

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

**REGULAR MEETING OF THE GOVERNING BOARD
AGENDA**

**TUESDAY, FEBRUARY 9, 2016 • 5:00 PM • PUBLIC MEETING
CARDIFF SCHOOL AUDITORIUM
1888 MONTGOMERY AVENUE • CARDIFF-BY-THE-SEA, CA 92007**

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 at the Cardiff School District, 1888 Montgomery Avenue, Cardiff.

In compliance with the American with Disabilities Act, if you need special assistance, disability-related modifications, including auxiliary aids or services, in order to participate in the public meeting of the district's governing board, please contact the office of the District Superintendent by sending a written request to the District Office at 1888 Montgomery Avenue, Cardiff-by-the-Sea, California, or by faxing the request to (760) 942-5831. Notification by letter or fax 72 hours prior to the meeting will enable the district to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the district shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

- I. ORGANIZATIONAL ITEMS *Exhibit*
- A. Call to order
 - B. Pledge of allegiance
 - C. Roll call
 - Mr. Mark Whitehouse, President
 - Ms. Nancy Orr, Clerk
 - Ms. Siena Randall, Member
 - Mr. Dave Clark, Member
 - Mr. David Ross, Member
 - Ms. Jill Vinson, Superintendent
 - D. Approval of agenda for February 9, 2016
All items are action unless labeled information
 - E. Approve minutes from the special meeting of January 25, 2016 **A**
- 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 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 present a written request. Please hand your form to the secretary before the meeting. 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. Reports on Workshops/Conference
 - H. 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. Approval of Current Business Items:
 - 1. Purchase Orders
 - 2. Commercial Warrants #14-077215 to #14-083537 \$83,907 **B**
 - 3. Payroll Warrants, January, 2016, \$621,048
- B. Enrollment Report as of 02/05/16 **C**
- C. Approve Nonpublic Agencies Master Contract Between Cardiff School District And San Diego Center For Vision Care **D**
- D. Approve Comprehensive District Safety Plan **E**
- E. Removal of items from Consent Calendar
- F. Approval of Consent Calendar

IV. BUSINESS AND FINANCE

- A. Approve budget changes through January 31, 2016 **F**
- B. Authorize District certification of second period interim state report for period ending January 31, 2016 **G**

V. GENERAL FUNCTIONS

- A. Facilities Needs Update **(Information)**

VI. FUTURE AGENDA ITEMS

VII. ANNOUNCEMENT: ADJOURNING TO CLOSED SESSION

- A. Conference with the District's labor negotiator, Jill Vinson, regarding negotiations with the Cardiff Elementary Teachers Association– Government Code Section 54957.6

VIII. REPORT FROM CLOSED SESSION (If applicable)

IX. ADJOURNMENT OF MEETING

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

MINUTES
SPECIAL MEETING OF JANUARY 25, 2016

The special meeting of the Governing Board of the Cardiff School District was held on Monday, January 25, 2016 at the Cardiff School, 1888 Montgomery Avenue, Cardiff-by-the-Sea, California. President Whitehouse called the meeting to order at 5:00 p.m.

Members present: Clark, Orr, Randall, Ross, Whitehouse

Members absent: None

Administrators
present: Vinson, Parker, Scheftner

The agenda for January 25, 2016 was approved as presented.

MOTION: Randall
SECOND: Ross
AYES: Clark, Orr, Randall, Ross, Whitehouse
NOES: 0

The minutes from the regular meeting of January 11, 2016 were approved as written.

MOTION: Ross
SECOND: Randall
AYES: Clark, Orr, Randall, Ross, Whitehouse
NOES: 0

A resolution 15-16-04 declaring emergency roof repair of the covered walkway at Cardiff School was approved.

MOTION: Orr
SECOND: Randall
AYES: Clark, Orr, Randall, Ross, Whitehouse
NOES: 0

Facilities funding options were reviewed and discussed.

There being no other regular business to come before the Board, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Nancy Orr, Clerk

Jill Vinson, Superintendent

PURCHASE ORDER LISTING 2015-2016

Date	PO#	Supplier	Fund	Resc.	Goal	Func.	Object	Site	Description	Amount
Instructional Supplies										
1/6		KRYSTAL CLOVER	0100	6300000	1110	1000	4300006	111	Instructional Supplies	25.71
1/6	920	AMAZON	0100	0000000	0000	2420	4300008	111	Instructional Supplies	227.92
1/7		CAROLYN VAN LEAR	0100	0000000	0000	2420	4300008	222	Instructional Supplies	66.00
1/12		JILL CANDELARIA	0100	6300000	1110	1000	4300006	222	Instructional Supplies	22.55
1/13	953	SPELLINGCITY.COM, INC.	0100	0000000	1110	1000	4300000	111	Instructional Supplies	84.00
1/26	943	SOUTHWEST SCHOOL &	0100	0000000	1110	1000	4300000	222	Instructional Supplies	5.62
1/26	891	SOUTHWEST SCHOOL &	0100	0000000	1110	1000	4300000	222	Instructional Supplies	82.07
1/27	955	AMAZON	0100	0000000	1110	1000	4300000	111	Instructional Supplies	114.55
1/27	949	DEMCO, INC.	0100	0000000	0000	2420	4300008	111	Instructional Supplies	648.36
1/27	960	AMAZON	0100	0000000	0000	2420	4300008	111	Instructional Supplies	992.93
1/28	969	SCHOOL SPECIALTY	0100	0000000	1110	1000	4300000	111	Instructional Supplies	11.49
1/28	916	SCHOOL SPECIALTY	0100	0000000	1110	1000	4300000	222	Instructional Supplies	32.30
										2,313.50

