

**CARDIFF SCHOOL DISTRICT
1888 Montgomery Avenue
Cardiff-by-the-Sea, California**

**REGULAR MEETING OF THE GOVERNING BOARD
AGENDA
THURSDAY, MAY 13, 2021 • 5:00 PM • PUBLIC MEETING**

The Governor of California has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka "Coronavirus"). The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference/video calls while still satisfying state transparency requirements.

TO ACCESS THE MAY 13, 2021 GOVERNING BOARD OF TRUSTEES REGULAR MEETING:

The public's health and well-being are the top priority for the Cardiff School District Governing Board of Trustees and you are urged to take all appropriate health and safety precautions. As such, the May 13, 2021, Regular Meeting of the Governing Board of Trustees will be available through telephonic/video means.

Please click the link below to join the webinar:

<https://zoom.us/j/97474244259?pwd=bWJCQXVISXIFa0VFMjVKc3RjMWhPUT09>

Passcode: 774779

Or One tap mobile :

*US: +16699009128,,97474244259#,,, *774779# or +13462487799,,97474244259#,,, *774779#*

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 974 7424 4259

Passcode: 774779

International numbers available: <https://zoom.us/u/azpl5zmai>

TO ADDRESS THE GOVERNING BOARD REGARDING AN ITEM ON THE AGENDA:

Persons wishing to address the Board concerning items on the agenda are invited to do so when the item is addressed at the meeting. Please complete and submit the Request to Provide Public Input Form (see link below). When the Board President invites you to speak, the moderator will unmute your device. Please state your name for the record. In the interest of time and order, each speaker is allotted a maximum of three (3) minutes. When your speaking time expires you will be prompted with a 15-second warning, after which the moderator will mute your device. The [Request to Provide Public Input Form](#) will be available one hour prior to the meeting, beginning at 4:00pm, Thursday, May 13, 2021, in order to give the public an opportunity to complete a request to speak. If you are unable to access the live link to the form at 4:00pm on May 13, please email Emily Horta at:

emily.horta@cardiffschools.com

If reasonable accommodations are needed to access the meeting based on disability or other reasons, please contact emily.horta@cardiffschools.com or 760-632-5890 x101 at least twelve (12) hours in advance of the meeting to make arrangements for such reasonable accommodations. In compliance with Government Code 54957.5, agenda-related documents that have been distributed to the Board less than 72 hours prior to the Board meeting are

available for inspection upon request at the Cardiff School District, 1888 Montgomery Avenue, Cardiff or on our [website](#).

I. ORGANIZATIONAL ITEMS

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
 - Ms. Siena Randall, President
 - Ms. Nancy Orr, Clerk
 - Mr. Dave Clark, Member
 - Ms. Rhea Stewart, Member
 - Mr. Mark Whitehouse, Member
 - Ms. Jill Vinson, Superintendent
- D. Approve Agenda for May 13, 2021 *(All items are action unless labeled information.)*
- E. Approve [Minutes](#) from the Special Meeting of April 12, 2021
- F. Approve [Minutes](#) from the Regular Meeting of April 15, 2021
- G. Approve [Minutes](#) from the Special Meeting of April 26, 2021

II. HEARING SESSION

- A. Public Comments *(The purpose of the Board meeting is to conduct the School Board's business in public. The Board welcomes and encourages public comments, however, in accordance with the Brown Act, Board members may not respond to comments during the public comment portion of the agenda. Any member of the public who wishes to address the Board on an item on the agenda or on another topic which lies within the Governing Board's jurisdiction may do so, but must submit a written request. Presentations are limited to 3 minutes per person per topic. The total amount of time to be allowed on any item is fifteen minutes, unless the time limit is waived by a majority vote of the Board. The Board may 1) acknowledge receipt of the information; 2) refer to staff for further study; or 3) refer the matter to a future agenda.)*
- B. Cardiff Elementary Teachers Association
- C. ELAC/DELAC
- D. School Site Council
- E. Cardiff SEA
- F. School Reports
- G. ICOC
- H. Reports on Workshops/Conferences
- I. Superintendent's Report

III. CONSENT CALENDAR

Items listed in the Consent Calendar are considered to be routine and are acted on by the Board in one motion unless members of the Board request specific items to be discussed or pulled. It is understood that the Superintendent recommends approval on all Consent Items. Each item of the Consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

- A. Approve Current Business Items:
 - 1. [Purchase Orders for April 2021](#)
 - 2. Commercial Warrants #14-764623 to #14-772879; \$1,504,306.40
 - 3. Payroll Warrants, April 2021, \$670,015.65
- B. Approve [Enrollment Report as of May 7, 2021](#)
- C. Approve Cardiff School [District's Uniform Complaint Quarterly Report for January 1, 2021 – March 31, 2021](#)
- D. Approve an [Extension of Both the Proposed Increase to the Substitute Teacher Rates and the District Contribution](#) to the Daily Substitute Rates for those on Extended Sick Leave, Effective July 1, 2021 through June 30, 2022
- E. Removal of Items from Consent Calendar
- F. Approve Consent Calendar

IV. GENERAL FUNCTIONS

- A. COVID-19 Update (**Information**)
- B. Approve Interdistrict Attendance Agreements for 2021-22 with the Following School Districts:

Carlsbad Unified	Del Mar Union	Vista Unified
Encinitas Union	Solana Beach	Poway Unified
San Marcos Unified	San Diego Unified	
- C. Approve Measure GG Independent Citizens Oversight Committee [2020 Annual Report](#)
- D. Approve [2021-2022 Declaration of Need for Fully Qualified Educators](#)

- E. [CSBA Policy Updates](#)

V. FACILITIES

- A. [Approve the Second Amendment to the Lease-Leaseback Contract with McCarthy Building Companies, Inc.](#); Acceptance of Phase One Construction as Complete, and Delegation of Authority to Superintendent to Take All Additional Actions Needed to Close Out Phase One
- B. Approve Online Facilities Rental Storefront [Agreement between Cardiff School District and Facilitron Inc.](#) through June 1, 2022
- C. Approve [Proposed Use of Facilities Fee Schedule](#)

VI. BUSINESS AND FINANCE

- A. Budget Update (**Information**)
- B. Approve the [Expanded Learning Opportunities Grant Plan](#)
- C. Approve the [Purchase Agreement between Cardiff School District and Apple, Inc.](#)

VII. PERSONNEL

- A. Accept the Retirement from Employee #339962, effective June 30, 2021
- B. Approve Request from Employee #208128 for a 20% Leave of Absence for the 2021-22 School Year

VIII. FUTURE AGENDA ITEMS

IX. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

- A. Conference with Legal Counsel- Anticipated Litigation- Significant Exposure to Litigation Pursuant to Government Code section 54956.9(d)(2): (One potential case)

X. RECONVENE TO OPEN SESSION

XI. REPORT FROM CLOSED SESSION *(If applicable)*

XII. ADJOURNMENT OF MEETING

CARDIFF SCHOOL DISTRICT
1888 Montgomery Avenue
Cardiff-by-the-Sea, California 92007

MINUTES
SPECIAL BOARD MEETING, APRIL 12, 2021

The Special Meeting of the Governing Board of the Cardiff School District was held on Monday, April 12, 2021 at Cardiff School, located at 1888 Montgomery Ave, Cardiff, Ca 92007. President Randall called the meeting to order at 3:32 p.m. and led the trustees and visitors in the Pledge of Allegiance.

Members Present: Orr, Randall, Stewart, Clark, Whitehouse

Members Absent: None

Administrators

Present: Vinson, Parker

The Agenda for April 12, 2021 was approved as presented.

MOTION: Orr
SECOND: Whitehouse
AYES: Orr, Randall, Stewart, Clark, Whitehouse
NOES: 0
ABSENT: 0

A site visitation and walkthrough of the Cardiff School campus was conducted.

There being no other business to come before the Board, the meeting was adjourned at 4:14 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

CARDIFF SCHOOL DISTRICT
1888 Montgomery Avenue
Cardiff-by-the-Sea, California 92007

MINUTES
REGULAR BOARD MEETING, APRIL 15, 2021

The Regular Board Meeting of the Governing Board of the Cardiff School District was held on Thursday, April 15, 2021, remotely via teleconference. President Randall called the meeting to order at 4:02 p.m. and led the trustees and visitors in the Pledge of Allegiance.

Members Present: Clark, Orr, Randall, Whitehouse, Stewart

Members Absent: 0

Administrators

Present: Vinson, Parker, Scheftner

The meeting was adjourned to Closed Session at 4:03 p.m. The meeting was reconvened at 5:01 p.m. to open session. President Randall reported that the following action was taken during closed session.

The Board approved a settlement agreement regarding OAH Case No. 2020120707, in a special education dispute, resolving all issues in the dispute, by the following vote:

MOTION: Orr
SECOND: Clark
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

The agenda for the April 15, 2021, Regular Board meeting, was approved as presented.

MOTION: Orr
SECOND: Whitehouse
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

The minutes from the Regular Board Meeting of March 11, 2021, were approved as written.

MOTION: Orr
SECOND: Whitehouse

AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

The minutes from the Special Board Meeting of March 17, 2021, were approved as written.

MOTION: Orr
SECOND: Whitehouse
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

President Randall opened the Regular Board meeting to public comment regarding matters not listed as an agenda item. Christa Stone, Cardiff School teacher, thanked the Board and administration team for their support throughout the various phases of reopening this school year. She noted that each transition of learning through the pandemic, as well as the Cardiff School construction, felt well supported.

Hearing Session:

- Principal Julie Parker provided an update on the Local Control Accountability Plan (LCAP). Stakeholder input will help inform District priorities and the development of a plan, which will be brought to the Board in June.
- The Cardiff SEA hosted a successful student portrait fundraiser. They continue to focus on planning a modified Ice Cream Social and an online auction.
- Principal Julie Parker was excited to report that students are back on campus full time. The playground areas, lunch area, and the wall ball courts are in full use and everyone seems very happy.
- Principal Janelle Scheftner also shared in the excitement of the full return to campus at Ada Harris. Specialty programs have resumed in-person. Parent conferences were just held for students in the Cardiff Virtual Academy. The Oak Crest Middle School counseling team held a virtual meeting for the sixth-grade students at Ada Harris. The team discussed what to expect at the middle school level and provided staff and families with enrollment information and updates regarding the students' transition.
- Superintendent Vinson reported that the District's facilities use request process will be changing and additional details will be forthcoming. Ms. Vinson was pleased to announce that sixteen fifth-grade students at Ada Harris were chosen as finalists to compete in the virtual California Invention Convention, and were recognized in the Encinitas Advocate for their accomplishments. Finally, thanks to underwriting from the Cardiff SEA, Mission Federal Credit Union and various individual donors, gift cards will be purchased to various local restaurants for the annual Staff Appreciation Day luncheon next month.

The Consent Calendar was approved as presented.

MOTION: Clark
SECOND: Orr
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

Bond Program Manager Randy Peterson informed the Board that the project is now complete, with the exception of the multipurpose room and the western portion of the parking lot. The contractors are working on punch list items and finishing touches on the landscape. The assembly seating area, hardcourt, wall ball courts, and southern field area are available for students. The landscape includes repurposed logs and boulders that were designed to be used as outdoor learning spaces. The south basin is a great hit with the students, who are thoroughly enjoying playing outdoors in the multifunctional space during recess. Julie Parker shared pictures of the project.

The Measure GG Bond Fund Audit Report, Ending June 30, 2020, was approved.

MOTION: Clark
SECOND: Orr
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

The Measure GG Bond Fund Audit Report, Ending December 31, 2020, was approved.

MOTION: Stewart
SECOND: Orr
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

The third amendment to Professional Services Agreement for Bond Program Manager for Measure GG was approved.

MOTION: Orr
SECOND: Whitehouse
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

Courtney Jasper provided a brief budget update. The District qualifies for the Expanded Learning Grant, which would be one time dollars to be used for pandemic related learning support.

The contract for the Annual Audits of K-12 School Districts Between Cardiff School District and Wilkinson, Hadley, King & Co., LLP. was approved.

MOTION: Orr
SECOND: Whitehouse
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

A COVID-19 reopening update was given by Superintendent Vinson. Ms. Vinson began by thanking Christa Stone for her comments regarding the many changes the school year faced. The return to full classrooms represents a tremendous amount of collaboration. Superintendent Vinson expressed her gratitude towards the staff and administration team for their tenacity in making each pivot of this school year, which included 4 “first” days, a success. During the final pivot, only one additional student opted to shift to the Cardiff Virtual Academy rather than return in full. Ms. Vinson also recognized CBO Courtney Jasper for her work in establishing a surveillance testing process as an option for staff who would like to continue to be tested. VEBA did a tremendous job in orchestrating the vaccination process. The District will continue to monitor the requirements and guidelines set forth by the county and will provide updates as they become available. President Randall thanked Ms. Vinson for keeping the Board well informed through every shift within the school year and managing each circumstance with a preemptive approach.

On the topic of Transitional Kindergarten (TK), trustees heard comments from four speakers who advocated for TK and requested that the Board take future action to reinstate the program. Superintendent Jill Vinson provided the Board with an informational update on Transitional Kindergarten.

The unpaid medical leave request for certificated employee #187506, effective May 7, 2021 through June 14, 2021, was deferred to closed session.

The extended unpaid leave request for classified employee #400934, effective May 7, 2021 through August 17, 2021, was deferred to closed session.

The extended unpaid leave request for classified employee #600040, effective May 13, 2021 through August 17, 2021, was deferred to closed session.

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 6:14 p.m. The meeting was reconvened at 6:39 p.m. President Randall reported the following action was taken during closed session.

The unpaid medical leave request for certificated employee #187506, effective May 7, 2021 through June 14, 2021, was approved.

MOTION: Clark
SECOND: Stewart
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

The extended unpaid leave request for classified employee #400934, effective May 7, 2021 through August 17, 2021, was denied.

MOTION: Orr
SECOND: Stewart
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

The extended unpaid leave request for classified employee #600040, effective May 13, 2021 through August 17, 2021, was denied.

MOTION: Orr
SECOND: Stewart
AYES: Clark, Orr, Randall, Whitehouse, Stewart
NOES: 0
ABSENT: 0

There being no other business to come before the Board, the meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

CARDIFF SCHOOL DISTRICT
1888 Montgomery Avenue
Cardiff-by-the-Sea, California 92007

MINUTES
SPECIAL BOARD MEETING, APRIL 26, 2021

The Special Meeting of the Governing Board of the Cardiff School District was held on Monday, April 26, 2021, remotely via teleconference. President Randall called the meeting to order at 5:00 p.m. and led the trustees and visitors in the Pledge of Allegiance.

Members Present: Orr, Randall, Stewart, Clark, Whitehouse

Members Absent: None

Administrators

Present: Vinson, Parker

The Agenda for April 26, 2021 was approved as presented.

MOTION: Orr
SECOND: Whitehouse
AYES: Orr, Randall, Stewart, Clark, Whitehouse
NOES: 0
ABSENT: 0

There being no other regular business to come before the Board, the meeting was adjourned to closed session at 5:02 p.m. The meeting was reconvened at 6:45 p.m. President Randall reported that no action was taken during closed session. There being no other business to come before the Board, the meeting was adjourned at 6:46 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

APRIL 2021 PO LISTING

PO	Date	Supplier	Fund	Resource	Goal	Function	Object	Site	Description	Amount
INSTRUCTIONAL SUPPLIES										
	4/1/21	BARBARA MILLER	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 96.96
	4/5/21	ANDREA MURPHY	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 63.43
3578	4/5/21	LAKESHORE	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 171.80
3565	4/5/21	RASIX COMPUTER CENTER, INC.	0100	0000000	0000	2420	4300005	222	Technology Supplies	\$ 421.58
3583	4/8/21	DECKER, INC.	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 631.67
3569	4/8/21	ELLISON EDUCATIONAL EQUIPMENT	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 36.64
3558	4/8/21	SOUTHWEST SCHOOL &	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 141.78
3584	4/12/21	RASIX COMPUTER CENTER, INC.	0100	0000000	0000	2420	4300005	111	Technology Supplies	\$ 3,802.50
3598	4/15/21	BLICK ART MATERIALS	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 56.47
3590	4/15/21	DEMCO, INC.	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 101.22
	4/22/21	MISSION FEDERAL CREDIT UNION	0100	6500000	5770	1120	4300000	222	SPED Instructional Supplies	\$ 54.96
3560	4/22/21	SONOVA USA INC	0100	6500000	5770	3120	4300000	000	SPED Instructional Supplies	\$ 1,612.55
3595	4/22/21	SOUTHWEST SCHOOL &	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 389.40
3551	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 22.59
3553	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 28.48
3555	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 867.10
3559	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 428.89
3562	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 570.34
3575	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 1,387.26
3570	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 376.59
3581	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 123.70
3582	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 95.13
3576	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 720.30
3592	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 159.36
3596	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 132.38
3597	4/22/21	SYNCB/AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	\$ 137.78
3564	4/22/21	SYNCB/AMAZON	0100	0000000	0000	2420	4300005	222	Technology Supplies	\$ 482.53
3572	4/22/21	SYNCB/AMAZON	0100	0000000	0000	2420	4300005	222	Technology Supplies	\$ 24.77
3485	4/22/21	SYNCB/AMAZON	0100	0000000	0000	2420	4300008	222	Library Supplies	\$ 23.56
3508	4/22/21	SYNCB/AMAZON	0100	0000000	0000	2420	4300008	222	Library Supplies	\$ 24.77
	4/22/21	MISSION FEDERAL CREDIT UNION	0100	0000000	1110	1000	4300111	111	Instructional Supplies	\$ 170.00
	4/22/21	MISSION FEDERAL CREDIT UNION	0100	0000000	1110	1000	4300111	222	Instructional Supplies	\$ 10.96
3610	4/26/21	DECKER, INC.	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 382.54
3631	4/29/21	CAROLINA BIOLOGICAL SUPPLY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 122.30
	4/29/21	JEFFREY REDDING	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 19.40
3616	4/29/21	PARK WAREHOUSE	0100	0000000	1110	1000	4300000	222	Instructional Supplies	\$ 1,235.79
3606	4/29/21	APPLE INC.	0100	0000000	0000	2420	4300005	111	Technology Supplies	\$ 192.87

\$ 15,320.35

NON-INSTRUCTIONAL SUPPLIES

	4/1/21	MAINTEX, INC.	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	3.56
	4/1/21	MISSION JANITORIAL & ABRASIVE	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	5.52
3544	4/1/21	SOUTHWEST SCHOOL &	0100	3220000	0000	8200	4300000	000	Health Supplies	\$	5,902.32
3588	4/5/21	AED BRANDS	0100	0000000	0000	3140	4300000	222	Health Supplies	\$	177.78
3208	4/8/21	HOME DEPOT CREDIT SERVICES	0100	8150000	0000	8110	4300000	000	Maintenance Supplies	\$	860.66
	4/12/21	SITEONE LANDSCAPE SUPPLY LLC	0100	8150000	0000	8110	4300000	000	Landscape Supplies	\$	134.80
3503	4/12/21	SOUTHWEST SCHOOL &	0100	3220000	0000	8200	4300000	000	Health Supplies	\$	7,210.63
3212	4/15/21	READY REFRESH BY NESTLE	0100	0000000	0000	2700	4300000	111	Services for March	\$	40.93
3212	4/15/21	READY REFRESH BY NESTLE	0100	0000000	0000	2700	4300000	222	Services for March	\$	101.28
3212	4/15/21	READY REFRESH BY NESTLE	0100	0000000	0000	7200	4300000	000	Services for March	\$	40.93
	4/19/21	LEE'S LOCK & SAFE	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	52.53
3603	4/19/21	MAINTEX, INC.	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	68.40
3604	4/19/21	TITAN SAFETY PRODUCTS	0100	3220000	0000	8200	4300000	000	Health Supplies	\$	309.03
3422	4/22/21	AIR FILTER SUPPLY INC	0100	8150000	0000	8110	4300000	000	Maintenance Supplies	\$	399.62
	4/22/21	AUDIOMETRICS	0100	0000000	0000	3140	4300000	000	Health Supplies	\$	200.00
	4/22/21	LEE'S LOCK & SAFE	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	102.96
	4/22/21	MISSION FEDERAL CREDIT UNION	0100	3220000	0000	8200	4300000	000	Health Supplies	\$	199.80
	4/22/21	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7200	4300000	000	Office Supplies	\$	165.63
3602	4/22/21	SCHOOL OUTFITTERS	0100	3220000	0000	8200	4300000	000	Health Supplies	\$	2,731.50
3591	4/22/21	SOUTHWEST SCHOOL &	0100	0000000	0000	7200	4300000	000	Office Supplies	\$	159.25
3568	4/22/21	SYNCB/AMAZON	0100	3220000	0000	8200	4300000	000	Health Supplies	\$	216.55
3580	4/22/21	SYNCB/AMAZON	0100	3220000	0000	8200	4300000	000	Health Supplies	\$	904.36
3573	4/26/21	PACIFIC PLUMBING SPECIALTIES	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	204.62
	4/29/21	GRAINGER	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	114.43
3603	4/29/21	MAINTEX, INC.	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	17.10
3573	4/29/21	PACIFIC PLUMBING SPECIALTIES	0100	0000000	0000	8200	4300000	000	Maintenance Supplies	\$	81.18
3217	4/29/21	SHERWIN WILLIAMS	0100	8150000	0000	8110	4300000	000	Maintenance Supplies	\$	97.79
3218	4/29/21	WEX BANK	0100	8150000	0000	8110	4300000	000	Automotive Supplies	\$	217.59

\$ 20,720.75

4000 (SUPPLIES) TOTALS: BALANCE: 365,000 ACCUMULATED BALANCE: 348,397 REMAINING BALANCE: 16,603

UTILITIES

3213	4/1/21	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	111	Services for March	\$	524.36
3213	4/1/21	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	222	Services for March	\$	524.35
	4/1/21	AT&T	0100	0000000	0000	7200	5900001	000	Services for March	\$	138.19
	4/1/21	AT&T	0100	0000000	0000	7200	5900001	000	Services for March	\$	138.19
3210	4/8/21	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for March	\$	1,311.53
3210	4/8/21	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for March	\$	53.64
3210	4/8/21	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for March	\$	2,134.06
3210	4/8/21	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for March	\$	604.34
3210	4/8/21	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	222	Services for March	\$	904.46
	4/8/21	AT&T	0100	0000000	0000	7200	5900001	000	Services for March	\$	43.62
	4/8/21	AT&T	0100	0000000	0000	7200	5900001	000	Services for March	\$	275.35
	4/12/21	AT&T	0100	0000000	0000	7200	5900001	000	Services for March	\$	765.54
3210	4/19/21	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for March	\$	841.60
3210	4/19/21	SAN DIEGUITO WATER DISTRICT	0100	0000000	0000	8200	5500003	111	Services for March	\$	900.90
3211	4/22/21	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for March	\$	18.98
3211	4/22/21	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for March	\$	478.54
3211	4/26/21	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	222	Services for March	\$	3,234.99
3211	4/29/21	SAN DIEGO GAS & ELECTRIC	0100	0000000	0000	8200	5500001	111	Services for March	\$	7,288.15
										\$	20,180.79

SERVICES

3283	4/1/21	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	222	Lease Payment March	\$	294.43
3283	4/1/21	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	111	Lease Payment March	\$	294.42
3283	4/1/21	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	7200	5600000	000	Lease Payment March	\$	294.42
	4/1/21	FAGEN FRIEDMAN & FULFROST, LLP	0100	0000000	0000	7100	5800005	000	Services for February	\$	6,703.00
3209	4/5/21	MISSION LINEN & UNIFORM	0100	8150000	0000	8110	5600000	000	Services for March	\$	416.03
	4/5/21	MONIKA VAN VLIET	0100	6500000	5760	1190	5800000	000	Services for March	\$	685.44
3418	4/8/21	ALC SCHOOLS	0100	0000000	5760	3600	5100000	000	Transportation	\$	3,105.00
3307	4/8/21	K.I.D.S. THERAPY ASSOCIATES	0100	6500000	5760	1130	5800000	000	Services for March	\$	7,656.78
3308	4/12/21	SHRED-IT USA	0100	0000000	0000	7200	5800000	000	Services for March	\$	112.52
	4/12/21	STATE OF CALIFORNIA	0100	0000000	0000	7200	5800000	000	Fingerprinting Services	\$	96.00
3339	4/12/21	VERBAL BEHAVIOR ASSOCIATES	0100	6500000	5760	1190	5800000	000	Services for March	\$	16,311.00
	4/15/21	HARRIS SCHOOL SOLUTIONS	0100	0000000	0000	2420	5800000	000	Merchant Fees for March	\$	55.00
3181	4/15/21	INFINITY COMMUNICATIONS AND CONSULTING	0100	0000000	0000	7200	5800000	000	Professional Services	\$	325.00
3367	4/15/21	JAN-PRO	0100	3220000	0000	8200	5800000	000	Professional Services	\$	6,048.00
3550	4/15/21	JAN-PRO	0100	0000000	0000	8200	5800000	000	Professional Services	\$	1,512.00
3341	4/15/21	SOUTHCOAST HEATING & A/C	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$	539.78
	4/15/21	STATE WATER RESOURCES CONTROL BOARD	0100	0000000	0000	8200	5800000	000	Annual Permit Fees	\$	729.00
3263	4/15/21	TRANE U.S. INC.	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$	2,398.52
	4/15/21	VAUGHN IRRIGATION SERVICES INC	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	1,699.54
	4/15/21	VAUGHN IRRIGATION SERVICES INC	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	1,856.06
3182	4/19/21	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Maintenance Services	\$	96.00
3182	4/19/21	AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Maintenance Services	\$	60.00
	4/19/21	CHC REFRIGERATION	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$	148.75
	4/19/21	CITY TREASURER	0100	0000000	0000	2700	5800000	222	Professional Services	\$	50.00
	4/19/21	TOSHIBA BUSINESS SOLUTIONS	0100	0000000	0000	7200	5800000	000	Maintenance Services	\$	1,818.72
3627	4/22/21	CALBIOTECH REFERENCE LABS	0100	3220000	0000	8200	5800000	000	Health & Safety Services	\$	334.00
	4/22/21	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7200	5200000	000	Membership Dues	\$	195.00
	4/22/21	MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7100	5200000	000	Membership Dues	\$	1,197.00
	4/22/21	AFFORDABLE DRAIN SERVICE, INC.	0100	8150000	0000	8110	5600000	000	Maintenance Services	\$	575.00
	4/22/21	ARTIANO SHINOFF	0100	0000000	0000	7100	5800005	000	Services for March	\$	635.50
	4/22/21	WINET PATRICK GAYER CREIGHTON & HANES	0100	0000000	0000	7100	5800005	000	Professional Services	\$	680.00
3563	4/26/21	J.M.D.LANDSCAPE INC.	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	525.00
3226	4/26/21	J.M.D.LANDSCAPE INC.	0100	8150000	0000	8110	5800000	000	Maintenance Services	\$	3,588.33
	4/26/21	ATKINSON, ANDELSON, LOYA, RUUD, & ROMO	0100	0000000	0000	7100	5800005	000	Services for March	\$	383.25
3283	4/29/21	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	222	Lease Payment April	\$	294.42
3283	4/29/21	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	2700	5600000	111	Lease Payment April	\$	294.42
3283	4/29/21	TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	7200	5600000	000	Lease Payment April	\$	294.43
3354	4/29/21	ADT COMMERCIAL LLC	0100	0000000	0000	8200	5800000	000	Maintenance Services	\$	990.00
	4/29/21	VERIZON WIRELESS	0100	0000000	0000	7200	5900001	000	April Statement	\$	128.28
3244	4/29/21	PITNEY BOWES GLOBAL	0100	0000000	0000	7200	5900002	000	Lease Payment (Feb - May)	\$	304.13
										\$	63,724.17

