEA	0
Number of new and continuing students who transferred to attend a non-PI school under a local or state school choice program	0
Number of students who applied for SES	14
Number of students who received SES	0
Activities comment An explanation must be provided if all activities are zero.	No parent requested choice transfer

Expenditures and Encumbrances

Due to a federal audit comment received, LEAs are required to provide biannual year-to-date PI expenditures and encumbrance in support of Choice and SES activities.

Choice transportation using Title I Part A funds	
Choice transportation using non-Title I Part A funds	
SES using Title I Part A funds	\$0
SES using non-Title I Part A funds	
Parent outreach using Title I Part A funds	\$2,500
Parent outreach using non-Title I Part A funds	
Total expenditures and encumbrance using Title I Part A funds	\$2,500
Total expenditures and encumbrance using non-Title I Part A funds	\$0
Expenditure comment An explanation is required if no program improvement expenditures or encumbrances have occurred.	Staff are in the process of organizing SES services for students.

2013-14 Title II, Part A LEA Allocations and Reservations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II Part A Teacher & Principal Training & Recruiting, and to report required reservations.

CDE Program Contact:

Jackie Rose, Title II Leadership, jrose@cde.ca.gov, 916-322-9503
 Juan J. Sanchez, Section 2141 Contact, jsanchez@cde.ca.gov, 916-319-0452

2013-14 Title II Part A entitlement	\$7,294
Total funds transferred out of Title II, Part A	\$0
Total entitlement after transfers	\$7,294
2012-13 Carryover (as of 06/30/13)	\$648
Repayment of funds	
Repayment comment	
Provide an explanation of why repayment dollars were added back to the allocation	
2013-14 Allocation	\$7,942
Administrative and indirect costs	\$237
Title II Part A adjusted allocation	\$7,705

California Department of Education

Mesa Union Elementary (56 72470 0000000)

Consolidated ApplicationStatus: Certified
Saved by: Irene Ramirez
Date: 2/28/2014 2:02 PM**2013-14 Title III, Part A LEP LEA Allocations**

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title III Part A LEP, and to report required reservations.

CDE Program Contact:Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

2013-14 Title III, Part A LEP entitlement	\$11,758
2012-13 Carryover (As of June 30, 2013)	\$7,567
Repayment of funds	\$0
2013-14 Allocation	\$19,325
Administrative and indirect costs	\$374
2013-14 Adjusted allocation	\$18,951

2013-14 Title III, Part A LEP YTD Obligations Report, 6 Months

A report of year-to-date obligations by activity.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
 Geoffrey Ndirangu, Language Policy & Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized LEP Sub-grantee Activities

Required

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

2013-14 Title III, Part A LEP entitlement	\$11,758
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$3,333
2000-2999 Classified personnel salaries	\$0
3000-3999 Employee benefits	\$627
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Administrative and indirect costs	\$0
Total year-to-date obligations	\$3,960
General comment (Maximum 500 characters)	

2013-14 Consolidation of Administrative Funds

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:

Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

Title I, Part A (Basic) SACS Code 3010	No
Title I, Part C (Migrant Education) SACS Code 3060	No
Title I, Part D (Delinquent) SACS Code 3025	No
Title II, Part A (Teacher Quality) SACS Code 4035	No
Title II, Part A (Administrator Training) SACS Code 4036	No
Title III (Immigrant Students) SACS Code 4201	No
Title III (LEP Students) - 2% maximum SACS Code 4203	No
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	No

California Department of Education

Mesa Union Elementary (56 72470 0000000)

Consolidated Application

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2013-14 Economic Impact Aid School Allocations

This reports identifies the schools funded with LEP, and if applicable, SCE allocations.

CDE Program Contact:

Gustavo Gonzalez, EIA / LEP, ggonzalez@cde.ca.gov, 916-319-0420
 Mark Klinesteker, EIA / SCE, mklinesteker@cde.ca.gov, 916-319-0256

Funding method SCE/LEP
 Total EIA allocation \$30,744
 Allocation method Manually entered dollar value
 Standard per student LEP rate \$103
 Standard per student SCE rate \$59
 Total LEP allocation \$13,221
 Total SCE allocation \$17,523

School Name	School Code	Grade Span Group	LEP Student Count	LEP Allocation	EDY Student Count	SCE Eligible	SCE Allocation	SCE Allocation Comment
Mesa Elementary	6055123	1	126	\$13,221	297	Y	\$17,523	

2013-14 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intends to allocate Title I Part A funds by entering a check in the Fund column.

CDE Program Contact:

Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904
Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

LEA meets small district criteria, submission of this data collection is optional.

An LEA is defined as a small district criteria if, based on the school list and the data entered in School Student Counts Projected, the LEA meets one or more of the following:

- Is a single school district
- Has a single school per grade span
- Has enrollment total for all schools less than 1,000

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- a - Meets 35% Low Income Requirement
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern
- g - Local Funded Charter Opted Out
- h - Local Funded Charter Opt In
- Group Schools by Grade Span

	Yes
District-wide Low Income %	37.86%
Grade Span 1 Low Income %	37.86%
Grade Span 2 Low Income %	0.00%
Grade Span 3 Low Income %	0.00%

California Department of Education

Mesa Union Elementary (56 72470 0000000)

Consolidated Application

Status: Certified

Saved by: Irene Ramirez

Date: 2/28/2014 2:17 PM

2013-14 Title I, Part A Planned School Allocations

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intends to allocate Title I Part A funds by entering a check in the Fund column.

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Mesa Elementary	6055123	1	663	251	37.86	Y	N	1	N	a	

California Department of Education

Mesa Union Elementary (56 72470 0000000)

Consolidated Application

Status: Certified
Saved by: Irene Ramirez
Date: 2/28/2014 2:02 PM

2013-14 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to allocated to eligible public schools and equitable services to students in nonprofit private schools.

CDE Program Contact:

Joshua Strong, Title I Policy & Program Guidance, JStrong@cde.ca.gov, 916-319-0492
Jyoti Singh, Title I Policy & Program Guidance, jysingh@cde.ca.gov, 916-319-0372

LEA meets small district criteria.

An LEA is defined as a small district criteria if, based on the school list and the data entered in School Student Counts Actuals, the LEA meets one or more of the following:

- Is a single school district
- Has a single school per grade span
- Has enrollment total for all schools less than 1,000

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

Allowable Exception Reasons

- a - Meets 35% Low Income Requirement
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern
- g - Local Funded Charter Opted Out
- h - Local Funded Chart Opt In
- i - CORE Waiver Eligible High School

Low income measure

FRPM

Group Schools by Grade Span

Yes

District-wide low income %

37.69%

Available Title I, Part A school allocation

\$61,495

Available public school parent involvement reservation

\$0

Available nonprofit private school set-asides

\$0

Available nonprofit private school parent involvement reservation

\$0

California Department of Education

Mesa Union Elementary (56 72470 0000000)

Consolidated Application

Status: Certified

Saved by: Irene Ramirez

Date: 2/28/2014 2:02 PM

2013-14 Title I, Part A School Allocations

This identifies the amount of Title I, Part A funds to allocated to eligible public schools and equitable services to students in nonprofit private schools.

School Name	School Code	Grade Span Group	Low Income Students	Low Income Student %	Eligible	\$ Per Low Income Student (0.00)	Carryover	Public School Parental Involvement	Nonprofit Private Parental Involvement	Nonprofit Private Set Aside	Total School Allocation	Exception Reason	EIA Funded	Other Program Funds	Exception Comment
Mesa Elementary	6055123	1	245	37.69	N	251.00					61495.00		N	N	

Mesa Union School Single Plan for Student Achievement



MESA Union
School
District

"We teach students to create, connect, and collaborate—for life!"

2013-2014

Mr. Ryan Howatt
Principal

The Single Plan for Student Achievement

School: Mesa Union School

District: Mesa Union School District

County-District School (CDS) Code: 56754706055123

Principal: Ryan Howatt

Date of this revision: 4.10.13

The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students. California *Education Code* sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the ConApp and ESEA Program Improvement into the SPSA.

For additional information on school programs and how you may become involved locally, please contact the following person:

Contact Person: Ryan Howatt
Position: Principal
Telephone Number: 805.485.1411
Address: 3901 N. Mesa School Road
E-mail Address: rhowatt@mesaschool.org

The District Governing Board approved this revision of the SPSA on _____



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Form A: Planned Improvements in Student Performance

The School Site Council has analyzed the academic performance of all student groups and has considered the effectiveness of key elements of the instructional program for students failing to meet academic performance index and adequate yearly progress growth targets. As a result, it has adopted the following school goals, related actions, and expenditures to raise the academic performance of students not yet meeting state standards:

SCHOOL GOAL 1: By June 2014, Mesa students will take at least two writing assessments that are based on California Common Core State Standards. The student work will be graded collaboratively by teachers using the Smarter Balanced Assessment Rubric. The first assessment given March 2014 will establish a baseline. On the second assessment given by June 2014, the baseline percentage of proficient students will increase by at least ten percent.

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
<ul style="list-style-type: none"> ▪ Examination of Common Core Standards and the importance placed on writing across disciplines. ▪ Input from Mesa community (formalized at SSC meetings) regarding need for a more robust writing program. ▪ Collaborative work done with VCOE Common Core professional development. ▪ Professional learning opportunities facilitated by the South Coast Writers Project (SCWriP) 	<ul style="list-style-type: none"> ▪ Writing is an area of growth for Mesa Union students ▪ Writing instruction is a central focus of Mesa Union professional learning ▪ Common Core State Standards require a rigorous, relevant, and articulated writing program. 	<ul style="list-style-type: none"> ▪ Grading and reporting of student writing samples ▪ Reporting at professional development, staff, and leadership meetings

STRATEGY:

Through leadership teams, regular meetings with staff and Professional Development with the South Coast Writing Project (SCWRIP):

1. Identify traits of effective writers of any age/capacity.
2. Identify writing standards that are essential for each grade level and in line with the CCSS.
3. Identify and describe strategies and skills writers will possess as they enter each grade level.
4. Work collaboratively within grade levels to establish baseline proficiencies and improve student writing.

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
By June 14, 2014, Grade levels will score student writing samples and demonstrate at least 10% growth in student proficiency rates	Grade level teams (K-8)	School Site Council Discussion January 2013	0
	Ryan Howatt (Principal)	Leadership meetings/ June 2013-Present date	0
		Staff/Leadership Meetings /Monthly	0
		Grade level meetings/Monthly	0

Form A: Planned Improvements in Student Performance

SCHOOL GOAL 2:

All eligible students in grades 3-8 will take the Smarter Balanced Assessment Field Test. Measured Progress Common Core benchmark assessments taken by March 2014 will establish a baseline in Math and Language Arts. Baseline plus ten percent of students will score proficient or above in Measured Progress Common Core benchmark assessments taken by June 2014. Kindergarten through second grade students will follow a similar timeline using Common Core aligned assessments.

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
Baseline data documenting student growth with respect to Common Core Standards needs to be established in the 2013-2014 year.	Findings of staff and community indicate the need for an assessment tool that aligns to the Common Core Standards and serves as a growth indicator until Common Core interim assessments can be used as formative tools, Measured Progress benchmark assessments provide a reasonable transition to Common Core standards and technology based assessments.	The evaluation process will be twofold: <ol style="list-style-type: none">1. Assessment results will chart student progress over time.2. Professional learning based on analysis of data will inform shifts in practice as Mesa Union transitions to the Common Core standards.

STRATEGY:

Mesa administration will work with staff to:

1. Select appropriate benchmark assessments
2. Create a schedule that will allow students to use an electronic testing format
3. Assess and refine Mesa Union's technological infrastructure

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
Datawise training/ January 2014	Kevin Mannion (Measured Progress)	Staff development and training on researching student performance (emphasis on ELL's). Staff development on developing and delivering assessments.	\$3162.10 (Licensing) \$ 6,502 Resource 0100 CAT-FLEX \$1043
Measured Progress benchmark assessments for grades 3-8	Ryan Howatt K-8 Staff	Purchase suite of benchmark assessments for grades 3-8/February 2014 Use of Common Core State Standard aligned assessments	\$280

Form A

School Goal 3:
By June 2014, a baseline percentage of English Learner and Socioeconomically Disadvantaged subgroups established in March 2014 will improve by at least 10 percent by scoring proficient or above on the end of the year benchmark assessments.

What data did you use to form this goal?	What were the findings from the analysis of this data?	How will the school evaluate the progress of this goal?
Benchmark assessments aligned with Common Core Standards	The need to establish performance on benchmark assessments	Evaluation will consist of professional learning focused on English Learner and Socio-Economically Disadvantaged students' performance on benchmark assessments given by March and June 2014

STRATEGY:

Mesa Union school will improve the academic performance of Title I and Title III students on benchmark assessment through targeted intervention and support.

Through targeted instruction and student data research, develop instruction and intervention that blends technological and human resources to provide accurate feedback and continuous improvement to students.

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
CELDT Assessments	Villa, Babb, Staff	October-November 2013, Perform assessment, communicate logistics and results.	\$3,000/EIA
Datawise training	Kevin Mannion	Administration of Measured Progress benchmark assessments in March and June 2014 to Title I students in class and in intervention classes.	Included in licensing
Title I Intervention	Intervention Team Classroom Teachers	Instruction and intervention informed by Measured Progress assessments. March-June 2014	\$46,158 Intervention Teacher Salary (Title I)
	Principal Intervention Coordinator	Intervention Coordination January-June 2014	\$16,381 (Title I)

Form A (Non-Academic Goal)

LEA GOAL: By June 2014, all students will be and feel safe at Mesa Union School based on responses to California Healthy Kids Survey and site based student surveys.

<p>What data did you use to form this goal?</p> <ul style="list-style-type: none"> ▪ Comments of Mesa students and staff ▪ Feedback from the National School Safety Center in 2013 ▪ Data from School Climate surveys and meetings 	<p>What were the findings from the analysis of this data?</p> <p>Mesa School District needs to continue to develop measures to increase physical safety and plant security.</p> <p>Mesa needs to continue to assess emotional and physical well-being of its students.</p>	<p>How will the school evaluate the progress of this goal?</p> <ul style="list-style-type: none"> ▪ This school goal will be evaluated on an annual basis as part of the SPSA evaluation process ▪ California Healthy Kids Survey Data delivered March 2014
--	---	--

STRATEGIES: 1) Mesa will use an inquiry-based approach to identify major student safety issues, review current practices, and identify potential strategies or interventions to increase student safety.