Non-instructional Supplies										
1/6	617	HOME DEPOT CREDIT SERVICES	0100	8150000	0000	8110	4300000	000	Maintenance supplies	338.15
1/6	932	AMAZON	0100	0000068	1110	1000	4300005	222	Technology supplies	276.64
1/6	925	AMAZON	0100	0000068	1110	1000	4300005	111	Technology supplies	58.98
1/6	909	AMAZON	0100	0000068	1110	1000	4300005	111	Technology supplies	17.99
1/6	913	AMAZON	0100	6300000	1110	1000	4300005	222	Toner supplies	85.96
1/7		SHELL	0100	8150000	0000	8110	4300000	000	Automotive supplies	78.00
1/7	618	HYDRO-SCAPE PRODUCTS, INC.	0100	0000000	0000	8200	4300000	000	Landscape supplies	401.74
1/7		MISSION FEDERAL CREDIT UNION	0100	0000000	0000	7100	4300000	000	staff development	54.90
1/12	954	FRONTIER FENCE COMPANY INC.	0100	8150000	0000	8110	4300000	000	Facility repair	6,137.00
1/20	971	HERNANDEZ CUSTOM UPHOLSTERY	0100	0000000	0000	8200	4300000	000	Furniture repair	637.00
1/22		JOSE AGUIRRE	0100	0000000	0000	8200	4300000	000	Custodial supplies	85.59
1/26		DAVID YANT	0100	0000000	0000	8200	4300000	000	Operations supplies	300.00
1/27	951	AMAZON	0100	6300000	1110	1000	4300005	111	Printer supplies	1,222.50
1/27	962	OFFICE DEPOT	0100	0000000	0000	7200	4300000	000	Office supplies	35.38
1/27	952	AMAZON	0100	0000000	0000	8200	4300000	000	Printer	92.56
1/28	980	P&R PAPER SUPPLY CO.	0100	0000000	0000	8200	4300000	000	Custodial supplies	947.17
1/28		PC REPAIR CENTER	0100	0000000	0000	2420	4300005	000	Technology repairs	265.80
										11,035.36

4000 (SUPPLIES) TOTALS: BALANCE: 253,498 ACCUMULATED BALANCE: 171,264 REMAINING BALANCE: 82,234

Utilities										
1/8		AT&T	0100	0000000	0000	7200	5900001	000	Services for Dec 2015	17.63
1/13	756	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	111	Services for Dec 2015	426.64
1/13	756	EDCO WASTE & RECYCLING SERVICE	0100	0000000	0000	8200	5500002	222	Services for Dec 2015	426.64
1/13		AT&T	0100	0000000	0000	7200	5900001	000	Services for Dec 2015	17.15
1/13		AT&T	0100	0000000	0000	7200	5900001	000	Services for Dec 2015	300.14
1/26	755	San Diego Gas & Electric	0100	0000000	0000	8200	5500001	111	Services for Dec 2015	6,108.34
1/26	755	San Diego Gas & Electric	0100	0000000	0000	8200	5500001	222	Services for Dec 2015	3,690.92
1/27		AT&T	0100	0000000	0000	7200	5900001	000	Services for Dec 2015	23.47
										11,010.93

Services										
1/6	801	ATKINSON, ANDELSON, LOYA, RUUD,ROMO	0100	0000000	0000	7100	5800005	000	Services for Nov 2015	378.00
1/7	654	CARE-A-VAN TRANSPORT	0100	0000000	5001	3600	5100000	000	Transportation	3,840.37
1/7		COSTCO MEMBERSHIP	0100	0000000	0000	7200	5300000	000	Annual membership	110.00
1/7		SAN DIEGO DIGITAL SOLUTIONS	0100	0000000	1110	1000	5600000	222	Copier services	1,896.45
1/7		BRIAN O'DONNELL	0100	0000085	1110	1000	5800000	111	Music Boosters	320.00
1/7		CATHERINE GOLD	0100	0000085	1110	1000	5800000	111	Music Boosters	1,960.00
1/7		JAMES ROMEO	0100	0000085	1110	1000	5800000	111	Music Boosters	240.00
1/7		MELISSA HAIDER	0100	6500000	5770	1190	5800000	000	Physical therapy services	878.75