5000 (SERVICES) TOTALS: BALANCE: 989,003 ACCUMULATED BALANCE: 679,670 REMAINING BALANCE: 309,333

FUND 4000 - CAPITAL FACILITIES

9251	4/1/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/1/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75

9251	4/1/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/1/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/1/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/1/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
3254	4/8/21	BLUE COAST CONSULTING	4000	0000000	0000	8500	6200000	000	Professional Services	\$	19,320.00
9251	4/12/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
3316	4/15/21	RANDAL L. PETERSON	4000	0000000	0000	8500	6200000	000	Professional Services	\$	33,999.00
	4/15/21	MCCARTHY BUILDING COMPANIES	4000	0000000	0000	8500	6200000	000	Professional Services	\$	1,207,414.00
	4/15/21	MCCARTHY BUILDING COMPANIES	4000	0000000	0000	8500	6200000	000	Professional Services	\$	63,548.11
3378	4/15/21	TWINING CONSULTING	4000	0000000	0000	8500	6200000	000	Professional Services	\$	3,162.50
3378	4/15/21	TWINING CONSULTING	4000	0000000	0000	8500	6200000	000	Professional Services	\$	7,670.00
	4/15/21	ECORP CONSULTING, INC	4000	0000000	0000	8500	6200000	000	Professional Services	\$	2,862.50
	4/15/21	JULIE PARKER	4000	0000000	0000	8500	6200000	000	Landscape Supplies	\$	183.18
	4/19/21	STUDIO E ARCHITECTS	4000	0000000	0000	8500	6200000	000	Professional Services	\$	3,754.25
3574	4/22/21	SYNDEO COMMUNICATIONS	4000	0000000	0000	8500	6200000	000	Professional Services	\$	450.95
9251	4/29/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/29/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/29/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/29/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/29/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
9251	4/29/21	MOBILE MINI	4000	0000000	0000	8500	6200000	000	Storage	\$	189.75
	4/29/21	BEST BEST & KRIEGER LLP	4000	0000000	0000	8500	6200000	000	Professional Services	\$	25,102.60
										\$	1,369,933.84

CARDIFF

K	Glass	<u>19</u>
K	McNamara	<u>19</u>
K	Milliken	<u>19</u>
K	Sallans	<u>18</u>
K	Stone	<u>18</u>
K	Van Lear (CVA)	<u>7</u>

TOT K 100

1	Easson	<u>18</u>
1	Kavan	<u>17</u>
1	Miller	<u>21</u>
1	Rector	<u>18</u>
1	Reinoso (CVA)	<u>7</u>

TOT 1 81

2	Boyesen	<u>18</u>
2	Payte	<u>20</u>
2	Redding	<u>19</u>
2	Pacetti/Paz	<u>21</u>
2	Trees (CVA)	<u>3</u>

TOT 2 81Wilson 0**TOT** 0**Subtotal** 262**DISTRICT TOTAL** 631**ADA HARRIS**

3	Doui/Stuart	<u>25</u>
3	Perez	<u>24</u>
3	Murray	<u>25</u>
3	Switzler	<u>25</u>
3	Trees (CVA)	<u>8</u>

TOT 3 107

4	Brice	<u>17</u>
4	Green	<u>20</u>
4	Mihaly	<u>20</u>
4	Price	<u>22</u>
4	Trees (CVA)	<u>3</u>

TOT 4 82

5	d'Entremont	<u>22</u>
5	Ensberg	<u>20</u>
5	Heyer	<u>20</u>
5	Yant	<u>22</u>
5	Trees (CVA)	<u>3</u>

TOT 6 87

6	Jewell	<u>22</u>
6	Nguyen	<u>22</u>
6	Therriault	<u>19</u>
6	Tiersma	<u>20</u>
6	Trees (CVA)	<u>3</u>

TOT 6 86Velit 7**TOT** 7**Subtotal** 369

Cardiff School District
Cardiff-by-the-Sea, California 92007
May 13, 2021

ITEM: APPROVE CARDIFF SCHOOL DISTRICT'S UNIFORM COMPLAINT
QUARTERLY REPORT FOR JANUARY 1, 2021 THROUGH MARCH 31,
2021

BACKGROUND

Governing boards of school districts in California are required to review and approve the District's Quarterly Report of Complaints regarding instructional materials, facilities and teacher staffing. This is the 3RD Quarterly Report, prepared for the period of January 1, 2021 through March 31, 2021. No complaints have been received for this period.

CURRENT CONSIDERATIONS

The San Diego County Office of Education has created a link on their website for school districts to electronically report the required information and the Cardiff School District has completed the reporting process for the quarter specified above.

FINANCIAL IMPLICATIONS

There are no current financial implications at this time.

RECOMMENDATION

It is respectfully recommended that the Board approve the Uniform Complaint Quarterly Report for January 1, 2021 through March 31, 2021.

SDCOE Uniform Complaint Quarterly Reports Database

Williams and Valenzuela Settlements

Quarterly Complaint Summary ADD a new summary record

Submitted By: Emily Horta
Title: Williams District Contact
Report Date: 4/7/2021
Quarter: 1/1/2021 - 3/31/2021

**Number of Complaints
for Quarter:**

	Received	Resolved	Unresolved
Instructional Material	0	0	0
Facilities	0	0	0
Misassignment	0	0	0

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San Diego County Office of Education

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San Diego, CA 92111-7319

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[Uniform Complaint Procedure](#)

**Cardiff School District
Cardiff-by-the-Sea, California 92007
May 13, 2021**

ITEM: APPROVE AN EXTENSION OF BOTH THE PROPOSED INCREASE TO THE SUBSTITUTE TEACHER RATES AND THE DISTRICT CONTRIBUTION TO THE DAILY SUBSTITUTE RATES FOR THOSE ON EXTENDED SICK LEAVE

BACKGROUND

Cardiff School District is part of the North County Coastal Substitute Consortium (NCCSC). To maintain a qualified substitute teacher pool during the COVID-19 pandemic, the following is proposed.

CURRENT CONSIDERATIONS

In light of the significant substitute teacher rate increase throughout our area, which has the potential to negatively impact our sub pool, it is requested that the Board consider approval of an extension of the substitute rate increase being proposed by NCCSC.

Current CETA language allows the District to deduct the cost of the substitute teacher or 50%, whichever is less, when a unit member has exhausted all available sick leave and continues to be absent from his/her duties on account of illness or accident for an additional period of up to five months.

The daily rate for substitute teachers would continue at the increased rate of \$180 per day. The long-term daily rate for substitute teachers (beginning on the 11th day of consecutive service on the same assignment) would continue at the increased rate of \$195 per day.

The pre-pandemic daily rate for substitute teachers was \$125 per day. The long-term daily rate for substitute teachers (beginning on the 11th day of consecutive service on the same assignment) was \$130 per day.

This is an unanticipated need during this unprecedented time. In order to not create an undue financial burden on our teachers, the District proposes to continue covering the additional daily rate increase of \$55.00 and the long-term daily rate increase of \$70.00.

FINANCIAL IMPLICATIONS

This increase will be paid out of the General Fund.

RECOMMENDATION

It is recommended that the Board approve the proposed extension of both the increase to the substitute teacher rate and the District contribution to the daily substitute rate for those on extended sick leave, effective July 1, 2021 through June 30, 2022.

Measure GG Independent Citizens Oversight Committee

2020 Annual Report

May 6, 2021

Cardiff School District

1888 Montgomery Ave.
Cardiff by the Sea, CA 92007

760-632-5890

www.cardiffschools.com



Dear Community Members,

The Independent Citizens Oversight Committee (ICOC) of the Cardiff School District is pleased to present our annual report. The 2020 Annual report covers activity for the period ending December 31, 2020.

The ICOC was formed for the purpose of actively reviewing and reporting on the expenditure of Measure GG bond proceeds.

Building on the commitment from the voters in 2016, the District has issued \$22 million in general obligation bonds and has expended \$22,655,851,76 on projects through December 31, 2020. As of December 22, 2020, all proceeds from the Measure GG bonds have been expended. The monies have all been used toward the Cardiff Elementary School Modernization and Reconstruction Project.

The ICOC wishes to thank the District staff and project management team for their support, their detailed updates, and transparency of information, not only to the Committee, but also to the public.

We welcome your questions and comments. You will find ICOC members' e-mail addresses within this report.

For more information about Measure GG and the ICOC, please visit the www.cardiffschools.com/MeasureGG web page.

Sincerely,

Ashok Swaminathan & Shad Thielman
Co-Presidents
Cardiff School District Independent Citizens' Oversight Committee
May 6, 2021

INTRODUCTION

Measure GG is a \$22 million bond initiative approved by 65.94% of District voters in November, 2016. The abbreviated form of the Measure GG Bond Measure stated that Measure GG is to "To improve the quality of education with local funding that cannot be taken by the State; modernize/construct classrooms, restrooms and school facilities; repair/replace roofs; renovate deteriorating plumbing and sewer systems; upgrade inadequate electrical systems; make health, safety, and energy efficiency improvements; and replace portables with permanent classrooms." See "Full Text of Measure" in **Exhibit A**.

Measure GG was passed under the rules of California Proposition 39 (passed in November 2000). California Assembly Bill 1908 (executed July 2000) required school districts that passed Proposition 39 bonds to appoint an Independent Citizens Oversight Committee (ICOC) "to assure that funds are spent only on school and classroom improvements and for no other purposes." The purpose of the ICOC is "to inform the public concerning the expenditure of bond revenues."

For additional information about the ICOC and Measure GG projects, visit the www.cardiffschools.com/ICOC web page and the www.cardiffschools.com/MeasureGG web page.

The projects mentioned in this annual report, including the Performance Audit, Project Status, Master Plans, and ICOC actions can be found at the www.cardiffschools.com/ICOC web page.

INDEPENDENT CITIZENS OVERSIGHT COMMITTEE (ICOC)

Members of the ICOC listed below were appointed by the District's Board of Trustees. This group committed to a second, two-year term from February 2019 through February 2021 at the December 11, 2018 ICOC meeting. ICOC members are appointed by the Board for a term of two years, and may be appointed to serve two additional terms. New ICOC officers were elected at the December 17, 2020 meeting to replace the outgoing ICOC president.

Name	Affiliation	Email Address
Christine Bruington	Active Member of Senior Citizens Organization	chris.bruington@cardiffschools.com
Chris Fowler	Active Member of a Business Organization	chris.fowler@cardiffschools.com
Bill Moser	Community at Large	bill.moser@cardiffschools.com
Chuck Nichols	Active Member of Senior Citizens Organization	chuck.nichols@cardiffschools.com
Dave Smiley	Community at Large	dave.smiley@cardiffschools.com
Rhea Stewart	Community at Large	rhea.stewart@cardiffschools.com
Adam Sweet	Active Member of a Parent Teacher Organization	adam.sweet@cardiffschools.com
Kenneth Williams	San Diego Taxpayers Association	ken.williams@cardiffschools.com
Shad Thielman	Parent of District Student	shad.thielman@cardiffschools.com
Ashok Swaminathan	Parent of District Student	ashok.swaminathan@cardiffschools.com
Rachel Brammer	Community at Large	rachel.brammer@cardiffschools.com

TIMELINE FOR MEASURE GG

The following dates and actions are significant to Measure GG and the ICOC.

Spring 2016: A series of Facilities Focus Group meetings were conducted on May 3, May 9, and May 23, 2016. Community members, staff, business leaders, parents, and other community stakeholders met to discuss ideas about District facility needs. The District also approved a formal telephone poll to registered Cardiff voters, to gauge support for the issue from the greater Cardiff community, and initiated an online survey to solicit input from the families of currently registered students.

May-June 2016: Phone polling was conducted to understand Cardiff voters' opinions of the proposed measure language. The results of the polling were presented to the Governing Board.

July 7, 2016: The Cardiff Elementary School District approved revised resolution 15-16-18, authorizing Measure GG.

September 8, 2016: San Diego Taxpayers Association endorses Measure GG.

November 8, 2016: Cardiff voters approve Measure GG by a 65.94% vote.

February 6, 2017: The Board votes to appoint 10 members to the Independent Citizens' Oversight Committee.

February 13, 2017: Governing Board members approve a contract for bond program management with Randy Peterson, FAIA, of Peterson Consulting.

March 9, 2017: The Cardiff School District sells Series A bonds, in the amount of \$14,000,000, at a rate of 3.8%.

March 24, 2017: The District's Bond Implementation Team (BIT) holds its first meeting.

June 8, 2017: The Board approves the selection of Studio E Architects as the firm to design new school buildings.

Summer 2017: Community workshops were held on June 13, 2017 and August 30, 2017, to gather input on the Cardiff School design and receive updates on progress of the program.

September 14, 2017: The Board approves the selection of McCarthy Building

Companies as the general contractor for the program, and selects the lease-lease back delivery method.

November 16, 2017: A Board workshop was held to gather input on the Cardiff School design and receive updates on progress of the program.

March 15, 2018: At the ICOC meeting, the Committee received and reviewed the 2016-17 Measure GG Annual Audit report, and asked questions of the Independent Auditor's representative. On the basis of this review, the ICOC concurred with the Independent Auditor's conclusion of no findings of noncompliance and that the District complied with the requirements of Article 13A, Section 1(b)(3) of the California Constitution as it pertains to Measure GG.

EIR PROCESS

The preparation of an Environmental Impact Report (EIR) requires the District to follow a specific process as defined in the California Environmental Quality Act (CEQA). A Notice of Preparation (NOP) is communicated to the public of the intent to prepare a Draft Environmental Impact Report (DEIR). The NOP was made available on May 8, 2018. The public was given until June 6, 2018 to respond to the NOP.

October 5, 2018: DEIR assessing all required environmental categories was published and the public was provided 45 days to provide comments in writing to the District. At the conclusion of the 45-day comment period, the District's consultants began the preparation of the Final EIR (FEIR). In addition to all information contained within the DEIR, the FEIR addresses all concerns expressed in response to the DEIR. If environmental issues are presented that warrant further evaluation, then those evaluations are performed. In addition to the comprehensive environmental assessment, the FEIR included copies of all public and agency comments as well as responses to each comment. The FEIR was presented at the District's public board meeting on February 7, 2019. After the presentation by the consultants and Board and public discussion, the Board voted to adopt the FEIR. Both a Notice of Determination (NOD) and Notice of Exemption (NOE) were recorded on February 8, 2019 with the County of San Diego and the State of California. There is a 30-day period from the recording of the NOD in order to file a legal challenge.

February 14, 2019: The Cardiff School District sold Series B bonds in the amount of \$8,000,000 at a rate of 3.58%.

March 21, 2019: ICOC received and reviewed the 2017-18 Measure GG Annual Audit report, and asked questions of the Independent Auditor's representative. On the basis of this review, the ICOC concurred with the

Independent Auditor's conclusion of no findings of noncompliance and that the District complied with the requirements of Article 13A, Section 1(b)(3) of the California Constitution as it pertains to Measure GG.

April 18, 2019: The Coastal Development Permit (CDP) was approved unanimously by the Encinitas Planning Commission. The approval was appealed to the City Council.

May 2019: The Encinitas City Council approved the CDP by unanimously rejecting the appeal.

June 2019: Construction began on Increment 1 (Demolition of older building, for Cardiff School, grading and installation of new site utilities.)

July 2019: Save the Park (STP), a small group of neighbors files a lawsuit aimed to halt construction on the school's playground areas.

November 2019: Construction began on Increment 2 (All buildings and adjacent site areas and all playground areas.)

December 2, 2019: Judge Earl H. Maas III halted construction on entire project per request by Save the Park (STP), a small group of neighbors suing the District to stop construction.

February 26, 2020: Agreement is reached between the District and STP allowing construction to resume.

April 24, 2020: National Park Service (NPS) granted unconditional approval to the District for the entire project to proceed. Construction commenced following this approval.

June 2020: STP filed a lawsuit against NPS.

September 2020: NPS rescinds approval. Construction on the Multipurpose Building and parking and pick-up/drop-off areas affected by the LWCF grant agreement is ordered to halt by Federal Court. All other buildings and site areas continue with construction.

December 2020: During the winter break the 8-portable classroom buildings were removed from the site and all K thru 2 classrooms were relocated to the new classroom buildings. Students began occupying the new Cardiff School classrooms as of January 4, 2021.

January 2021: Building L is wrapped with a protective film and all building

materials acquired to complete the construction are stored in containers on site.

February 2021: The Food Service Building and adjacent covered Lunch Court are completed and the playground areas are constructed.

March 2021: All buildings and playground areas with the exception of Building L, an adjacent playfield area used for temporary storage and the western portion of the parking lot & pick-up/drop-off areas are completed and available for use by the school. All construction trailers, fencing, etc. are removed from site. The buildings are turned over to the District.

April 14, 2021: All classroom buildings, food service building and supportive spaces are occupied. The Cardiff School playgrounds are again made available for community use after school hours.

ICOC AUDIT REVIEW

California Senate Bill 581 (SB 581), signed August 12, 2013, requires that independent performance and financial audits for the preceding year be conducted and submitted to the citizens oversight committee no later than March 31 of each year for its review. SB 581 also requires that the District provide the ICOC with responses, within three months, to any finding, recommendation, or concern addressed in the annual independent performance and financial audits.

The ICOC held a meeting on March 18, 2021, to receive and review the 2019-20 Measure GG Annual Audit report and ask questions of the Independent Auditor's representative. On the basis of this review the ICOC concurred with the Independent Auditor's conclusion of no findings of noncompliance and that the District complied with the requirements of Article 13A, Section 1(b)(3) of the California Constitution as it pertains to Measure GG.

MEASURE GG DELIVERY METHOD

The school district chose the **lease-leaseback** method of delivery on September 14, 2017. The following describes this method.

The District selects an architect and a lease-leaseback general contractor (GC) through a competitive proposal process. The architect works closely with the District's planning team in the creation of the design of the project and prepares construction documents and specifications. This all occurs in cooperation with the GC who provides value engineering, cost estimating, and constructability reviews. The GC competitively bids the entire project to multiple sub-contractors for each construction trade and assembles a guaranteed maximum price (GMP) for the construction. The District then leases the construction site to the lease-leaseback GC who then leases the site back to the district for the GMP, which represents the cost of construction.

MEASURE GG PROJECT PROGRESS

As of December 31, 2018, there are numerous activities occurring simultaneously for the Measure GG project. Various design plans including architectural, landscape architecture, civil engineering, and an Environmental Impact Report have been prepared and submitted to the City of Encinitas for a Coastal Development Permit (CDP). This is the City's Coastal Commission review that is performed by the City of Encinitas on behalf of the Coastal Commission. Civil Engineering plans have also been prepared and submitted to the City of Encinitas for a Grading Permit and a Public Improvement Permit.

These two permits will allow the District to perform grading on the site and as construct improvements in the City's Right of Way per City requirements. Plans are being prepared for submittal to the Division of the State Architect (DSA). DSA is the entity responsible for issuing the public-school district's building permits.

In order for the District to perform work on the site during Summer 2019, when Cardiff School is not in session, the scope of work is being separated into two increments. This will allow an expedited review process for the first increment with DSA.

Increment 1 scope will include the demolition of 65-70-year-old classroom and multipurpose buildings, grading of the site, and installation of new site utilities. It is expected that DSA review will be completed in time for this work to commence on June 17, 2019. This work will be completed by August 23, 2019, prior to students returning to school.

Increment 2 scope will be the construction of new classroom and multipurpose buildings, and final construction of site improvements. Because review by DSA will take longer for Increment 2, construction is planned to commence on or about November 4, 2019. In order to accommodate two grade levels of students on campus during construction, Increment 2 will be completed in two phases. The first buildings will be completed in time for students to occupy them at the end of Summer 2020. After students occupy the new buildings, the remaining older buildings will be removed and the remaining classroom building will be constructed.

All work on the site is scheduled to be completed on or about April 29, 2021. Many activities in 2018 were related to the gathering of community input, and the planning, design, and preparation of various documents and their submissions to various agencies. Most of those submissions were approved in 2019, allowing construction to commence in June 2019.

DSA has legal jurisdiction over the project. The District must receive approval of construction documents from DSA prior to commencing construction. In order to take advantage of the summer school closure to demolish the older buildings and construct the new site utilities, the District chose to separate the construction documents into two increments. The summer work, named Increment 1, was able to be reviewed and approved more quickly by DSA, while the remainder of the project, named Increment 2, required an additional 6 months for DSA review and approval. Increment 1 was approved by DSA on April 11, 2019 and Increment 2 was approved by DSA on October 30, 2019.

Because the project falls within the coastal zone jurisdiction of the California Coastal Commission, a Coastal Development Permit (CDP) was required. This process is administered by the City of Encinitas. The CDP was approved by the Encinitas Planning Commission on April 18, 2019. The approval was appealed to the City Council. That appeal was denied by the Encinitas City Council at their council meeting in May 2019, upholding the CDP approval.

A week after students were released from school in mid-June 2019, all District employees and district functions were relocated from the District Office on the Cardiff School site to Ada Harris School, all utilities to the site were disconnected, and the entire Cardiff School site went dark for the summer. Once all utilities had been disconnected, demolition of the older buildings and their adjacent site area commenced. After demolition was complete, the site was cleared, and new main site utilities were installed in underground trenches and the site was graded for the new building construction. Classroom building construction began in November, 2019 upon approval of the Increment 2 documents by DSA.

On July 24, 2019, the Plaintiffs, Save the Park (STP), sought and received a Temporary Restraining Order (TRO) precluding any construction within the school playground area identified to be outdoor recreation area. Construction continued on the classroom buildings. (This area of the school playgrounds had received improvements in 1993 through a Land and Water Conservation Fund grant obtained by the City of Encinitas in order for the City to use the school playground for its recreation programs. Modifications to the area require the approval of the National Park Service (NPS) and the Office of Grants and Local Services (OGALS), a division of California State Parks. The District has been working with OGALS since March 2018 to obtain approvals.)

Following numerous briefings, court hearings, and a request for clarification, on December 2, 2019, Judge Earl H. Maas III clarified his ruling in favor of the Plaintiff's CEQA claim. No environmental justification was provided for the ruling, and a request for clarification by District's legal counsel was denied by Judge Maas. No environmental deficiencies within the EIR were identified. There was no direction provided for how the District could correct the EIR, other than the judge's ruling, which stated; "Respondent, as of this ruling, has not resolved the issues over the federal Land and Water Conservation Fund Act issues. It has now been over one year and Respondent's inability to establish acceptable replacement property acceptable to the controlling authorities." *(NOTE: While the judge's statement includes an incomplete sentence, the quote from the judge's order is complete as shown.)*

On December 2, 2019, the Plaintiffs requested and received an injunction that effectively halted all work on the project. As of December 31, 2019, all work on the site stopped.

Additional court dates had been scheduled for January 2020 for trial of the bond funding claims made by STP. In addition, the District pursued an appeal of the judge's CEQA ruling as it was believed to not be based on CEQA law.

On February 26, 2020, an agreement was reached between the District and STP that resolved all then pending litigation and allowed construction on the classroom buildings to resume in early March 2020. As part of that agreement the District dropped its appeal.

On April 27, 2020, the District was notified by OGALS that the amendment to the original LWCF agreement was unconditionally approved by the NPS on April 24, 2020. The District's "Partial Conversion" was unconditionally approved by both the NPS and OGALS and all elements of the project were allowed to proceed as originally designed. What began as a months-long process as communicated to the District by OGALS became a 2-year process as a result of numerous challenges and lawsuits filed by STP.

During the halt in construction extensive rainstorms impacted the site. Site construction, grading, and work on building footings and foundations exposed to the elements suffered extensive damage, necessitating the repair and/or replacement of previous work. The 4-month delay in construction also resulted in an inability to complete buildings by the end of Summer 2020, necessitating an additional 6-month delay for the construction of Building H and further increasing the additional construction expense. As a result of the additional expenses and time delays and in order to stay within the budgetary constraints, the District decided to omit Building H, a 2-classroom building, from the project.

Upon receipt of the unconditional approvals from both NPS and OGALS, construction commenced on the entire project.

In June 2020 STP filed a lawsuit in Federal Court against NPS, OGALS and the District claiming that NPS should not have granted an approval to the District. STP also requested and obtained a Temporary Restraining Order to once again halt construction.