Action/Date	Person(s) Responsible	Task/Date	Cost and Funding Source (Itemize for Each Source)
Draft and Implement School Safety Plan	Ryan Howatt (School Safety Chair) Mesa School Board	Continue to develop School Safety Plan and follow its directives/March 2014	0
Assessment of School Safety by Dr. Ronald Stephens from the National School Safety Center (March 2013)	Dr. Babb (Superintendent) Ryan Howatt (Principal)	Work with staff and Safety Committee to review assessment and implement agreed upon measures.	\$500/Title I
California Healthy Kids (March 2014)		Administer CHKS in March 2014.	Approximately \$100/Safety

Please duplicate this form as necessary for additional goals, activities, or strategies the school may have.

Form B: Centralized Services for Planned Improvements in Student Performance

The following actions and related expenditures support this site program goal and will be performed as a centralized service. Note: the total amount for each categorical program in Form B must be aligned with the Consolidated Application.

School Goal #: 1

Actions to be Taken to Reach This Goal Consider all appropriate dimensions (e.g., Teaching and Learning, Staffing, and Professional Development)	Start Date Completion Date	Proposed Expenditures	Estimated Cost	Funding Source (itemize for each source)
Small Schools collaborative Professional Learning at Ventura County Office of Education	10.4.13 3.3.14	Professional Learning	\$6,504.12	Cat-Flex
Professional Learning partnership with South Coast Writing Project	9.25.13- 5.28.14	Professional Learning	\$7,000	CCSS Funds
Collaboration within grade levels to articulate scoring practices	9.25.13- 5.28.14	None	0	

Note: Centralized services may include the following direct services:

- Research-based instructional strategies, curriculum development, school climate, and data disaggregation for instructional staff

- District-wide staff providing specific services to schools, e.g., English Language Development Coordinator, Teachers on Special Assignment, Instructional Coaches
- After-School and Summer School programs funded by categorical programs
- Data analysis services, software, and training for assessment of student progress

School Goal #: 2

Actions to be Taken to Reach This Goal Consider all appropriate dimensions (e.g., Teaching and Learning, Staffing, and Professional Development)	Start Date Completion Date	Proposed Expenditures	Estimated Cost	Funding Source (itemize for each source)
Datawise training	January 2014	Kevin Mannion (Measured Progress)	\$3162.10 (Licensing) \$ 6,502 \$1043	CCSS/ Resource 0100 CAT- FLEX
Staff support/Collaboration	Ongoing	Release time if needed	0	
Measured Progress benchmark assessments for grades 3-8	March and June 2014	Benchmark Assessments	\$280	CCSS
Release Time for collaboration	As needed	As budgeted	CAP at \$500	CCSS

Note: Centralized services may include the following direct services:

- Research-based instructional strategies, curriculum development, school climate, and data disaggregation for instructional staff
- District-wide staff providing specific services to schools, e.g., English Language Development Coordinator, Teachers on Special Assignment, Instructional Coaches
- After-School and Summer School programs funded by categorical programs

- Data analysis services, software, and training for assessment of student progress

Centralized services do not include administrative costs.

Please duplicate this form as necessary.

Form B: Centralized Services for Planned Improvements in Student Performance

The following actions and related expenditures support this site program goal and will be performed as a centralized service. Note: the total amount for each categorical program in Form B must be aligned with the Consolidated Application.

School Goal #: 3

Actions to be Taken to Reach This Goal Consider all appropriate dimensions (e.g., Teaching and Learning, Staffing, and Professional Development)	Start Date Completion Date	Proposed Expenditures	Estimated Cost	Funding Source (itemize for each source)
Datawise training	January 2014	Kevin Mannion (Measured Progress)	\$3162.10 (Licensing) \$ 6,502 \$1043	CCSS/ Resource 0100 CAT- FLEX
Staff support/Collaboration	Ongoing	Release time if needed	0	
Measured Progress benchmark assessments for grades 3-8	March and June 2014	Benchmark Assessments	\$280	CCSS
Release Time for collaboration	As needed	As budgeted	CAP at \$500	CCSS
CELDT Assessments	10.13-11.13	CELDT Materials and assessors	\$3,000	Title I

Note: Centralized services may include the following direct services:

- Research-based instructional strategies, curriculum development, school climate, and data disaggregation for instructional staff
- District-wide staff providing specific services to schools, e.g., English Language Development Coordinator, Teachers on Special Assignment, Instructional Coaches
- After-School and Summer School programs funded by categorical programs
- Data analysis services, software, and training for assessment of student progress

Centralized services do not include administrative costs.

Form B: Centralized Services for Planned Improvements in Student Performance

The following actions and related expenditures support this site program goal and will be performed as a centralized service. Note: the total amount for each categorical program in Form B must be aligned with the Consolidated Application.

School Goal #: 4

<p>Actions to be Taken to Reach This Goal Consider all appropriate dimensions (e.g., Teaching and Learning, Staffing, and Professional Development)</p>	<p>Start Date Completion Date</p>	<p>Proposed Expenditures</p>	<p>Estimated Cost</p>	<p>Funding Source (itemize for each source)</p>
<p>School Safety Plan (Board Approved March 2013)</p>	<p>May 2014</p>	<p>Materials that result from action items</p>	<p>To be budgeted</p>	<p>Safety Fund/ General Fund</p>
<p>School Climate Meetings</p>	<p>10.13, 3.14, as needed</p>	<p>None</p>	<p>0</p>	
<p>California Healthy Kids Survey</p>	<p>3.14</p>	<p>Survey for 5th and 7th graders</p>	<p>Approx. \$200</p>	<p>General Fund</p>

- District-wide staff providing specific services to schools, e.g., English Language Development Coordinator, Teachers on Special Assignment, Instructional Coaches

Form C: Programs Included in this Plan

Check the box for each state and federal categorical program in which the school participates and, if applicable, enter amounts allocated. The plan must describe the activities to be conducted at the school for each of the state and federal categorical program in which the school participates. The totals on these pages should match the cost estimates in Form A and the school's allocation from the ConApp.

Note: for many of the funding sources listed below, school districts may be exercising Categorical Program Provisions options (flexibility), which are described at: <http://www.cde.ca.gov/fg/aa/co/ca12sguiappcatprog.asp>

State Programs	Allocation
California School Age Families Education Purpose: Assist expectant and parenting students to succeed in school	\$ 0
Economic Impact Aid/State Compensatory Education (EIA-SCE) Purpose: Help educationally disadvantaged students succeed in the regular program	\$ 0
Economic Impact Aid/Limited English Proficient (EIA-LEP) Purpose: Develop fluency in English and academic proficiency of English learners	\$ 31,691
Peer Assistance and Review Purpose: Assist teachers through coaching and mentoring	\$ 0
Professional Development Block Grant Purpose: Attract, train, and retain classroom personnel to improve student performance in core curriculum areas	\$ 0
Pupil Retention Block Grant Purpose: Prevent students from dropping out of school	\$ 0
Quality Education Investment Act (QEIA) Purpose: Funds are available for use in performing various specified measures to improve academic instruction and pupil academic achievement	\$ 0
School and Library Improvement Program Block Grant Purpose: Improve library and other school programs	\$ 0
School Safety and Violence Prevention Act Purpose: Increase school safety	\$ 0
Tobacco-Use Prevention Education Purpose: Eliminate tobacco use among students	\$ 0

List and Describe Other State or Local Funds (e.g., Career and Technical Education [CTE], Gifted and Talented Education [GATE])	\$ 0
Total amount of state categorical funds allocated to this school	\$ 31,691
Federal Programs	Allocation
Title I, Part A: Allocation Purpose: To improve basic programs operated by local educational agencies (LEAs)	\$ 95,961
Title I, Part A: Parental Involvement (if applicable under Section 1118[a][3][c] of the Elementary and Secondary Education Act) Purpose: Ensure that parents have information they need to make well-informed choices for their children, more effectively share responsibility with their children's schools, and help schools develop effective and successful academic programs (this is a reservation from the total Title I, Part A allocation).	\$ 0
For Program Improvement Schools only: Title I, Part A Program Improvement (PI) Professional Development (10 percent minimum reservation from the Title I, Part A reservation for schools in PI Year 1 and 2)	\$ 0
Title II, Part A: Improving Teacher Quality Purpose: Improve and increase the number of highly qualified teachers and principals	\$ 7,942
Title III, Part A: Language Instruction for Limited-English-Proficient (LEP) Students Purpose: Supplement language instruction to help LEP students attain English proficiency and meet academic performance standards	\$ 19,090
Title VI, Part B: Rural Education Achievement Program Purpose: Provide flexibility in the use of ESEA funds to eligible LEAs	\$ 4,097
For School Improvement Schools only: School Improvement Grant (SIG) Purpose: to address the needs of schools in improvement, corrective action, and restructuring to improve student achievement	\$ 0

Other federal funds Common Core Funds	\$ 135,528
Other federal funds (list and describe)	\$ 0
Other federal funds (list and describe)	\$ 0
Total amount of federal categorical funds allocated to this school	\$ 127,090
Total amount of state and federal categorical funds allocated to this school	\$ 292,019

Form D: School Site Council Membership

California *Education Code* describes the required composition of the School Site Council (SSC). The SSC shall be composed of the principal and representatives of: teachers selected by teachers at the school; other school personnel selected by other school personnel at the school; parents of pupils attending the school selected by such parents; and, in secondary schools, pupils selected by pupils attending the school.¹ The current make-up of the SSC is as follows:

Names of Members	Principal	Classroom Teacher	Other School Staff	Parent or Community Member
Ryan Howatt	x			
Michele Waggoner		x		
Elizabeth Skeens		x		
Karen Kerper			x	
Karen Fanner				x
Jennifer Braun				x
Chuck Wright				x
Diane Rucker				x
Numbers of members in each category	1	2	1	4

¹ EC Section 52852

Form E: Recommendations and Assurances

The school site council (SSC) recommends this school plan and proposed expenditures to the district governing board for approval and assures the board of the following:

1. The SSC is correctly constituted and was formed in accordance with district governing board policy and state law.
2. The SSC reviewed its responsibilities under state law and district governing board policies, including those board policies relating to material changes in the Single Plan for Student Achievement (SPSA) requiring board approval.
3. The SSC sought and considered all recommendations from the following groups or committees before adopting this plan **(Check those that apply)**:

State Compensatory Education Advisory Committee _____
Signature

English Learner Advisory Committee _____
Signature

Special Education Advisory Committee _____
Signature

Gifted and Talented Education Advisory Committee _____
Signature

District/School Liaison Team for schools in Program Improvement _____
Signature

Compensatory Education Advisory Committee _____
Signature

Departmental Advisory Committee (secondary) _____
Signature

Other committees established by the school or district (list) _____
Signature

4. The SSC reviewed the content requirements for school plans of programs included in this SPSA and believes all such content requirements have been met, including those found in district governing board policies and in the local educational agency plan.
5. This SPSA is based on a thorough analysis of student academic performance. The actions proposed herein form a sound, comprehensive, coordinated plan to reach stated school goals to improve student academic performance.
6. This SPSA was adopted by the SSC at a public meeting on: 4.12.13

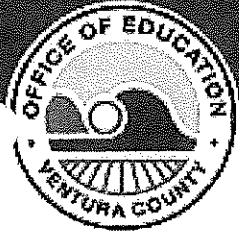
Attested:

Ryan Howatt
Typed name of School Principal

Signature of School Principal Date

Ryan Howatt
Typed name of SSC Chairperson

Signature of SSC Chairperson Date



VENTURA COUNTY OFFICE OF EDUCATION

Stanley C. Mantoof, County Superintendent of Schools

March 13, 2014

To: Dr. Michael Babb, Superintendent, Mesa Union School District

From: Stephen K. Carr, Chief Technology Officer, Technology Services

Proposal Outline for Mesa IT Services

To provide consistent, sustainable, and low-cost classroom technology support services to address small and charter school needs.

What is included?

- Desktop/Laptop Break-fix (See Exhibit A) includes:
 - OS, patching, standard applications
- Network Administration (general connectivity and/or trouble shooting between firewall, router, switch, wireless and end devices)
- Remote Desktop Support, KACE Agent (desktop system management tool), Anti-Virus *
 - Quarterly inventory report from KACE (This inventory will determine device counts and associated fees)
- Printer installation and troubleshooting
- Standard CAMSA MS OS and MSOffice licensing (server licensing not included)
- Trouble shooting existing peripherals, such as scanner, IWB, projectors
- Classroom Technology Equipment (such as, interactive whiteboards, AV carts) Support (includes up to 1 full or 2 half-day trainings provided by TS Tech staff)
- Recommendation for procuring and ordering of new equipment.

7 hours per week scheduled on-site or remote service for break-fix and support

What is NOT included? (Some of these services may be provided with additional fees)

- Specialized application software licenses (Adobe CS, Acrobat Pro, instructional software)
- Classroom Technology Instruction and training
- Staff Training for Specialized Software
- New Hardware/Equipment Purchase (see Exhibit B)
- New PC/Mobile Device Imaging (see Exhibit B)
- Non-district -owned or BOYD equipment.
- Break-fix of equipment due to misuse or abuse.
- Printer hardware repair and consumables
- Upgrade or replacement of network infrastructure
- New Installation of network/instructional infrastructure, such as interactive white board or AV system
- Student Information System (separate contract)
- Request for Emergency or unscheduled site visits.
- Project involves relocation of the entire classroom equipment.

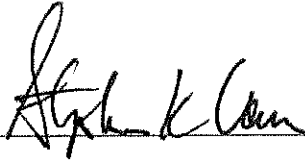
Pricing proposal: \$ 5775.70, based on the ADA number of 630.28.

The contract term begins **January 1, 2014, through June 30th, 2014**, with scheduled quarterly review of service effectiveness.

Invoice is for semi-annual payment and adjusted based on the number of the ADA (Average Daily Attendance). The number is set for six months, at which time a new annual contract will be developed based on the devices counts and ADA formula. In the event of more than 25% of change (increase or decrease), there will be a prorated cost adjustment.

Mesa Authorized Representative

Date



3/13/2014

VCOE - Technology Services

Date

- When possible, remote support will be primary means to troubleshoot and repair
- Calls will be made on the scheduled day by the assigned technician and if onsite service is required technician will be dispatched.
- Tickets must be to be created to ensure service:
 - Create tickets by using ConnectWise web portal: <https://cw.vcoe.org/support>
 - Phone call to 383-1955
 - E-mail to helpdesk@vcoe.org
- Emergencies do occur and might affect your scheduled time

Exhibit A:

Desktop/Laptop Break-Fix includes working on machines in existing state:

- MS Operating System
- Regular OS patching
- Standard applications included in OS and MS Office and Adobe Reader
- Network connectivity (DHCP, WiFi)
- Standard printers driver(s)
- Audio and display drivers
- Anti-virus (VCOE standard Symantec)
- KACE device management agent
- Bomgar remote jump client
- Re-imaging same state if master image exists

Exhibit B:

When new PC or laptop are purchased or existing are upgraded. For example:

- MS Operating System for eg. Windows 7 > Windows 8.1
- MS Office 2007 > MS Office 2010 or 2013
- New Devices other than MS Windows based systems, such as Chromebooks, etc.

