



2023-24 LCAP Clarifying Questions

Alameda Unified School District

DIRECTIONS

[LINK TO ALAMEDA'S 2023-24 BOARD-ADOPTED LCAP](#)

Alameda County Office of Education (ACOE) has completed its review of your district's Local Control Accountability Plan (LCAP). Based on our review, ACOE is in need of additional information before making a determination for final approval. In order to proceed with the approval process, please complete the following:

1. **Make a copy of this template;**
2. **Complete the response fields to each clarifying question; and**
3. **Submit a final PDF copy of your responses via this [Google Form](#) by Wednesday, August 30, 2023**

Section	Page #	LCAP CANNOT BE APPROVED WITHOUT FOLLOWING CORRECTIONS
<p>Minimum Proportionality Percentage (Page 96)</p>		<p>The district has not met the Minimum Proportionality Percentage (MPP). As required by Education Code, the “Planned Percentage to Increase or Improve Services for the Coming School Year” must be equal to or greater than the “Total Percentage to Increase or Improve Services for the Coming School Year”. As described below in the Action Tables section, the District’s Planned Percentage to Increase or Improve Services for the Coming Year of 5.33% is less than the Total Percentage to Increase or Improve Services of 6.81%, a shortfall of 1.48% or \$1,409,748.</p> <ul style="list-style-type: none"> ● Please revise the district’s LCAP template in order to meet the Minimum Proportionality Percentage (MPP) ● Include the updated LCAP template to ACOE in the response to clarifying questions ● Confirm when the revised LCAP template will be brought forth to the district’s Board of Education <p>If the planned amount is lower than the required total percentage, there are some options to ensure you meet the Minimum Proportionality Percentage.</p> <ol style="list-style-type: none"> 1. Review actions that are currently not contributing to determine if they should be considered contributing (targeted to one or more unduplicated pupil group). 2. Identify areas for improving qualitatively. There are three criteria for qualitative actions: <ul style="list-style-type: none"> ● No funds (of any kind) ● Limited action ● Methodology for calculating qualitative improvements must be explained in the Increased or Improved Services section (prompt #2) 3. Potentially increase costs in individual actions as appropriate and necessary.

CLARIFYING QUESTIONS & DISTRICT RESPONSES

Budget Overview for Parents

Question #1	
LCAP Page	ACOE Clarifying Question
3, 96	<p>In the Budget Overview for Parents (BOP), in the narrative section of Increased or Improved Services for High Needs Students in the LCAP for the 2023-24 School Year, the District did not include the amount the District plans to spend towards meeting this requirement, as described in the LCAP.</p> <p>This number should match the Total Planned Contributing Expenditures (LCFF Funds) in the Summary section of the 2023-24 Contributing Actions Table, which is shown as \$5,072,548.</p> <p>Please review and confirm.</p>
District Response	
<p>Our original submission of LCAP was based on the working budget (\$5,072,548) in May 2023, we were finalizing our budget at the time. The adopted amount of \$6,482,296.</p> <p>Consolidation of goals was needed due to realignment to our strategic plans to better serve our students. This caused our goals to be calculated incorrectly in DTS based on prior goal alignment. We have manually entered the Planned Percentage of Improved Services in order to adjust our MPP to match the necessary percentage.</p>	

Question #2	
LCAP Page	ACOE Clarifying Question
3, 96	<p>In the BOP, the District reports that they will receive \$6,482,296 in LCFF Supplemental funds based on the enrollment of foster youth, English learners, and low-income students.</p> <p>If Total Budget Expenditures for High Needs Students in the LCAP is less than the Supplemental/Concentration Grant Funds the District is projected to receive in 2023-24, the District must provide a brief description of the additional actions it is taking to meet its requirement to increase or improve services for these students.</p> <p>If the Total Planned Contributing Expenditures from the 2023-24</p>

	<p>Contributing Actions table is correct as shown at \$5,072,548, that is less than the District’s Projected Supplemental Funds of \$6,482,296, a difference of \$1,409,748.</p> <p>Please provide the description of any additional actions or services necessary to meet this statutory requirement.</p>
District Response	
<p>Our original submission of LCAP was based on the working budget (\$5,072,548) in May 2023, we were finalizing our budget at the time. The adopted amount of \$6,482,296.</p>	