As a result of the lawsuit, in September 2020 NPS for, what the District understands is the first time in the history of the LWCF program in the state of California, rescinded the unconditional approval. As a result of the rescission the District was ordered by the Federal Court to halt certain construction

within the construction of the Multipurpose Building (Building L) and a portion of the parking and pick-up/drop-off areas. Building L is approximately 2/3 complete with almost all structural framing already constructed. The parking and pick-up/drop-off areas are also almost complete.

As of December 31, 2020, after further written guidance from NPS and OGALS, construction of all Cardiff School facilities not affected by the LWCF agreement continued as well as all play areas not requiring any formal approvals from NPS and/or OGALS. During the winter break the 8-portable classroom buildings were removed from the site and all K thru 2 classrooms were relocated to the new classroom buildings. Students have been occupying the new classrooms since January 4, 2021.

In January 2021, in order to help prevent the portions of Building L already completed from deteriorating due to exposure to climatic elements, the building has been wrapped with a protective film. All unpaved areas have been covered with mulch to control storm water runoff and erosion.

In February and March 2021, the contractor completed the construction of the Food Service Building and the adjacent covered lunch court area. The hardcourt playground area was graded and paved and all remaining playground equipment was constructed and/or installed. An additional grassy playfield area was planted with grass seed and fenced off to protect the seeded areas. All construction related equipment, trailers and fencing was removed from the site. The remaining buildings were turned over to the District.

In April 2021, all Cardiff School classroom buildings, all hardcourt and apparatus play areas, and a large portion of the grassy play areas are available for school use. The western portion of the campus including the playground areas, hardcourt and school play fields are once again made available for community use during non-school hours.

ICOC ACTIVITIES IN 2020

For meeting agendas and minutes, please visit the www.cardiffschools.com/ICOC web page.

The ICOC met on **April 15, 2020**, remotely on Zoom. Due to the pandemic, this was the first ICOC meeting that did not occur in person. The Committee received a review of the bond audit report from Robert Wilkinson of Wilkinson Hadley King & Co. LLP. The ICOC heard presentations from Superintendent Jill Vinson, Bond Program Manager Randy Peterson, and Chief Business Officer Courtney Jasper. ICOC officers were elected. The 2019 report ad hoc committee reported on their meeting and the progress of drafting the report for review by the Committee.

The ICOC held a special meeting on **May 7, 2020**. The report ad hoc committee presented their draft of the 2019 ICOC annual report to the Committee. After reviews and edits, the Committee completed the final version of the report. The ICOC voted unanimously to approve the report and present it to the School Board at the May 7, 2020 meeting, with the recommendation to accept the report.

The ICOC met on **June 11, 2020** remotely on Zoom. The ICOC heard presentations from Superintendent Jill Vinson, Bond Program Manager Randy Peterson, and Chief Business Officer Courtney Jasper.

At the **September 17, 2020** meeting, Courtney Jasper, Chief Business Officer, reviewed quarterly expenses and answered questions. In her presentation, Superintendent Jill Vinson shared in her report that the San Diego Taxpayer's Association gave a rating of A- on the school bond transparency report. Bond Program Manager Randy Peterson updated the ICOC on construction progress.

A walkthrough of the Cardiff School facilities was conducted on **September 22, 2020**. The ICOC board members reviewed the completed and ongoing construction.

At the **December 17, 2020** meeting, held remotely via Zoom, the Committee received an update on the program from Bond Program Manager Randy Peterson, and reviewed a quarterly expense report provided by Chief Business Officer Courtney Jasper. The ICOC set their 2021 meeting dates.

At the **March 18, 2021** meeting, held remotely via Zoom, the Committee received an update on the program from Bond Program Manager Randy Peterson, and reviewed a quarterly expense report provided by Chief Business

Officer Courtney Jasper. Superintendent Vinson provided a brief update on the status of the school program and announced the final walkthrough of Cardiff School will be scheduled for June 17, 2021.

As the money procured through Measure GG has been spent in its entirety, this will be the final report from the ICOC to the public.

MEASURE GG 2020 EXPENDITURES

The following shows Measure GG expenses from January- December, 2020. The project will be complete with a combination of Measure GG funds and District funds.

<u>Date Paid</u>	<u>Phase</u>	<u>Vendor</u>	<u>Amount</u>
9/30/20	Consulting	Aurora Industrial Hygeine	\$1,445.00
1/14/20	Consulting	Blue Coast Consulting	\$2,100.00
2/11/20	Consulting	Blue Coast Consulting	\$525.00
2/11/20	Consulting	Blue Coast Consulting	\$2,100.00
3/4/20	Consulting	Blue Coast Consulting	\$525.00
3/10/20	Consulting	Blue Coast Consulting	-\$2,100.00
4/27/20	Consulting	Blue Coast Consulting	\$10,605.00
6/3/20	Consulting	Blue Coast Consulting	\$16,800.00
6/17/20	Consulting	Blue Coast Consulting	\$17,640.00
6/30/20	Consulting	Blue Coast Consulting	\$18,480.00
8/28/20	Consulting	Blue Coast Consulting	\$20,055.00
9/10/20	Consulting	Blue Coast Consulting	\$20,790.00
10/20/20	Consulting	Blue Coast Consulting	\$18,585.00
11/3/20	Consulting	Blue Coast Consulting	\$16,905.00
12/11/20	Consulting	Blue Coast Consulting	\$15,540.00
5/19/20	Process	City of Encinitas	\$1,404.00
5/19/20	Process	City of Encinitas	\$7,793.00
1/14/20	Consulting	ECORP	\$55.00
3/3/20	Consulting	ECORP	\$36.25
3/10/20	Consulting	ECORP	\$1,368.00
6/12/20	Consulting	ECORP	\$1,362.50
9/2/20	Consulting	ECORP	\$435.00
9/30/20	Consulting	ECORP	\$19,978.65
10/21/20	Consulting	ECORP	\$253.75
12/15/20	Consulting	ECORP	\$36.25
12/15/20	Consulting	ECORP	\$4,783.25
1/7/20	Construction	McCarthy Builders	\$37,179.45
1/7/20	Construction	McCarthy Builders	\$706,409.50
2/4/20	Construction	McCarthy Builders	\$211,252.90
2/4/20	Construction	McCarthy Builders	\$11,118.57
3/3/20	Construction	McCarthy Builders	\$7,461.76
3/3/20	Construction	McCarthy Builders	\$141,773.38
3/26/20	Construction	McCarthy Builders	\$687,419.00
3/26/20	Construction	McCarthy Builders	\$36,179.95
5/1/20	Construction	McCarthy Builders	\$57,128.27
5/1/20	Construction	McCarthy Builders	\$1,085,437.13
6/1/20	Construction	McCarthy Builders	\$1,409,054.50

**continued on next page*

<u>Date Paid</u>	<u>Phase</u>	<u>Vendor</u>	<u>Amount</u>
6/1/20	Construction	McCarthy Builders	\$74,160.76
7/8/20	Construction	McCarthy Builders	\$1,971,541.51
7/30/20	Construction	McCarthy Builders	\$103,765.34
7/30/20	Construction	McCarthy Builders	\$149,471.63
8/14/20	Construction	McCarthy Builders	\$2,839,960.85
9/2/20	Construction	McCarthy Builders	\$2,238,340.57
9/9/20	Construction	McCarthy Builders	\$117,807.40
10/1/20	Construction	McCarthy Builders	\$1,446,549.88
10/1/20	Construction	McCarthy Builders	\$76,134.20
11/5/20	Construction	McCarthy Builders	\$1,209,982.38
11/5/20	Construction	McCarthy Builders	\$63,683.28
12/2/20	Construction	McCarthy Builders	\$30,612.26
12/2/20	Construction	McCarthy Builders	\$581,632.95
12/21/20	Construction	McCarthy Builders	\$182,214.55
3/4/20	Consulting	Randy Peterson	\$11,333.00
5/6/20	Consulting	Randy Peterson	\$11,333.00
5/6/20	Consulting	Randy Peterson	\$318.00
5/6/20	Consulting	Randy Peterson	\$11,333.00
5/6/20	Consulting	Randy Peterson	\$11,333.00
6/30/20	Consulting	Randy Peterson	\$11,333.00
7/22/20	Consulting	Randy Peterson	\$11,333.00
9/10/20	Consulting	Randy Peterson	\$11,333.00
9/18/20	Consulting	Randy Peterson	\$11,333.00
11/5/20	Consulting	Randy Peterson	\$11,333.00
12/4/20	Consulting	Randy Peterson	\$11,333.00
12/4/20	Consulting	Randy Peterson	\$11,333.00
7/8/20	Process	S&P Global	\$841.00
5/19/20	Process	State Board Resources Control Board	\$694.00
2/11/20	Design	Studio E	\$20,434.11
2/11/20	Design	Studio E	\$22,366.93
3/3/20	Design	Studio E	\$22,838.19
4/27/20	Design	Studio E	\$17,507.50
4/27/20	Design	Studio E	\$8,958.75
5/22/20	Design	Studio E	\$9,037.50
6/4/20	Design	Studio E	\$17,365.00
9/10/20	Design	Studio E	\$47,513.09
9/10/20	Design	Studio E	\$43,235.01
12/15/20	Design	Studio E	\$24,225.31
12/15/20	Design	Studio E	\$39,709.11
12/15/20	Design	Studio E	\$23,602.22
3/3/20	Consulting	Twining Consultants	\$3,907.50
3/4/20	Consulting	Twining Consultants	\$1,350.00
4/24/20	Consulting	Twining Consultants	\$3,280.00
4/27/20	Consulting	Twining Consultants	\$1,030.00
6/2/20	Consulting	Twining Consultants	\$15,440.00
6/12/20	Consulting	Twining Consultants	\$11,105.00
10/21/20	Consulting	Twining Consultants	\$8,765.00
10/21/20	Consulting	Twining Consultants	\$10,815.00
10/21/20	Consulting	Twining Consultants	\$12,905.00
10/21/20	Consulting	Twining Consultants	\$17,085.00
11/10/20	Consulting	Twining Consultants	\$705.00
12/15/20	Consulting	Twining Consultants	\$800.00
4/1/20	Auditors	Wilkinson & Hadley & King	\$4,500.00

Measure GG Facilities Expense Report		As of December 31, 2020	Prepared By: Courtney Jasper		
	Original Contract/Budget Amount	Approved Revisions to Contract Amount	Total Amount Paid to Date	Estimated Additional Cost to Complete	Estimate Total Cost at Completion
<u>Process</u>					
Advertising			\$76.12		\$76.12
AT&T			\$23,388.55		\$23,388.55
Best Best & Krieger, Attorneys at Law			\$21,710.21		\$21,710.21
California Geological Survey			\$3,600.00		\$3,600.00
California Water Boards			\$709.96		\$709.96
City of Encinitas			\$103,072.77		\$103,072.77
County of San Diego			\$459.00		\$459.00
Division of State Architects			\$258,750.00		\$258,750.00
Elite Relocation Services			\$11,770.11		\$11,770.11
Fed Ex			\$225.87		\$225.87
First American Title			\$1,500.00		\$1,500.00
Isom Advisors			\$1,000.00		\$1,000.00
Measure GG Ballot Fees			\$9,643.00		\$9,643.00
S&P Global			\$16,341.00		\$16,341.00
San Diego County Clerk			\$3,321.00		\$3,321.00
San Diego Dept. of Environmental Health			\$459.00		\$459.00
San Diego Gas & Electric			\$15,494.00		\$15,494.00
San Dieguito Water District			\$44,516.00		\$44,516.00
State Board Resources Control Board			\$694.00		\$694.00
Western Environmental & Safety			\$13,365.00		\$13,365.00
<u>Consultants</u>					
Arbongate Consulting	\$2,800.00	\$3,100.00	\$5,900.00		\$5,900.00
Aurora Industrial Hygiene	\$20,000.00		\$6,800.00		\$20,000.00
Blue Coast Consulting	\$346,920.00		\$183,960.00	\$162,960.00	\$346,920.00
Construction Testing & Engineering	\$20,500.00	-\$3,000.00	\$15,375.00		\$17,500.00
Ecorp Consulting	\$33,665.00	\$56,411.00	\$53,918.69	\$36,157.31	\$90,076.00
Land Survey, Inc.	\$24,000.00	\$7,690.00	\$28,690.00		\$31,690.00
Placeworks	\$110,752.00	\$66,771.00	\$177,517.21		\$177,523.00
Randy Peterson, Bond Program Manager	\$408,000.00	\$339,000.00	\$525,370.27	\$221,629.73	\$747,000.00
School Facilities Consultants	\$40,000.00		\$4,860.00		\$40,000.00
Studio E Architect: Phase 1	\$40,000.00	\$57,152.74	\$97,152.74		\$97,152.74
Studio E Architect: Phase 2	\$1,370,000.00	\$212,892.00	\$1,657,020.15		\$1,582,892.00
Twining Consulting	\$183,990.00		\$140,477.50	\$43,512.50	\$183,990.00
Urban Futures	\$10,050.00		\$6,350.00		\$10,050.00
Wilkinson Hadley & King	\$10,500.00		\$11,500.00		\$10,500.00
Wisniewski & Associates	\$1,000.00		\$1,000.00		\$1,000.00
<u>Contractors</u>					
McCarthy: Preconstruction	\$100,000.00	\$43,250.00	\$100,000.00		\$143,250.00
McCarthy: Guaranteed Maximum Price	\$20,768,892.00	\$1,123,049.00	\$19,109,864.61	\$2,782,076.39	\$21,891,941.00
TOTALS	\$23,491,069.00	\$1,906,315.74	\$22,655,851.76	\$3,246,335.93	\$25,927,480.33
<u>SUMMARY</u>					
Series A Issue: March 9, 2017	\$13,830,000.00				
Series B Issue: February 14, 2019	\$7,837,500.00				
Expended to December 31, 2020	\$22,655,851.76				
Interest Accrual to Date	\$988,351.76				
BALANCE	\$0.00				

Exhibit A

MEASURE GG BALLOT MEASURE

The Cardiff School District Measure GG Ballot Measure follows. The Measure GG ballot measure can also be found at www.cardiffschools.com/MeasureGG.

EXHIBIT B

BALLOT MEASURE **FULL TEXT OF MEASURE**

This proposition may be known and referred to as the Cardiff School District General Obligation Bond of 2016, or Measure GG.

BOND AUTHORIZATION

By approval of this proposition by at least 55% of the registered voters voting on the proposition, the Cardiff School District (the "District") shall be authorized to issue and sell bonds of up to \$22 million in aggregate principal amount to provide financing for the specific school facilities projects listed in the Bond Project List below, and in order to qualify to receive State matching grant funds, subject to all of the accountability safeguards specified below.

ACCOUNTABILITY SAFEGUARDS

The provisions in this section are specifically included in this proposition in order that the District's voters and taxpayers may be assured that their money will be spent wisely to address specific facilities needs of the District, all in compliance with the requirements of Article XIII A, Section 1(b)(3) of the State Constitution, and the Strict Accountability in Local School Construction Bonds Act of 2000 (codified at Education Code Sections 15264 and following).

Evaluation of Needs. The Board of Trustees hereby certifies that it has evaluated safety, class size reduction and information technology needs in developing the Bond Project List.

Limitation on Use of Bond Proceeds. The State of California does not have the power to take locally approved school district bond funds for any State purposes. The Constitution allows proceeds from the sale of bonds authorized by this proposition to be used only for the construction, reconstruction, rehabilitation, or replacement of school facilities listed in this proposition, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

Independent Citizens' Oversight Committee. The Board of Trustees shall establish an independent Citizens' Oversight Committee (pursuant to Education Code Section 15278 and following), to ensure bond proceeds are spent only for the school facilities projects listed in the Bond Project List. The committee shall be established within 60 days of the date on which the Board of Trustees enters the election results on its minutes.

Annual Performance Audits. The Board of Trustees shall conduct an annual, independent performance audit to ensure that the bond proceeds have been expended only on the school facilities projects listed in the Bond Project List.

Annual Financial Audits. The Board of Trustees shall conduct an annual, independent financial audit of the bond proceeds (which shall be separate from the District's regular annual financial audit) until all of those proceeds have been spent for the school facilities projects listed in the Bond Project List.

Special Bond Proceeds Account; Annual Report to Board. Upon approval of this proposition and the sale of any bonds approved, the Board of Trustees shall take actions necessary pursuant to Government Code Section 53410 and following to establish an account in which proceeds of the sale of bonds will be deposited. As long as any proceeds of the bonds remain unexpended, the Superintendent or the Chief Business Official of the District (or such other employee as may perform substantially similar duties) shall cause a report to be filed with the Board no later than December 31 of each year, commencing December 31 of the year in which bonds are first issued, stating (1) the amount of bond proceeds received and expended in that year, and (2) the status of any project funded or to be funded from bond proceeds. The report may relate to the calendar year, fiscal year, or other appropriate annual period as such officer shall determine, and may be incorporated into the annual budget, audit, or other appropriate routine report to the Board.

FURTHER SPECIFICATIONS

Specific Purposes. All of the purposes enumerated in this proposition shall be united and voted upon as one single proposition, pursuant to Education Code Section 15100, and shall constitute the specific purposes of the bonds, and proceeds of the bonds shall be spent only for such purposes, pursuant to Government Code Section 53410.

Joint Use. The District may enter into agreements with the County of San Diego, or other public agencies or nonprofit organizations for joint use of school facilities financed with the proceeds of the bonds in accordance with Education Code Section 17077.42 (or any successor provision). The District

may seek State grant funds for eligible joint-use projects as permitted by law, and this proposition hereby specifies and acknowledges that bond funds will or may be used to fund all or a portion of the local share for any eligible joint-use projects identified in the Bond Project List or as otherwise permitted by California State regulations, as the Board of Trustees shall determine.

Rate of Interest. The bonds shall bear interest at a rate per annum not exceeding the statutory maximum, payable at the time or times permitted by law.

Term of Bonds. The number of years the whole or any part of the bonds are to run shall not exceed the legal limit, though this shall not preclude bonds from being sold which mature prior to the legal limit.

BOND PROJECT LIST

The Bond Project List below describes the specific projects the Cardiff School District proposes to finance with proceeds of the bonds. Listed projects will be completed as needed at each school site according to Board-established priorities, and the order in which such projects appear on the Bond Project List is not an indication of priority for funding or completion. The final cost of each project will be determined as plans are finalized, construction bids are awarded, and projects are completed. Certain construction funds expected from non-bond sources, including State grant funds for eligible projects, have not yet been secured. Until all project costs and funding sources are known, the Board of Trustees cannot determine the amount of bond proceeds available to be spent on each project, nor guarantee that the bonds will provide sufficient funds to allow completion of all listed projects. Completion of some projects may be subject to further government approvals or appropriation by State officials and boards, to local environmental review, and to input from the public.

Projects for Cardiff School include:

- Replace outdated roofs.
- Renovate or replace existing deteriorating plumbing, drainage, and sewer systems.
- Upgrade inadequate electrical systems including power and low voltage to meet current electrical and accessibility codes, increase capacity, and relieve overloaded systems.
- Improve energy efficiency by replacing old and energy inefficient heating, ventilation, and air conditioning (HVAC) systems, windows, and lighting systems; also, install cost-effective systems including

“green” building projects and sustainable building practices to promote energy-efficiency (e.g., Energy Management Systems (EMS), solar, electrical, etc.).

- Replace aging temporary portable classrooms with new classrooms.
- Replace outdated classrooms that are now between 55-65 years old with new classrooms
- Construct new restrooms.
- Construct a new multipurpose room and warming kitchen to replace the current 55 year old building.
- Make health, safety, and security improvements, such as improve student drop-off and pick-up areas, upgrade campus fencing, and renovate/retrofit the “brick building”.
- Replace or upgrade fire alarm systems, fire safety equipment, and emergency exit lighting improvements.
- Replace campus wide intercom and telecommunication systems, clocks, and upgrade wireless systems and internet/network connections.
- Improve handicapped accessibility by making Federal and State-mandated Americans with Disabilities Act (ADA) accessibility upgrades and as mandated by the Division of the State Architect (DSA) including site access, parking, restrooms, relocation of some existing electrical devices, drinking fountains, playground equipment, etc.
- Upgrade, renovate and improve library/computer lab, art/science lab, and school office building to be integrated with the newly constructed school facilities.
- Upgrade and improve playgrounds and playfields for school and community use; preserve existing mature trees and other landscaping where possible.
- Resurface, repair, and/or replace paved surfaces, play court areas, turf, and other grounds to eliminate safety hazards and improve outside instructional areas.

Projects for Ada Harris School include:

- Improve energy efficiency by replacing old and energy inefficient heating, ventilation, and air conditioning (HVAC) systems and lighting systems; also, install cost-effective systems including “green” building projects and sustainable building practices to promote energy-efficiency (e.g., Energy Management Systems (EMS), solar, electrical, etc.).
- Replace aging temporary portable classrooms.
- Replace or upgrade fire alarm systems, fire safety equipment, and emergency exit lighting improvements.
- Replace campus wide intercom and telecommunication systems, clocks, and upgrade wireless systems and internet/network connections.

Miscellaneous District-wide Projects

- Abate and remove hazardous materials identified prior or during construction.
- Address unforeseen conditions revealed by construction/modernization (such as water, sewage or gas line breaks, dry rot, seismic, structural, etc.).
- Other site improvements required to comply with existing building codes, including the Field Act, and access requirements of the Americans with Disabilities Act.
- Necessary preparation/restoration in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing, replacing, preserving, or installing irrigation, utility lines (such as gas lines, water lines, electrical lines, sewer lines, and communication lines), trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property.
- Rental or construction of storage facilities and other space on an interim basis, as needed to accommodate construction materials, equipment, and personnel, and interim classrooms (including relocatables) for students and school functions or other storage for classroom materials displaced during construction.

- Acquisition of any of the facilities on the Bond Project List through temporary lease or lease-purchase arrangements, or execute purchase option under leases for any of these authorized facilities.
- All work necessary and incidental to specific projects described above, including demolition of existing structures.

The listed projects will be completed as needed. Each project is assumed to include its share of furniture, equipment, architectural, engineering, and similar planning costs, program/project management, staff training expenses and a customary contingency for unforeseen design and construction costs. In addition to the listed projects stated above, the list also includes the acquisition of a variety of instructional, maintenance and operational equipment, including the reduction or retirement of outstanding lease obligations and interim funding incurred to advance fund projects from the list; installation of signage and fencing; payment of the costs of preparation of all facility planning, facility studies, assessment reviews, facility master plan preparation and updates, environmental studies (including environmental investigation, remediation and monitoring), design and construction documentation, and temporary housing of dislocated District activities caused by construction projects. The budget for each project is an estimate and may be affected by factors beyond the District's control. The final cost of each project will be determined as plans and construction documents are finalized, construction bids are received, construction contracts are awarded and projects are completed. Based on the final costs of each project, certain of the projects described above may be delayed or may not be completed. Proceeds of the bonds may be used to pay or reimburse the District for the costs of issuing the bonds. Bond proceeds shall only be expended for the specific purposes identified herein. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

The Bond Project List shall be considered a part of this ballot proposition, and shall be reproduced in any official document required to contain the full statement of the bond proposition.

BALLOT MEASURE
(ABBREVIATED FORM)

“To improve the quality of education with local funding that cannot be taken by the State; modernize/construct classrooms, restrooms and school facilities; repair/replace roofs; renovate deteriorating plumbing and sewer systems; upgrade inadequate electrical systems; make health, safety, and energy efficiency improvements; and replace portables with permanent classrooms; shall Cardiff Elementary School District issue \$22 million of bonds at legal interest rates, have an independent citizens’ oversight committee, and have NO money used for administrative or teacher salaries?”

Exhibit C

Financial & Performance Audit, Fiscal Year Ending June 2020

The Cardiff School District Measure GG Building Fund General Obligation Bonds Audit Report, dated June 30, 2020, follows. It can also be found on the www.cardiffschools.com/MeasureGG web page.

Financial & Performance Audit, Period Ending December 2020

The Cardiff School District Measure GG Building Fund General Obligation Bonds Audit Report, dated December 31, 2020, follows. It can also be found on the www.cardiffschools.com/MeasureGG web page.

Cardiff School District
Proposition 39 Measure GG
Building Fund General
Obligation Bonds

Financial Statements &
Supplementary Information

June 30, 2020



Cardiff School District
Measure GG Building Fund (21)
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June 30, 2020

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Cardiff School District

Measure GG Building Fund (21)

Introduction & Citizens' Oversight Committee Member Listing

On November 8, 2016 the voters of the Cardiff School District approved by more than 55% Measure GG, authorizing the issuance and sale of \$22,000,000 in General Obligation Bonds. The General Obligation Bonds are considered Proposition 39 bonds. The passage of Proposition 39 in November 2000 amended the California Constitution to include accountability measures. Specifically, the District must conduct an annual, independent performance audit to ensure that funds have been expended only on the specific projects listed as well as an annual, independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended.

Upon passage of Proposition 39, an accompanying piece of legislation, AB 1908 was also enacted, which amended the Education Code to establish additional procedures which must be followed if a District seeks approval of a bond measure pursuant to the 55% majority authorized in Proposition 39 including formation, composition and purpose of the Independent Citizens' Oversight Committee, and authorization for injunctive relief against improper expenditure of bond revenues.