**Mesa Union School District
Classified Employee Holidays
2014-2015**

DAY	DATE	HOLIDAY
Friday	July 4, 2014	Independence Day
Monday	September 1, 2014	Labor Day
Monday	November 11, 2014	Veteran's Day
Thursday	November 27, 2014	Thanksgiving
Friday	November 28, 2014	Thanksgiving Holiday
Wednesday	December 24, 2014	Winter Holiday
Thursday	December 25, 2014	Winter Holiday
Friday	December 26, 2014	Winter Holiday
Wednesday	December 31, 2014	New Year's Eve Holiday
Thursday	January 1, 2015	New Year's Day Holiday
Monday	January 19, 2015	Martin Luther King Holiday
Monday	February 16, 2015	President's Day
Monday	May 25, 2015	Memorial Day

*Applies to full-time employees only
 10 month/11 month employees receive (12) paid holidays
 12 month employees receive (13) paid holidays
 Adopted by the Board on

Field Trip Request Form

DISTRICT/CHARTER Mesa Union School District ▾

Trip Date 5-30-14 Destination Channel Islands Harbor / Anacapa Island

Type of Activity: Learning Activity Athletic Activity Other (please describe) _____

Academic Focus/Purpose of Trip Study ecosystem

Lunch Request Sack Cafeteria Other

Transportation: Walking Vehicle: Bus Contract Bus Van * Private Car *

Number of Students 64 Chaperones 10 Drivers ?

Departure time from School approx 8:30 Departure time from Destination approx 4:15

Bus to remain with group? Yes No Driver's Proof of Liability on File _____

List any other planned stops _____

Teacher(s) McKenna / Dunn Grade(s) 3 & 7

Cost _____ Funding Source _____ Bill to _____ Account # _____
(Program or Resource #)

Approved Yes No Board Action Yes No Date of Board Action _____

Applicant's Signature [Signature] Principal's or Superintendent's Signature _____

Driver's Use Only

Ending Odometer _____ Check in Time _____
 Beginning Odometer _____ Departure time from school _____
 Odometer difference _____ Return time to school _____
 Check out time _____

Use for Split Trips Only

Ending Odometer _____ Departure time from school _____
 Beginning Odometer _____ Return time to school _____
 Odometer difference _____ Check out time _____

District's Routing Instructions

- Teacher(s) mark your calendars to avoid conflicts
- School Office Staff
- Kitchen Staff
- Other (List) _____

BSA Office Use Only		
Hours	X	Rate
_____	_____	_____
Miles	X	Rate
_____	_____	_____
		TOTAL _____

* Driver of his/her personal vehicle must submit an Employee/Volunteer Personal Vehicle Use form to the district office prior to trip.
 White - Transportation Department Yellow - BSA Office Pink - District Approved Copy Gold - Originator's Copy

CSBA Sample

Board Policy

Charter School Revocation

BP 0420.43

Philosophy, Goals, Objectives and Comprehensive Plans

Note: The following policy is optional. Education Code 47607 and 5 CCR 11968.5.2-11968.5.3 authorize the Governing Board to revoke the charter of a charter school in its jurisdiction when certain substantiated findings are made. In Today's Fresh Start, Inc. v. Los Angeles County Office of Education, the California Supreme Court confirmed that the revocation process prescribed in the Education Code provides a charter school with sufficient due process and that a charter school is not entitled to any additional evidentiary hearing by a neutral third party.

Note: In addition, Education Code 47604.5 authorizes the State Board of Education (SBE), upon the recommendation of the Superintendent of Public Instruction (SPI), to revoke the charter of any charter school, whether or not the SBE is the chartering authority, if it makes certain findings relating to gross financial mismanagement, illegal or improper use of funds, substantial and sustained departure from measurably successful practices that may jeopardize the educational development of students, or, as amended by AB 97 (Ch. 47, Statutes of 2013), failure to improve student outcomes across multiple state and school priorities identified in the charter pursuant to Education Code 47605 or 47605.6. SBE revocation procedures are specified in 5 CCR 11968.5-11968.5.1.

The Governing Board expects any charter school it authorizes to provide a sound educational program that promotes student learning and to carry out its operations in a manner that complies with law and the terms of its charter.

(cf. 0420.4 - Charter School Authorization)

(cf. 0420.41 - Charter School Oversight)

(cf. 0420.42 - Charter School Renewal)

(cf. 0500 - Accountability)

The Board may revoke a charter before the date it is due to expire whenever the Board makes a written factual finding, supported by substantial evidence, that the charter school has done any of the following: (Education Code 47607)

1. Committed a material violation of any of the conditions, standards, or procedures set forth in the charter
2. Failed to meet or pursue any of the student outcomes identified in the charter
3. Failed to meet generally accepted accounting principles or engaged in fiscal

2. All evidence relied upon by the Board in determining that the charter school committed the alleged violation(s), including the date and duration of the alleged violation(s). The Notice shall show that each alleged violation is both material and uncured and that it occurred within a reasonable period of time before the Notice of Violation is issued.

3. The period of time that the Board has concluded is a reasonable period of time for the charter school to remedy or refute the identified violation(s). In identifying this time period, the Board shall consider the amount of time reasonably necessary to remedy each identified violation, which may include the charter school's estimation as to the anticipated remediation time.

By the end of the remedy period identified in the Notice of Violation, the charter school's governing body may submit to the Board a detailed written response and supporting evidence addressing each identified violation, including the refutation, remedial action taken, or proposed remedial action. (5 CCR 11968.5.2)

Within 60 calendar days of the conclusion of the remedy period, the Board shall evaluate any response and supporting evidence provided by the charter school's governing body and shall take one of the following actions: (5 CCR 11968.5.2)

1. Discontinue revocation of the charter and provide timely written notice of such action to the charter school's governing body

Note: Pursuant to Education Code 47607 and 5 CCR 11968.5.2, a decision to issue a Notice of Intent to Revoke as provided in item #2 below must be supported by substantial evidence that the charter school has failed to remedy or refute a violation. "Substantial evidence" is not defined in law or state regulations. The district should consult legal counsel as necessary.

2. If there is substantial evidence that the charter school has failed to remedy a violation identified in the Notice of Violation or to refute a violation to the Board's satisfaction, continue revocation of the charter by issuing a Notice of Intent to Revoke to the charter school's governing body

If the Board issues a Notice of Intent to Revoke, it shall hold a public hearing concerning the revocation on the date specified in the notice, which shall be no later than 30 days after providing the notice. Within 30 calendar days after the public hearing, or within 60 calendar days if extended by written mutual agreement of the Board and the charter school, the Board shall issue a final decision to revoke or decline to revoke the charter. (Education Code 47607; 5 CCR 11968.5.2)

If the Board fails to meet the timelines specified above for issuing a Notice of Intent to Revoke or a final decision, the revocation process shall be deemed terminated. (5 CCR 11968.5.2)

Within 10 calendar days of the Board's final decision, the Superintendent or designee shall provide a copy of the final decision to the California Department of Education (CDE) and the County Board of Education. (Education Code 47604.32; 5 CCR 11968.5.2)

(Education Code 47607, 47607.3; 5 CCR 11968.5.3-11968.5.5)

Legal Reference:

EDUCATION CODE

47600-47616.7 Charter Schools Act of 1992, especially:

47607 Charter renewals and revocations

52052 Numerically significant student subgroups; definition

CODE OF REGULATIONS, TITLE 5

11960-11969 Charter schools, especially:

11968.5-11968.5.5 Charter revocations

COURT DECISIONS

Today's Fresh Start, Inc. v. Los Angeles County Office of Education, (2013) 57 Cal.4th 197

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Manual for Governance Teams, rev. 2012

WEB SITES

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

California Charter Schools Association: <http://www.calcharters.org>

California Department of Education, Charter Schools: <http://www.cde.ca.gov/sp/cs>

National Association of Charter School Authorizers: <http://www.qualitycharters.org>

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

(3/12 11/12) 12/13

CSBA Sample

Board Policy

Administrative Discretion Regarding Board Policy

BP 2210

Administration

Note: The following optional policy may be revised to reflect district practice. Education Code 42605, which granted districts flexibility to use funds received for "Tier 3" categorical programs for any "education purpose," has been repealed by AB 97 (Ch. 47, Statutes of 2013). Pursuant to AB 97, funding for many of the categorical programs affected has been redirected into the new local control funding formula (LCFF) and districts must instead develop a local control and accountability plan (LCAP) that identifies the goals and specific actions the district will take to improve the achievement of all students. For more information about LCFF and its impact on district policies, see CSBA's policy brief Impact of Local Control Funding Formula on Board Policies. For specific requirements related to the LCAP, see BP/AR 0460 - Local Control and Accountability Plan.

The Governing Board desires to be proactive in communicating its philosophy, priorities, and expectations for the district; clarifying the roles and responsibilities of the Board, Superintendent, and other senior administrators; and setting direction for the district through written policies. However, the Board recognizes that, in the course of operating district schools or implementing district programs, situations may arise which may not be addressed in written policies.

(cf. 0000 - Vision)
(cf. 0100 - Philosophy)
(cf. 0200 - Goals for the School District)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 2110 - Superintendent Responsibilities and Duties)
(cf. 9000 - Role of the Board)
(cf. 9310 - Board Policies)

In any situation in which immediate action is needed to avoid any risk to the safety or security of district students, staff, or property or disruption to student learning, the Superintendent or designee shall have the authority to act on behalf of the district.

As necessary, the Superintendent or designee shall consult with other district staff, including the legal counsel and/or the chief business official, regarding the exercise of this authority.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516.5 - Emergency Schedules)

The Superintendent or designee shall notify the Board as soon as practicable after he/she

CSBA Sample

Board Policy

Food Service Operations/Cafeteria Fund

BP 3551

Business and Noninstructional Operations

Note: The following optional policy may be revised to reflect district practice. Pursuant to 7 CFR 210.9, 210.14, and 220.7, districts participating in the National School Lunch and/or Breakfast program (42 USC 1751-1769j, 1773) must maintain a nonprofit school food service program. Revenues received through the program may be used only for the operation or improvement of the food service program, except that such revenues must not be used to purchase land or buildings or construct buildings unless otherwise approved. Authorized expenditures are defined in the California Department of Education's (CDE) California School Accounting Manual.

The Governing Board intends that school food services shall be a self-supporting, nonprofit program. To ensure program quality and increase cost effectiveness, the Superintendent or designee shall centralize and direct the purchasing of foods and supplies, the planning of menus, and the auditing of all food service accounts for the district.

(cf. 3100 - Budget)
(cf. 3300 - Expenditures and Purchases)
(cf. 3311 - Bids)
(cf. 3550 - Food Service/Child Nutrition Program)
(cf. 3552 - Summer Meal Program)
(cf. 5030 - Student Wellness)

The Superintendent or designee shall ensure that all food service personnel possess appropriate qualifications and receive ongoing professional development related to the effective management and implementation of the district's food service program.

(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

***Note: The following paragraph is for use by districts participating in the National School Lunch and/or Breakfast Program (42 USC 1751-1769j, 1773). Pursuant to 42 USC 1776, such districts must ensure that food service personnel who conduct or oversee administrative procedures and other appropriate personnel receive training on administrative practices (i.e., training in application, certification, verification, meal counting, and meal claiming procedures) at least once each year. In addition, all food service personnel are required to receive annual training that (1) is designed to improve the accuracy of approvals for free and reduced-price meals and the identification of reimbursable meals at the point of service and (2) includes modules on nutrition, health and food safety standards and methodologies, and any other

Meals may be sold to nonstudents, including parents/guardians, volunteers, students' siblings, or other individuals, who are on campus for a legitimate purpose. Any meals served to nonstudents shall not be subsidized by federal or state reimbursements, food service revenues, or U.S. Department of Agriculture (USDA) foods.

Cafeteria Fund

Note: Pursuant to Education Code 38090, money received for the sale of food or for any services performed by the cafeterias may be paid into the county treasury to the credit of a "cafeteria fund" for the district.

The Superintendent or designee shall establish a cafeteria fund independent of the district's general fund.

Note: Education Code 38103 allows the Board, at its discretion and with the approval of the County Superintendent of Schools who is responsible for a countywide payroll/retirement system under Education Code 42646, to have wages, salaries, and benefits of food service employees paid either from the district's general fund (Option 1 below) or from the district's cafeteria fund (Option 2).

OPTION 1: The wages, salaries, and benefits of food service employees shall be paid from the district's general fund. At any time, the Board may order reimbursement from the district's cafeteria fund for these payments in amounts prescribed by the Board and not exceeding the costs actually incurred. (Education Code 38103)

~~OPTION 2:~~ The wages, salaries, and benefits of food service employees shall be paid from the cafeteria fund. (Education Code 38103)

Note: The following optional paragraph may be revised to reflect district practice. 2 CFR 225 and U.S. Department of Agriculture (USDA) guidance, Indirect Costs: Guidance for State Agencies and School Food Authorities, provide information regarding allowable indirect costs that may be charged to the nonprofit school food service account. Also see the accompanying administrative regulation.

The Superintendent or designee shall ensure that state and federal funds provided through school meal programs are allocated only for purposes related to the operation or improvement of food services and reasonable and necessary indirect program costs as allowed by law.