Question #3	
LCAP Page	ACOE Clarifying Question
4, 103	<p>In the Budget Overview for Parents (BOP), in the Update on Increased or Improved Services for High Needs Students in 2022-23, the Total Budgeted Expenditures for High Needs Students in the LCAP is shown as \$4,594,102.</p> <p>This number should match the Total Planned Contributing Expenditures (LCFF Funds) in the Summary section of the 2022-23 Contributing Actions Annual Update Table, which is shown as \$6,008,564, a difference of \$1,414,462.</p> <p>Please review and clarify.</p>
District Response	
<p>Our original submission of LCAP was based on the working budget (\$5,072,548) in May 2023, we were finalizing our budget at the time. The adopted amount of \$6,482,296.</p> <p>Consolidation of goals was needed due to realignment to our strategic plans to better serve our students. This caused our goals to be calculated incorrectly in DTS based on prior goal alignment. We have manually entered the Planned Percentage of Improved Services in order to adjust our MPP to match the necessary percentage.</p>	

Question #4	
LCAP Page	ACOE Clarifying Question
4, 103	<p>In the Budget Overview for Parents (BOP), in the Update on Increased or Improved Services for High Needs Students in 2022-23, the Actual Expenditures for High Needs Students in the LCAP is shown as \$4,583,128.</p>

	<p>This number should match the Total Estimated Expenditures for Contributing Actions (LCFF Funds) in the Summary section of the 2022-23 Contributing Actions Annual Update Table, which is shown as \$6,246,434, a difference of \$1,663,306.</p> <p>Please review and clarify.</p>
District Response	
The numbers were not updated.	

Plan Summary

ACOE has no clarifying questions for this section.

Engaging Educational Partners

Question #1	
LCAP Page	ACOE Clarifying Question
19-25	In response to Prompt 1 of the Engaging Educational Partners section, please describe the district's engagement with the Special Education Local Plan Area (SELPA) Administrator , provide a summary of the process and how it was considered before finalizing the LCAP.
District Response	
Inserted summary of the process into the LCAP Prompt 1.	

Goals & Actions

Question #1	
LCAP Page	ACOE Clarifying Question

66	<p>For the Credentialing metric in Goal #6, please provide the following information:</p> <ul style="list-style-type: none"> • Year 2 Outcome Column: Please provide the most recent data available for this metric and indicate the school year to which the data applies.
District Response	
<p>Inserted information that the State is to provide metric</p>	

Question #2	
LCAP Page	ACOE Clarifying Question
67	<p>For the English Learner (EL) Authorization metric in Goal #6, please provide the following information:</p> <ul style="list-style-type: none"> • Year 2 Outcome Column: Please provide the most recent data available for this metric and indicate the school year to which the data applies.
District Response	
<p>Inserted information that the State is to provide metric</p>	

Question #3	
LCAP Page	ACOE Clarifying Question
67	<p>For the Assignment metric in Goal #6, please provide the following information:</p> <ul style="list-style-type: none"> • Year 2 Outcome Column: Please provide the most recent data available for this metric and indicate the school year to which the data applies.
District Response	

Inserted information that the State is to provide metric

Question #4

LCAP Page	ACOE Clarifying Question
63	Action 5.4 does not have any funds associated with the action. Please review and clarify.
District Response	
In 2023-24 this action is cost neutral but in 2024 25 when kindergarten goes until 2:50 pm we will need to add specialist teachers to provide preparation time.	

Question #5

LCAP Page	ACOE Clarifying Question
74-75	The following actions do not indicate if they are Contributing or not (the field is blank): 7.1, 7.2, 7.3 Please review and indicate whether or not these actions are Contributing.
District Response	
We have updated goals 7.1, 7.2, 7.3 for contributing or not contributing actions.	

Increased or Improved Services

Question #1

LCAP Page	ACOE Clarifying Question
84-89	Action 7.4 (.6 FTE Instructional Coach to focus on math and integrated

	<p>learning through STEAM) is listed as an action that contributes to the district's Minimum Proportionality Percentage (MPP) on a schoolwide basis.</p> <p>In response to Prompt 1 of the Increased or Improved Services section, please explain how this action corresponds to the needs, conditions, or circumstances of unduplicated students and describe how this action will help achieve a measurable outcome.</p>
District Response	
Added Response to Prompt 1 of the Increased or Improved Services section.	

Question #2	
LCAP Page	ACOE Clarifying Question
90	In response to Prompt 2 of the Increased or Improved Services section, please provide a description of how Action 7.4 increases or improves the services for foster youth, English learners, and low-income students by the percentage required as compared to the services provided for all students.
District Response	
Added Response to Prompt 2 of the Increased or Improved Services section.	