The Cardiff School District Measure GG Independent Citizens' Oversight Committee as of June 30, 2020 was comprised of the following members:

<u>Name</u>	<u>Representative</u>	<u>Term Expiration</u>
Christine Bruington	Active Member of Senior Citizens Organization	February 2021
Chris Fowler	Active Member of a Business Organization	February 2021
Bill Moser	Community at Large	February 2021
Chick Nichols	Active Member of Senior Citizens Organization	February 2021
Dave Smiley	Community at Large	February 2021
Adam Sweet	Active Member of a Parent Teacher Organization	February 2021
Kenneth Williams	San Diego Taxpayers Association	February 2021
Ashok Swaminathan	Parent of District Student	March 2022
Rachel Brammer	Community at Large	March 2022
Shad Thielman	Parent of District Student	March 2022
Rhea Stewart	Community at Large	March 2022

Independent Auditor's Report

**To the Citizens' Oversight Committee
Cardiff School District
Measure GG Building Fund (21)
Cardiff-By-The Sea, California**

Report on the Financial Statements

We have audited the accompanying financial statements of the Cardiff School District Measure GG Building Fund (21), which comprise the balance sheet as of June 30, 2020, and the related statement of revenues, expenditures, and changes in fund balance for the year then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Cardiff School District Measure GG Building Fund (21) as of June 30, 2020, and the results of its operations for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note A, the financial statements present only the Building Fund (21) which is specific to Measure GG Building Fund (21) and is not intended to present fairly the financial position and results of operations of Cardiff School District in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information as identified in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information identified in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 12, 2021, on our consideration of Cardiff School District Measure GG Building Fund's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of Proposition 39, as incorporated in California Constitution Article 13A, we have also issued our performance audit report dated March 12, 2021 on our consideration of the District's compliance with the requirements of Proposition 39 with regards to the Measure GG Building Fund (21). That report is an integral part of our audit of the Cardiff School District Measure GG Building Fund (21) for the fiscal year ended June 30, 2020 and should be considered in assessing the results of our financial audit.

Wilkinson Hadley King & Co., LLP

El Cajon, California
March 12, 2021

CARDIFF SCHOOL DISTRICT
MEASURE GG BUILDING FUND (21)
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2020
(Unaudited)

This section of the Cardiff School District's (CSD) Measure GG Building Fund annual financial and performance report presents the discussion and analysis of the Measure GG bond program during the fiscal year that ended June 30, 2020. This Management Discussion and Analysis (MD&A) should be read in conjunction with the Bond Fund's financial statements that immediately follow this section.

FINANCIAL HIGHLIGHTS

- The Fund Balance for the Measure GG Building Fund (21) amounted to \$11,405,549 as of June 30, 2020 compared to \$19,566,969 as of June 30, 2019.
- Revenues, which consisted of interest, was \$445,570 for the year ended June 30, 2020 compared to \$236,552 for the year ended June 30, 2019.
- Expenditures were \$8,631,639 for the year ended June 30, 2020 compared to \$1,849,902 for year ended June 30, 2019.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management discussion and analysis (this section), the financial statements, and the performance audit required by state law. The District accounts for Measure GG bond activity in the District's Building Fund. The Building Fund is a governmental fund type accounted for on a modified accrual basis of accounting.

FINANCIAL ANALYSIS OF PROPOSITION 39 BUILDING FUND

Balance Sheet

The District's Measure GG Building Fund balance as of June 30, 2020 was \$11,326,161 (see Table A-1). The funds are used to finance the modernization and construction of school sites.

Table A-1 Measure GG Building Fund Balance Sheet				
	Year Ended June 30, 2020 2020		Change	Percentage Change
	2020	2019		
Assets				
Cash in county treasury	\$ 11,381,223	\$ 19,721,024	\$ (8,339,801)	-42%
Accounts receivable	54,139	82,406	(28,267)	-34%
Total Assets	\$ 11,435,362	\$ 19,803,430	\$ (8,368,068)	-42%
Liabilities				
Accounts payable	\$ 29,813	\$ 236,460	\$ (206,647)	-87%
Total Liabilities	29,813	236,460	(206,647)	-87%
Fund Balance				
Restricted for capital projects	11,405,549	19,566,970	(8,161,421)	-42%
Total Fund Balance	11,405,549	19,566,970	(8,161,421)	-42%
Total Liabilities & Fund Balance	\$ 11,435,362	\$ 19,803,430	\$ (8,368,068)	-42%

Fund Balance (or Change in Fund Balance)

The District's total Measure GG Building Bond revenue from interest income increased by \$209,017. The total expenditures and other uses increased by \$6,996,245.

Table A-2 Measure GG Building Fund Changes in Fund Balance				
	June 30, 2020	June 30, 2019	Change	Percentage Change
Revenues				
Interest income	\$ 445,569	\$ 236,552	\$ 209,017	88%
Total Revenues	445,569	236,552	209,017	88%
Expenditures				
Capital Outlay	8,631,639	1,635,394	6,996,245	428%
Other operating expense	-	141,646	(141,646)	-100%
Other construction expense	-	72,862	(72,862)	-100%
Total Expenditures	8,631,639	1,849,902	6,781,737	367%
Other Sources				
Proceeds from sale of bonds	-	8,000,000	(8,000,000)	-100%
Cost of Issuance	-	(284,038)	284,038	-100%
Other Sources	24,649	121,538	(96,889)	-80%
Total Other Sources	24,649	7,837,500	(7,812,851)	-100%
Change in Fund Balance	(8,161,421)	6,224,150	(6,572,720)	-106%
Fund Balance - Beginning	19,566,970	13,342,820	6,224,150	47%
Fund Balance - Ending	\$ 11,405,549	19,566,970	\$(8,161,421)	-42%

CAPITAL ASSETS

During the fiscal year ended June 30, 2020 Cardiff School District expended \$8,631,639 in capital outlay expenditures from Measure GG funds. These expenditures are part of the CSD's total capital assets as reflected in the District's separate financial audit.

LONG TERM DEBT

The following table presents a comparison of long-term debt associated with Measure GG building fund:

Table A-3 Measure GG Building Fund Long Term Debt				
	Year Ended June 30,			Percentage
	2020	2019	Change	Change
General Obligation Bonds				
Principal Balance	\$ 21,770,000	\$ 21,920,000	\$ (150,000)	100%
Bond Premium	874,288	878,949	(4,661)	100%
Total Measure GG Bonds	\$ 22,644,288	\$ 22,798,949	\$ (154,661)	100%

FACTORS BEARING ON THE BOND PROGRAM'S FUTURE

At the time these financial statements were prepared and audited, CSD has begun major projects with the Measure GG bond funds. The Cardiff School construction faced some delays as a result of lawsuits filed by Save the Park and Build the School. However, the lawsuit was dismissed by the United States District court on November 11, 2020. These delays could affect the budget of the project.

OBTAINING ADDITIONAL INFORMATION ON THE BOND PROGRAM

Additional information on the Measure GG bond fund can be obtained by visiting the Cardiff School District website: www.cardiffschools.com and selecting Measure GG.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide citizens, taxpayers, customers, investors, and creditors with a general overview of the Bond Fund's finances and to determine the Bond Fund's accountability for the money it receives. Additional financial information can be obtained by contacting the following:

Courtney Jasper
Courtney.Jasper@cardiffschool.com
Chief Business Officer
Cardiff School District
1888 Montgomery Avenue
Cardiff, CA 92007

Financial Statements

Cardiff School District
Measure GG Building Fund (21)

Balance Sheet

June 30, 2020

ASSETS

Current Assets

Cash in county treasury	\$ 11,381,223
Accounts receivable	<u>54,139</u>

TOTAL ASSETS	\$ 11,435,362
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LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts payable	<u>\$ 29,813</u>
------------------	------------------

Total Liabilities	<u>29,813</u>
--------------------------	---------------

Fund Balance

Restricted for capital projects	<u>11,405,549</u>
Total Fund Balance	<u>11,405,549</u>

TOTAL LIABILITIES AND FUND BALANCE	\$ 11,435,362
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The accompanying notes to the financial statements are an integral part of this statement.

Cardiff School District
Measure GG Building Fund (21)

Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Year Ended June 30, 2020

REVENUES

Interest income	\$ 445,569
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TOTAL REVENUES	<u>445,569</u>
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EXPENDITURES

Capital outlay:	
Building improvements	<u>8,631,639</u>

TOTAL EXPENDITURES	<u>8,631,639</u>
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OTHER SOURCES AND USES

All other financing sources	<u>24,649</u>
-----------------------------	---------------

TOTAL OTHER SOURCES	<u>24,649</u>
----------------------------	---------------

NET CHANGE IN FUND BALANCE	(8,161,421)
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FUND BALANCE, BEGINNING OF YEAR	<u>19,566,970</u>
--	-------------------

FUND BALANCE, END OF YEAR	<u><u>\$ 11,405,549</u></u>
----------------------------------	-----------------------------

The accompanying notes to the financial statements are an integral part of this statement.

Cardiff School District

Measure GG Building Fund (21)

Notes to the Financial Statements
For the Year Ended June 30, 2020

A. Summary of Significant Accounting Policies

Cardiff School District Measure GG Building Fund (21), hereinafter referred to as the “Bond Fund”, accounts for its financial transactions in accordance with the policies and procedures of the California Department of Education’s *California School Accounting Manual*. The accounting policies of the District conform to accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA).

1. Reporting Entity

The Bond Fund was formed to account for renovation of schools for Cardiff School District (District), through expenditures of general obligation bonds issued under Measure GG, authorized by registered voters on November 6, 2016.

The Bond Fund operates under a locally selected Citizens’ Oversight Committee comprised of seven members formed in accordance with the Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code, Proposition 39. The reporting entity consists only of the Bond Fund of the District. These financial statements are intended to present only the financial position and results of operations of the Bond Fund in conformity with accounting principles generally accepted in the United States of America, and accordingly do not present the financial position and results of operations of the District.

2. Basis of Accounting – Measurement Focus

Bond Fund. The bond fund is reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Bond Fund considers all revenues reported in the fund to be available if the revenues are collected within sixty days after year-end. Revenues from local sources consist primarily of interest earned. Investment earnings are recorded as earned, since they are both measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds from general long-term debt and acquisitions under capital leases are reported as other financing sources.

When the Bond Fund incurs an expenditure or expense for which both restricted and unrestricted resources may be used, it is the Bond Fund’s policy to use restricted resources first, then unrestricted resources.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

3. Encumbrances

Encumbrance accounting is used in the Bond Fund to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid or at year end, whichever is sooner.

4. Budgets and Budgetary Accounting

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the Bond Fund. By state law, the District's governing board must adopt a final budget no later than July 1st. A public hearing must be conducted to receive comments prior to adoption. The District's governing board has satisfied these requirements.

These budgets are revised by the District's governing board and district superintendent during the year to give consideration to unanticipated income and expenditures.

Formal budgetary integration was used as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts.

5. Revenues and Expenses

a. Revenues – Exchange and Non-Exchange

On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or expected to be collected soon enough thereafter, to be used to pay liabilities of the current fiscal year. Generally, available is defined as collectible within 60 days. However, to achieve comparability of reporting among California districts and so as to not distort normal revenue patterns, with specific respect to reimbursement grants and corrections to State-aid apportionments, the California Department of Education has defined available for districts as collectible within one year. The following revenue sources are considered to be both measurable and available at fiscal year-end: State apportionments, property taxes, interest, certain grants, and other local sources.

Non-exchange transactions are transactions in which the District receives value without directly giving equal value in return, including property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose restrictions. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

b. Expenditures

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable, and typically paid within 90 days. Principal and interest on long-term obligations, which has not matured, are recognized when paid in the bond fund as expenditures. Allocations of costs, such as depreciation and amortization, are not recognized in the Bond Fund.

6. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position

a. Deposits and Investments

Cash balances held in banks and in revolving funds are insured to \$250,000 by the Federal Depository Insurance Corporation (FDIC). The Bond Fund does not have any cash held in banks or revolving fund. Highly liquid investments are considered to be cash equivalents if they have a maturity of three months or less when purchased.

In accordance with Education Code §41001, the Bond Fund maintains substantially all its cash in the San Diego County Treasury. The county pools these funds with those of other districts in the county and invests the cash. These pooled funds are carried at cost, which approximates market value. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

The county is authorized to deposit cash and invest excess funds by California Government Code §53648 et seq. The funds maintained by the county are either secured by federal depository insurance or are collateralized.

Information regarding the amount of dollars invested in derivatives with San Diego County Treasury was not available.

b. Interfund Activity

Interfund activity results from loans, services provided, reimbursements or transfers between funds of the District. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers.

c. Fund Balances – Governmental Funds

Fund balances of the Bond Fund are classified as follows:

Nonspendable Fund Balance represents amounts that cannot be spent because they are either not in spendable form (such as inventory or prepaid items) or legally required to remain intact (such as revolving cash accounts or principal of a permanent fund).

Restricted Fund Balance represents amounts that are subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations, or may be imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance represents amounts that can only be used for a specific purpose because of a formal action by the District's governing board. Committed amounts cannot be used for any other purpose unless the governing board removes those constraints by taking the same type of formal action. Committed fund balance amounts may be used for other purposes with appropriate due process by the governing board. Commitments are typically done through adoption and amendment of the budget or resolution. Committed fund balance amounts differ from restricted balances in that the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation.

Assigned Fund Balance represents amounts which the District intends to use for a specific purpose, but that do not meet the criteria to be classified as restricted or committed. Intent may be stipulated by the governing board or by an official or body to which the governing board delegates the authority. Specific amounts that are not restricted or committed in a special revenue, capital projects, debt service, or permanent fund are assigned for purposes in accordance with the nature of their fund type or the fund's primary purpose. Assignments within the general fund convey that the intended use of those amounts is for a specific purpose that is narrower than the general purposes of the District itself.

Unassigned Fund Balance represents amounts which are unconstrained in that they may be spent for any purpose. Only the general fund reports a positive unassigned fund balance. Other governmental funds might report a negative balance in this classification because of overspending for specific purposes for which amounts had been restricted, committed or assigned.

When an expenditure is incurred for a purpose for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

7. Use of Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

8. Fair Value Measurements

The Bond Fund categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles as defined by Governmental Accounting Standards Board (GASB) Statement No. 72. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The hierarchy is detailed as follows:

- | | |
|-----------------|--|
| Level 1 Inputs: | Quoted prices (unadjusted) in active markets for identical assets or liabilities that a government can access at the measurement date. |
| Level 2 Inputs: | Inputs other than quoted prices included within Level 1 that are observable for an asset or liability, either directly or indirectly. |
| Level 3 Inputs: | Unobservable inputs to an asset or liability. |

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

9. New Accounting Pronouncements

The District has adopted accounting policies compliant with new pronouncements issued by the Government Accounting Standards Board (GASB) that are effective for the fiscal year ended June 30, 2020. Those newly implemented pronouncements are as follows:

GASB Statement No. 95 – Postponement of the Effective Dates of Certain Authoritative Guidance

The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018 and later.

The effective dates of certain provisions contained in the following pronouncements are postponed by one year:

- Statement No. 83, Certain Asset Retirement Obligations
- Statement No. 84, Fiduciary Activities
- Statement No. 88, Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements
- Statement No. 89, Accounting for Interest Cost Incurred Before the End of a Construction Period
- Statement No. 90, Majority Equity Interests
- Statement No. 91, Conduit Debt Obligations
- Statement No. 92, Omnibus 2020
- Statement No. 93, Replacement of Interbank Offered Rates
- Implementation Guide No. 2017-3, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (and Certain Issues Related to OPEB Plan Reporting)
- Implementation Guide No. 2018-1, Implementation Guidance Update – 2018
- Implementation Guide No. 2019-1, Implementation Guidance Update – 2019
- Implementation Guide No. 2019-2, Fiduciary Activities

The effective dates of the following pronouncements are postponed by 18 months:

- Statement No. 87, Leases
- Implementation Guide No. 2019-3, Leases

There have been no adjustments to the financial statements or note disclosures as a result of adoption of the accounting policies.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

B. Compliance and Accountability

1. Finance Related Legal and Contractual Provisions

In accordance with GASB Statement No. 38, "Certain Financial Statement Note Disclosures", violations of finance-related legal and contractual provisions, if any are reported below, along with actions taken to address such violations:

<u>Violation</u>	<u>Action Taken</u>
None Reported	Not Applicable

2. Deficit Fund Balance or Fund Net Position of Individual Funds

The following funds are funds having deficit fund balances or fund net position at year end, if any, along with remarks which address such deficits:

<u>Fund Name</u>	<u>Deficit Amount</u>	<u>Remarks</u>
None	Not Applicable	Not Applicable

C. Fair Value Measurements

The Bond Fund's investments at June 30, 2020, categorized within the fair value hierarchy established by generally accepted accounting principles, were as follows:

	<u>Amount</u>	<u>Fair Value Measurement Using</u>		
		<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
External investment pools measured at fair value				
San Diego County Treasury	\$ 11,381,224	\$ -	\$ 11,381,224	\$ -
Total investments by fair value level	<u>\$ 11,381,224</u>	<u>\$ -</u>	<u>\$ 11,381,224</u>	<u>\$ -</u>

The Bond Fund is considered to be an involuntary participant in an external investment pool as the Bond Fund is required to deposit all receipts and collections of monies with their County Treasurer (Education Code §41001). The fair value of the Bond Fund's investments in the pool is reported in the accounting financial statements as amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of the portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

The San Diego County Treasury is not registered with the Securities and Exchange Commission (SEC) as an investment company; however, the County Treasury acts in accordance with investment policies monitored by a Treasury Oversight Committee consisting of members appointed by participants in the investment pool and up to five members of the public having expertise, or an academic background in, public finance. In addition, the County Treasury is audited annually by an independent auditor.

Cardiff School District

Measure GG Building Fund (21)

Notes to the Financial Statements, Continued
June 30, 2020

D. Cash and Investments

1. Cash in County Treasury

In accordance with Education Code §41001, the Bond Fund maintains substantially all of its cash in the San Diego County Treasury as part of the common investment pool (\$11,381,224 as of June 30, 2020). The fair value of the Bond Fund's portion of this pool as of that date, as provided by the pool sponsor, was \$11,381,224. Assumptions made in determining the fair value of the pooled investment portfolios are available from the County Treasurer.

2. Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the investment types that are authorized for the Bond Fund by the California Government Code (or the Bond Fund's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the Bond Fund's investment policy where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the Bond Fund, rather than the general provisions of the California Government Code or the District's investment policy.

<u>Authorized Investment Type</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds, Notes, Warrants	5 Years	None	None
Registered State Bonds, Notes, Warrants	5 Years	None	None
U.S. Treasury Obligations	5 Years	None	None
U.S. Agency Securities	5 Years	None	None
Banker's Acceptance	180 Days	40%	30%
Commercial Paper	270 Days	25%	10%
Negotiable Certificates of Deposit	5 Years	30%	None
Repurchase Agreements	1 Year	None	None
Reverse Repurchase Agreements	92 Days	20% of Base	None
Medium-Term Corporate notes	5 Years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 Years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

3. Analysis of Specific Deposit and Investment Risks

GASB Statement No. 40 requires a determination as to whether the Bond Fund was exposed to the following specific investment risks at year end and if so, the reporting of certain related disclosures:

a. Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The county treasury is restricted by Government Code §53635 pursuant to §53601 to invest only in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The ratings of securities by nationally recognized rating agencies are designed to give an indication of risk.

At June 30, 2020, credit risk for the Bond Fund's investments was as follows:

<u>Investment Type</u>	<u>Rating</u>	<u>Rating Agency</u>	<u>Amount</u>
County Treasurer's Investment Pool	Unrated	Not Applicable	\$ 11,381,224

b. Custodial Credit Risk

Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the Bond Fund's name. The California Government Code and the Bond Fund's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the government, and are held by either the counterparty or the counterparty's trust department or agent but not in the Bond Fund's name.

At June 30, 2020, the Bond Fund was not exposed to custodial credit risk.

c. Concentration of Credit Risk

This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The investment policy of the Bond Fund contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. Investments in any one issuer that represent five percent or more of the total investments are either an external investment pool and are therefore exempt. As such, the Bond Fund was not exposed to concentration of credit risk.

d. Interest Rate Risk

This is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Bond Fund maintains pooled investments with the San Diego County Treasury with a fair value of \$11,381,224. The average weighted maturity for this pool was 516 days at June 30, 2020.

e. Foreign Currency Risk

This is the risk that exchange rates will adversely affect the fair value of an investment. At year end, the Bond Fund was not exposed to foreign currency risk.

4. Investment Accounting Policy

The Bond Fund is required by GASB Statement No. 31 to disclose its policy for determining which investments, if any, are reported at amortized cost. The Bond Fund's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes. Nonnegotiable certificates of deposit are examples of nonparticipating interest-earning investment contracts.

The Bond Fund's investments in external investment pools are reported at an amount determined by the fair value per share of the pool's underlying portfolio, unless the pool is a 2a7-like, in which case they are reported at share value. A 2a7-like pool is one which is not registered with the Securities and Exchange Commission (SEC) as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

E. Accounts Receivable

There are no significant receivables which are not scheduled for collection within one year of year end. Accounts receivable balances as of June 30, 2020 consisted of:

	<u>Accounts Receivable</u>
Interest receivable	\$ 54,139
Total Accounts Receivable	<u>\$ 54,139</u>

F. Accounts Payable

Accounts payable balances as of June 30, 2020 consisted of:

	<u>Account Payable</u>
Vendor payables	\$ 29,813
Total Accounts Payable	<u>\$ 29,813</u>

G. Interfund Balances & Activities

No significant interfund activities as of June 30, 2020.

H. Short Term Debt Activity

The Bond Fund accounts for short-term debts for maintenance purposes through the General Fund. The proceeds from loans are shown in the financial statements as other financing sources. The Bond Fund did not issue any short-term debt during the fiscal year ended June 30, 2020.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

I. General Obligation Bonds

The District's bonded debt consists of various issues of general obligation bonds that are generally callable with interest payable semiannually. Bond proceeds pay primarily for acquiring or constructing capital facilities. The District repays general obligation bonds from voter-approved property taxes.

On November 8, 2016, registered voters authorized the issuance of \$22,000,000 principal amount of general obligation bonds. The bonds were authorized to finance the repair, renovation, and construction of certain District property and equipment and pay costs of issuance incurred in connection with the issuance of the Bonds. The Bonds represent a general obligation of the District, payable solely from ad valorem taxes for the payment of the principal and of interest on the Bonds upon all property subject to taxation by the District without limitation of rate or amount (except as to certain personal property which is taxable at limited rates). Of the total amount originally authorized, no amounts remain unissued.

General obligation bonds at June 30, 2020 consisted of the following:

	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount of Original Issue</u>	
2016 Election Series A	2/23/2017	2.00 - 5.00%	8/1/2046	14,000,000	
2016 Election Series B	2/14/2019	3.00 - 5.00%	8/1/2048	8,000,000	
Total General Obligation Bonds				<u>\$ 22,000,000</u>	

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
2018 Election Series A					
Principal Balance	13,920,000	\$ -	150,000	13,770,000	\$ -
Premium	432,567.00	-	4,661	427,906	-
2016 Election Series B					
Principal Balance	8,000,000	-		8,000,000	125,000
Premium	446,382	-		446,382	6,975
Total General Obligation Bonds	<u>\$ 22,798,949</u>	<u>\$ -</u>	<u>\$ 154,661</u>	<u>\$ 22,644,288</u>	<u>\$ 131,975</u>

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

The annual requirements to amortize the bonds outstanding at June 30, 2020 are as follows:

Year Ended June 30,	Principal	Interest	Accreted Interest	Total
2021	125,000	858,857	-	983,857
2022	-	855,732	-	855,732
2023	-	855,732	-	855,732
2024	20,000	855,232	-	875,232
2025	55,000	853,357	-	908,357
2026-2030	940,000	4,169,608	-	5,109,608
2031-2035	2,360,000	3,777,058	-	6,137,058
2036-2040	4,360,000	3,030,238	-	7,390,238
2041-2045	6,970,000	1,977,192	-	8,947,192
2046-2050	6,940,000	527,834	-	7,467,834
Total	21,770,000	17,760,837	-	39,530,837

Premium/Discount

Bond premium arises when the market rate of interest is higher than the stated interest rate on the bond. Bond discount arises when the market rate of interest is lower than the stated interest rate on the bond. Generally Accepted Accounting Principles (GAAP) require that the premium increase the face value of the bond and the discount decrease the face value of the bond. The premium and discount are then amortized over the life of the bond using the economic interest method.

Effective interest on general obligation bonds issued at a premium/discount are as follows:

	2016 Series A	2016 Series B
Total Interest Payments on Bonds	\$ 12,803,103	\$ 6,854,484
Less Bond Premium	(435,053)	(446,382)
Net Interest Payments	\$ 12,368,050	\$ 6,408,102
Par Amount of Bonds	14,000,000	8,000,000
Periods	30	30
Effective Interest Rate	2.94%	2.67%

J. Commitments and Contingencies

1. Litigation

The District is involved in a litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the overall financial position of the Bond Fund as of June 30, 2020.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

2. Construction Commitments

As of June 30, 2020, the Bond Fund had the following construction commitments:

<u>Construction in Progress</u>	<u>Commitments</u>	<u>Expected Date of Final Completion*</u>
Demolition of existing classrooms and multipurpose building		
New construction of buildings A, B, C, D, F, J & L		
Modernization of Buildings E & M		
New site construction & improvements including landscaping and utilities		
Coordination of removal, storage and reinstall of existing FF&E	\$ 21,729,958	Spring 2021

*Completion date is an estimate and may change

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
June 30, 2020

K. Upcoming Accounting Guidance

The Governmental Accounting Standards Board (GASB) issues pronouncements and additional guidance for governmental agencies to establish consistent accounting across all governments in the United States. The following table represents items that have been issued by GASB that will become effective in future periods:

Description	Date Issued	Fiscal Year Effective
GASB Statement 84, Fiduciary Activities	01/2017	2020-21
GASB Statement 87, Leases	06/2017	2021-22
GASB Statement 89, Accounting for Interest Cost Incurred before the End of a Construction Period	06/2018	2021-22
GASB Statement 90, Majority Equity Interest – an amendment of GASB Statements 14 and 61	08/2018	2020-21
GASB Statement 91, Conduit Debt Obligations	05/2019	2022-23
GASB Statement 92, Omnibus 2020	01/2020	2021-22
GASB Statement 93, Replacement of Interbank Offered Rates	03/2020	2020-21
GASB Statement 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements	03/2020	2022-23
GASB Statement 96, Subscription-Based Information Technology Arrangements	05/2020	2022-23
GASB Statement 97, Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements 14, 84 and supersession of GASB Statement 32	06/2020	2021-22
GASB Implementation Guide No. 2019-1, Implementation Guidance Update – 2019	04/2019	2020-21
GASB Implementation Guide No. 2019-2, Fiduciary Activities	06/2019	2020-21
GASB Implementation Guide No. 2019-3, Leases	08/2019	2021-22
GASB Implementation Guide No. 2020-1, Implementation Guidance Update – 2020	04/2020	2021-22

The effects of the upcoming guidance and pronouncements on the Bond Fund's financial statements has not yet been determined.