(cf. 3400 - Management of District Assets/Accounts)
(cf. 3460 - Financial Reports and Accountability)

Contracts with Outside Services

***Note: The following section is optional. Pursuant to Education Code 45103.5, the district is authorized to contract for consulting services related to food service management. 42 USC

113700-114437 California Retail Food Code
CODE OF REGULATIONS, TITLE 5
15550-15565 School lunch and breakfast programs
UNITED STATES CODE, TITLE 42
1751-1769j School lunch programs
1771-1791 Child nutrition, including:
1773 School breakfast program
CODE OF FEDERAL REGULATIONS, TITLE 2
225 Cost Principles for State, Local, and Indian Tribal Governments
CODE OF FEDERAL REGULATIONS, TITLE 7
210.1-210.31 National School Lunch Program
220.1-220.21 National School Breakfast Program
250.1-250.70 USDA foods

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Food Distribution Program Administrative Manual

Cafeteria Funds--Allowable Uses, Management Bulletin NSD-SNP-07-2013, May 2013

Paid Lunch Equity Requirement, Management Bulletin USDA-SNP-16-2012, October 2012

Storage and Inventory Management of United States Department of Agriculture (USDA)

Donated Foods, Management Bulletin USDA-FDP-02-2010, August 2010

Clarification for the Use of Alternate Meals in the National School Lunch and School Breakfast Programs; and the Handling of Unpaid Meal Charges, Management Bulletin

USDA-SNP-01-2008, February 2008

Adult and Sibling Meals in the National School Lunch and School Breakfast Programs, Management Bulletin 00-111, July 2000

U.S. DEPARTMENT OF AGRICULTURE PUBLICATIONS

Financial Management of the School Meal Programs, Correspondence, August 30, 2013

Indirect Costs: Guidance for State Agencies and School Food Authorities, 2011

U.S. DEPARTMENT OF EDUCATION GUIDANCE

FAQs About School Meals

WEB SITES

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

California School Nutrition Association: <http://www.calsna.org>

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

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

CSBA Sample

Administrative Regulation

Food Service Operations/Cafeteria Fund

AR 3551

Business and Noninstructional Operations

Payments for Meals

Note: State and federal law (Education Code 49550; 42 USC 1758, 1773) require that all students eligible for free and reduced-price meals receive a reimbursable meal during each school day which must be the same meal choice offered to noneligible students; see BP/AR 3553 - Free and Reduced Price Meals. California Department of Education (CDE) Management Bulletin USDA-SNP-01-2008 clarifies that districts therefore cannot serve an alternate meal (i.e., a meal that is different than the day's advertised meal) to a student eligible for reduced-price meals who does not have the ability to pay or who fails to provide a meal ticket or other medium of exchange on a given day. However, payment and pricing policies for full-price meals are at the discretion of the district and may include decisions on whether or not to extend credit or provide an alternate meal to students in the event of nonpayment.

Note: The following optional section includes recommendations of the CDE's Management Bulletin and the U.S. Department of Agriculture's (USDA) "FAQs About School Meals" on the USDA's web site and may be revised to reflect district practice.

With the exception of students who are eligible to receive meals at no cost, students may pay on a per-meal basis or may submit payments in advance. The Superintendent or designee shall maintain a system for accurately recording payments received and tracking meals provided to each student.

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

(cf. 3552 - Summer Meal Program)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 3555 - Nutrition Program Compliance)

At the beginning of the school year, parents/guardians shall be notified of the district's meal payment policies and encouraged to prepay for meals whenever possible.

(cf. 1113 - District and School Web Sites)

Students and their parents/guardians shall be notified whenever their account has a zero balance. Whenever a student's account has an unpaid balance of \$50 or more, parents/guardians shall be notified in writing that full payment is due within seven school days from the date of the notice.

In cases of repeated nonpayment by a student, the Superintendent or designee may contact

The Superintendent or designee shall maintain records of the number of meals served each day by school site and by category of free, reduced-price, and full-price meals. The Superintendent or designee shall submit reimbursement claims for school meals to the California Department of Education (CDE) using the online Child Nutrition Information and Payment System.

Cafeteria Fund

Note: Education Code 38091 authorizes the Governing Board to establish one or more cafeteria revolving accounts to be treated as revolving cash accounts of the cafeteria fund.

All proceeds from food sales and other services offered by the cafeteria shall be deposited in the cafeteria fund as provided by law. The income and expenditures of any cafeteria revolving account established by the Governing Board shall be recorded as income and expenditures of the cafeteria fund. (Education Code 38090, 38091)

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

Note: Education Code 38100-38103 specify allowable expenditures from the cafeteria fund. AB 86 (Ch. 48, Statutes of 2013) repealed Education Code 38102, which had authorized the establishment of a cafeteria equipment reserve fund to be used for the purchase, lease, maintenance, or replacement of cafeteria equipment.

The cafeteria fund shall be used only for those expenditures authorized by the Board as necessary for the operation of school cafeterias in accordance with Education Code 38100-38103, 2 CFR 225, and the California School Accounting Manual. (Education Code 38091, 38101; 2 CFR 225)

Any charges to, or transfers from, a food service program shall be dated and accompanied by a written explanation of the expenditure's purpose and basis. (Education Code 38101)

(cf. 3110 - Transfer of Funds)

Note: The following optional paragraph may be revised to reflect district practice. 2 CFR 225 and USDA guidance, Indirect Costs: Guidance for State Agencies and School Food Authorities, provide information regarding allowable indirect costs that may be charged to the nonprofit school food service account. Indirect costs are those that are incurred for the benefit of multiple programs or objectives and typically support administrative overhead functions (e.g., accounting, payroll, purchasing, utilities, janitorial services). Each program or objective that benefits from the indirect cost bears a commensurate portion of the cost. Costs may be charged to the nonprofit food service account only if properly documented.

Indirect costs charged to the food service program shall be based on either the district's prior year indirect cost rate or the statewide average approved indirect cost rate for the second prior fiscal year, whichever is less. (Education Code 38101)

Note: The following optional section is for use by districts that contract for food service management services pursuant to Education Code 49554, 42 USC 1758, or 7 CFR 210.16 or consulting services pursuant to Education Code 45103.5, and should be modified to reflect the type(s) of contracts in the district; see the accompanying Board policy.

The term of any contract for food service management or consulting services shall not exceed one year. Any renewal of the contract or further requests for proposals to provide such services shall be considered on a year-to-year basis. (Education Code 45103.5; 7 CFR 210.16)

Any contract for management of the food service operation shall be approved by CDE and comply with the conditions in Education Code 49554 and 7 CFR 210.16 as applicable. The district shall retain control of the quality, extent, and general nature of its food services, including prices to be charged to students for meals, and shall monitor the food service operation through periodic on-site visits. The district shall not enter into a contract with a food service company to provide a la carte food services only, unless the company agrees to offer free, reduced-price, and full-price reimbursable meals to all eligible students. (Education Code 49554; 42 USC 1758; 7 CFR 210.16)

Any contract for consulting services shall not result in the supervision of food service classified staff by the management consultant, nor shall it result in the elimination of any food service classified staff or position or have any adverse effect on the wages, benefits, or other terms and conditions of employment of classified food service staff or positions. All persons providing consulting services shall be subject to applicable employment conditions related to health and safety as listed in Education Code 45103.5. (Education Code 45103.5)

- (cf. 3312 - Contracts)
- (cf. 3515.6 - Criminal Background Checks for Contractors)
- (cf. 3600 - Consultants)
- (cf. 4112.4/4212.4/4312.4 - Health Examinations)
- (cf. 4212 - Appointments and Conditions of Employment)

(11/07 3/11) 12/13

CSBA Sample

Administrative Regulation

Other Food Sales

AR 3554

Business and Noninstructional Operations

Requirements for Schools Not Participating in Federal Meal Program

Note: The following section is for use by districts that have one or more schools that do not participate in the National School Lunch and/or Breakfast Program (42 USC 1751-1769j, 1773). Requirements for other schools are described below in the section "Requirements for Schools Participating in Federal Meal Program."

Note: Food sales outside the district's food service program that occur on school premises during the school day are subject to the nutrition standards specified in Education Code 49431-49431.7, as amended by AB 626 (Ch. 706, Statutes of 2013). These include nutrition standards for foods in elementary schools (Education Code 49431) and middle and high schools (Education Code 49431.2) and for beverages in all schools (Education Code 49431.5), as well as a prohibition against the sale of foods containing artificial trans fat at any grade level (Education Code 49431.7). See AR 3550 - Food Service/Child Nutrition Program for further information regarding nutrition standards.

Food and beverage sales outside the district's food service program shall comply with applicable nutritional standards specified in Education Code 49431-49431.7 and 5 CCR 15500-15501 and 15575-15578.

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

(cf. 5030 - Student Wellness)

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

Note: Pursuant to Education Code 49431-49431.5, foods and beverages that do not comply with state nutrition standards may be sold outside of the district's food services program under certain conditions. As amended by AB 626 (Ch. 706, Statutes of 2013), Education Code 49431-49431.5 provide that the same requirements apply to sales of both foods and beverages and to all grade levels. AB 626 also amended Education Code 49431 and 49431.5 to eliminate the requirement that sales of noncompliant foods and beverages in elementary schools only be allowed if the items are sold by students of the school.

The sale of foods or beverages that do not comply with the standards in Education Code 49431-49431.5 may be permitted in either of the following circumstances: (Education Code 49431-49431.5)

1. The sale takes place off and away from school premises.

specified in Education Code 49431-49431.7 or federal law, the stricter standard prevails. Thus, although 5 CCR 15500 provides that a student organization may only sell a dessert-type item, such as a pastry, ice cream, or fruit, stricter state and federal nutrition standards supersede and so this provision is not reflected in the list below. ***

Note: Items #1-6 below are for use by districts that maintain any of grades K-8.

In a school with any of grades K-8 that is participating in the National School Lunch and/or Breakfast Program, the Superintendent or designee shall not permit the sale of foods by a student organization except when all of the following conditions are met. (5 CCR 15500)

1. The student organization sells only one food item per sale.
2. The specific nutritious food item is approved by the Superintendent or designee in accordance with Board policy.
3. The sale does not begin until after the close of the regularly scheduled midday food service period.
4. The sale during the regular school day is not of food items prepared on the premises.
5. There are no more than four such sales per year per school.
6. The food sold is not one sold in the district's food service program at that school during that school day.

Note: Items #1-4 below are for use by districts that maintain middle schools or high schools.

In any middle or high school, a student organization may be approved to sell food items during or after the school day if all of the following conditions are met: (5 CCR 15501)

1. Only one student organization conducts a food sale on a given school day and the organization sells no more than three types of food or beverage items, except that up to four days during the school year may be designated on which any number of organizations may conduct the sale of any food items.
2. The specific nutritious food items are approved by the Superintendent or designee in accordance with Board policy.
3. Food items sold during the regular school day are not prepared on the premises.
4. The food items sold are not those sold in the district's food service program at that school during that school day.

***Note: 7 CFR 210.11, as amended by 78 Fed. Reg. 125, requires the district to maintain

CSBA Sample

Board Policy

Recruitment And Selection

BP 4111 4211,4311

Personnel

***Note: The following optional policy may be revised to reflect district practice and any related provisions of collective bargaining agreements. ***

***Note: The Governing Board should ensure that district hiring procedures are designed to minimize the possibility of hiring unsuitable or undesirable individuals to avoid liability for negligent hiring. In C.A. v. William S. Hart Union High School District, the California Supreme Court held that defendant district could be vicariously liable for negligence of its administrators and supervisors in the hiring, retention, and supervision of a counselor who sexually harassed and/or abused a student. ***

The Governing Board is committed to employing suitable, qualified individuals to carry out the district's mission to provide high-quality education to its students and to ensure the efficiency of district operations.

(cf. 0100 - Goals for the School District)
(cf. 4000 - Concepts and Roles)
(cf. 4100 - Certificated Personnel)
(cf. 4200 - Classified Personnel)
(cf. 4300 - Administrative and Supervisory Personnel)

The Superintendent or designee shall develop fair, open, and transparent recruitment and selection processes and procedures which ensure that individuals are selected based on demonstrated knowledge, skills, and competence and not on any bias, personal preference, or unlawful discrimination.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 4030 - Nondiscrimination in Employment)
(cf. 4031 - Complaints Concerning Discrimination in Employment)
(cf. 4032 - Reasonable Accommodation)
(cf. 4111.2/4211.2/4311.2 - Legal Status Requirement)

When a vacancy occurs, the Superintendent or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position. He/she also shall disseminate job announcements to ensure a wide range of candidates.

***Note: The following optional paragraph should be revised to reflect district practice. AB 97 (Ch. 47, Statutes of 2013) redirected funding for the Professional Development Block Grant

44259 Teaching credential; exception; designated subjects; minimum requirements
44735 Teaching as a Priority block grant
44740-44741 Personnel management assistance teams
44750 Teacher recruitment resource center
44830-44831 Employment of certificated persons
44858 Age or marital status in certificated positions
44859 Prohibition against certain rules and regulations re: residency
45103-45139 Employment (classified employees)
49406 Examination for tuberculosis

GOVERNMENT CODE

815.2 Liability of public entities and public employees
12900-12996 Fair Employment and Housing Act, including:
12940-12956 Discrimination prohibited; unlawful practices

UNITED STATES CODE, TITLE 8

1324a Unlawful employment of aliens
1324b Unfair immigration related practices

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-2-2000h-6 Title IX, 1972 Education Act Amendments

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

COURT DECISIONS

C.A. v William S. Hart Union High School District et al., (2012) 138 Cal.Rptr.3d 1

Management Resources:

WEB SITES

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Education Job Opportunities Information Network: <http://www.edjoin.org>

Teach USA: <http://www.calteach.org>

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

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CSBA Sample

Board Policy

Staff Development

BP 4131

Personnel

***Note: Staff development is not one of the enumerated items within the scope of collective bargaining pursuant to Government Code 3543.2. However, the Public Employment Relations Board (PERB) has found that some aspects of staff development may be negotiable if they are related to an enumerated subject of bargaining, such as working hours, wages, or other enumerated terms or conditions of employment. (United Faculty of Contra Costa Community College District v. Contra Costa Community College District) Because the terms "staff development" and "training" are not always clear, their negotiability, in the absence of agreement, may be determined by PERB on a case-by-case basis. ***

The Governing Board believes that, in order to maximize student learning and achievement, certificated staff members must be continuously learning and improving their skills. The Superintendent or designee shall develop a program of ongoing professional development which includes opportunities for teachers to enhance their instructional and classroom management skills and become informed about changes in pedagogy and subject matter.