Question #3	
LCAP Page	ACOE Clarifying Question
96	<p>In the Increased or Improved Services section, the Required Percentage to Increase or Improve Services for the 2023-24 LCAP Year contains potential errors in the calculations which are detailed in the Action Tables questions below.</p> <p>If the District confirms the calculations ACOE has presented, the Total Percentage to Increase or Improve Services for the Coming School Year will be 6.81%, not the 8.14% as shown in this section.</p> <p>However, the recalculated Planned Percentage to Increase or Improve Services for the Coming Year is 5.33%. This is a shortfall of 1.48%</p>

	No response is required here - please see the questions in the Action Tables section.
District Response	

Action Tables

Question #1	
LCAP Page	ACOE Clarifying Question
92	<p>In the 2023-24 Total Expenditures Table, the total amount of Other State Funds in the summary section is shown as \$48,652,232.</p> <p>This amount should be equal to or less than what is reported in the District's SACS Form 01, Column F, Row A.1 of \$13,276,970, a difference of \$35,375,262.</p> <p>Please review and clarify.</p>
District Response	
Due to Special Education expenditures which are tracked using State resource code. The excess State revenue is funded through a District's contribution.	

Question #2	
LCAP Page	ACOE Clarifying Question
97	<p>In the 2023-24 Contributing Actions Table, Action 2.1 has both Planned Expenditures for Contributing Actions (LCFF Funds) of \$220,444 AND a Planned Percentage of Improved Services of 0.48%.</p> <p>To be eligible to have a Planned Percentage of Improved Services, an action must be "Limited" and have zero dollars associated with it, and the District must provide its methodology for that action in the Increased or Improved Services section.</p>

	Please review and confirm if this action should have funds associated with the actions OR a Percentage of Improved Services, and if so, provide the methodology.
District Response	
There was a manual entering of numbers and the percentage was removed. The services are provided through the funding.	

Question #3	
LCAP Page	ACOE Clarifying Question
96-98	<p>In the 2023-24 Contributing Actions Table, there are no Planned Expenditures for Contributing Actions or Planned Percentage of Improved Services for Actions 1.5, 3.1, 8.1, or 8.2.</p> <p>These actions would appear to be eligible as Contributing Actions, but do not have LCFF Funds associated with them.</p> <p>Please review and clarify.</p>
District Response	
<p>1.5 Federal Funds 3.1 Other State Funds 8.1 Other State Funds 8.2 Federal Funds</p> <p>Based on fiscal methodology we use most restrictive funding before using less restrictive funding (LCFF). Therefore it is eligible but we are not associating them to LCFF supplemental funding.</p>	

Question #4	
LCAP Page	ACOE Clarifying Question
96	<p>As referenced in the MPP box above, in the 2023-24 Contributing Actions Table, the Projected LCFF Base Grant is shown as \$79,620,480.</p> <p>This number should match the District's LCFF Calculator 2023-24 Base Grant of \$95,215,874, a difference of \$15,595,394.</p> <p>This results in the District projecting a higher MPP for 2023-24 of 8.14% in the LCAP versus the LCFF Calculator MPP of 6.81%, a difference of 1.33%.</p>

	<p>However, using that Projected Base Grant from the District’s LCFF Calculator of \$95,215,874 and the District’s Total Planned Contributing Expenditures of \$5,072,548, combined with the removal of the duplicative Total Planned Percentage of Improved Services of 0.48%, results in a Planned Percentage to Increase or Improve Services in 2023-24 of 5.33%, a shortfall of 1.48%.</p> <p>The District is therefore not meeting its required combined MPP by 1.48%, or approximately \$1,409,748. Please review and confirm the amounts, and provide any necessary adjustments to the District’s LCAP to meet the MPP.</p>
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District Response

Our original submission of LCAP was based on the working budget (\$5,072,548) in May 2023, we were finalizing our budget at the time. The adopted amount of \$6,482,296.

Consolidation of goals was needed due to realignment to our strategic plans to better serve our students. This caused our goals to be calculated incorrectly in DTS based on prior goal alignment. We have manually entered the Planned Percentage of Improved Services in order to adjust our MPP to match the necessary percentage.

Question #5

LCAP Page	ACOE Clarifying Question
105	<p>In the 2022-23 LCFF Carryover Table, the District neglected to include the amounts for the Estimated Actual LCFF Base Grant and the Estimated Actual LCFF Supplemental and/or Concentrations Grants.</p> <p>These amounts should match what is in the District’s LCFF Calculator for 2022-23 Estimated Actuals.</p> <p>Per the Calculator, the District’s Estimated Base Grant is \$90,095,407 and the Estimated Supplemental Grant is \$5,726,464.</p> <p>These amounts result in a Total Percentage to Increase or Improve Services for 2022-23 of 6.36%.</p> <p>Please review and confirm.</p>

District Response

Data has been imputed into the 2022-23 LCFF Carryover Table.