Supplementary Information

Cardiff School District

Measure GG Building Fund (21)

General Obligation Bonds Project List
Year Ended June 30, 2020

Bond proceeds are required to be expended to modernize, replace, renovate, construct, acquire, equip, furnish and otherwise improve the facilities of the District located at Cardiff School, Cardiff School District, and Ada Harris School.

Master Plan Facilities Projects and Objectives

The following are master plan facilities projects and objectives to be implemented throughout the District that may be funded by this bond measure.

Projects for Cardiff School Include:

- Replace outdated roofs.
- Renovate or replace existing deteriorating plumbing, drainage, and sewer systems.
- Upgrade inadequate electrical systems including power and low voltage to meet current electrical and accessibility codes, increase capacity, and relieve overloaded systems.
- Improve energy efficiency by replacing old and energy inefficient heating, ventilation, and air conditioning (HVAC) systems, windows, and lighting systems; also, install cost-effective systems including “green” building projects and sustainable building practices to promote energy-efficiency (e.g., Energy Management Systems (EMS), solar, electrical, etc.).
- Replace aging temporary portable classrooms with new classrooms.
- Replace outdated classrooms that are now between 55-65 years old with new classrooms.
- Construct new restrooms.
- Construct a new multipurpose room and warming kitchen to replace the current 55 year old building.
- Make health, safety, and security improvements, such as improve student drop-off and pick-up areas, upgrade campus fencing, renovate/retrofit the “brick building”.
- Replace or upgrade fire alarm systems, fire safety equipment, and emergency exit lighting improvements.
- Replace campus wide intercom and telecommunication systems, clocks, and upgrade wireless systems and internet/network connections.
- Improve handicapped accessibility by making Federal and State-mandated Americans with Disabilities Act (ADA) accessibility upgrades and as mandated by the Division of the State Architect (DSA) including site access, parking, restrooms, relocation of some existing electrical devises, drinking fountains, playground equipment, etc.
- Upgrade, renovate and improve library/computer lab, art/science lab, and school office building to be integrated with the newly constructed school facilities.
- Upgrade and improve playgrounds and playfields for school and community use; preserve existing mature trees and other landscaping where possible.
- Resurface, repair, and/or replace paved surfaces, play court areas, turf, and other grounds to eliminate safety hazards and improve outside instructional areas.

Cardiff School District

Measure GG Building Fund (21)

General Obligation Bonds Project List, Continued

Year Ended June 30, 2020

Projects for ADA Harris School include:

- Improve energy efficiency by replacing old and energy inefficient heating, ventilation, and air conditioning (HVAC) systems, windows, and lighting systems; also, install cost-effective systems including “green” building projects and sustainable building practices to promote energy-efficiency (e.g., Energy Management Systems (EMS), solar, electrical, etc.).
- Replace aging temporary portable classrooms.
- Replace or upgrade fire alarm systems, fire safety equipment, and emergency lighting improvements.
- Replace campus wide intercom and telecommunication systems, clocks, and upgrade wireless systems and internet/network connections.

Miscellaneous district-wide projects include:

- Abate and remove hazardous materials identified prior or during construction.
- Address unforeseen conditions revealed by construction/modernization (such as water, sewage or gas line breaks, dry rot, seismic, structural, etc.)
- Other site improvements required to comply with existing building codes, including the Field Act, and access requirements of the Americans with Disabilities Act.
- Necessary preparation/restoration in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing replacing preserving, or installing irrigation, utility lines (such as gas lines, water lines, electrical lines, sewer lines, and communication lines), trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property.
- Rental or construction of storage facilities and other space on an interim basis, as needed to accommodate construction materials, equipment, and personnel, and interim classrooms (including relocatables) for students and school functions or other storage for classroom materials displaced during construction.
- Acquisition of any of the facilities on the Bond Project List through temporary lease or lease-purchase arrangements or execute purchase option under leases for any of the authorized facilities.
- All work necessary and incidental to specific projects described above, including demolition of existing structures.
- Whenever specific items are included in the list above, they are presented to provide an example and are not intended to limit the generality of the broader description of authorized projects.

Cardiff School District
Measure GG Building Fund (21)
General Obligation Bonds Project Timelines
Year Ended June 30, 2020

Project	Timeline and Key Events
Cardiff School Rebuild Timeline	2020 April - Construction resumes after 3 month delay due to lawsuit April- Final approval of the boudry adjustment recived June 15th- New Federal lawsuit filed June - Construction off new student drop-off/pick-up site & parking lot begins June- Renovation of two classrooms atached to administration building begins August 25th- Drop-off/pick-up site & parking lot completed December - Construction of new buildings completed 2021 January - Landscaping and hard-court play area work begins January - Od poratables are removed June - Project complete

Cardiff School District

Measure GG Building Fund (21)

General Obligation Bonds Project Change Orders

Year Ended June 30, 2020

During the fiscal year ended June 30, 2020 there were no construction change orders made in contracts associated with general obligation bond projects.

Other Independent Auditors' Reports

Independent Auditor's Report on Internal Control Over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards*

To the Citizens' Oversight Committee
Cardiff School District
Measure GG Building Fund (21)
San Diego, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Cardiff School District Measure GG Building Fund (Bond Fund), which comprise the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise Cardiff School District Measure GG Building Fund's basic financial statements, and have issued our report thereon dated March 12, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Cardiff School District Measure GG Building Fund's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Cardiff School District Measure GG Building Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of Cardiff School District Measure GG Building Fund's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been detected.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Cardiff School District Measure GG Building Fund's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Bond Fund's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Bond Fund's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

El Cajon, California
March 12, 2021

Independent Auditor's Report on Performance

To the Citizens' Oversight Committee
Cardiff School District
Measure GG Building Fund (21)
San Diego, California

We were engaged to conduct a performance audit of the Cardiff School District Measure GG Building Fund (21), herein after referred to as the Bond Fund, for the year ended June 30, 2020.

Management's Responsibility for Performance Compliance

Our audit was limited to the objectives listed with the report which includes the District's compliance with the performance requirements as referred to in Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements.

Auditor's Responsibility

Our responsibility is to express an opinion on performance based on our audit. We conducted this performance audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the *Appendix A of the 2019-20 Guide for Annual Audits of K-12 Local Education Agencies*. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusions based on our audit objectives.

In planning and performing our performance audit, we obtained an understanding of the District's internal controls over the Bond Fund and related construction projects in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, but not for the purpose of expressing an opinion on the effectiveness of the Bond Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of the Bond Fund's internal control.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our findings and conclusions based upon the audit objectives.

Objectives, Scope, & Methodology of the Audit

In connection with our performance audit, we performed an audit for compliance as required in the performance requirements set forth in Measure GG as approved by registered voters for the fiscal year ended June 30, 2020. The objective of the audit of compliance applicable to the Bond Fund is to determine with reasonable assurance that:

- The proceeds from the sale of Measure GG General Obligation Bonds were only used for the purposes set forth in the ballot measure and not for any other purpose, such as teacher and administrative salaries.
- The Governing Board of the Cardiff School District (District), in establishing approved projects set forth in the ballot measure to modernize, replace, renovate, construct, acquire, equip, furnish and otherwise improve facilities of the District as noted in the bond project list.

In performing our audit of compliance, we performed procedures including but not limited to those listed as follows:

Internal Control Evaluation

Procedure Performed

Inquiries were made of management regarding internal controls to:

- Prevent fraud, waste, or abuse regarding project resources
- Prevent material misstatement in the project funds
- Ensure all expenditures are properly allocated
- Ensure adequate separation of duties exists in the accounting of project funds. All purchase requisitions are reviewed for proper supporting documentation. The Facilities Director or appropriate District employee submits back up information to the business office to initiate a purchase requisition. The Facilities Director, Assistant Superintendent of Business Services, and Finance Director verifies that the requested purchase is an allowable project cost in accordance with the grant agreement.

Results of Procedure Performed

The results of our audit determined the internal control procedures as designed are sufficient to meet the financial and compliance objectives required by generally accepted accounting principles and applicable laws and regulations.

Procedure Performed

Tests of controls were performed based on identified controls from procedures above, utilizing samples of expenditures with a sample size sufficient for a high level of assurance, to determine if internal controls as designed are properly implemented and in place over the Bond Fund expenditures.

Results of Procedure Performed

The results of our audit determined that the internal controls as designed were properly implemented during the 2019-20 fiscal year.

Tests of Expenditures

Procedures Performed

We tested expenditures to determine whether Measure GG proceeds were spent solely on voter and Board approved school facilities projects as set forth in the bond Projects List and language of the Measure GG ballot measure language. Our testing was performed using a sample size sufficient to meet a high level of assurance.

Results of Procedures Performed

Expenditures tested were found to be in compliance with the terms of the Measure GG ballot measure as well as applicable state laws and regulations.

Tests of Contracts and Bid Procedures

Procedures Performed

We tested expenditures under Measure GG to determine if the expenditure was part of a valid contract, that the contract was properly approved by the District's Governing Board, and that the contract was established in compliance with Public Contract Code provisions, including bid procedures. Our testing was performed using a sample size sufficient to meet a high level of assurance.

Results of Procedures Performed

Expenditures tested were found to have valid contracts which were issued through proper approval of the District's Governing Board in compliance with Public Contract Code, including bid procedures.

Facilities Site Review

Procedures Performed

We reviewed the Independent Citizens' Oversight Committee minutes and agendas along with other pertinent information on Measure GG designated projects to determine whether the funds expended for the year ended June 30, 2020 were for valid facilities acquisition and construction purposes as stated in the Bond Project List. Additionally, we reviewed photographs of significant bond projects to determine projects were being completed as identified in the Bond Project List.

Results of Procedures Performed

Based on review of the minutes and agenda of the Independent Citizens' Oversight Committee, expenditure documentation, review of project photographs, and other pertinent information provided, it appears the construction work performed was consistent with the Bond Project List as well as the allowable projects as identified in Measure GG ballot measures.

Citizens' Oversight Committee

Procedures Performed

We reviewed the minutes of the Citizens' Oversight Committee meetings to verify compliance with Education Code Section 15278 which requires the Citizens' Oversight Committee to:

- Actively review and report on the proper expenditure of taxpayers' money for school construction.
- Advise the public as to whether the District is in compliance with paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Ensure that bond revenues are expended only for purposes described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Ensure that no funds are used for any teacher or administrative salaries or other school operating expenses.

Additionally, Education Code Section 15278 authorizes the Citizens' Oversight Committee to:

- Receive and review copies of the annual, independent performance audit.
- Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Receive and review copies of any deferred maintenance proposals or plans developed by the District.
- Review efforts by the District to maximize bond revenues by implementing cost saving measures.

Results of Procedures Performed

In our review of the minutes of the Citizens' Oversight Committee we determined that, during the fiscal year ended June 30, 2020 the Committee fulfilled all required responsibilities identified in Education Code Section 15278 and additionally performed other authorized activities as identified in Education Code Section 15278.

Procedure Performed

We reviewed composition of the Citizens' Oversight Committee to verify compliance with Education Code Section 15282 which requires the following:

- The Citizens' Oversight Committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms.
- One member shall be active in a business organization representing the business community located within the school district boundaries.
- One member shall be active in a senior citizens' organization.
- One member shall be active in a bona fide taxpayers' organization.
- One member shall be the parent or guardian of a child enrolled in the school district.
- One member shall be both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization.
- An employee or official of the school district shall not be appointed to the citizens' oversight committee.
- A vendor, contractor, or consultant of the school district shall not be appointed to the citizens' oversight committee.

Results of Procedures Performed

In our review of the Citizens' Oversight Committee composition for the fiscal year ended June 30, 2020 we determined that the Committee was in compliance with Education Code Section 15282.

Opinion on Performance

The results of our tests indicated that the District has complied with the requirements set forth in Measure GG, approved by voters on November 6, 2018 in accordance with Proposition 39 as outlined in Article XIII A, Section 1(b)(3)(c) of the California Constitution.

Purpose of the Report

This report is intended solely for the information and use of the District's Governing Board, the Measure GG Citizens' Oversight Committee, management, and others within the District and is not intended to be and should not be used by anyone other than these specified parties.

El Cajon, California
March 12, 2021

Auditor's Results, Findings & Recommendations

Cardiff School District
Measure GG Building Fund (21)

Schedule of Auditor's Results
Year Ended June 30, 2020

FINANCIAL STATEMENTS

Type of auditor's report issued:

Unmodified

Internal control over financial reporting:

One or more material weakness(es) identified?

 Yes X No

One or more significant deficiencies identified that are
not considered material weakness(es)?

 Yes X No

Noncompliance material to financial statements noted?

 Yes X No

PERFORMANCE AUDIT

Any audit findings disclosed that are required to be reported
in accordance with *2019-20 Guide for Annual Audits*
of California K-12 Local Education Agencies or
Proposition 39?

 Yes X No

Cardiff School District Measure GG Building Fund

Schedule of Findings and Questioned Costs

Year Ended June 30, 2020

Findings represent significant deficiencies, material weaknesses, and/or instances of noncompliance related to the financial statements or performance audit that are required to be reported in accordance with *Government Auditing Standards*, or *Appendix A of the 2019-20 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

A. Financial Statement Findings

None

B. Performance Audit Findings

None

Cardiff School District
Measure GG Building Fund (21)
Schedule of Prior Year Audit Findings
Year Ended June 30, 2020

Finding/Recommendation	Status	Explanation if Not Implemented
There were no audit findings noted for the fiscal year ended June 30, 2020.		



Cardiff School District
Proposition 39 Measure GG
Building Fund General
Obligation Bonds

Financial Statements &
Supplementary Information

December 31, 2020



Cardiff School District
Measure GG Building Fund (21)

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December 31, 2020

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Cardiff School District

Measure GG Building Fund (21)

Introduction & Citizens' Oversight Committee Member Listing

On November 8, 2016 the voters of the Cardiff School District approved by more than 55% Measure GG, authorizing the issuance and sale of \$22,000,000 in General Obligation Bonds. The General Obligation Bonds are considered Proposition 39 bonds. The passage of Proposition 39 in November 2000 amended the California Constitution to include accountability measures. Specifically, the District must conduct an annual, independent performance audit to ensure that funds have been expended only on the specific projects listed as well as an annual, independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended.

Upon passage of Proposition 39, an accompanying piece of legislation, AB 1908 was also enacted, which amended the Education Code to establish additional procedures which must be followed if a District seeks approval of a bond measure pursuant to the 55% majority authorized in Proposition 39 including formation, composition and purpose of the Independent Citizens' Oversight Committee, and authorization for injunctive relief against improper expenditure of bond revenues.

The Cardiff School District Measure GG Independent Citizens' Oversight Committee as of December 31, 2020 was comprised of the following members:

<u>Name</u>	<u>Representative</u>	<u>Term Expiration</u>
Christine Bruington	Active Member of Senior Citizens Organization	February 2021
Chris Fowler	Active Member of a Business Organization	February 2021
Bill Moser	Community at Large	February 2021
Chick Nichols	Active Member of Senior Citizens Organization	February 2021
Dave Smiley	Community at Large	February 2021
Adam Sweet	Active Member of a Parent Teacher Organization	February 2021
Kenneth Williams	San Diego Taxpayers Association	February 2021
Ashok Swaminathan	Parent of District Student	March 2022
Rachel Brammer	Community at Large	March 2022
Shad Thielman	Parent of District Student	March 2022

Independent Auditor's Report

**To the Citizens' Oversight Committee
Cardiff School District
Measure GG Building Fund (21)
Cardiff-By-The Sea, California**

Report on the Financial Statements

We have audited the accompanying financial statements of the Cardiff School District Measure GG Building Fund (21), which comprise the balance sheet as of December 31, 2020, and the related statement of revenues, expenditures, and changes in fund balance for the year then ended and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Cardiff School District Measure GG Building Fund (21) as of December 31, 2020, and the results of its operations for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note A, the financial statements present only the Building Fund (21) which is specific to Measure GG Building Fund (21) and is not intended to present fairly the financial position and results of operations of Cardiff School District in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information as identified in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information identified in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements.

Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 13, 2021, on our consideration of Cardiff School District Measure GG Building Fund's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

In accordance with the requirements of Proposition 39, as incorporated in California Constitution Article 13A, we have also issued our performance audit report dated March 13, 2021 on our consideration of the District's compliance with the requirements of Proposition 39 with regards to the Measure GG Building Fund (21). That report is an integral part of our audit of the Cardiff School District Measure GG Building Fund (21) for the fiscal period ended December 31, 2020 and should be considered in assessing the results of our financial audit.

Wilkinson Hadley King & Co., LLP

El Cajon, California
March 13, 2021

CARDIFF SCHOOL DISTRICT
MEASURE GG BUILDING FUND (21)
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2020
(Unaudited)

This section of the Cardiff School District's (CSD) Measure GG Building Fund annual financial and performance report presents the discussion and analysis of the Measure GG bond program during the fiscal period that ended December 31, 2020. This Management Discussion and Analysis (MD&A) should be read in conjunction with the Bond Fund's financial statements that immediately follow this section.

FINANCIAL HIGHLIGHTS

- The Fund Balance for the Measure GG Building Fund (21) amounted to \$0 as of December 31, 2020 compared to \$11,405,549 as of June 30, 2020.
- Revenues, which consisted of interest, was \$24,429 for the period ended December 31, 2020 compared to \$445,570 for the year ended June 30, 2020.
- Expenditures were \$11,429,978 for the period ended December 31, 2020 compared to \$8,631,639 for year ended June 30, 2020.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of three parts – management discussion and analysis (this section), the financial statements, and the performance audit required by state law. The District accounts for Measure GG bond activity in the District's Building Fund. The Building Fund is a governmental fund type accounted for on a modified accrual basis of accounting.

FINANCIAL ANALYSIS OF PROPOSITION 39 BUILDING FUND

Balance Sheet

The District's Measure GG Building Fund balance as of December 31, 2020 was \$0 (see Table A-1). The funds were used to finance the modernization and construction of school sites.

Table A-1 Measure GG Building Fund Balance Sheet				
	Year Ended December 31, 2020			
	Dec-20	Jun-20	Change	Percentage Change
Assets				
Cash in county treasury	\$ -	\$ 11,381,223	\$ (11,381,223)	-100%
Accounts receivable	-	54,139	(54,139)	-100%
Total Assets	\$ -	\$ 11,435,362	\$ (11,435,362)	-100%
Liabilities				
Accounts payable	\$ -	\$ 29,813	\$ (29,813)	-100%
Total Liabilities	-	29,813	(29,813)	-100%
Fund Balance				
Restricted for capital projects	-	11,405,549	(11,405,549)	-100%
Total Fund Balance	-	11,405,549	(11,405,549)	-100%
Total Liabilities & Fund Balance	\$ -	\$ 11,435,362	\$ (11,435,362)	-100%

Fund Balance (or Change in Fund Balance)

The District's total Measure GG Building Bond revenue from interest income decreased by \$421,140. The total expenditures and other uses increased by \$2,798,339.

Table A-2 Measure GG Building Fund Changes in Fund Balance				
	<u>December 31, 2020</u>	<u>June 30, 2020</u>	<u>Change</u>	<u>Percentage Change</u>
Revenues				
Interest income	\$ 24,429	\$ 445,569	\$ (421,140)	-95%
Total Revenues	<u>24,429</u>	<u>445,569</u>	<u>(421,140)</u>	<u>-95%</u>
Expenditures				
Capital Outlay	<u>11,429,978</u>	<u>8,631,639</u>	<u>2,798,339</u>	<u>32%</u>
Total Expenditures	<u>11,429,978</u>	<u>8,631,639</u>	<u>2,798,339</u>	<u>32%</u>
Other Sources				
Other Sources		24,649	(24,649)	-100%
Total Other Sources	<u>-</u>	<u>24,649</u>	<u>(24,649)</u>	<u>-100%</u>
Change in Fund Balance	(11,405,549)	(8,161,421)	(3,219,479)	39%
Fund Balance - Beginning	<u>11,405,549</u>	<u>19,566,970</u>	<u>(8,161,421)</u>	<u>-42%</u>
Fund Balance - Ending	<u>\$ -</u>	<u>11,405,549</u>	<u>\$ (11,405,549)</u>	<u>-100%</u>

CAPITAL ASSETS

During the fiscal period ended December 31, 2020 Cardiff School District expended \$11,429,978 in capital outlay expenditures from Measure GG funds. These expenditures are part of the CSD's total capital assets as reflected in the District's separate financial audit.

LONG TERM DEBT

The following table presents a comparison of long-term debt associated with Measure GG building fund:

Table A-3 Measure GG Building Fund Long Term Debt				
	<u>Year Ended December 31, 2020</u>		<u>Change</u>	<u>Percentage Change</u>
	<u>2020</u>	<u>2019</u>		
General Obligation Bonds				
Principal Balance	\$ 21,770,000	\$ 21,920,000	\$ (150,000)	100%
Bond Premium	<u>874,288</u>	<u>878,949</u>	<u>(4,661)</u>	<u>100%</u>
Total Measure GG Bonds	<u>\$ 22,644,288</u>	<u>\$ 22,798,949</u>	<u>\$ (154,661)</u>	<u>100%</u>

FACTORS BEARING ON THE BOND PROGRAM'S FUTURE

As all the proceeds from the bonds were expended by December 31,2020, this will be the final audit report for the bond program

OBTAINING ADDITIONAL INFORMATION ON THE BOND PROGRAM

Additional information on the Measure GG bond fund can be obtained by visiting the Cardiff School District website: www.cardiffschools.com and selecting Measure GG.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide citizens, taxpayers, customers, investors, and creditors with a general overview of the Bond Fund's finances and to determine the Bond Fund's accountability for the money it receives. Additional financial information can be obtained by contacting the following:

Courtney Jasper
Courtney.Jasper@cardiffschool.com
Chief Business Officer
Cardiff School District
1888 Montgomery Avenue
Cardiff, CA 92007

Financial Statements

Cardiff School District
Measure GG Building Fund (21)

Balance Sheet
December 31, 2020

ASSETS

Current Assets

Cash in county treasury	\$ -
Accounts receivable	-

TOTAL ASSETS	\$ -
---------------------	-------------

LIABILITIES AND FUND BALANCE

Current Liabilities

Accounts payable	\$ -
------------------	------

Total Liabilities	-
--------------------------	----------

Fund Balance

Restricted for capital projects	-
Total Fund Balance	-

TOTAL LIABILITIES AND FUND BALANCE	\$ -
---	-------------

The accompanying notes to the financial statements are an integral part of this statement.

Cardiff School District
Measure GG Building Fund (21)

Statement of Revenues, Expenditures, and Changes in Fund Balance
For the Year Ended December 31, 2020

REVENUES

Interest income	\$ 24,429
-----------------	-----------

TOTAL REVENUES	<u>24,429</u>
-----------------------	---------------

EXPENDITURES

Capital outlay:	
Building improvements	<u>11,429,978</u>

TOTAL EXPENDITURES	<u>11,429,978</u>
---------------------------	-------------------

OTHER SOURCES AND USES

All other financing sources	<u> </u>
-----------------------------	-----------------------------

TOTAL OTHER SOURCES	<u>-</u>
----------------------------	----------

NET CHANGE IN FUND BALANCE	(11,405,549)
-----------------------------------	--------------

FUND BALANCE, BEGINNING OF YEAR	<u>11,405,549</u>
--	-------------------

FUND BALANCE, END OF YEAR	<u><u>\$ -</u></u>
----------------------------------	--------------------

The accompanying notes to the financial statements are an integral part of this statement.

Cardiff School District

Measure GG Building Fund (21)

Notes to the Financial Statements

For the Fiscal Period Ended December 31, 2020

A. Summary of Significant Accounting Policies

Cardiff School District Measure GG Building Fund (21), hereinafter referred to as the “Bond Fund”, accounts for its financial transactions in accordance with the policies and procedures of the California Department of Education’s *California School Accounting Manual*. The accounting policies of the District conform to accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). All proceeds from the bonds were expended by December 31, 2020. Therefore, this will be the final audit report for these bonds

1. Reporting Entity

The Bond Fund was formed to account for renovation of schools for Cardiff School District (District), through expenditures of general obligation bonds issued under Measure GG, authorized by registered voters on November 6, 2016.

The Bond Fund operates under a locally selected Citizens’ Oversight Committee comprised of seven members formed in accordance with the Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code, Proposition 39. The reporting entity consists only of the Bond Fund of the District. These financial statements are intended to present only the financial position and results of operations of the Bond Fund in conformity with accounting principles generally accepted in the United States of America, and accordingly do not present the financial position and results of operations of the District.

2. Basis of Accounting – Measurement Focus

Bond Fund. The bond fund is reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Bond Fund considers all revenues reported in the fund to be available if the revenues are collected within sixty days after year-end. Revenues from local sources consist primarily of interest earned. Investment earnings are recorded as earned, since they are both measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds from general long-term debt and acquisitions under capital leases are reported as other financing sources.

When the Bond Fund incurs an expenditure or expense for which both restricted and unrestricted resources may be used, it is the Bond Fund’s policy to use restricted resources first, then unrestricted resources.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

3. Encumbrances

Encumbrance accounting is used in the Bond Fund to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when they are written. Encumbrances are liquidated when the commitments are paid or at year end, whichever is sooner.

4. Budgets and Budgetary Accounting

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the Bond Fund. By state law, the District's governing board must adopt a final budget no later than July 1st. A public hearing must be conducted to receive comments prior to adoption. The District's governing board has satisfied these requirements.

These budgets are revised by the District's governing board and district superintendent during the year to give consideration to unanticipated income and expenditures.

Formal budgetary integration was used as a management control device during the year for all budgeted funds. The District employs budget control by minor object and by individual appropriation accounts.