(cf. 6111 - School Calendar)

***Note: Education Code 52060-52077, as added by AB 97 (Ch. 47, Statutes of 2013), require districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions; see BP/AR 0460 - Local Control and Accountability Plan. The district's staff development program should be aligned with its priorities and goals as outlined in the LCAP and other applicable district and school plans. ***

The Superintendent or designee shall involve teachers, site and district administrators, and others, as appropriate, in the development of the district's staff development program. He/she shall ensure that the district's staff development program is aligned with district priorities for student achievement, school improvement objectives, the local control and accountability plan, and other district and school plans.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 0520.3 - Title I Program Improvement Districts)

(cf. 6174 - Education for English Language Learners)
(cf. 6175 - Migrant Education Program)

5. Understanding of how academic and career technical instruction can be integrated and implemented to increase student learning

(cf. 6178 - Career Technical Education)

6. Knowledge of strategies that encourage parents/guardians to participate fully and effectively in their children's education

(cf. 1240 - Volunteer Assistance)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

7. Effective classroom management skills and strategies for establishing a climate that promotes respect, fairness, tolerance, and discipline, including conflict resolution and hatred prevention

(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 5145.9 - Hate-Motivated Behavior)

8. Ability to relate to students, understand their various stages of growth and development, and motivate them to learn

9. Ability to interpret and use data and assessment results to guide instruction

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6162.5 - Student Assessment)

10. Knowledge of topics related to student health, safety, and welfare

(cf. 0450 - Comprehensive Safety Plan)
(cf. 3515.5 - Sex Offender Notification)
(cf. 5030 - Student Wellness)
(cf. 5131.6 - Alcohol and Other Drugs)
(cf. 5131.63 - Steroids)
(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5141.52 - Suicide Prevention)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

program supports the district's priorities for student achievement.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

41530-41533 Professional Development Block Grant
44032 Travel expense payment
44259.5 Standards for teacher preparation
44277 Professional growth programs for individual teachers
44325-44328 District interns
44450-44468 University internship program
44570-44578 Inservice training, secondary education
44580-44591 Inservice training, elementary teachers
44630-44643 Professional Development and Program Improvement Act of 1968
44700-44705 Classroom teacher instructional improvement program
45028 Salary schedule and exceptions
48980 Notification of parents/guardians: schedule of minimum days
56240-56245 Staff development; service to persons with disabilities
99200-99206 Subject matter projects

GOVERNMENT CODE

3543.2 Scope of representation of employee organization

CODE OF REGULATIONS, TITLE 5

13025-13044 Professional development and program improvement

UNITED STATES CODE, TITLE 20

6319 Highly qualified teachers

6601-6702 Preparing, Training and Recruiting High Quality Teachers and Principals

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

United Faculty of Contra Costa Community College District v. Contra Costa Community College District, (1990) PERB Order No. 804, 14 PERC P21, 085

Management Resources:

CSBA PUBLICATIONS

Governing to the Core: Professional Development for Common Core, Governance Brief, May 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

State Board of Education Guidelines and Criteria for Approval of Training Providers, March 2008

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

California Standards for the Teaching Profession, 2009

WEB SITES

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

California Department of Education, Professional Development: <http://www.cde.ca.gov/pd>

California Subject Matter Projects: <http://csmmp.ucop.edu>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

CSBA Sample

Board Policy

Staff Development

BP 4231

Personnel

***Note: Staff development is not one of the enumerated items within the scope of collective bargaining pursuant to Government Code 3543.2. However, the Public Employment Relations Board (PERB) has found that some aspects of staff development may be negotiable if they are related to an enumerated subject of bargaining, such as working hours, wages, or other enumerated terms or conditions of employment. (United Faculty of Contra Costa Community College District v. Contra Costa Community College District) Because the terms "staff development" and "training" are not always clear, their negotiability, in the absence of agreement, may be determined by PERB on a case-by-case basis. ***

***Note: Pursuant to Education Code 45391, as added by SB 590 (Ch. 723, Statutes of 2013), a district that expends funds for professional development for any school site staff must consider the needs of its classified school employees to update their skills and learn best practices. ***

***Note: Pursuant to Education Code 45387, the Governing Board may authorize a permanent classified employee to attend job-related inservice training with pay during working hours for one or more school days each year. ***

The Governing Board recognizes that classified staff does essential work that supports a healthy school environment and the educational program. Classified staff shall have opportunities to participate in staff development activities in order to improve job skills, learn best practices, retrain as appropriate in order to meet changing conditions in the district, and/or enhance personal growth.

(cf. 3100 - Budget)

(cf. 3350 - Travel Expenses)

(cf. 4200 - Classified Personnel)

(cf. 4261.3 - Professional Leaves)

***Note: Education Code 52060-52077, as added by AB 97 (Ch. 47, Statutes of 2013), require districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions; see BP/AR 0460 - Local Control and Accountability Plan. The district's staff development program should be aligned with its priorities and goals as outlined in the LCAP and other applicable district and school plans. ***

The Superintendent or designee shall involve classified staff, site and district administrators, and others, as appropriate, in the development of the district's staff development program. He/she

(cf. 3515.5 - Sex Offender Notification)
(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)
(cf. 4119.43/4219.43/4319.43 - Universal Precautions)
(cf. 4157/4257/4357 - Employee Safety)
(cf. 4158/4258/4358 - Employee Security)
(cf. 5131 - Conduct)
(cf. 5131.2 - Bullying)
(cf. 5137 - Positive School Climate)
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 5145.9 - Hate-Motivated Behavior)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)

3. Education technology, including management strategies and best practices regarding the use of education technology to improve student performance

(cf. 0440 - District Technology Plan)
(cf. 1114 - District-Sponsored Social Media)
(cf. 4040 - Employee Use of Technology)
(cf. 6163.4 - Student Use of Technology)

4. School facility maintenance and operations, including new research and best practices in the operation and maintenance of school facilities, such as green technology and energy efficiency, that help reduce the use and cost of energy at school sites

(cf. 3510 - Green School Operations)
(cf. 3511- Energy and Water Management)

5. Special education, including best practices to meet the needs of special education students and to comply with any new state and federal mandates

(cf. 6159 - Individualized Education Program)
(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)
(cf. 6164.4 - Identification and Evaluation of Individuals for Special Education)
(cf. 6164.6 - Identification and Education Under Section 504)

6. School transportation and bus safety

(cf. 3540 - Transportation)
(cf. 3541- Transportation for School-Related Trips)
(cf. 3541.2 - Transportation for Students with Disabilities)
(cf. 3542 - Bus Drivers)
(cf. 3543 - Transportation Safety and Emergencies)

7. Parent involvement, including ways to increase parent involvement at school sites

(cf. 4215 - Evaluation/Supervision)

The Superintendent or designee shall provide a means for continual evaluation of the benefit of staff development activities to staff and students and shall regularly report to the Board regarding the effectiveness of the staff development program.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

41530-41533 Professional Development Block Grant

44032 Travel expense payment

45380-45387 Retraining and study leave (classified employees)

45390-45392 Professional development for classified school employees

52060-52077 Local control and accountability plan

56240-56245 Staff development; service to persons with disabilities

GOVERNMENT CODE

3543.2 Scope of representation of employee organization

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

United Faculty of Contra Costa Community College District v. Contra Costa Community College District, (1990) PERB Order No. 804, 14 PERC P21, 085

Management Resources:

WEB SITES

California Association of School Business Officials: <http://www.casbo.org>

California School Employees Association: <http://www.csea.com>

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CSBA Sample

Board Policy

Staff Development

BP 4331

Personnel

The Governing Board recognizes that professional development enhances employee effectiveness and contributes to personal growth. Staff development for administrative and supervisory personnel shall be designed to guide institutional improvement, build leadership skills, and enhance overall management efficiency.

(cf. 4119.21/4219.21/4319.21 - Professional Standards)

***Note: Education Code 52060-52077, as added by AB 97 (Ch. 47, Statutes of 2013), require districts to develop a local control and accountability plan (LCAP) which includes goals aligned with state and local priorities, specific actions aligned to meet those goals, and a budget aligned to fund those specific actions; see BP/AR 0460 - Local Control and Accountability Plan. The district's staff development program should be aligned with its priorities and goals as outlined in the LCAP and other applicable district and school plans. ***

The Superintendent or designee shall develop a plan for administrator support and development activities that is based on a systematic assessment of the needs of district students and staff and is aligned to the district's vision, goals, local control and accountability plan, and other comprehensive plans.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 0420 - School Plans/Site Councils)

(cf. 0420.1 - School-Based Program Coordination)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0520.2 - Title I Program Improvement Schools)

(cf. 0520.3 - Title I Program Improvement Districts)

(cf. 0520.4 - Quality Education Investment Schools)

***Note: Pursuant to Education Code 44517, the state's Administrator Training Program self-repealed on January 1, 2013. Funding for that program has been redirected into the local control funding formula pursuant to AB 97 (Ch. 47, Statutes of 2013). Thus, the content of the district's staff development program for administrators may be adapted to meet district needs. Items #1-10 below are optional. ***

The district's staff development program for district and school administrators may include, but is not limited to, the following topics:

The district's staff evaluation process may be used to recommend additional staff development for individual employees.

(cf. 4315 - Evaluation/Supervision)

The Superintendent or designee shall evaluate the benefit to staff and students of professional development activities.

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

44681-44689.2 Administrator training and evaluation

52060-52077 Local control and accountability plan

Management Resources:

WESTED AND ASSOCIATION OF CALIFORNIA SCHOOL ADMINISTRATORS
PUBLICATIONS

California Professional Standards for Educational Leaders, 2001

WEB SITES

Association of California School Administrators: <http://www.acsa.org>

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

California School Leadership Academy: <http://www.csla.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

WestEd: <http://www.wested.org>

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CSBA Sample

Board Policy

Promotion/Acceleration/Retention

BP 5123

Students

***Note: Education Code 48070 and 48070.5 mandate that the Governing Board adopt a policy, at a public meeting, regarding the promotion and retention of students, including, but not limited to, promotion and retention at specified grade levels and with specified provisions. ***

The Governing Board expects students to progress through each grade level within one school year. Toward this end, instruction shall be designed to accommodate the variety of ways that students learn and provide strategies for addressing academic deficiencies as needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

(cf. 6011 - Academic Standards)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6146.5 - Elementary/Middle School Graduation Requirements)

(cf. 6162.52 - High School Exit Examination)

(cf. 6170.1 - Transitional Kindergarten)

When high academic achievement is evident, the teacher may recommend a student for acceleration to a higher grade level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student.

***Note: Education Code 48070.5 mandates that the Board's policy provide for the identification of students who should be retained and who are at risk of being retained at the end of grades 2, 3, 4, the intermediate grades (usually grade 6), and the middle school grades (usually grade 8). Items #1-5 below should be revised to reflect the grade levels offered by the district. If the Board chooses to expand these requirements to cover other grade levels, the following list should be revised accordingly. ***

***Note: Education Code 48070.5 further mandates that the Board's policy provide for students to be identified as early in the school year, and as early in their school careers, as practicable.

Teachers shall identify students who should be retained or who are at risk of being retained at their current grade level as early as possible in the school year and as early in their school careers as practicable. Such students shall be identified at the following grade levels: (Education Code 48070.5)

Thus, districts selecting Option 2 below should determine the availability and appropriateness of state assessments for the purpose of identifying students who should be retained and who are at risk of being retained. ***

***Note: The California Department of Education's FAQs Pupil Promotion and Retention states that STAR results may not be the exclusive criterion for promotion or retention since the test has not been certified for that purpose; thus, other indicators must also be used. These other indicators of achievement (e.g., grades, district assessments, portfolios, attendance) should be specified in the blanks provided below. ***

OPTION 2: Students shall be identified for retention on the basis of failure to meet minimum levels of proficiency, as indicated by the results of state assessments administered pursuant to Education Code 60640-60649 and the following additional indicators of academic achievement:

(cf. 5149 - At-Risk Students)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)

Note: The remainder of this policy is for use by all districts.

Students between grades 2 and 3 and grades 3 and 4 shall be identified primarily on the basis of their level of proficiency in reading. Proficiency in reading, English language arts, and mathematics shall be the basis for identifying students between grades 4 and 5, between intermediate and middle school grades, and between middle school grades and high school grades. (Education Code 48070.5)

(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6142.92 - Mathematics Instruction)

***Note: Education Code 48070.5 mandates that the district's policy specify the teacher(s) responsible for the promotion/retention decision in cases where the student does not have a single regular classroom teacher. The following paragraph should be revised to indicate the specific teacher(s) who will be responsible (e.g., teachers responsible for core subjects). ***

If a student does not have a single regular classroom teacher, the Superintendent or designee shall specify the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

***Note: Education Code 48070.5 mandates that the district's policy include a process by which the teacher's decision to promote or retain a student may be appealed; see the accompanying administrative regulation. ***

The teacher's decision to promote or retain a student may be appealed in accordance with AR 5123 - Promotion/Acceleration/Retention.

***Note: Education Code 48070.5 requires that the Board adopt policy indicating the manner in

CSBA Sample

Administrative Regulation

Promotion/Acceleration/Retention

AR 5123
Students

Acceleration from Kindergarten to First Grade

***Note: Pursuant to Education Code 48010, a student will be admitted to first grade if his/her sixth birthday is on or before October 1 of the 2013-14 school year or September 1 of the 2014-15 school year and each school year thereafter; see AR 5111 - Admission. ***

Any student who meets the age eligibility requirement and has completed one year of kindergarten shall be admitted to first grade unless the parent/guardian and the Superintendent or designee agree that the student shall continue in kindergarten. (Education Code 48010, 48011)

(cf. 5111 - Admission)

***Note: Pursuant to Education Code 48011, if a student does not meet the age eligibility requirement specified in Education Code 48010, he/she may be admitted to the first grade at the discretion of the administration of the district and with the consent of the student's parents/guardians. 5 CCR 200 mandates that the district adopt regulations setting forth procedures for early admission into first grade which ensure that students meet the minimum criteria outlined below. The district may specify additional criteria if desired. ***

A student who does not meet the age eligibility requirement may be admitted to first grade at the discretion of the Superintendent or designee and with the consent of the parent/guardian upon determination that the student is ready for first-grade work, subject to the following minimum criteria: (Education Code 48011; 5 CCR 200)

1. The student is at least five years of age.
2. The student has attended a public school kindergarten for a long enough time to enable school personnel to evaluate his/her ability.
3. The student is in the upper five percent of his/her age group in terms of general mental ability.
4. The physical development and social maturity of the student are consistent with his/her advanced mental ability.
5. The parent/guardian of the student has filed a written statement with the district approving the placement in first grade.

shall be reassessed at the end of the remediation program, and the decision to retain or promote the student shall be reevaluated at that time. The teacher's evaluation shall be provided to and discussed with the student's parents/guardians and the principal before any final determination of retention or promotion. (Education Code 48070.5)

(cf. 6176 - Weekend/Saturday Classes)
(cf. 6177 - Summer Learning Programs)
(cf. 6179 - Supplemental Instruction)

When a student is identified as being at risk of retention, the Superintendent or designee shall so notify the student's parent/guardian as early in the school year as practicable. The student's parent/guardian shall be provided an opportunity to consult with the teacher(s) responsible for the decision to promote or retain the student. (Education Code 48070.5)

(cf. 5145.6 - Parental Notifications)

***Note: The following paragraph is optional. ***

The Superintendent or designee shall also provide a copy of the district's promotion/retention policy and administrative regulation to those parents/guardians who have been notified that their child is at risk of retention.