5. Revenues and Expenses

a. Revenues – Exchange and Non-Exchange

On a modified accrual basis, revenue is recorded in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current year or expected to be collected soon enough thereafter, to be used to pay liabilities of the current fiscal year. Generally, available is defined as collectible within 60 days. However, to achieve comparability of reporting among California districts and so as to not distort normal revenue patterns, with specific respect to reimbursement grants and corrections to State-aid apportionments, the California Department of Education has defined available for districts as collectible within one year. The following revenue sources are considered to be both measurable and available at fiscal year-end: State apportionments, property taxes, interest, certain grants, and other local sources.

Non-exchange transactions are transactions in which the District receives value without directly giving equal value in return, including property taxes, certain grants, entitlements, and donations. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose restrictions. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

b. Expenditures

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable, and typically paid within 90 days. Principal and interest on long-term obligations, which has not matured, are recognized when paid in the bond fund as expenditures. Allocations of costs, such as depreciation and amortization, are not recognized in the Bond Fund.

6. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, Fund Balance and Net Position

a. Deposits and Investments

Cash balances held in banks and in revolving funds are insured to \$250,000 by the Federal Depository Insurance Corporation (FDIC). The Bond Fund does not have any cash held in banks or revolving fund. Highly liquid investments are considered to be cash equivalents if they have a maturity of three months or less when purchased.

In accordance with Education Code §41001, the Bond Fund maintains substantially all its cash in the San Diego County Treasury. The county pools these funds with those of other districts in the county and invests the cash. These pooled funds are carried at cost, which approximates market value. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

The county is authorized to deposit cash and invest excess funds by California Government Code §53648 et seq. The funds maintained by the county are either secured by federal depository insurance or are collateralized.

Information regarding the amount of dollars invested in derivatives with San Diego County Treasury was not available.

b. Interfund Activity

Interfund activity results from loans, services provided, reimbursements or transfers between funds of the District. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures or expenses. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers.

c. Fund Balances – Governmental Funds

Fund balances of the Bond Fund are classified as follows:

Nonspendable Fund Balance represents amounts that cannot be spent because they are either not in spendable form (such as inventory or prepaid items) or legally required to remain intact (such as revolving cash accounts or principal of a permanent fund).

Restricted Fund Balance represents amounts that are subject to externally imposed and legally enforceable constraints. Such constraints may be imposed by creditors, grantors, contributors, or laws or regulations, or may be imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance represents amounts that can only be used for a specific purpose because of a formal action by the District's governing board. Committed amounts cannot be used for any other purpose unless the governing board removes those constraints by taking the same type of formal action. Committed fund balance amounts may be used for other purposes with appropriate due process by the governing board. Commitments are typically done through adoption and amendment of the budget or resolution. Committed fund balance amounts differ from restricted balances in that the constraints on their use do not come from outside parties, constitutional provisions, or enabling legislation.

Assigned Fund Balance represents amounts which the District intends to use for a specific purpose, but that do not meet the criteria to be classified as restricted or committed. Intent may be stipulated by the governing board or by an official or body to which the governing board delegates the authority. Specific amounts that are not restricted or committed in a special revenue, capital projects, debt service, or permanent fund are assigned for purposes in accordance with the nature of their fund type or the fund's primary purpose. Assignments within the general fund convey that the intended use of those amounts is for a specific purpose that is narrower than the general purposes of the District itself.

Unassigned Fund Balance represents amounts which are unconstrained in that they may be spent for any purpose. Only the general fund reports a positive unassigned fund balance. Other governmental funds might report a negative balance in this classification because of overspending for specific purposes for which amounts had been restricted, committed, or assigned.

When an expenditure is incurred for a purpose for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

7. Use of Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

8. Fair Value Measurements

The Bond Fund categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles as defined by Governmental Accounting Standards Board (GASB) Statement No. 72. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The hierarchy is detailed as follows:

- | | |
|-----------------|--|
| Level 1 Inputs: | Quoted prices (unadjusted) in active markets for identical assets or liabilities that a government can access at the measurement date. |
| Level 2 Inputs: | Inputs other than quoted prices included within Level 1 that are observable for an asset or liability, either directly or indirectly. |
| Level 3 Inputs: | Unobservable inputs to an asset or liability. |

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

9. New Accounting Pronouncements

The District has adopted accounting policies compliant with new pronouncements issued by the Government Accounting Standards Board (GASB) that are effective for the fiscal year ended June 30, 2020. Those newly implemented pronouncements are as follows:

GASB Statement No. 95 – Postponement of the Effective Dates of Certain Authoritative Guidance

The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018 and later.

The effective dates of certain provisions contained in the following pronouncements are postponed by one year:

- Statement No. 83, Certain Asset Retirement Obligations
- Statement No. 84, Fiduciary Activities
- Statement No. 88, Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements
- Statement No. 89, Accounting for Interest Cost Incurred Before the End of a Construction Period
- Statement No. 90, Majority Equity Interests
- Statement No. 91, Conduit Debt Obligations
- Statement No. 92, Omnibus 2020
- Statement No. 93, Replacement of Interbank Offered Rates
- Implementation Guide No. 2017-3, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (and Certain Issues Related to OPEB Plan Reporting)
- Implementation Guide No. 2018-1, Implementation Guidance Update – 2018
- Implementation Guide No. 2019-1, Implementation Guidance Update – 2019
- Implementation Guide No. 2019-2, Fiduciary Activities

The effective dates of the following pronouncements are postponed by 18 months:

- Statement No. 87, Leases
- Implementation Guide No. 2019-3, Leases

There have been no adjustments to the financial statements or note disclosures as a result of adoption of the accounting policies.

Cardiff School District

Measure GG Building Fund (21)

Notes to the Financial Statements, Continued

December 31, 2020

B. Compliance and Accountability

1. Finance Related Legal and Contractual Provisions

In accordance with GASB Statement No. 38, "Certain Financial Statement Note Disclosures", violations of finance-related legal and contractual provisions, if any are reported below, along with actions taken to address such violations:

<u>Violation</u>	<u>Action Taken</u>
None Reported	Not Applicable

2. Deficit Fund Balance or Fund Net Position of Individual Funds

The following funds are funds having deficit fund balances or fund net position at year end, if any, along with remarks which address such deficits:

<u>Fund Name</u>	<u>Deficit Amount</u>	<u>Remarks</u>
None	Not Applicable	Not Applicable

C. Fair Value Measurements

The Bond Fund's investments at December 31, 2020, categorized within the fair value hierarchy established by generally accepted accounting principles, were as follows:

	<u>Amount</u>	<u>Fair Value Measurement Using</u>		
		<u>Quoted Prices in Active Markets for Identical Assets (Level 1)</u>	<u>Significant Other Observable Inputs (Level 2)</u>	<u>Significant Unobservable Inputs (Level 3)</u>
External investment pools measured at fair value				
San Diego County Treasury	\$ -	\$ -	\$ -	\$ -
Total investments by fair value level	\$ -	\$ -	\$ -	\$ -

The Bond Fund is considered to be an involuntary participant in an external investment pool as the Bond Fund is required to deposit all receipts and collections of monies with their County Treasurer (Education Code §41001). The fair value of the Bond Fund's investments in the pool is reported in the accounting financial statements as amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of the portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

The San Diego County Treasury is not registered with the Securities and Exchange Commission (SEC) as an investment company; however, the County Treasury acts in accordance with investment policies monitored by a Treasury Oversight Committee consisting of members appointed by participants in the investment pool and up to five members of the public having expertise, or an academic background in, public finance. In addition, the County Treasury is audited annually by an independent auditor.

Cardiff School District

Measure GG Building Fund (21)

Notes to the Financial Statements, Continued

December 31, 2020

D. Cash and Investments

1. Cash in County Treasury

In accordance with Education Code §41001, the Bond Fund maintains substantially all of its cash in the San Diego County Treasury as part of the common investment pool (\$0 as of December 31, 2020). The fair value of the Bond Fund's portion of this pool as of that date, as provided by the pool sponsor, was 0. Assumptions made in determining the fair value of the pooled investment portfolios are available from the County Treasurer.

2. Investments Authorized by the California Government Code and the District's Investment Policy

The table below identifies the investment types that are authorized for the Bond Fund by the California Government Code (or the Bond Fund's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the Bond Fund's investment policy where more restrictive) that address interest rate risk, credit risk, and concentration of credit risk. This table does not address investments of debt proceeds held by bond trustee that are governed by the provisions of debt agreements of the Bond Fund, rather than the general provisions of the California Government Code or the District's investment policy.

<u>Authorized Investment Type</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds, Notes, Warrants	5 Years	None	None
Registered State Bonds, Notes, Warrants	5 Years	None	None
U.S. Treasury Obligations	5 Years	None	None
U.S. Agency Securities	5 Years	None	None
Banker's Acceptance	180 Days	40%	30%
Commercial Paper	270 Days	25%	10%
Negotiable Certificates of Deposit	5 Years	30%	None
Repurchase Agreements	1 Year	None	None
Reverse Repurchase Agreements	92 Days	20% of Base	None
Medium-Term Corporate notes	5 Years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 Years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

3. Analysis of Specific Deposit and Investment Risks

GASB Statement No. 40 requires a determination as to whether the Bond Fund was exposed to the following specific investment risks at year end and if so, the reporting of certain related disclosures:

a. Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The county treasury is restricted by Government Code §53635 pursuant to §53601 to invest only in time deposits, U.S. government securities, state registered warrants, notes or bonds, State Treasurer's investment pool, bankers' acceptances, commercial paper, negotiable certificates of deposit, and repurchase or reverse repurchase agreements. The ratings of securities by nationally recognized rating agencies are designed to give an indication of risk.

At December 31, 2020, credit risk for the Bond Fund's investments was as follows:

<u>Investment Type</u>	<u>Rating</u>	<u>Rating Agency</u>	<u>Amount</u>
County Treasurer's Investment Pool	Unrated	Not Applicable	\$ -

b. Custodial Credit Risk

Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the Bond Fund's name. The California Government Code and the Bond Fund's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

Investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the government, and are held by either the counterparty or the counterparty's trust department or agent but not in the Bond Fund's name.

At December 31, 2020, the Bond Fund was not exposed to custodial credit risk.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

c. Concentration of Credit Risk

This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The investment policy of the Bond Fund contains no limitations on the amount that can be invested in any one issuer beyond the amount stipulated by the California Government Code. Investments in any one issuer that represent five percent or more of the total investments are either an external investment pool and are therefore exempt. As such, the Bond Fund was not exposed to concentration of credit risk.

d. Interest Rate Risk

This is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Bond Fund maintains pooled investments with the San Diego County Treasury with a fair value of \$0. The average weighted maturity for this pool was 516 days at December 31, 2020.

e. Foreign Currency Risk

This is the risk that exchange rates will adversely affect the fair value of an investment. At year end, the Bond Fund was not exposed to foreign currency risk.

4. Investment Accounting Policy

The Bond Fund is required by GASB Statement No. 31 to disclose its policy for determining which investments, if any, are reported at amortized cost. The Bond Fund's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes. Nonnegotiable certificates of deposit are examples of nonparticipating interest-earning investment contracts.

The Bond Fund's investments in external investment pools are reported at an amount determined by the fair value per share of the pool's underlying portfolio, unless the pool is a 2a7-like, in which case they are reported at share value. A 2a7-like pool is one which is not registered with the Securities and Exchange Commission (SEC) as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

E. Accounts Receivable

There are no significant receivables which are not scheduled for collection within one year of year end. Accounts receivable balances as of December 31, 2020 consisted of:

	<u>Accounts Receivable</u>
Interest receivable	\$ -
Total Accounts Receivable	<u>\$ -</u>

F. Accounts Payable

Accounts payable balances as of December 31, 2020 consisted of:

	<u>Account Payable</u>
Vendor payables	\$ -
Total Accounts Payable	<u>\$ -</u>

G. Interfund Balances & Activities

No significant interfund activities as of December 31, 2020.

H. Short Term Debt Activity

The Bond Fund accounts for short-term debts for maintenance purposes through the General Fund. The proceeds from loans are shown in the financial statements as other financing sources. The Bond Fund did not issue any short-term debt during the fiscal year ended December 31, 2020.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

I. General Obligation Bonds

The District's bonded debt consists of various issues of general obligation bonds that are generally callable with interest payable semiannually. Bond proceeds pay primarily for acquiring or constructing capital facilities. The District repays general obligation bonds from voter-approved property taxes.

On November 8, 2016, registered voters authorized the issuance of \$22,000,000 principal amount of general obligation bonds. The bonds were authorized to finance the repair, renovation, and construction of certain District property and equipment and pay costs of issuance incurred in connection with the issuance of the Bonds. The Bonds represent a general obligation of the District, payable solely from ad valorem taxes for the payment of the principal and of interest on the Bonds upon all property subject to taxation by the District without limitation of rate or amount (except as to certain personal property which is taxable at limited rates). Of the total amount originally authorized, no amounts remain unissued.

General obligation bonds at December 31, 2020 consisted of the following:

	<u>Date of Issue</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Amount of Original Issue</u>	
2016 Election Series A	2/23/2017	2.00 - 5.00%	8/1/2046	14,000,000	
2016 Election Series B	2/14/2019	3.00 - 5.00%	8/1/2048	8,000,000	
Total General Obligation Bonds				<u>\$ 22,000,000</u>	

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
2018 Election Series A					
Principal Balance	13,770,000	\$ -		13,770,000	\$ -
Premium	432,567.00	-		432,567	-
2016 Election Series B					
Principal Balance	8,000,000	-	125,000	7,875,000	
Premium	446,382	-		446,382	
Total General Obligation Bonds	<u>\$ 22,648,949</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 22,523,949</u>	<u>\$ -</u>

Cardiff School District

Measure GG Building Fund (21)

Notes to the Financial Statements, Continued

December 31, 2020

The annual requirements to amortize the bonds outstanding at December 31, 2020 are as follows:

Year Ended June 30,	Principal	Interest	Accreted Interest	Total
2021		427,866	-	427,866
2022	-	855,732	-	855,732
2023	-	855,732	-	855,732
2024	20,000	855,232	-	875,232
2025	55,000	853,357	-	908,357
2026-2030	940,000	4,169,608	-	5,109,608
2031-2035	2,360,000	3,777,058	-	6,137,058
2036-2040	4,360,000	3,030,238	-	7,390,238
2041-2045	6,970,000	1,977,192	-	8,947,192
2046-2050	6,940,000	527,834	-	7,467,834
Total	21,645,000	17,329,846	-	38,974,846

Premium/Discount

Bond premium arises when the market rate of interest is higher than the stated interest rate on the bond. Bond discount arises when the market rate of interest is lower than the stated interest rate on the bond. Generally Accepted Accounting Principles (GAAP) require that the premium increase the face value of the bond and the discount decrease the face value of the bond. The premium and discount are then amortized over the life of the bond using the economic interest method.

Effective interest on general obligation bonds issued at a premium/discount are as follows:

	2016 Series A	2016 Series B
Total Interest Payments on Bonds	\$ 12,803,103	\$ 6,854,484
Less Bond Premium	(435,053)	(446,382)
Net Interest Payments	\$ 12,368,050	\$ 6,408,102
Par Amount of Bonds	14,000,000	8,000,000
Periods	30	30
Effective Interest Rate	2.94%	2.67%

J. Commitments and Contingencies

1. Litigation

The District is involved in a litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the overall financial position of the Bond Fund as of December 31, 2020.

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

2. Construction Commitments

As of December 31, 2020, the Bond Fund had the following construction commitments:

<u>Construction in Progress</u>	<u>Commitments</u>	<u>Expected Date of Final Completion*</u>
Demolition of existing classrooms and multipurpose building		
New construction of buildings A, B, C, D, F, J & L		
Modernization of Buildings E & M		
New site construction & improvements including landscaping and utilities		
Coordination of removal, storage and reinstall of existing FF&E	\$ -	Spring 2021

*Completion date is an estimate and may change

Cardiff School District
Measure GG Building Fund (21)
Notes to the Financial Statements, Continued
December 31, 2020

K. Upcoming Accounting Guidance

The Governmental Accounting Standards Board (GASB) issues pronouncements and additional guidance for governmental agencies to establish consistent accounting across all governments in the United States. The following table represents items that have been issued by GASB that will become effective in future periods:

Description	Date Issued	Fiscal Year Effective
GASB Statement 84, Fiduciary Activities	01/2017	2020-21
GASB Statement 87, Leases	06/2017	2021-22
GASB Statement 89, Accounting for Interest Cost Incurred before the End of a Construction Period	06/2018	2021-22
GASB Statement 90, Majority Equity Interest – an amendment of GASB Statements 14 and 61	08/2018	2020-21
GASB Statement 91, Conduit Debt Obligations	05/2019	2022-23
GASB Statement 92, Omnibus 2020	01/2020	2021-22
GASB Statement 93, Replacement of Interbank Offered Rates	03/2020	2020-21
GASB Statement 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements	03/2020	2022-23
GASB Statement 96, Subscription-Based Information Technology Arrangements	05/2020	2022-23
GASB Statement 97, Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements 14, 84 and supersession of GASB Statement 32	06/2020	2021-22
GASB Implementation Guide No. 2019-1, Implementation Guidance Update – 2019	04/2019	2020-21
GASB Implementation Guide No. 2019-2, Fiduciary Activities	06/2019	2020-21
GASB Implementation Guide No. 2019-3, Leases	08/2019	2021-22
GASB Implementation Guide No. 2020-1, Implementation Guidance Update – 2020	04/2020	2021-22

The effects of the upcoming guidance and pronouncements on the Bond Fund's financial statements has not yet been determined.

Supplementary Information

Cardiff School District

Measure GG Building Fund (21)

General Obligation Bonds Project List
Period Ended December 31, 2020

Bond proceeds are required to be expended to modernize, replace, renovate, construct, acquire, equip, furnish and otherwise improve the facilities of the District located at Cardiff School, Cardiff School District, and Ada Harris School.

Master Plan Facilities Projects and Objectives

The following are master plan facilities projects and objectives to be implemented throughout the District that may be funded by this bond measure.

Projects for Cardiff School Include:

- Replace outdated roofs.
- Renovate or replace existing deteriorating plumbing, drainage, and sewer systems.
- Upgrade inadequate electrical systems including power and low voltage to meet current electrical and accessibility codes, increase capacity, and relieve overloaded systems.
- Improve energy efficiency by replacing old and energy inefficient heating, ventilation, and air conditioning (HVAC) systems, windows, and lighting systems; also, install cost-effective systems including “green” building projects and sustainable building practices to promote energy-efficiency (e.g., Energy Management Systems (EMS), solar, electrical, etc.).
- Replace aging temporary portable classrooms with new classrooms.
- Replace outdated classrooms that are now between 55-65 years old with new classrooms.
- Construct new restrooms.
- Construct a new multipurpose room and warming kitchen to replace the current 55 year old building.
- Make health, safety, and security improvements, such as improve student drop-off and pick-up areas, upgrade campus fencing, renovate/retrofit the “brick building”.
- Replace or upgrade fire alarm systems, fire safety equipment, and emergency exit lighting improvements.
- Replace campus wide intercom and telecommunication systems, clocks, and upgrade wireless systems and internet/network connections.
- Improve handicapped accessibility by making Federal and State-mandated Americans with Disabilities Act (ADA) accessibility upgrades and as mandated by the Division of the State Architect (DSA) including site access, parking, restrooms, relocation of some existing electrical devises, drinking fountains, playground equipment, etc.
- Upgrade, renovate and improve library/computer lab, art/science lab, and school office building to be integrated with the newly constructed school facilities.
- Upgrade and improve playgrounds and playfields for school and community use; preserve existing mature trees and other landscaping where possible.
- Resurface, repair, and/or replace paved surfaces, play court areas, turf, and other grounds to eliminate safety hazards and improve outside instructional areas.

Cardiff School District

Measure GG Building Fund (21)

General Obligation Bonds Project List, Continued

Year Ended December 31, 2020

Projects for ADA Harris School include:

- Improve energy efficiency by replacing old and energy inefficient heating, ventilation, and air conditioning (HVAC) systems, windows, and lighting systems; also, install cost-effective systems including “green” building projects and sustainable building practices to promote energy-efficiency (e.g., Energy Management Systems (EMS), solar, electrical, etc.).
- Replace aging temporary portable classrooms.
- Replace or upgrade fire alarm systems, fire safety equipment, and emergency lighting improvements.
- Replace campus wide intercom and telecommunication systems, clocks, and upgrade wireless systems and internet/network connections.

Miscellaneous district-wide projects include:

- Abate and remove hazardous materials identified prior or during construction.
- Address unforeseen conditions revealed by construction/modernization (such as water, sewage or gas line breaks, dry rot, seismic, structural, etc.)
- Other site improvements required to comply with existing building codes, including the Field Act, and access requirements of the Americans with Disabilities Act.
- Necessary preparation/restoration in connection with new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing replacing preserving, or installing irrigation, utility lines (such as gas lines, water lines, electrical lines, sewer lines, and communication lines), trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property.
- Rental or construction of storage facilities and other space on an interim basis, as needed to accommodate construction materials, equipment, and personnel, and interim classrooms (including relocatables) for students and school functions or other storage for classroom materials displaced during construction.
- Acquisition of any of the facilities on the Bond Project List through temporary lease or lease-purchase arrangements or execute purchase option under leases for any of the authorized facilities.
- All work necessary and incidental to specific projects described above, including demolition of existing structures.
- Whenever specific items are included in the list above, they are presented to provide an example and are not intended to limit the generality of the broader description of authorized projects.

Cardiff School District
Measure GG Building Fund (21)
General Obligation Bonds Project Timelines
Year Ended December 31, 2020

Project	Timeline and Key Events
Cardiff School Rebuild Timeline	2020 April - Construction resumes after 3 month delay due to lawsuit April- Final approval of the boudry adjustment recived June 15th- New Federal lawsuit filed June - Construction off new student drop-off/pick-up site & parking lot begins June- Renovation of two classrooms atached to administration building begins August 25th- Drop-off/pick-up site & parking lot completed December - Construction of new buildings completed 2021 January - Landscaping and hard-court play area work begins January - Od poratables are removed June - Project complete

Cardiff School District

Measure GG Building Fund (21)

General Obligation Bonds Project Change Orders
Year Ended December 31, 2020

During the fiscal period ended December 31, 2020 there were no construction change orders made in contracts associated with general obligation bond projects.

Other Independent Auditors' Reports

Independent Auditor's Report on Internal Control Over Financial Reporting and
on Compliance and Other Matters Based on an Audit of Financial Statements
Performed in Accordance with *Government Auditing Standards*

To the Citizens' Oversight Committee
Cardiff School District
Measure GG Building Fund (21)
San Diego, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Cardiff School District Measure GG Building Fund (Bond Fund), which comprise the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise Cardiff School District Measure GG Building Fund's basic financial statements, and have issued our report thereon dated March 12, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Cardiff School District Measure GG Building Fund's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Cardiff School District Measure GG Building Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of Cardiff School District Measure GG Building Fund's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been detected.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Cardiff School District Measure GG Building Fund's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Bond Fund's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Bond Fund's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Wilkinson Hadley King & Co, LLP

El Cajon, California
March 13, 2021

Independent Auditor's Report on Performance

To the Citizens' Oversight Committee
Cardiff School District
Measure GG Building Fund (21)
San Diego, California

We were engaged to conduct a performance audit of the Cardiff School District Measure GG Building Fund (21), herein after referred to as the Bond Fund, for the year ended December 31, 2020.

Management's Responsibility for Performance Compliance

Our audit was limited to the objectives listed with the report which includes the District's compliance with the performance requirements as referred to in Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements.

Auditor's Responsibility

Our responsibility is to express an opinion on performance based on our audit. We conducted this performance audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the *Appendix A of the 2019-20 Guide for Annual Audits of K-12 Local Education Agencies*. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusions based on our audit objectives.

In planning and performing our performance audit, we obtained an understanding of the District's internal controls over the Bond Fund and related construction projects in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39, but not for the purpose of expressing an opinion on the effectiveness of the Bond Fund's internal control. Accordingly, we do not express an opinion on the effectiveness of the Bond Fund's internal control.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our findings and conclusions based upon the audit objectives.

Objectives, Scope, & Methodology of the Audit

In connection with our performance audit, we performed an audit for compliance as required in the performance requirements set forth in Measure GG as approved by registered voters for the fiscal year ended December 31, 2020. The objective of the audit of compliance applicable to the Bond Fund is to determine with reasonable assurance that:

- The proceeds from the sale of Measure GG General Obligation Bonds were only used for the purposes set forth in the ballot measure and not for any other purpose, such as teacher and administrative salaries.
- The Governing Board of the Cardiff School District (District), in establishing approved projects set forth in the ballot measure to modernize, replace, renovate, construct, acquire, equip, furnish and otherwise improve facilities of the District as noted in the bond project list.

In performing our audit of compliance, we performed procedures including but not limited to those listed as follows:

Internal Control Evaluation

Procedure Performed

Inquiries were made of management regarding internal controls to:

- Prevent fraud, waste, or abuse regarding project resources
- Prevent material misstatement in the project funds
- Ensure all expenditures are properly allocated
- Ensure adequate separation of duties exists in the accounting of project funds. All purchase requisitions are reviewed for proper supporting documentation. The Facilities Director or appropriate District employee submits back up information to the business office to initiate a purchase requisition. The Facilities Director, Assistant Superintendent of Business Services, and Finance Director verifies that the requested purchase is an allowable project cost in accordance with the grant agreement.

Results of Procedure Performed

The results of our audit determined the internal control procedures as designed are sufficient to meet the financial and compliance objectives required by generally accepted accounting principles and applicable laws and regulations.

Procedure Performed

Tests of controls were performed based on identified controls from procedures above, utilizing samples of expenditures with a sample size sufficient for a high level of assurance, to determine if internal controls as designed are properly implemented and in place over the Bond Fund expenditures.

Results of Procedure Performed

The results of our audit determined that the internal controls as designed were properly implemented during the 2019-20 fiscal year.