Appeal Process

***Note: Education Code 48070.5 mandates that the district's policy include a process by which the teacher's decision to promote or retain a student may be appealed; also see the accompanying Board policy. The following section provides a sample appeal process and may be revised to reflect district practice. ***

Whenever a student's parent/guardian appeals the teacher's decision to promote or retain a student, the burden shall be on the parent/guardian to show why the teacher's decision should be overruled. (Education Code 48070.5)

To appeal a teacher's decision, the parent/guardian shall submit a written request to the Superintendent or designee specifying the reasons that the teacher's decision should be overruled. The appeal must be initiated within 10 school days of the determination of retention or promotion.

The teacher shall be provided an opportunity to state orally and/or in writing the criteria on which his/her decision was based.

Within 30 days of receiving the request, the Superintendent or designee shall determine whether or not to overrule the teacher's decision. Prior to making this determination, the Superintendent or designee may meet with the parent/guardian and the teacher. If the Superintendent or designee determines that the parent/guardian has overwhelmingly proven that the teacher's decision should be overruled, he/she shall overrule the teacher's decision.

CSBA Sample

Board Policy

Administering Medication And Monitoring Health Conditions

BP 5141.21

Students

***Note: The following optional policy and accompanying administrative regulation apply to the administration of medication to students pursuant to Education Code 49414.5, 49414.7, 49423, and 49423.1; permissive guidelines in 5 CCR 600-611; and guidelines related to the training and supervision of nonmedical employees providing emergency medical assistance to students who suffer epileptic seizures (5 CCR 620-627, as amended by Register 2012, No. 44). For students identified as qualified for services under the Individuals with Disabilities Education Act (20 USC 1400-1482) or Section 504 of the federal Rehabilitation Act of 1973 (29 USC 794), prescribed medication must be administered in accordance with the student's individualized education program or Section 504 services plan. See also BP/AR 5141.24 - Specialized Health Care Services, BP/AR 6159 - Individualized Education Program, and BP/AR 6164.6 - Identification and Education Under Section 504. ***

***Note: This policy and regulation do not address situations in which a district might be engaged in a collaborative arrangement with another entity for the provision of school health services to students; see BP/AR 5141.6 - School Health Services. ***

The Governing Board believes that regular school attendance is critical to student learning and that students who need to take medication prescribed or ordered for them by their authorized health care providers should have an opportunity to participate in the educational program.

(cf. 5113 - Absences and Excuses)
(cf. 5113.1 - Chronic Absence and Truancy)

Any medication prescribed for a student with a disability who is qualified to receive services under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973 shall be administered in accordance with the student's individualized education program or Section 504 services plan as applicable.

(cf. 6159 - Individualized Education Program)
(cf. 6164.6 - Identification and Education Under Section 504)

***Note: 5 CCR 604 authorizes a parent/guardian to administer medication to his/her child or designate an individual to administer the medication, as specified below. In addition, California law allows students to carry and self-administer medication needed for the treatment or management of certain medical conditions, when the district has received a written request from the student's parent/guardian and written authorization from the student's authorized health care provider, as specified in the accompanying administrative regulation. Students have legal

Any medication prescribed by an authorized health care provider, including, but not limited to, emergency antiseizure medication for a student who suffers epileptic seizures, auto-injectable epinephrine, insulin, or glucagon, may be administered by the school nurse or other designated school personnel only when the Superintendent or designee has received written statements from both the student's parent/guardian and authorized health care provider. (Education Code 49414.7, 49423; 5 CCR 600)

***Note: Certain medication-specific statutes that authorize unlicensed district employees to administer medication to students require that such employees be trained. For example, Education Code 49414.7 requires training by qualified medical personnel for unlicensed district employees who volunteer to administer emergency antiseizure medications to students who suffer epileptic seizures. Guidelines for the training and supervision of such unlicensed school employees have been adopted as 5 CCR 620-627 and are specified in the accompanying administrative regulation. ***

When medically unlicensed school personnel are authorized by law to administer any medication to students, such as emergency antiseizure medication, auto-injectable epinephrine, insulin, or glucagon, the Superintendent or designee shall ensure that school personnel designated to administer any medication receive appropriate training and, as necessary, retraining from qualified medical personnel before any medication is administered. At a minimum, the training shall cover how and when such medication should be administered, the recognition of symptoms and treatment, emergency follow-up procedures, and the proper documentation and storage of medication. Such trained, unlicensed designated school personnel shall be supervised by, and provided with immediate communication access to, a school nurse, physician, or other appropriate individual. (Education Code 49414, 49414.5, 49414.7, 49423, 49423.1)

The Superintendent or designee shall maintain documentation of the training and ongoing supervision, as well as annual written verification of competency of other designated school personnel.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

School nurses and other designated school personnel shall administer medications to students in accordance with law, Board policy, and administrative regulation and shall be afforded appropriate liability protection.

(cf. 3530 - Risk Management/Insurance)

(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)

(cf. 4119.43/4219.43/4319.43 - Universal Precautions)

Legal Reference:

U.S. Department of Health and Human Services, National Institutes of Health, Blood Institute,
asthma information: <http://www.nhlbi.nih.gov/health/public/lung/index.htm#asthma>

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CSBA Sample

Administrative Regulation

Administering Medication And Monitoring Health Conditions

AR 5141.21

Students

***Note: The following administrative regulation is optional. Generally, 5 CCR 600-611 provide permissive guidelines for districts to follow in administering prescribed medication to students. In addition, with respect to certain diseases or medical conditions, various provisions of state law require specific standards of training and supervision for employees who will provide medical assistance, in order to ensure that students are kept safe and liability risks to districts are minimized. Pursuant to Education Code 49414.7, the State Board of Education has adopted 5 CCR 620-627, as amended by Register 2012, No. 44, as guidelines for the training and supervision of employees who may administer emergency antiseizure medication to students suffering from epileptic seizures. ***

Definitions

Authorized health care provider means an individual who is licensed by the State of California to prescribe or order medication, including, but not limited to, a physician or physician assistant. (Education Code 49423; 5 CCR 601)

Other designated school personnel means any individual employed by the district, including a nonmedical school employee, who has volunteered or consented to administer the medication or otherwise assist the student and who may legally administer the medication to the student or assist the student in the administration of the medication. (5 CCR 601, 621)

Medication may include not only a substance dispensed in the United States by prescription, but also a substance that does not require a prescription, such as over-the-counter remedies, nutritional supplements, and herbal remedies. (5 CCR 601)

Emergency medical assistance for a student suffering an epileptic seizure means the administration of an emergency antiseizure medication such as diazepam rectal gel and other emergency medications approved by the federal Food and Drug Administration for patients suffering from epileptic seizures. (Education Code 49414.7; 5 CCR 621)

Notifications to Parents/Guardians

***Note: Pursuant to Education Code 48980, districts must notify parents/guardians, at the beginning of each school year, of their rights and responsibilities under Education Code 49423 pertaining to the administration of medication to students by school employees and to self-administration of epinephrine by students. Though such notification is not required for self-administration of asthma and diabetes medication by students, it is recommended that the

2. If the student is on a continuing medication regimen for a nonepisodic condition, informing the school nurse or other designated certificated employee of the medication being taken, the current dosage, and the name of the supervising physician. (Education Code 49480)

***Note: Pursuant to Education Code 49414.7, if the district chooses to participate in a program to train nonmedical school employees who volunteer to provide emergency medical assistance to students suffering from epileptic seizures when licensed health care professionals are not available onsite, it must establish a district plan that includes item #3 below. ***

3. If the student suffers from epilepsy, notifying the principal or designee whenever the student has had an emergency antiseizure medication administered to him/her within the past four hours on a school day. (Education Code 49414.7)

***Note: Pursuant to 5 CCR 606, the district is authorized to establish rules for the delivery and storage of medication on a school site. ***

4. Providing medications in properly labeled, original containers along with the authorized health care provider's instructions. For prescribed or ordered medication, the container also shall bear the name and telephone number of the pharmacy, the student's identification, and the name and phone number of the authorized health care provider. (5 CCR 606)

Parent/Guardian Statement

***Note: 5 CCR 603 authorizes the district to establish specific requirements regarding the parent/guardian's written statement. The following list should be modified to reflect the district's requirements. ***

When district employees are to administer medication to a student, the parent/guardian's written statement shall:

1. Identify the student
2. Grant permission for an authorized district representative to communicate directly with the student's authorized health care provider and pharmacist, as may be necessary, regarding the health care provider's written statement or any other questions that may arise with regard to the medication
3. Contain an acknowledgment that the parent/guardian understands how district employees will administer the medication or otherwise assist the student in its administration
4. Contain an acknowledgment that the parent/guardian understands his/her responsibilities to enable district employees to administer or otherwise assist the student in the administration of medication, including, but not limited to, the parent/guardian's responsibility to provide a written statement from the authorized health care provider, to ensure that the medication is delivered to the school in a proper container by an individual legally authorized to be in possession of the medication, and to provide all necessary supplies and equipment

4. If a parent/guardian has requested that his/her child be allowed to self-administer medication, confirmation that the student is able to self-administer the medication (Education Code 49423, 49423.1; 5 CCR 602)

(cf. 5141.23 - Asthma Management)

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

***Note: Items #5-7 below may be revised to reflect district practice. ***

5. For medication that is to be administered on an as-needed basis, the specific symptoms that would necessitate administration of the medication, allowable frequency for administration, and indications for referral for medical evaluation

6. Possible side effects of the medication

7. Name, address, telephone number, and signature of the student's authorized health care provider

When authorizing a district employee to administer emergency antiseizure medication to a student, the authorized health care provider's written statement shall also include the following: (Education Code 49414.7; 5 CCR 626)

1. Detailed seizure symptoms, including frequency, type, or length of seizures that identify when the administration of the medication becomes necessary

2. Any potential adverse responses by the student and recommended mitigation actions, including when to call emergency services

3. A protocol for observing the student after a seizure, including, but not limited to, whether he/she should rest in the school office or return to his/her class and the length of time he/she should be under direct observation

4. A statement that following a seizure, a school administrator or other staff member shall contact the school nurse and the student's parent/guardian to continue the observation plan

District Responsibilities

***Note: The following section should be modified to reflect district practice. ***

The school nurse or other designated school personnel shall:

1. Administer or assist in administering medications in accordance with the authorized health care provider's written statement

2. Accept delivery of medications from parents/guardians and count and record them upon

11. Counsel other designated school personnel regarding the possible effects of a medication on a student's physical, intellectual, and social behavior, as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose

***Note: 5 CCR 609 authorizes the district to establish policies regarding unused, discontinued, or outdated medication. ***

12. Ensure that any unused, discontinued, or outdated medication is returned to the student's parent/guardian at the end of the school year or, if the medication cannot be returned, dispose of it in accordance with state laws and local ordinances

13. Provide immediate medical assistance if needed and report to the site administrator, the student's parent/guardian, and, if necessary, the student's authorized health care provider any instance when a medication is not administered properly, including administration of the wrong medication or failure to administer the medication in accordance with authorized health care provider's written statement

Additional Requirements for Management of Epileptic Seizures

***Note: Pursuant to Education Code 49414.7, when a district chooses to participate in a program to train nonmedical district employees who volunteer to provide emergency medical assistance to students suffering from epileptic seizures when licensed health care professionals are not available onsite, the district is required to satisfy specific requirements, including developing a district plan with certain components. The requirements of Education Code 49414.7 that are similar to the requirements for administration of other types of medication are addressed in previous sections. Other requirements that are unique to this program are reflected in the following section. ***

In addition to applicable provisions in the sections above, the Superintendent or designee shall make arrangements for assisting students with epilepsy who may suffer a seizure at school. Such arrangements shall include the following: (Education Code 49414.7; 5 CCR 620-627)

1. Whenever a parent/guardian requests that a nonmedical district employee be trained to provide emergency medical assistance to his/her child, notification to the parent/guardian that the child may qualify for services or accommodations pursuant to 20 USC 1400-1482, the Individuals with Disabilities Education Act (IDEA), or 29 USC 794, Section 504 of the federal Rehabilitation Act of 1973 (Section 504).

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

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

The Superintendent or designee shall assist the parent/guardian to explore that option and shall encourage him/her to adopt the option if the student is determined to be eligible for such service or accommodation.

2. The creation of an individualized health plan, seizure action plan, or other appropriate

7. Supervision of volunteer school employees by a licensed health care professional, in accordance with 5 CCR 627.

(11/10 11/11) 12/13

CSBA Sample

Board Policy

Visual And Performing Arts Education

BP 6142.6

Instruction

***Note: The following optional policy may be revised to reflect district practice. State law requires that visual and performing arts be included in the course of study offered in grades 1-6 (Education Code 51210) and grades 7-12 (Education Code 51220); see AR 6143 - Courses of Study. In addition, Education Code 51225.3 requires completion of one course in visual or performing arts, foreign language (including American Sign Language), or career technical education for high school graduation; see BP 6146.1 - High School Graduation Requirements. ***

***Note: AB 97 (Ch. 47, Statutes of 2013) redirected funding for arts and music block grants (established through uncodified SB 77, Ch. 171, Statutes of 2007) into the local control funding formula, thereby eliminating this separate source of funding for hiring of additional staff; purchase of new materials, books, supplies, and equipment; and/or staff development opportunities. ***

The Governing Board believes that visual and performing arts are essential to a well-rounded educational program and should be an integral part of the course of study offered to students at all grade levels. The district's arts education program shall provide opportunities for creation, performance, and appreciation of the arts.

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

***Note: The State Board of Education (SBE) has adopted content standards for visual and performing arts, including standards for dance, music, theatre, and visual arts at each grade level for grades K-8 and as a cluster for grades 9-12. Items #1-5 below reflect the major strands of the state content standards. Also see the SBE-adopted Visual and Performing Arts Framework for California Public Schools, Kindergarten Through Grade Twelve for further information about the development of standards-aligned curriculum and instruction. ***

The Board shall adopt academic standards for dance, music, theatre, and visual arts that describe the skills, knowledge, and abilities that students shall be expected to possess at each grade level. The district's standards shall meet or exceed state standards for each of these disciplines.

(cf. 6011 - Academic Standards)

The Superintendent or designee shall develop a sequential curriculum for dance, music, theatre, and visual arts which is consistent with the state curriculum framework and includes the

and the California Art Education Association. ***

As appropriate, the Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of and ability to teach the arts and to implement adopted instructional materials.

(cf. 4131 - Staff Development)

The Superintendent or designee shall encourage the integration of community arts resources into the educational program. Such resources may include opportunities for students to attend musical and theatrical performances, observe the works of accomplished artists, and work directly with artists-in-residence and volunteers. In addition, the Superintendent or designee may collaborate with community organizations to share resources and seek grant opportunities.