Tests of Expenditures

Procedures Performed

We tested expenditures to determine whether Measure GG proceeds were spent solely on voter and Board approved school facilities projects as set forth in the bond Projects List and language of the Measure GG ballot measure language. Our testing was performed using a sample size sufficient to meet a high level of assurance.

Results of Procedures Performed

Expenditures tested were found to be in compliance with the terms of the Measure GG ballot measure as well as applicable state laws and regulations.

Tests of Contracts and Bid Procedures

Procedures Performed

We tested expenditures under Measure GG to determine if the expenditure was part of a valid contract, that the contract was properly approved by the District's Governing Board, and that the contract was established in compliance with Public Contract Code provisions, including bid procedures. Our testing was performed using a sample size sufficient to meet a high level of assurance.

Results of Procedures Performed

Expenditures tested were found to have valid contracts which were issued through proper approval of the District's Governing Board in compliance with Public Contract Code, including bid procedures.

Facilities Site Review

Procedures Performed

We reviewed the Independent Citizens' Oversight Committee minutes and agendas along with other pertinent information on Measure GG designated projects to determine whether the funds expended for the year ended December 31, 2020 were for valid facilities acquisition and construction purposes as stated in the Bond Project List. Additionally, we reviewed photographs of significant bond projects to determine projects were being completed as identified in the Bond Project List.

Results of Procedures Performed

Based on review of the minutes and agenda of the Independent Citizens' Oversight Committee, expenditure documentation, review of project photographs, and other pertinent information provided, it appears the construction work performed was consistent with the Bond Project List as well as the allowable projects as identified in Measure GG ballot measures.

Citizens' Oversight Committee

Procedures Performed

We reviewed the minutes of the Citizens' Oversight Committee meetings to verify compliance with Education Code Section 15278 which requires the Citizens' Oversight Committee to:

- Actively review and report on the proper expenditure of taxpayers' money for school construction.
- Advise the public as to whether the District is in compliance with paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Ensure that bond revenues are expended only for purposes described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Ensure that no funds are used for any teacher or administrative salaries or other school operating expenses.

Additionally, Education Code Section 15278 authorizes the Citizens' Oversight Committee to:

- Receive and review copies of the annual, independent performance audit.
- Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements described in paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
- Receive and review copies of any deferred maintenance proposals or plans developed by the District.
- Review efforts by the District to maximize bond revenues by implementing cost saving measures.

Results of Procedures Performed

In our review of the minutes of the Citizens' Oversight Committee we determined that, during the fiscal year ended December 31, 2020 the Committee fulfilled all required responsibilities identified in Education Code Section 15278 and additionally performed other authorized activities as identified in Education Code Section 15278.

Procedure Performed

We reviewed composition of the Citizens' Oversight Committee to verify compliance with Education Code Section 15282 which requires the following:

- The Citizens' Oversight Committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms.
- One member shall be active in a business organization representing the business community located within the school district boundaries.
- One member shall be active in a senior citizens' organization.
- One member shall be active in a bona fide taxpayers' organization.
- One member shall be the parent or guardian of a child enrolled in the school district.
- One member shall be both a parent or guardian of a child enrolled in the school district and active in a parent-teacher organization.
- An employee or official of the school district shall not be appointed to the citizens' oversight committee.
- A vendor, contractor, or consultant of the school district shall not be appointed to the citizens' oversight committee.

Results of Procedures Performed

In our review of the Citizens' Oversight Committee composition for the fiscal year ended December 31, 2020 we determined that the Committee was in compliance with Education Code Section 15282.

Opinion on Performance

The results of our tests indicated that the District has complied with the requirements set forth in Measure GG, approved by voters on November 6, 2018 in accordance with Proposition 39 as outlined in Article XIII A, Section 1(b)(3)(c) of the California Constitution.

Purpose of the Report

This report is intended solely for the information and use of the District's Governing Board, the Measure GG Citizens' Oversight Committee, management, and others within the District and is not intended to be and should not be used by anyone other than these specified parties.

Wilkinson Hailey King & Co., LLP

El Cajon, California
March 13, 2021

Auditor's Results, Findings & Recommendations

Cardiff School District
Measure GG Building Fund (21)

Schedule of Auditor's Results
Year Ended December 31, 2020

FINANCIAL STATEMENTS

Type of auditor's report issued:

Unmodified

Internal control over financial reporting:

One or more material weakness(es) identified?

 Yes X No

One or more significant deficiencies identified that are
not considered material weakness(es)?

 Yes X No

Noncompliance material to financial statements noted?

 Yes X No

PERFORMANCE AUDIT

Any audit findings disclosed that are required to be reported
in accordance with *2019-20 Guide for Annual Audits*
of California K-12 Local Education Agencies or
Proposition 39?

 Yes X No

Cardiff School District Measure GG Building Fund

Schedule of Findings and Questioned Costs

Year Ended December 31, 2020

Findings represent significant deficiencies, material weaknesses, and/or instances of noncompliance related to the financial statements or performance audit that are required to be reported in accordance with *Government Auditing Standards*, or *Appendix A of the 2019-20 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*.

A. Financial Statement Findings

None

B. Performance Audit Findings

None

Cardiff School District
Measure GG Building Fund (21)
Schedule of Prior Year Audit Findings
Year Ended December 31, 2020

Finding/Recommendation	Status	Explanation if Not Implemented
There were no audit findings noted for the prior audit report.		



State of California
Commission on Teacher Credentialing
Certification Division
1900 Capitol Avenue
Sacramento, CA 95811-4213

Email: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year: 2021-22

Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Cardiff School District District CDS Code: 68007

Name of County: San Diego County CDS Code: 37

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 05 / 13 / 2021 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2022.

Submitted by (Superintendent, Board Secretary, or Designee):

Jill Vinson _____ Superintendent
Name Signature Title

760.942.5831 760.632.5890 ext 101 May 13, 2021
Fax Number Telephone Number Date

1888 Montgomery Ave, Cardiff, CA 92007
Mailing Address

emily.horta@cardiffschools.com
E-Mail Address

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

_____ <i>Name</i>	_____ <i>Signature</i>	_____ <i>Title</i>
_____ <i>Fax Number</i>	_____ <i>Telephone Number</i>	_____ <i>Date</i>
_____ <i>Mailing Address</i>		
_____ <i>Email Address</i>		

- *This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency*

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit

Estimated Number Needed

CLAD/English Learner Authorization (applicant already holds teaching credential)

1

Bilingual Authorization (applicant already holds teaching credential)

0

List target language(s) for bilingual authorization:

Resource Specialist

0

Teacher Librarian Services

0

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	0
Single Subject	0
Special Education	0
TOTAL	0

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program? YES Yes ☐ No ☐

If no, explain. _____

Does your agency participate in a Commission-approved college or university internship program? YES Yes ☐ No ☐

If yes, how many interns do you expect to have this year? 5

If yes, list each college or university with which you participate in an internship program.

Cal State University San Marcos, National University, Azusa Pacific University

If no, explain why you do not participate in an internship program.

n/a

CSBA POLICY GUIDE SHEET

May 2021

Board Policy 0420.42 - Charter School Renewal

Policy updated to reflect **NEW LAW (SB 98, 2020)** which amends the criteria for renewal when the two consecutive years immediately preceding the renewal include the 2019-20 school year (i.e., renewals submitted in 2020-21 and 2021-22). Policy adds the requirement that the determination of a charter school's academic progress be based on all the state indicators in the California School Dashboard for which it receives performance levels, provided that the charter school has schoolwide performance levels on at least two measurements of academic performance per year and for at least two student subgroups. Policy also reflects action taken by the State Board of Education (SBE) in November 2020 to approve a list of valid and reliable indicators of academic progress and postsecondary outcomes that may be used to demonstrate a charter school's academic performance.

Board Policy 3110 - Transfer of Funds

Policy updated to reflect **NEW LAW (SB 98, 2020)** which authorizes, for the 2020-21 and 2021-22 fiscal years if the state defers any payments owed to districts, the temporary transfer of up to 85 percent of the maximum amount held in any fund or account for the payment of obligations. Item #4 revised to clarify requirements for transfers from special reserve funds for capital outlay or other purposes into the general fund for general operating purposes of the district.

Board Policy 3230 - Federal Grant Funds

Policy updated to reflect **NEW FEDERAL REGULATIONS (85 Fed. Reg. 49506)**, effective November 12, 2020, which clarify and renumber requirements for the use and accounting of federal grant funds pursuant to the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (commonly called the "Uniform Guidance"). Policy reflects an amendment to the Uniform Guidance which extends the timeframe for submitting the final performance report from 90 to 120 calendar days after the ending date of the grant.

Administrative Regulation 3230 - Federal Grant Funds

Regulation updated to reflect **NEW FEDERAL REGULATIONS (85 Fed. Reg. 49506)**, effective November 12, 2020, which clarify and renumber requirements for the use and accounting of federal grant funds pursuant to the Uniform Guidance. Regulation reflects amendments to the Uniform Guidance which (1) extend the timeframe for paying all obligations of federal funds from 90 to 120 calendar days after the end of the funding period; (2) require districts to give a preference to the purchase, acquisition, or use of goods, products, or materials from the United States as practicable; and (3) increase the threshold for "micro-purchases" and "small purchases" that qualify for simplified procurement procedures. Regulation also adds the requirement to provide for disciplinary actions to be applied when officers, employees, or representatives of the district violate conflict of interest standards. Section on "Personnel" revised to (1) add the district's responsibility to check employee records and ensure that the charges are accurate, allowable, and properly allocated and (2) clarify the documentation requirements for employees whose salary is paid with state or local funds but is used to meet a cost-sharing or matching requirement of the federal grant.

CHARTER SCHOOL RENEWAL

The Governing Board believes that the ongoing operation of a charter school should be dependent on the school's effectiveness in achieving its mission and goals for student learning and other student outcomes. Whenever a charter school submits a petition for renewal of its charter, the Board shall review the petition thoroughly and in a timely manner, **consistent with the timelines set out in the Education Code.** The Board shall consider renewal petitions only of charters originally authorized by the Board itself or by the State Board of Education **(SBE)** on appeal after initial denial by the Board.

(cf. 0420.4 - Charter School Authorization)

(cf. 0420.41 - Charter School Oversight)

(cf. 0420.43 - Charter School Revocation)

(cf. 0500 - Accountability)

The Board shall deny the renewal petition of any charter school operated as or by a for-profit corporation, a for-profit educational management organization, or a for-profit charter management organization. (Education Code 47604)

When a charter school, concurrently with its renewal petition, proposes to expand operations to one or more additional sites or grade levels, the charter school shall request a material revision to its charter. The material revision may be made only with the approval of the Board and in accordance with the standards and criteria in Education Code 47605 for material revisions. (Education Code 47607)

The Board recommends that a charter school submit its petition for renewal to the Board sufficiently early before the expiration of the term of the charter to allow the Board's deliberations and decision on the renewal petition to be completed with minimal disruption to the charter school's educational program in the renewal year.

The petition for renewal shall include a reasonably comprehensive description of how the charter school has met all new charter school requirements enacted into law after the charter was originally granted or last renewed. (Education Code 47607; 5 CCR 11966.4)

Criteria for Granting or Denying Renewal

Renewals shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605. However, a charter renewal shall not be denied based on the fiscal impact of the charter school on the district or a finding that the charter school is unlikely to serve the interests of the entire community in which the school is located, as described in Education Code 47605. (Education Code 47607)

The signature requirement for charter authorization petitions is not applicable to petitions for renewal. (Education Code 47607)

CHARTER SCHOOL RENEWAL (continued)

In determining whether to grant a charter renewal, the Board shall review both schoolwide performance and the performance of numerically significant student subgroups on the state and local indicators included in the California School Dashboard, giving greater weight to performance on measurements of academic performance. If the Dashboard indicators are not yet available for the most recently completed academic year before renewal, the Board shall consider verifiable data provided by the charter school related to the Dashboard indicators, such as data from the California Assessment of Student Performance and Progress, or any successor system, for the most recent academic year. **The Board shall only consider data from sources adopted by SBE.** (Education Code 47607, **47607.2**)

Following the Board's review, a renewal of the charter petition may be granted in accordance with a three-tiered system based on school performance, as follows:

1. Renewal of Five to Seven Years

- a. ~~A renewal shall be granted for a period of five to seven years to a charter school that is not eligible for technical assistance pursuant to Education Code 47607.3~~ **shall be granted renewal for a period of five to seven years when, for two consecutive years immediately preceding the renewal, or for two of the three years immediately preceding the renewal for any renewal submitted in the 2020-21 or 2021-22 school year, the charter school achieved either of the following:** (Education Code 47607)
 - (1) Received the two highest performance levels schoolwide on all the state indicators included in the Dashboard for which the charter school receives performance levels, **provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years**
 - (2) For all measurements of academic performance, received performance levels schoolwide that are the same or higher than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are higher than the state average, **provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups**
- b. **If the charter school satisfies the above criteria, it shall only be required to update the renewal petition to include a reasonably comprehensive description of any new requirement of charter schools enacted into law after the charter was originally granted or last renewed and, as necessary, to reflect the current program offered by the charter school.**

CHARTER SCHOOL RENEWAL (continued)

(Education Code 47607)

2. Renewal of Five Years

- a. A renewal shall be granted for five years if clear and convincing evidence, demonstrated by verified data, shows either of the following: (Education Code 47607.2)
 - (1) Measurable increases in academic achievement, as defined by at least one year's progress for each year in school
 - (2) Strong postsecondary outcomes, as defined by college enrollment, persistence, and completion rates equal to similar peers
- b. For any such charter school, the Board may deny the renewal petition upon making written factual findings that the charter school failed to meet or make sufficient progress toward meeting standards that provide a benefit to students at the school, that the closure of the charter school is in the best interest of students, and that the Board's decision provided greater weight to performance on measurements of academic performance. (Education Code 47607.2)

3. Denial/~~with Option for~~ Two-Year Renewal

- a. The Board shall generally not renew a charter if, for two consecutive years immediately preceding the renewal decision, **or for two of the three years immediately preceding the renewal for any renewal submitted in the 2020-21 or 2021-22 school year,** either of the following applies: (Education Code 47607.2)
 - (1) The charter school has received the two lowest performance levels schoolwide on all the state indicators included in the Dashboard for which it receives performance levels, **provided the charter school has schoolwide performance levels on at least two measurements of academic performance per year in each of the two years**
 - (2) For all measurements of academic performance, the charter school has received performance levels schoolwide that are the same or lower than the state average and, for a majority of numerically significant student subgroups performing statewide below the state average in each respective year, received performance levels that are lower than the state average, **provided that the charter school has performance levels on at least two measurements of academic performance for at least two subgroups**

CHARTER SCHOOL RENEWAL (continued)

- b. However, the Board may grant a two-year renewal to any such charter school if the Board makes written factual findings, setting forth specific facts to support the findings, that: **(Education Code 47607.2)**
 - (1) The charter school is taking meaningful steps to address the underlying cause(s) of low performance, and those steps are reflected, or will be reflected, in a written plan adopted by the governing body of the charter school.
 - (2) There is clear and convincing evidence, demonstrated by verified data, showing achievement of the criteria specified in item #2a above

In addition to all the grounds stated above for denial of a charter renewal, the Board may deny renewal of a charter upon a finding that the school is demonstrably unlikely to successfully implement the program set forth in the petition due to substantial fiscal or governance factors or a finding that the school is not serving all students who wish to attend. When denying a charter renewal for either of these reasons, the Board shall provide the charter school at least 30 days' notice of the alleged violation and a reasonable opportunity to cure the violation, including the submission of a proposed corrective action plan. **The Board may deny the renewal for these reasons only upon a finding that either** the corrective action proposed by the charter school has been unsuccessful or that the violations are sufficiently severe and pervasive as to render a corrective action plan unviable. Any finding that a school is not serving all students who wish to attend shall specifically identify the evidence supporting the finding. (Education Code 47607)

A charter school that **qualifies** for the state's Dashboard Alternative School Status shall not be subject to any of the above criteria. Instead, in determining whether to grant a charter renewal for such a charter school, the Board shall consider, in addition to the charter school's performance on the state and local indicators included in the Dashboard, the charter school's performance on alternative metrics applicable to the charter school based on the student population served. The Board shall meet with the charter school during the first year of the charter school's term to mutually agree to discuss alternative metrics to be considered and shall notify the charter school of the alternative metrics to be used within 30 days of this meeting. The Board may deny a charter renewal only upon making written findings, setting forth specific facts to support the findings, that the closure of the charter school is in the best interest of students. (Education Code 47607)

Timelines for Board Action

Within 60 days of receiving the renewal petition, the Board shall hold a public hearing to review documentation submitted by the charter school, **determine the level of support for the petition**, and obtain public input. A petition is deemed received on the day the petitioner submits a petition to the district office, along with a signed certification that the petitioner deems the petition to be complete. (Education Code 47605)

CHARTER SCHOOL RENEWAL (continued)

The Board shall either grant or deny the charter renewal within 90 days of receiving the petition ~~or within 120 days with the consent of both the petitioner and the Board.~~ **The date may be extended by an additional 30 days if both the petitioner and the Board agree to the extension.** (Education Code 47605)

At least 15 days before the public hearing at which the Board will grant or deny the charter petition, the Board shall publish all staff recommendations and recommended findings regarding the petition. During the public hearing, petitioners shall have equal time and opportunity to present evidence and testimony to respond to the staff recommendations and findings. (Education Code 47605)

If the Board fails to make a written factual finding when required for denial of the petition pursuant to the section "Criteria for Granting or Denying Renewal" above within the required time period, the absence of a written factual finding shall be deemed an approval of the renewal petition. (5 CCR 11966.4)

The Superintendent or designee shall provide notification to CDE, within 10 calendar days of the Board's action, whenever a renewal of the charter is granted or denied. (Education Code 47604.32; 5 CCR 11962.1)

If the Board denies a renewal petition, the charter school may submit its application for renewal to the County Board within 30 days of the Board's written factual findings supporting the denial. (Education Code 47605, 47607.5)

School Closure

If a charter is not renewed and the charter school ceases operation, the school closure procedures specified in the charter in accordance with Education Code 47605 and 5 CCR 11962 shall be implemented. (Education Code 47604.32, 47605)

Legal Reference: (see next page)

CHARTER SCHOOL RENEWAL (continued)

Legal Reference:

EDUCATION CODE

47600-47616.7 *Charter Schools Act of 1992*

52052 *Definition of numerically significant student subgroup*

56145-56146 *Special education services in charter schools*

60600-60649 *Assessment of academic achievement*

CODE OF REGULATIONS, TITLE 5

11962-11962.1 *Definitions*

11966.4 *Submission of charter renewal petition*

11966.5 *Charter petitions that have not been renewed; submission to county board of education*

UNITED STATES CODE, TITLE 20

7223-7225 *Charter schools*

Management Resources:

CSBA PUBLICATIONS

The Role of the Charter School Authorizer, Online Course

Charter Schools: A Guide for Governance Teams, rev. 2016

WEB SITES

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

California Charter Authorizing Professionals: <https://calauthorizers.org>

California Charter Schools Association: <https://www.ccsa.org>

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

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

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

TRANSFER OF FUNDS

The Governing Board recognizes its responsibility to monitor the district's fiscal practices to ensure accountability regarding the expenditure of public funds and compliance with legal requirements.

(cf. 0460 - Local Control and Accountability Plan)

(cf. 3100 - Budget)

(cf. 3400 - Management of District Assets/Accounts)

(cf. 3460 - Financial Reports and Accountability)

The total amount budgeted by the district for each major classification of expenditures, as listed in the California Department of Education's budget forms, shall be the maximum amount which the district may expend for that classification for the school year. (Education Code 42600)

However, when it is in the best interest of the district, the Board may:

1. At any time, adopt a written resolution providing for transfers from the designated fund balance or the unappropriated fund balance to any expenditure classification or between classifications. The resolution shall be filed with the County Superintendent of Schools and the County Auditor. (Education Code 42600)

(cf. 9323.2 - Actions by the Board)

2. Direct the temporary transfer of monies held in any district fund or account to another fund or account as necessary for the payment of obligations. Such borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. No more than 75 percent of the maximum amount held in any fund or account during the current fiscal year may be transferred. Amounts transferred shall be repaid in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. (Education Code 42603)

For the 2020-21 and 2021-22 fiscal years only, if the state defers any payments owed to districts, the Board may direct the temporary transfer of up to 85 percent of the maximum amount held in any fund or account during the current fiscal year for the payment of obligations. Such borrowing shall occur only when the fund or account receiving the money will earn sufficient income during the current fiscal year to repay the amount transferred. Prior to exercising this authority, the Board shall hold a public hearing and adopt a resolution authorizing such transfer. (Education Code 42603.1)

3. At the close of a school year, request that the County Superintendent make transfers between the designated fund balance or the unappropriated fund balance and any

TRANSFER OF FUNDS (continued)

- expenditure classification(s), or balance any expenditure classifications of the district budget as necessary for the payment of obligations incurred during that school year. (Education Code 42601)
4. ~~Specify amounts to be transferred by the county auditor and treasurer from the district's general fund to the special reserve fund during the fiscal year.~~ If any special reserve funds **that** are maintained for capital outlay or other **purposes pursuant to Education Code 42842** if monies in the special reserve fund are not actually encumbered for ongoing expenses, ~~the Board may~~ transfer those monies into the general fund for the general operating purposes of the district. If any monies remain in the special reserve fund at the conclusion of a project, the Board may **submit a written request to the County Superintendent, Auditor, and Treasurer to discontinue the special reserve fund** and transfer those monies to the district's general fund. (Education Code 42841-42843)
 5. Transfer monies between other funds or accounts when authorized by law.

*Legal Reference:*EDUCATION CODE78 *Definition, governing board*5200 *Districts governed by boards of education*16095 *Transfer of district funds to district state school building fund*41010 *California School Accounting Manual*41301 *Section A state school fund allocation schedule*42125 *Designated and unappropriated fund balances*42238-42251 *Apportionments to districts, especially:*42238.01-42238.07 *Local control funding formula*42600 *District budget limitation on expenditure*42601 *Transfers between funds to permit payment of obligations at close of year*42603 *Temporary Transfer of monies held in any fund or account to another fund; repayment*42603.1 *Temporary transfer of monies held in any fund or account to another fund; state deferrals; fiscal years 2020-21 and 2021-22*42840-42843 *Special reserve fund*52616.4 *Expenditures from adult education fund**Management Resources:*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONSCalifornia School Accounting ManualWEB SITESCSBA: <http://www.csba.org>California Department of Education: <http://www.cde.ca.gov>Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

FEDERAL GRANT FUNDS

The Governing Board recognizes the district's responsibility to maintain fiscal integrity and transparency in the use of all funds awarded through federal grants. The district shall comply with all requirements detailed in any grant agreement with an awarding agency and with the federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards specified in 2 CFR 200.0-200.521 and any stricter state laws and district policy.

Any goods or services purchased with federal funds shall be reasonable in cost and necessary for the proper and efficient performance or administration of the program.

The Superintendent or designee shall ensure that the district's financial management systems and procedures provide for the following: (2 CFR 200.302)

1. Identification in district accounts of each federal award received and expended and the federal program under which it was received

(cf. 3100 - Budget)

2. Accurate, current, and complete disclosure of the financial ~~and performance~~ results of each federal award or program in accordance with the reporting requirements of 2 CFR 200.328 and **200.329**

(cf. 3460 - Financial Reports and Accountability)

3. Records and supporting documentation that adequately identify the source and application of funds for federally funded activities, including information pertaining to federal awards, authorizations, **financial** obligations, unobligated balances, assets, expenditures, income, and interest

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

4. Effective control **over** and accountability for all funds, property, and other assets and assurance that all assets are used solely for authorized purposes
5. Comparison of actual expenditures with budgeted amounts for each federal award
6. Written procedures to implement provisions governing payments as specified in 2 CFR 200.305
7. Written procedures for determining the allowability of costs in accordance with 2 CFR 200.400-200.475 and the terms and conditions of the federal grant award

(cf. 3400 - Management of District Assets/Accounts)

FEDERAL GRANT FUNDS (continued)

The Superintendent or designee shall develop and implement appropriate internal control processes to reasonably assure that transactions are properly executed, recorded, and accounted for so that the district can prepare reliable financial statements and federal reports, maintain accountability over assets, and demonstrate compliance with federal laws, regulations, and conditions of the federal award. (2 CFR 200.61, 200.62, 200.303)

Equipment purchased with federal funds shall be properly inventoried and adequately maintained to safeguard against loss, damage, or theft of the property.

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

(cf. 3440 - Inventories)

(cf. 3512 - Equipment)

All staff involved in the administration or implementation of programs and activities supported by federal funds shall receive information and training on the allowable use of federal funds, purchasing procedures, and reporting processes commensurate with their duties.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The district shall submit **financial and** performance reports to the awarding agency in accordance with the schedule and indicators required for that federal grant by law and the awarding agency. As required, such reports may include a comparison of actual accomplishments to the objectives of the federal award, the relationship between financial data and performance accomplishments, the reasons that established goals were not met if applicable, cost information to demonstrate cost-effective practices, analysis and explanation of any cost overruns or high unit costs, and other relevant information. The final performance report shall be submitted ~~within 90~~ **no later than 120 calendar** days after the ending date of the grant. (2 CFR 200.301, 200.328, 200.329)

(cf. 0500 - Accountability)

(cf. 6190 - Evaluation of the Instructional Program)

Legal Reference: (see next page)

FEDERAL GRANT FUNDS (continued)

Legal Reference:

EDUCATION CODE

42122-42129 *Budget requirements*

64001 *School plan for student achievement, consolidated application programs*

CODE OF FEDERAL REGULATIONS, TITLE 2

180.220 *Amount of contract subject to suspension and debarment rules*

200.0-200.521 *Federal uniform grant guidance, especially:*

200.1-200.99 *Definitions*

200.100-200.113 *General provisions*

200.317-200.326 *Procurement standards*

200.327-200.329 *Monitoring and reporting*

200.333-200.337 *Record retention*

200.400-200.475 *Cost principles*

200.500-200.521 *Audit requirements*

CODE OF FEDERAL REGULATIONS, TITLE 34

76.730-76.731 *Records related to federal grant programs*

CODE OF FEDERAL REGULATIONS, TITLE 48

2.101 *Federal acquisition regulation; definitions*

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Department of Education Audit Guide

California School Accounting Manual

EDUCATION AUDIT APPEALS PANEL PUBLICATIONS

Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Questions and Answers Regarding 2 CFR Part 200

WEB SITES

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

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

Office of Management and Budget, Uniform Guidance: <https://www.whitehouse.gov/omb>

State Controller's Office: <http://www.sco.ca.gov>

System for Award Management (SAM): <http://www.sam.gov/SAM>

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

U.S. Government Accountability Office: <http://www.gao.gov>

FEDERAL GRANT FUNDS

To ensure the lawful expenditure of any federal formula or discretionary grant funds awarded to the district, the Superintendent or designee shall comply with the requirements of the Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (the "Uniform Guidance"), as contained in 2 CFR 200.0-200.521 and Appendices I-XII.

Allowable Costs

Prior to obligating or spending any federal grant funds, the Superintendent or designee shall determine whether a proposed purchase is an allowable expenditure in accordance with 2 CFR 200.400-200.475 and the terms and conditions of the award. **The Superintendent or designee** shall also determine whether the expense is a direct or indirect cost as defined in 2 CFR 200.413 and 200.414 and, if the purchase will benefit other programs not included in the grant award, the appropriate share to be allocated to the federal grant.

(cf. 3350 - Travel Expenses)

The Superintendent or designee shall review and approve all transactions involving federal grant funds and shall ensure the proper coding of expenditures consistent with the California School Accounting Manual.

(cf. 3300 - Expenditures and Purchases)

(cf. 3314 - Payment for Goods and Services)

Period of Performance

All obligations of federal funds shall occur on or between the beginning and ending dates of the grant project and shall be paid no later than ~~90~~ **120 calendar** days after the end of the funding period, unless specifically authorized by the grant award to be carried over beyond the initial term of the grant. (2 CFR 200.77, 200.308, 200.309, 200.344)

Procurement

When procuring goods and services with a federal grant, the Superintendent or designee shall comply with the standards contained in 2 CFR 200.317-**200.327** and Appendix II of Part 200, **and** with any applicable state **bidding or procurement** law or district policy that is more restrictive.

As appropriate to encourage greater economy and efficiency, the Superintendent or designee shall avoid acquisition of unnecessary or duplicative items, give consideration to consolidating or breaking out procurements, analyze lease versus purchase alternatives, consider entering into an interagency agreement for procurement of common or shared goods and services, and/or use federal excess or surplus property. (2 CFR 200.318)

FEDERAL GRANT FUNDS (continued)

The procurement of goods or services with federal funds shall be conducted in a manner that provides full and open competition in accordance with state laws and district regulations and the following requirements:

1. Any purchase of supplies or services that does not exceed the "micro-purchase" threshold ~~specified in~~ **established by the district in accordance with** 48 CFR 2.101 may be awarded without soliciting competitive quotes, provided that the district considers the price to be reasonable and maintains written evidence of this reasonableness in the record of all micro-purchases. (2 CFR 200.67, 200.320)
2. For any purchase that exceeds the micro-purchase threshold but is less than the bid limit required by Public Contract Code 20111, the Superintendent or designee shall utilize "small-purchase" procedures that include obtaining price or rate quotes from an adequate number of qualified sources. (2 CFR 200.320)
3. Contracts for goods or services over the bid limits required by Public Contract Code 20111 shall be awarded pursuant to California law and AR 3311 - Bids, unless exempt from bidding under the law.

(cf. 3311 - Bids)

4. If a purchase is exempt from bidding and the district's solicitation is by a request for proposals, the award may be made by either a fixed-price or cost-reimbursement type contract awarded to the entity whose proposal is most advantageous to the program, with price and other factors considered. (2 CFR 200.320)

(cf. 3312 - Contracts)

5. Procurement by noncompetitive proposals (sole sourcing) may be used only when the item is available exclusively from a single source, the need or emergency will not permit a delay resulting from competitive solicitation, the awarding agency expressly authorizes sole sourcing in response to the district's request, and/or competition is determined inadequate after solicitation of a number of sources. (2 CFR 200.320)
6. Time and materials type contracts may be used only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. *Time and materials type contract* means a contract for which the cost is the sum of the actual cost of materials and direct labor hours charged at fixed hourly rates that reflect wages, general administrative expenses, and profit. **(2 CFR 200.318)**

FEDERAL GRANT FUNDS (continued)

For any purchase of \$25,000 or more, the Superintendent or designee shall verify that any vendor which is used to procure goods or services is not excluded or disqualified by the federal government. (2 CFR 180.220, **200.214**)

All solicitations shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description shall avoid detailed product specifications to the extent possible, but may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, shall set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. When it is impractical or not economical to make a clear and accurate description of the technical requirements, a brand name or equivalent description may be used to define the performance or other salient requirements of procurement, clearly stating the specific features of the named brand which must be met by offers. In addition, every solicitation shall identify all requirements which the offer must fulfill and any other factors to be used in evaluating bids or proposals. (2 CFR 200.319)

The Superintendent or designee shall maintain sufficient records to document the procurement, including, but not limited to, the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis for the contract price. (2 CFR 200.318)

The Superintendent or designee shall ensure that all contracts for purchases using federal grant funds contain the applicable contract provisions described in Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. (2 CFR **200.327**)

Capital Expenditures

The Superintendent or designee shall obtain prior written approval from the awarding agency before using federal funds to make capital expenditures, including the acquisition of land, facilities, equipment, and intellectual property and expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life. (2 CFR 200.313, 200.439)

Conflict of Interest

~~No~~ Governing Board members, district employees, **and other** district representatives shall not participate in the selection, award, or administration of a contract supported by federal funds if they have a real or apparent conflict of interest, such as when they or a member of their

FEDERAL GRANT FUNDS (continued)

immediate family, their partner, or an organization which employs or is about to employ any of them has a financial **or other** interest in or a tangible personal benefit from a firm considered for a contract. Such persons are prohibited from soliciting or accepting gratuities, favors, or anything of monetary value from contractors or subcontractors unless the gift is an unsolicited item of nominal value. (2 CFR 200.318)

Employees engaged in the selection, award, and administration of contracts shall also comply with BB 9270 - Conflict of Interest.

(cf. 9270 - Conflict of Interest)

Persons involved in the selection, award, or administration of a contract supported by federal funds shall be subject to discipline for any violation of conflict of interest standards. (2 CFR 200.318)

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

(cf. 4218.1 - Dismissal/Suspension/Disciplinary Action (Merit System))

Cash Management

The Superintendent or designee shall ensure the district's compliance with 2 CFR 200.305 pertaining to payments and cash management, including compliance with applicable methods and procedures that minimize the time elapsing between the transfer of funds to the district and the district's disbursement of funds. (2 CFR 200.305)

When authorized by law, the district may receive advance payments of federal grant funds, limited to the minimum amounts needed and timed in accordance with the actual immediate cash requirements of the district for carrying out the purpose of the program or project. Except under specified conditions, the district shall maintain the advance payments in an interest-bearing account. The district shall remit interest earned on the advanced payment to the awarding agency on an annual basis, but may retain interest amounts specified in 2 CFR 200.305 for administrative expenses. (2 CFR 200.305)

When required by the awarding agency, the district shall instead submit a request for reimbursement of actual expenses incurred. The district may also request reimbursement as an alternative to receiving advance payments. (2 CFR 200.305)

The Superintendent or designee shall maintain source documentation supporting the expenditure of federal funds, such as invoices, time sheets, payroll stubs, or other appropriate documentation.

FEDERAL GRANT FUNDS (continued)**Personnel**

All district employees who are paid in full or in part with federal funds, ~~including employees whose salary is paid with state or local funds but is used to meet a required match or in kind contribution to a federal program,~~ shall document the amount of time they spend on grant activities. **Such records shall be incorporated into the official records of the district and shall be subject to a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated in accordance with 2 CFR 200.430.** (2 CFR 200.430)

Salaries and wages of employees whose salary is paid with state or local funds but are used to meet a cost-sharing or matching requirement of the federal grant shall be documented in the same manner as salaries and wages claimed for reimbursement under a federal grant. (2 CFR 200.430)

Records

Except as otherwise provided in 2 CFR 200.334, or where state law or district policy requires a longer retention period, financial records, supporting documents, statistical records, and all other district records related to a federal award shall be retained for a period of three years from the date of submission of the final expenditure report or, for a federal award that is renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report. (2 CFR 200.334)

(cf. 1340 - Access to District Records)

(cf. 3580 - District Records)

Audits

Whenever the district expends \$750,000 or more in federal grant funds during a fiscal year, it shall arrange for either a single audit or a program-specific audit in accordance with 2 CFR 200.507 or 200.514. (2 CFR 200.501)

The Superintendent or designee shall ensure that the audit meets the requirements specified in 2 CFR 200.500-200.521.

Specified records pertaining to the audit of federal funds expended by the district shall be transmitted to the clearinghouse designated by the federal Office of Management and Budget and shall be made available for public inspection. Such records shall be transmitted within 30 days after receipt of the auditor's report or within nine months after the end of the audit period, whichever is sooner, unless a longer period is agreed to in advance by the federal agency or a different period is specified in a program-specific audit guide. (2 CFR 200.512)

FEDERAL GRANT FUNDS (continued)

In the event that the audit identifies any deficiency, the Superintendent or designee shall promptly act to either correct the identified deficiency, produce recommended improvements, or demonstrate that the audit finding is invalid or does not warrant action. (2 CFR 200.26, 200.508, 200.511)

Cardiff School District
Cardiff-By-The-Sea, California 92007
May 13, 2021

ITEM: APPROVE THE SECOND AMENDMENT TO THE LEASE-LEASEBACK CONTRACT WITH MCCARTHY BUILDING COMPANIES, INC.;
ACCEPTANCE OF PHASE ONE CONSTRUCTION AS COMPLETE AND
DELEGATION OF AUTHORITY TO SUPERINTENDENT TO TAKE ALL
ADDITIONAL ACTIONS NEEDED TO CLOSE OUT PHASE ONE

BACKGROUND

On or about September 14, 2017, the District originally entered into a Lease-Leaseback contract with McCarthy Building Companies, Inc. ("McCarthy") consisting of a Construction Services Agreement, a Site Lease and Sublease on or about (collectively, the "LLB Contract Documents"), for the Cardiff School Modernization and Reconstruction Project ("Project"). This spring, McCarthy completed the construction of the Food Service Building and the adjacent covered Lunchcourt area as well as the hardcourt playground area and all remaining playground equipment was constructed and/or installed. In addition, further grassy playfield area was planted with grass seed and fenced off to protect the seeded areas. As of April 14, 2021, McCarthy has removed all construction related equipment, trailers and fencing was removed from the site and all remaining buildings were turned over to the District. McCarthy has worked with District staff to designate all of these areas of completed construction as Phase One, with the remaining construction needed to complete Building L, the western portion of the parking/driveway off Montgomery Avenue, and additional grass turf for the northernmost portion of the playfields designated as Phase Two of the Project.

Given the completion of all of the above described components of the Project making up Phase One, the District has proceeded to work with McCarthy to establish and memorialize the financial and practical issues that need to be addressed to close out these portions of the Project. The appropriate amendment to the LLB Contract Documents with McCarthy has been prepared as the Second Amendment to the LLB Contract Documents and is attached hereto as Exhibit "A." The second amendment reduces the Guaranteed Maximum Price by \$221,014.

Approval of this item will ratify all previous payments made pursuant the LLB contract and will delegate authority to and direct the Superintendent to (1) Finalize and Execute the Second Amendment in substantially the form attached hereto, (2) File a Notice of Completion for the Phase One components of the Project, and (3) Release all remaining

retention and other payments due to McCarthy in accordance with the Second Amendment, the LLB Contract Documents, and applicable law.

The Second Amendment will also effectively suspend the District's LLB Contract with McCarthy, and when the District is able to proceed with the Phase Two activities associated with completing Building L, the western portion of the parking lot and the remaining turf/playfield improvements, the District will potentially prepare a Third Amendment to the LLB Contract.

RECOMMENDATION

It is respectfully recommended that the Board approve the second amendment to the lease-leaseback contract with McCarthy Building Companies, Inc.; acceptance of Phase One construction as complete and delegation of authority to Superintendent to take all additional actions needed to close out Phase One.

SECOND AMENDMENT TO
SITE LEASE, SUBLEASE, AND CONSTRUCTION SERVICES AGREEMENT FOR
THE
CARDIFF SCHOOL
MODERNIZATION AND RECONSTRUCTION PROJECT (EXHIBIT A)

THIS SECOND AMENDMENT is made and entered into this 13th day of May, 2021, by and between the CARDIFF SCHOOL DISTRICT, a California School District organized and existing under the laws of the State of California (hereinafter referred to as the "District"), and McCARTHY BUILDING COMPANIES, INC., a Missouri corporation (hereinafter referred to as the "Contractor").

RECITALS

WHEREAS, the District and the Contractor entered into a Lease-Leaseback contract consisting of a Construction Services Agreement, a Site Lease and Sublease on or about September 14, 2017 (collectively, the "LLB Contract Documents"), for the Cardiff School Modernization and Reconstruction Project (hereinafter referred to as the "Project");

WHEREAS, the LLB Contract Documents provide that they may be amended, altered or changed by a written agreement signed by both the District and the Contractor;

WHEREAS, the District has been involved in a third-party dispute involving previously existing grant agreement issues with state and federal agencies associated with what is known as the "6(f)(3) boundary area" on the Project site under the original Land and Water Conservation Fund grant (collectively "LWCF Issues"). As a result of the LWCF Issues, the District issued a Notice of Suspension on December 2, 2019, a subsequent Notice to Proceed on February 28, 2020, another Notice of Suspension on July 21, 2020, and a final authorization to proceed on with certain additional portions of the Project January 8, 2021;

WHEREAS, taken together all currently authorized portions of the Project have been completed and designated as Phase 1 of the Project as of April 14, 2021; and

WHEREAS, due to the LWCF Issues, the authorization to proceed dated January 8, 2021 excluded Building L and the parking/driveway off Montgomery Avenue that falls within the 6(f)(3) boundary and that portion of the work remains incomplete and/or partially complete and has been designated as Phase 2 of the Project;

WHEREAS, the District desires to pursue full resolution of the LWCF Issues and its right to proceed with construction of Phase 2 within the 6(f)(3) boundary area and the ;

WHEREAS, the District and the Contractor have determined that additional modifications to the LLB Contract Documents are now necessary to suspend the LLB Contract while final resolution of the LWCF Issues and construction in the 6(f)(3) boundary area is sought by the District.

AGREEMENT

NOW, THEREFORE, in good and valuable consideration of the mutual promises and covenants

contained herein, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The District and Contractor mutually agree to suspend the term and conditions of the LLB Contract Documents as of May 13, 2021("Effective Date").
2. During the duration of the LLB Contract Documents the District has maintained title to the Site. As of the Effective Date, title to any and all improvements constructed on the Site by Contractor shall vest in the District, and the District shall maintain, at its own cost and expense, and be liable for the Site, including but not limited to any maintenance of partially completed Work or ongoing permit requirements. The District assumes all risk of loss, damage to or condemnation of the Project or the Site from any cause or for any reason whatsoever during the term of the suspension, unless arising from Contractor's completion of its construction and warranty obligations for Phase 1 under the original LLB Contract Documents which obligations shall remain unchanged by this Second Amendment.
3. Effective as of March 25, 2021, the parties agree that McCarthy shall terminate the Builders Risk Insurance Policy for the Project, Policy numbers USE000158190W and 19COC000086 (the "Original BR Policies"). As of March 25, 2021, the District shall carry public liability and property damage insurance covering the Project and the Site at its own expense. Contractor to be included as an additional insured / loss payee on the District's public liability and property damage insurance policies for the duration of the LLB suspension period. All liability insurance policies shall include a waiver of subrogation endorsement evidencing that the District waives all rights of recovery by subrogation against Contractor, its subcontractors, and each of their respective officers, and employees.
4. Upon the District issuing Substantial Completion for work completed and making final release of any remaining payments/retention to McCarthy, the parties agree that McCarthy can notify its surety on the payment and performance bond numbers 82521439 and 107073072 for the Project that all of McCarthy's construction obligations are complete per the LLB Contract Documents subject to the same exception for obligations associated with completed construction and warranty obligations set forth above in Section 2.
5. District agrees to indemnify, defend and hold the Contractor harmless from and against any and all losses, claims, suits, damages and expenses (including reasonable attorney's fees) arising out of the District's use, possession, maintenance and title to the Site during the suspension, subject to the same exception for completion of construction and warranty obligations set forth above in Section 2. In addition, the District shall have no obligation to defend or indemnify Contractor from a claim if such claim arises out of (1) Contractor's warranty obligations for workmanship, equipment and/or materials installed on the Project, (2) claims arising from patent or latent deficiencies arising out of Contractor's work, and (3) payment claims on behalf of any subcontractor, supplier, worker or union trust fund in which is it claimed Contractor failed to pay any amounts.
6. The District shall have no obligation to make rental or sublease payments during the term of the suspension.

7. The District and Contractor have agreed to certain construction closeout terms in Change Order No. PCCO #10 which are set forth in Exhibit A.
8. The suspension may be terminated through a written amendment to the LLB Contract Documents, which will establish the revised Site boundaries as needed to amend the Site Lease and the Sublease for the Phase 2 work as well as the amended Project scope, estimated guaranteed maximum price, Sublease payment terms, schedule, insurance, bonds, completion, and warranty requirements.
9. During the term of this suspension and until such time as additional amendment is mutually agreed to in writing by the parties, the LLB Contract Documents may be terminated upon either party's 30 days' prior written notice to the other party.
10. If any provision of this Second Amendment to the LLB Contract Documents shall be held invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Second Amendment unless elimination of such provision materially alters the rights and obligations set forth herein.

IN WITNESS WHEREOF, the parties hereto have, by their duly authorized representatives, executed this Second Amendment to LLB Contract Documents, as of the day and year first above written.

CARDIFF SCHOOL DISTRICT

McCARTHY BUILDING COMPANIES, INC.

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

**Cardiff School District
Cardiff-by-the-Sea, California 92007
May 13, 2021**

ITEM: APPROVE ONLINE FACILITIES RENTAL STOREFRONT AGREEMENT
BETWEEN CARDIFF SCHOOL DISTRICT AND FACILITRON INC.
THROUGH JUNE 1, 2022

BACKGROUND

The Cardiff School District has relied on an internal paper process for scheduling use of facilities requests for decades. District playfields were previously scheduled through the City of Encinitas through a now sunsetted Joint Use Agreement.

CURRENT CONSIDERATIONS

At this time, the District would benefit from a transition to a digital solution in order to streamline the facilities use process.

Facilitron Inc. is an independent, online facilities use platform used by many districts. District staff has vetted the platform, which has all of the functionalities needed to provide both the public and the District with a turnkey solution.

The proposed agreement is renewed annually, which allows for flexibility going forward.

Facilitron keeps 10% of the fees charged for facility use. This percentage is the same as the previous JUA with the City of Encinitas.

FINANCIAL IMPLICATIONS

There are no cost impacts to the general fund.

RECOMMENDATION

It is recommended that the Board approve the Online Facilities Rental Storefront Agreement between Cardiff School District and Facilitron Inc. through June 1, 2022.

Cardiff School District
Cardiff-By-The-Sea, California 92007
May 13, 2021

ITEM: APPROVE PROPOSED USE OF FACILITIES FEE SCHEDULE

BACKGROUND

The Cardiff School District has made its facilities available for public use for decades.

CURRENT CONSIDERATIONS

The last increase to the Use of Facilities Fee Schedule occurred in 2011. Rates continue to be competitive in most areas. It is recommended that the hourly field use rate is increased due to maintenance and utility rates which have increased steadily over the last decade. The previous hourly rate was \$15.00/hour, and the new rate of \$25.00/hour is recommended, effective July 1, 2021.

FINANCIAL IMPLICATIONS

There are no cost impacts to the general fund.

RECOMMENDATION

It is respectfully recommended that the Board approve the proposed Use of Facilities Fee Schedule.



USE OF FACILITIES FEE SCHEDULE

<u>FACILITY/SPACE</u>	<u>HOURLY FEE</u>
Auditorium	\$50.00
Classroom	\$40.00
Blacktop/Lunch Tables	\$15.00
Basketball Courts	\$15.00
School Playfield	\$25.00

Use of indoor school facilities on a weekend/holiday require the services of a custodian at an additional fee of \$42.00 per hour.

Cardiff School District
Cardiff-By-The-Sea, California 92007
May 13, 2021

ITEM: APPROVE THE EXPANDED LEARNING OPPORTUNITIES GRANT PLAN

BACKGROUND

The Expanded Learning Opportunities (ELO) Grant is a one-time grant as a result of the COVID-19 pandemic. Districts are required to complete a learning recovery plan that provides supplemental instruction and support for social and emotional well-being. There are seven supplemental instruction and support strategies that can be implemented using these funds.

CURRENT CONSIDERATIONS

Cardiff School District plans to spend these funds on the following supplemental instruction and support categories, which are identified as allowable uses:

- Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of learning supports
- Integrated student supports to address other barriers to learning
- Training for school staff on strategies to engage students and families in addressing students' social-emotional health and academic needs

FINANCIAL IMPLICATIONS

The estimated allocation of revenues to implement these strategies is \$369,880.

RECOMMENDATION

It is respectfully recommended that the Board approve the Expanded Learning Opportunities Grant Plan.

Expanded Learning Opportunities Grant Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Cardiff School District	Courtney Jasper, CBO	courtney.jasper@cardiffschools.com 760-632-5890 ext 102

The following is the local educational agency's (LEA's) plan for providing supplemental instruction and support to students, including those identified as needing academic, social-emotional, and other supports, including the provision of meals and snacks. The plan will explain how the LEA will use the funds it receives through the Expanded Learning Opportunities (ELO) Grant to implement a learning recovery program for at least the students included in one or more of the following groups: low-income students, English learners, foster youth, homeless students, students with disabilities, students at risk of abuse, neglect, or exploitation, disengaged students, and students who are below grade level, including, but not limited to, those who did not enroll in kindergarten in the 2020–21 school year, credit-deficient students, high school students at risk of not graduating, and other students identified by certificated staff.

For specific requirements please refer to the Expanded Learning Opportunities Grant Plan Instructions.

Plan Descriptions

A description of how parents, teachers, and school staff were involved in the development of the plan.

Parent and staff feedback was solicited through multiple surveys given throughout the year regarding student learning during the COVID-19 pandemic. Our LCAP survey was sent to all parents and staff this spring and specifically asked for input regarding interventions and student services. Site principals and district admin used bi-monthly leadership meetings to discuss stakeholder input in order to develop an expanded learning plan.

A description of how students will be identified and the needs of students will be assessed.

Students will be given DIBELS benchmark assessments three times during the year. Teachers and our Learning Lab coordinators will review assessment results to identify students who are not meeting the benchmark to receive supplemental instructional services. English learners will be identified by scores on the DIBELS assessments as well as the ELPAC. Site based math assessments will be

used to identify students who are not at grade level. Administration and staff will research and purchase K-6 standards based, digital assessment tools so we can better monitor student progress towards grade level expectations in the areas of ELA and math.

A description of how parents and guardians of students will be informed of the opportunities for supplemental instruction and support.

Teachers and/or site principals will inform parents and guardians of students identified for supplemental instruction and support. Bilingual office assistants will communicate with our Spanish speaking families.

A description of the LEA's plan to provide supplemental instruction and support.

Before/after school tutoring/academic support will be offered to identified K-6 students who are below grade level in core academic areas. Instruction will be provided by certificated and classified employees.

Curriculum committees will research and identify vetted curriculum and assessments for potential district use as areas of need identified. Professional development will be provided as needed.

Identified EL students will receive small group, targeted language acquisition support through content area instruction before and after school.

A K-6 social-emotional universal screener and additional SEL curriculum will be purchased and used as appropriate.

Site based counseling services and community support for outside referrals will be available to support K-6 students as appropriate.

Expenditure Plan

The following table provides the LEA's expenditure plan for how it will use ELO Grant funds to support the supplemental instruction and support strategies being implemented by the LEA.

Supplemental Instruction and Support Strategies	Planned Expenditures	Actual Expenditures
Extending instructional learning time		
Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of learning supports	\$287,242	

Supplemental Instruction and Support Strategies	Planned Expenditures	Actual Expenditures
Integrated student supports to address other barriers to learning	\$55,638	
Community learning hubs that provide students with access to technology, high-speed internet, and other academic supports		
Supports for credit deficient students to complete graduation or grade promotion requirements and to increase or improve students' college eligibility		
Additional academic services for students		
Training for school staff on strategies to engage students and families in addressing students' social-emotional health and academic needs	\$27,000	
Total Funds to implement the Strategies	\$369,880	

A description of how ELO Grant funds are being coordinated with other federal Elementary and Secondary School Emergency Relief Funds received by the LEA.

Any potential federal ESSER funds the District may receive will be used in coordination with ELO Grant funds, and will be based on student need, stakeholder feedback, and funding requirements.

Cardiff School District
Cardiff-By-The-Sea, California 92007
May 13, 2021

ITEM: APPROVE THE PURCHASE AGREEMENT BETWEEN CARDIFF SCHOOL DISTRICT AND APPLE, INC.

BACKGROUND

In a continued effort to promote an innovative learning environment, the Cardiff School District provides 1:1 technology devices for all students and teachers.

CURRENT CONSIDERATION

Apple Inc. provides an opportunity for school districts to lease devices and spread the lease cost over a three-year period with an annual percentage rate of 1.27%.

FINANCIAL IMPLICATIONS

The total cost for a three-year lease is \$159,602.76, or \$53,200.92 annually. There is also the option to pay one lump sum totaling \$157,427.31 without early termination penalties.

RECOMMENDATION

It is respectfully recommended that the Board approve the purchase agreement between Cardiff School District and Apple, Inc.