(cf. 1230 - School-Connected Organizations)

(cf. 1240 - Volunteer Assistance)

(cf. 1260 - Educational Foundation)

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

(cf. 3290 - Gifts, Grants and Bequests)

(cf. 6020 - Parent Involvement)

(cf. 6153 - School-Sponsored Trips)

The Superintendent or designee shall regularly evaluate the implementation of arts education at each grade level and report to the Board regarding its effectiveness in enabling students to meet academic standards.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE

8950-8957 California summer school of the arts

32060-32066 Toxic art supplies

35330-35332 Field trips

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51225.3 Graduation requirements

58800-58805 Specialized secondary programs

60200-60210 Instructional materials, elementary schools

60400-60411 Instructional materials, high schools

99200-99206 Subject matter projects

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Visual and Performing Arts Framework for California Public Schools: Kindergarten through

CSBA Sample

Board Policy

Reading/Language Arts Instruction

BP 6142.91

Instruction

The Governing Board recognizes that reading and other language arts constitute the basic foundation for learning in other areas of study. The Board desires to offer a comprehensive, balanced reading/language arts program that ensures all students have the skills necessary to read fluently and for meaning and develops students' appreciation for literature. The program shall integrate reading and oral and written language arts activities in order to build effective communication skills.

(cf. 6143 - Courses of Study)

***Note: In August 2010, the State Board of Education (SBE) adopted the Common Core State Standards pursuant to Education Code 60605.8, consisting of a set of national standards in English language arts and mathematics and additional standards added by the state. These standards are available on the California Department of Education's (CDE) web site. State curriculum frameworks, instructional materials adoptions, and assessments will be aligned to these standards, which all California schools are expected to implement in the 2014-15 school year. For further information about the standards and recommendations for implementation, see CSBA's Governing to the Core series of governance briefs. ***

For each grade level, the Board shall adopt academic standards that meet or exceed Common Core State Standards in the following strands:

1. Reading: Foundational skills, text complexity and analysis, and the growth of comprehension
2. Writing: Text types, responding to reading, production and distribution of writings, and research
3. Speaking and listening: Oral language development, comprehension, flexible communication, and collaboration
4. Language: Conventions, effective use, knowledge of language, and vocabulary

(cf. 6011 - Academic Standards)

***Note: As a condition of receiving funds for instructional materials from any state source, Education Code 60119 requires the Board to annually hold a public hearing to determine whether each student in the district has sufficient standards-aligned textbooks or instructional materials in

(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

The Superintendent or designee shall provide the Board with data from state and district reading assessments and program evaluations to enable the Board to monitor program effectiveness.

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)
(cf. 6162.51 - State Academic Achievement Tests)
(cf. 6162.52 - High School Exit Examination)
(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE

41505-41508 Pupil Retention Block Grant
41530-41532 Professional Development Block Grant
44735 Teaching as a Priority Block Grant
44755-44757.5 Teacher Reading Instruction Development Program, K-3
51210 Areas of study, grades 1-6
51220 Areas of study, grades 7-12
60119 Sufficiency of textbooks and instructional materials
60200.4 Fundamental skills
60207 Curriculum frameworks
60350-60352 Core reading program instructional materials
60605 State-adopted content and performance standards in core curricular areas
60605.8 Common Core standards
99220-99221 California Reading Professional Development Institutes
99230-99242 Mathematics and Reading Professional Development Program (AB 466 trainings)
CODE OF REGULATIONS, TITLE 5
9535 Purchase of nonadopted core reading program instructional materials
11980-11985 Mathematics and Reading Professional Development Program (AB 466 trainings)
11991-11991.2 Reading First achievement index
UNITED STATES CODE, TITLE 20
6381-6381k Even Start Family Literacy Program
6383 Improving literacy through school libraries

Management Resources:

CSBA PUBLICATIONS

Governing to the Core, Governance Briefs

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

Common Core State Standards for English Language Arts, August 2010

English Language Arts/English Language Development Framework for California Public

CSBA Sample

Board Policy

State Academic Achievement Tests

BP 6162.51

Instruction

***Note: The following optional policy may be revised to reflect district practice. Pursuant to Education Code 60640-60649, as amended by AB 484 (Ch. 489, Statutes of 2013), starting in the 2013-14 school year the state assessment system will begin transitioning from the Standardized Testing and Reporting (STAR) program to the Measurement of Academic Performance and Progress program, designated by the California Department of Education (CDE) as the California Assessment of Student Performance and Progress (CAASPP). For 2013-14, CAASPP will include (1) a field test of the Smarter Balanced Assessment Consortium summative assessment aligned with Common Core State Standards in English language arts and mathematics for grades 3-8 and 11; (2) California Standards Tests in science for grades 5, 8, and 10; (3) for students with disabilities, the California Alternate Performance Assessment (CAPA) in English language arts and mathematics in grades 2-11, and the CAPA or California Modified Assessment in science in grades 5, 8, and 10; (4) the voluntary Early Assessment Program to test college readiness of students in grade 11; and (5) at the district's discretion, Standards-Based Tests in Spanish. See the accompanying administrative regulation for program requirements. ***

***Note: Pursuant to Education Code 60648.5, as added by AB 484, the first full administration of assessments aligned to Common Core State Standards will occur in the 2014-15 school year unless the State Board of Education (SBE) determines that the assessments cannot be fully implemented at that time. In addition, Education Code 60640, as amended, requires the SBE to adopt a primary language assessment that will be administered no later than the 2016-17 school year and to make recommendations by March 1, 2016, for expanding the CAASPP to include additional subjects and assessment methods. ***

***Note: Pursuant to Education Code 60640, for the 2013-14 and/or 2014-15 school years, the district may choose to administer, at its own expense, the STAR tests that are no longer required. If it does so, the district must enter into an agreement with the test contractor subject to the approval of the CDE. ***

***Note: Although grade 2 testing is eliminated in the CAASPP, Education Code 60644, as added by SB 247 (Ch. 479, Statutes of 2013), requires the CDE to identify and inform districts by November 1, 2014, regarding existing assessments in language arts and mathematics for grade 2 that are aligned to Common Core State Standards and are appropriate for diagnostic use by classroom teachers. ***

The Governing Board recognizes that state achievement test results provide an indication of student progress in achieving state academic standards and may be used to promote high-quality teaching and learning. The Superintendent or designee shall administer mandatory student

shall revise the local control and accountability plan and other district or school plans as necessary to improve student achievement for underperforming student groups.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 0500 - Accountability)

Legal Reference:

EDUCATION CODE

49076 Student records; access

51041 Evaluation of educational program

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

56345 Individualized education program, contents

60600-60630 Assessment of academic achievement

60640-60649 California Assessment of Student Performance and Progress

60660-60663 Electronic learning assessment resources

60810 Assessment of language development

99300-99301 Early Assessment Program

CODE OF REGULATIONS, TITLE 5

850-864 State assessments

UNITED STATES CODE, TITLE 20

1412 Participation of students with disabilities in state assessments

6311 Adequate yearly progress

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1 Standards and assessment

Management Resources:

CSBA PUBLICATIONS

Supporting Student Achievement: Student Assessment System in Flux, Governance Brief, June 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Assembly Bill 484 Questions and Answers

CALIFORNIA STATE UNIVERSITY PUBLICATIONS

The Early Assessment Program: Handbook for School Site Leaders, 2008

SMARTER BALANCED ASSESSMENT CONSORTIUM PUBLICATIONS

Usability, Accessibility, and Accommodations Guidelines, September 2013

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

The Use of Tests as Part of High-Stakes Decision-Making for Students: A Resource Guide for Educators and Policy-Makers, December 2000

WEB SITES

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

California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>

California Learning Resources Network: <http://clrn.org>

California State University, Early Assessment Program: <http://www.calstate.edu/eap>

Smarter Balanced Assessment Consortium: <http://www.smarterbalanced.org>

CSBA Sample

Administrative Regulation

State Academic Achievement Tests

AR 6162.51
Instruction

***Note: Pursuant to Education Code 60640-60649, as amended by AB 484 (Ch. 489, Statutes of 2013), starting in the 2013-14 school year the state assessment system will begin transitioning from the Standardized Testing and Reporting (STAR) program to the Measurement of Academic Performance and Progress program, designated by the California Department of Education (CDE) as the California Assessment of Student Performance and Progress (CAASPP). Education Code 60640 requires the State Board of Education (SBE) to revise the applicable state regulations by July 1, 2014, to conform to the new state assessment system. ***

***The following administrative regulation should be revised to reflect the grade levels offered by the district. ***

The district shall administer the following assessments in the California Assessment of Student Performance and Progress (CAASPP): (Education Code 60640)

***Note: Education Code 60640, as amended by AB 484 (Ch. 489, Statutes of 2013), requires that students in grades 3-8 and 11 be administered summative English language arts and mathematics assessments developed by the Smarter Balanced Assessment Consortium, as provided in item #1 below. Education Code 60603 defines a "summative assessment" as one designed to be given near the end of the school year to evaluate a student's knowledge and skills relative to a specific set of academic standards. ***

***Note: For the 2013-14 school year, Education Code 60640, as amended, provides that administration of these tests will be field tests only. Pursuant to Education Code 60648.5, as added by AB 484, the first full administration of the tests will occur in the 2014-15 school year unless the SBE determines that the assessments cannot be fully implemented at that time. ***

***Note: At its discretion, the district may administer the STAR tests in 2013-14 and/or 2014-15, at its own expense. If the district chooses to do so and enters into an agreement with the test contractor with the CDE's approval, it may modify item #1 to reflect the STAR tests that will be administered and the applicable grade levels. ***

1. The Smarter Balanced Assessment Consortium summative assessments for English language arts and mathematics, aligned with Common Core State Standards, in grades 3-8 and 11

(cf. 6142.91 - Reading/Language Arts Instruction)
(cf. 6142.92 - Mathematics Instruction)

education. (5 CCR 850)

(cf. 4112.2 - Certification)

(cf. 4113 - Assignment)

As appropriate, the Superintendent or designee shall assign a specially trained district employee to serve as a test proctor to assist the test examiner; a specially trained district employee, or other person supervised by a district employee, to serve as a translator to translate the test directions into a student's primary language; and a district employee to serve as a scribe to transcribe a student's responses to the format required by the test. A student's parent/guardian shall not be eligible to be that student's translator or scribe. (5 CCR 850)

Test coordinators, examiners, proctors, translators, and scribes shall sign a test security agreement or affidavit. (5 CCR 850, 857-859)

Report of Test Results

***Note: Education Code 60641, as amended by AB 484 (Ch. 489, Statutes of 2013), requires that test results for individual students be reported to the student's parents/guardians, school, and teacher(s) for any assessments that produce valid individual student results. While field tests are being conducted for some new assessments, those assessments will not produce individual-level scores until it is determined that the scores are valid and reliable. ***

***Pursuant to Education Code 60641, as amended, the district may use electronic media formats to provide this report, provided that the format secures the confidentiality of the student and the student's results. In addition, district personnel are not required to prepare individualized explanations of each student's test scores as part of the report described in the following paragraph. ***

For any state assessments that produce valid individual student results, the Superintendent or designee shall provide a written report of the student's results to his/her parents/guardians which includes a clear explanation of the purpose of the test, the student's score, and its intended use by the district. An individual student's scores shall also be reported to his/her school and teacher(s) and shall be included in his/her student record. (Education Code 60641; 5 CCR 863)

(cf. 5125 - Student Records)

(cf. 5145.6 - Parental Notifications)

With parent/guardian consent, the Superintendent or designee may release a student's test results to a postsecondary educational institution for the purposes of credit, placement, determination of readiness for college-level coursework, or admission. (Education Code 60641)

The Superintendent or designee shall present districtwide, school-level, and grade-level results to the Governing Board at a regularly scheduled meeting. The Board shall not receive individual students' scores or the relative position of any individual student. (Education Code 49076, 60641)

CSBA Sample

Board Policy

Guidance/Counseling Services

BP 6164.2

Instruction

***Note: The following policy should be revised to reflect district practice. Education Code 49600 authorizes districts to offer a comprehensive educational counseling program implemented by credentialed school counselors. ***

The Governing Board recognizes that a comprehensive counseling program promotes academic achievement and serves the diverse needs of all district students. Counseling staff shall be available to meet with students regarding their educational progress toward academic and/or career goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning.

(cf. 0460 - Local Control and Accountability Plan)

***Note: Pursuant to Education Code 44266 and 5 CCR 80049-80049.1, persons authorized to provide services in school counseling, school psychology, or school social work must possess a pupil personnel services credential, with the appropriate specialization, issued by the Commission on Teacher Credentialing. ***

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

(cf. 4112.2 - Certification)

Academic and Career Counseling

***Note: The following section is for use by districts that maintain any of grades 7-12 and may be revised to reflect district practice and the grade levels offered by the district. AB 97 (Ch. 47, Statutes of 2013) redirects funding for the Supplemental School Counseling Program for grades 7-12 (Education Code 52378-52380) and for the 10th-grade counseling program formerly funded through the Pupil Retention Block Grant (Education Code 41505-41508) into the local control funding formula. ***

The district's academic counseling program shall be designed to assist students to establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities, and interests. Insofar as possible, parents/guardians shall be included

and follow-up for all high school students subject to compulsory continuation education.
(Education Code 48431)

(cf. 6184 - Continuation Education)

***Note: Education Code 221.5 prohibits school counselors from offering vocational or school program guidance to a student of one sex that is different from that offered to a student of the opposite sex. In addition, 5 CCR 4930 prohibits discrimination in counseling programs to the same extent that discrimination is prohibited in all other district programs and activities. Prohibited bases for discrimination in district programs are specified in BP 0410 - Nondiscrimination in District Programs and Activities. ***

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410 - Nondiscrimination in District Programs and Activities.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 5145.3 - Nondiscrimination/Harassment)

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

***Note: 20 USC 7908 requires districts receiving funds under the Elementary and Secondary Education Act (ESEA) to provide military recruiters with the same access to students as is provided to colleges and prospective employers. Districts that do not grant similar access may lose those funds. Even for districts that do not receive ESEA funds, 10 USC 503 requires districts to grant the same access to military recruiters and employers. Under this section, districts may refuse military access only if the Governing Board has adopted a policy denying access to the military. Districts that do not grant access and have not adopted a policy denying access may be subject to specific interventions, such as notification to the Governor and Congress, so that public officials can work with the district. In addition, Education Code 49603 provides that military service recruiters may not be denied on-campus access to students in grades 9-12 if the district provides such access to other employers. For information regarding military recruiter access to student directory information, see BP/AR 5125.1 - Release of Directory Information. ***

***Note: Option 1 is for use by districts that receive ESEA funds and that grant colleges and prospective employers access to students. Option 1 is also for use by districts that do not receive ESEA funds but choose to grant access to employers and therefore are required to grant access to military recruiters. Option 2 is mandated for those districts that do not receive ESEA funds and wish to deny access to military recruiters. Districts that select Option 2 must also deny access to all other employers. ***

the opinion of a school psychologist or other professional person, as defined, the minor is mature enough to participate intelligently in the services. However, the child's parent/guardian must still be involved unless the professional person determines it would be inappropriate. ***

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929, Health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

(cf. 5022 - Student and Family Privacy Rights)

(cf. 5125 - Student Records)

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever *that counselor is* unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

In addition, the Superintendent or designee shall identify crisis counseling resources to train district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5136 - Gangs)

(cf. 5141.52 - Suicide Prevention)

7908 Armed forces recruiter access to students and student recruiting information
CODE OF FEDERAL REGULATIONS, TITLE 34
99.1-99.67 Family educational rights and privacy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

WEB SITES

American School Counselor Association: <http://www.schoolcounselor.org>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

U.S. Department of Education, access to military recruiters:

<http://www.ed.gov/policy/gen/guid/fpc/hottopics/ht10-09-02.html>

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CSBA Sample

Board Policy

Education For Foster Youth

BP 6173.1

Instruction

***Note: Education Code 42238.02 and 42238.03, as added by AB 97 (Ch. 47, Statutes of 2013) and amended by SB 97 (Ch. 357, Statutes of 2013), provide supplemental and concentration grants within the local control funding formula based on the number and concentration of unduplicated counts of students who are foster youth, English learners, and/or eligible for free or reduced-price meals; see BP/AR 3100 - Budget. In addition, AB 97 added Education Code 52060-52077 requiring districts to develop a local control and accountability plan (LCAP) which must be aligned to specific state priorities and any additional local priorities, and which must contain annual goals for all students and for each "numerically significant" student subgroup and the specific actions to be taken to achieve each goal; see BP/AR 0460 - Local Control and Accountability Plan. AB 97 also amended the definition of "numerically significant" student subgroups in Education Code 52052 to include foster youth. ***

***Education Code 48850-48859 (the AB 490 Educational Rights and Stability Act of 2003) create additional obligations for districts regarding the education of foster youth, including the right of foster youth to continue attending their school of origin and the requirement to ensure that foster youth have access to the same academic resources, services, and extracurricular activities that are available to all students. See the accompanying administrative regulation. ***

***While the requirements of the federal McKinney-Vento Homeless Assistance Act (42 USC 11431-11435) may apply to foster youth in certain situations, such as when they are living in emergency or transitional shelters or when they are awaiting foster care placement (see BP/AR 6173 - Education for Homeless Children), Education Code 48850-48859 extend services to youth at any time when in foster care. The following policy may be revised to reflect district practice. ***

The Governing Board recognizes that foster youth may face significant barriers to achieving academic success due to their family circumstances, disruption to their educational program, and their emotional, social, and other health needs. To enable such students to achieve state and district academic standards, the Superintendent or designee shall provide them with full access to the district's educational program and implement strategies identified as necessary for the improvement of the academic achievement of foster youth in the district's local control and accountability plan (LCAP).

(cf. 0460 - Local Control and Accountability Plan)

(cf. 3100 - Budget)

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5147 - Dropout Prevention)

(cf. 5137 - Positive School Climate)
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)
(cf. 6020 - Parent Involvement)

***Note: Education Code 48853.5 encourages districts to collaborate with other agencies to provide services to foster youth. The following optional paragraph should be modified to reflect district practice. ***

To address the needs of foster youth and help ensure the maximum utilization of available funds, the Superintendent or designee shall collaborate with local agencies and officials including, but not limited to, the county placing agency, social services, probation officers, and juvenile court officers. The Superintendent or designee shall explore the feasibility of entering into agreements with these groups to coordinate services and protect the rights of foster youth.

(cf. 1020 - Youth Services)

***Note: Pursuant to Education Code 52060, as added by AB 97 (Ch. 47, Statutes of 2013), each district is required to update the LCAP by July 1 each year, based on an evaluation rubric to be adopted by the SBE no later than October 1, 2015. The following optional paragraph uses the LCAP review timeline and may be revised to reflect district practice. ***

At least annually and in accordance with the established timelines, the Superintendent or designee shall report to the Board on the outcomes for foster youth regarding the goals and specific actions identified in the LCAP, including, but not limited to, school attendance, student achievement test results, promotion and retention rates by grade level, graduation rates, and suspension/expulsion rates. As necessary, evaluation data shall be used to determine and recommend revisions to the LCAP for improving or increasing services for foster youth.

(cf. 0500 - Accountability)
(cf. 5123 - Promotion/Acceleration/Retention)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 6162.51 - State Academic Achievement Tests)
(cf. 6162.52 - High School Exit Examination)

Legal Reference:

EDUCATION CODE

32228-32228.5 Student safety and violence prevention

42238.01-42238.07 Local control funding formula

42920-42925 Foster children educational services

48645-48646 Juvenile court schools

48850-48859 Educational placement of students residing in licensed children's institutions

48915.5 Suspension and expulsion; students with disabilities, including foster youth

California Department of Education, Foster Youth Services: <http://www.cde.ca.gov/ls/pf/fy>
California Department of Social Services, Foster Youth Ombudsman Office:
<http://www.fosteryouthhelp.ca.gov>
California Youth Connection: <http://www.calyouthconn.org/site/cyc>
Cities, Counties and Schools Partnership: <http://www.ccspartnership.org>

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CSBA Sample

Administrative Regulation

Education For Foster Youth

AR 6173.1
Instruction

Definitions

***Note: Pursuant to Education Code 42238.01, as added by AB 97 (Ch. 47, Statutes of 2013), "foster youth" includes a nonminor who is under the transition jurisdiction of the juvenile court and satisfies criteria specified in law. ***

Foster youth means a child who has been removed from his/her home pursuant to Welfare and Institutions Code 309, is the subject of a petition filed under Welfare and Institutions Code 300 or 602, or has been removed from his/her home and is the subject of a petition filed under Welfare and Institutions Code 300 or 602 or is a nonminor who is under the transition jurisdiction of a juvenile court, as described in Welfare and Institutions Code 450, and satisfies the criteria specified in Education Code 42238.01. (Education Code 42238.01, 48853.5)

***Note: In instances where the rights of the parent/guardian have been limited, the court may appoint an educational representative on a temporary or long-term basis to make educational decisions for the student. ***

Person holding the right to make educational decisions means a responsible adult appointed by a court pursuant to Welfare and Institutions Code 361 or 726.

School of origin means the school that the foster youth attended when permanently housed or the school in which he/she was last enrolled. If the school the foster youth attended when permanently housed is different from the school in which he/she was last enrolled, or if there is some other school that the foster youth attended within the preceding 15 months and with which the youth is connected, the district liaison for foster youth shall determine, in consultation with and with the agreement of the foster youth and the person holding the right to make educational decisions for the youth, and in the best interests of the foster youth, which school is the school of origin. (Education Code 48853.5)

***Note: Education Code 48850 expresses the legislative intent that the "best interests" of a foster youth include educational stability as well as placement in the least restrictive educational program, as provided below. ***

Best interests means that, in making educational and school placement decisions for a foster youth, consideration is given to, among other factors, educational stability, the opportunity to be educated in the least restrictive educational setting necessary to achieve academic progress, and the foster youth's access to academic resources, services, and extracurricular and enrichment

liaison is required to invite or notify a foster youth's attorney and the appropriate official of the county child welfare agency in certain circumstances when expulsion-related proceedings are pending against the foster youth. For specific situations requiring such invitation or notice, see AR 5144.1 - Suspension and Expulsion/Due Process. ***

3. When required by law, notify the foster youth's attorney and the representative of the appropriate county child welfare agency when the foster youth is undergoing any expulsion or other disciplinary proceeding, including a manifestation determination prior to a change in the foster youth's placement, when he/she is a student with a disability. (Education Code 48853.5, 48911, 48915.5, 48918.1)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

***Note: Items #4-8 below are optional and should be modified to reflect district practice. ***

4. As needed, make appropriate referrals to ensure that students in foster care receive necessary special education services and services under Section 504 of the federal Rehabilitation Act of 1973

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

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

5. As needed, ensure that students in foster care receive appropriate school-based services, such as counseling and health services, supplemental instruction, and after-school services

(cf. 5141.6 - School Health Services)

(cf. 5148.2 - Before/After School Programs)

(cf. 5149 - At-Risk Students)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6172 - Gifted and Talented Student Program)

(cf. 6174 - Education for English Language Learners)

(cf. 6177 - Summer Learning Programs)

(cf. 6179 - Supplemental Instruction)

6. Develop protocols and procedures for creating awareness for district staff, including principals, school registrars, and attendance clerks, of the requirements for the proper enrollment, placement, and transfer of foster youth

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

7. Collaborate with the county placing agency, social services, probation officers, juvenile court officers, and other appropriate agencies to help coordinate services for the district's foster

educational program and submits a written statement to the district indicating that determination and that he/she is aware of the following:

- a. The student has a right to attend a regular public school in the least restrictive environment.
- b. The alternate educational program is a special education program, if applicable.
- c. The decision to unilaterally remove the student from the district school and to place him/her in an alternate education program may not be financed by the district.
- d. Any attempt to seek reimbursement for the alternate education program may be at the expense of the parent/guardian or other person holding the right to make educational decisions for the student.

(cf. 5116.1 - Intradistrict Open Enrollment)

(cf. 5117 - Interdistrict Attendance)

(cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)

***Note: Pursuant to Education Code 48853.5, a foster youth may continue his/her education in the school of origin under the circumstances stated below. Elementary and high school districts should delete any item (b or c) that is not applicable to the grade levels served by the district. ***

3. At the initial placement or any subsequent change in placement, the student exercises his/her right to continue in his/her school of origin, as defined above.
 - a. The student may continue in the school of origin for the duration of the court's jurisdiction.
 - b. If the court's jurisdiction over a grade K-8 student is terminated prior to the end of a school year, the student may continue in his/her school of origin for the remainder of the school year.
 - c. If the court's jurisdiction is terminated while the student is in high school, the student may continue in his/her school of origin until he/she graduates.
 - d. If the student is transitioning between school grade levels, he/she shall be allowed to continue in the district of origin in the same attendance area to provide him/her the benefit of matriculating with his/her peers in accordance with the established feeder patterns of school districts. A student who is transitioning to a middle school or high school shall be allowed to enroll in the school designated for matriculation in another school district.

The district liaison may, in consultation with and with the agreement of the foster youth and the person holding the right to make educational decisions for the youth, recommend that the youth's right to attend the school of origin be waived and he/she be enrolled in any school that students

If the foster youth or a person with the right to make educational decisions for the foster youth disagrees with the liaison's enrollment recommendation, he/she may appeal to the Superintendent. The Superintendent shall make a determination within 30 calendar days of receipt of the appeal. Within 30 calendar days of receipt of the Superintendent's decision, the parent/guardian or foster youth may appeal that decision to the Board. The Board shall consider the issue at its next regularly scheduled meeting. The Board's decision shall be final.

(cf. 9320 - Meetings and Notices)

If any dispute arises regarding the request of a foster youth to remain in the school of origin, the youth has the right to remain in the school of origin pending resolution of the dispute.
(Education Code 48853.5)

Transportation

***Note: Pursuant to Education Code 48853.5, a district may, but is not required to, provide transportation to enable a foster youth to attend a school or school district of origin, except when it is otherwise required by federal law or pursuant to the individualized education program of a student with a disability. An example of when transportation might be required under federal law is when a foster youth is homeless, pursuant to the McKinney-Vento Homeless Assistance Act (42 USC 11431-11435). ***

***Note: Option 1 is for use by districts that do not provide transportation. Option 2 is for use by districts that choose to provide transportation to foster youth to their school of origin and may be revised to reflect district practice. ***

~~OPTION 1:~~ The district shall not be responsible for providing transportation to and from the school of origin.

OPTION 2: Upon request, the district may provide transportation for a foster youth to and from his/her school of origin when the student is residing within the district and the school of origin is within district boundaries.

(cf. 3540 - Transportation)

(cf. 3541 - Transportation Routes and Services)

Effect of Absences on Grades

The grades of a student in foster care shall not be lowered for any absence from school that is due to either of the following circumstances: (Education Code 49069.5)

1. A decision by a court or placement agency to change the student's placement, in which case the student's grades shall be calculated as of the date he/she left school
2. A verified court appearance or related court-ordered activity

To obtain a high school diploma, a foster youth shall pass the high school exit examination in English language and mathematics, complete all courses required by Education Code 51225.3, and fulfill any additional graduation requirement prescribed by the Board.

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6162.52 - High School Exit Examination)

***Note: Previously, Education Code 51225.3 exempted any foster youth who transfers into the district or between district schools in grades 11-12 from locally established high school graduation requirements. However, AB 216 (Ch. 324, Statutes of 2013) deleted this provision from Education Code 51225.3 and included it in newly added Education Code 51225.1 with some modifications as specified below. This exemption does not apply to state graduation requirements for course completion or the high school exit examination. ***

However, when a foster youth who has completed his/her second year of high school transfers into the district from another school district or transfers between high schools within the district, he/she shall be exempted from all district-adopted coursework and other district-established graduation requirements, unless the district makes a finding that the student is reasonably able to complete the additional requirements in time to graduate from high school by the end of his/her fourth year of high school. Within 30 calendar days of the foster youth's transfer, the Superintendent or designee shall notify the foster youth, the person holding the right to make educational decisions for him/her, and the foster youth's social worker of the availability of the exemption and whether the foster youth qualifies for it. (Education Code 51225.1, 60851)

To determine whether a foster youth is in his/her third or fourth year of high school, the district shall use either the number of credits the foster youth has earned as of the date of the transfer or the length of his/her school enrollment, whichever qualifies him/her for the exemption. (Education Code 51225.1)

The Superintendent or designee shall notify any foster youth who is granted an exemption and the person holding the right to make educational decisions for him/her how any requirements that are waived will affect the foster youth's ability to gain admission to a postsecondary educational institution and shall provide information about transfer opportunities available through the California Community Colleges. (Education Code 51225.1)

The district shall not require or request a foster youth to transfer schools in order to qualify for an exemption and no request for a transfer solely to qualify for an exemption shall be made by a foster youth or any person acting on behalf of a foster youth. (Education Code 51225.1)

***Note: Pursuant to Education Code 51225.1, as added by AB 216 (Ch. 324, Statutes of 2013), a district may allow a foster youth to remain in high school for a fifth year to enable him/her to complete the district's graduation requirements, as provided below. ***

Upon making a finding that a foster youth is reasonably able to complete district graduation requirements within his/her fifth year of high school, the Superintendent or designee shall: (Education Code 51225.1)