1/7	690 RANCHO SANTA FE	0100	0000000	0000	2700	5800000	111	Security Jan-Mar 2016	210.00
1/7	690 RANCHO SANTA FE	0100	0000000	0000	2700	5800000	222	Security Jan-Mar 2016	210.00
1/7	RANCHO SANTA FE	0100	0000000	0000	2700	5800000	111	Foot patrol winter break	255.00
1/7	RANCHO SANTA FE	0100	0000000	0000	2700	5800000	222	Foot patrol winter break	255.00
1/7	SAMUEL WILMURT	0100	0000085	1110	1000	5800000	111	Music Boosters	360.00
1/7	SAN DIEGO OCCUPATIONAL THERAPY	0100	6500000	5770	1190	5800000	000	Occupational Therapy Services	600.00
1/7	799 FAGEN FRIEDMAN & FULFROST, LLP	0100	0000000	0000	7100	5800005	000	Services for Nov 2015	293.47
1/11	JACKIE MUSIL	0100	0000000	1110	1000	5200000	000	mileage	127.65
1/11	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Services for Dec 2015	60.00
1/11	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Services for Dec 2015	96.00
1/11	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Special serves Dec 2015	600.00
1/11	SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2140	5800000	000	BTSA Induction	500.00
1/11	SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2140	5800000	000	BTSA Induction	500.00
1/12	959 SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	7100	5200000	000	School Leaders Forum	50.00
1/12	959 SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2700	5200000	111	School Leaders Forum	50.00
1/12	959 SAN DIEGO COUNTY OFFICE OF ED	0100	0000000	0000	2700	5200000	222	School Leaders Forum	50.00
1/12	961 J.M.D.LANDSCAPE INC.	0100	0000000	0000	8200	5800000	000	Landscape improvements	587.00
1/12	957 J.M.D.LANDSCAPE INC.	0100	0000000	0000	8200	5800000	000	Landscape improvements	3,299.00
1/12	956 J.M.D.LANDSCAPE INC.	0100	0000000	0000	8200	5800000	000	Landscape improvements	2,400.00
1/13	654 CARE-A-VAN TRANSPORT	0100	0000000	5001	3600	5100000	000	Transportation	3,203.84
1/13	964 EDTECH TEACHER	0100	0000000	1110	1000	5200000	000	2016 Summit pre-conference	295.00
1/13	795 Ready Refresh by Nestle	0100	0000000	0000	8200	5500003	222	Services for Dec 2015	62.61
1/13	795 Ready Refresh by Nestle	0100	0000000	0000	8200	5500003	111	Services for Dec 2015	35.63
1/13	841 PRUDENTIAL OVERALL SUPPLY	0100	0000000	0000	8200	5600000	222	Services for Dec 2015	128.04
1/13	841 PRUDENTIAL OVERALL SUPPLY	0100	0000000	0000	7200	5600000	000	Services for Dec 2015	11.42
1/13	841 PRUDENTIAL OVERALL SUPPLY	0100	0000000	0000	8200	5600000	111	Services for Dec 2015	93.24
1/13	917 TOSHIBA FINANCIAL SERVICES	0100	0000000	0000	7200	5600000	000	Services for Dec 2015	201.97
1/13	917 TOSHIBA FINANCIAL SERVICES	0100	0000000	1110	1000	5600000	222	Services for Dec 2015	256.02
1/13	917 TOSHIBA FINANCIAL SERVICES	0100	0000000	1110	1000	5600000	111	Services for Dec 2015	256.02
1/13	ATEL COMMUNICATIONS INC.	0100	0000000	0000	7100	5800000	000	Phone repair	127.50
1/13	AUTISM OUTREACH SOUTHERN CA	0100	6500000	5770	3120	5800000	000	Services for Nov 2015	112.50
1/13	942 COMPANION CORP.	0100	0000000	0000	2420	5800000	111	software subscription	799.00
1/13	942 COMPANION CORP.	0100	0000000	0000	2420	5800000	222	software subscription	499.00
1/13	N. HARRIS COMPUTER CORPORATION	0100	0000000	0000	7200	5800000	000	merchant fees Dec 2015	88.75
1/13	STATE OF CALIFORNIA	0100	0000000	0000	7200	5800000	000	Fingerprinting services	32.00
1/25	PATRICIA WILSON	0100	6500000	5770	3120	5200000	000	mileage	26.54
1/26	654 CARE-A-VAN TRANSPORT	0100	0000000	5001	3600	5100000	000	Transportation	5,919.68
1/26	970 EDTECH TEACHER	0100	0000000	1110	1000	5200000	000	2016 Summit Conference	280.00
1/26	SMALL SCHOOL DISTRICTS' ASSOC.	0100	0000000	0000	7100	5300000	000	2016/17 Membership	1,000.00
1/26	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	222	Services for Jan 2016	96.72
1/26	754 AMERICAN PEST CONTROL	0100	0000000	0000	8200	5500004	111	Services for Jan 2016	59.28
1/26	LEE'S LOCK & SAFE	0100	8150000	0000	8110	5600000	000	Operations supplies	62.21
1/26	836 LEAPS-N-BOUNDS	0100	6500000	5770	1190	5800000	000	Occupational Therapy Services	3,360.00
1/26	SAMUEL WILMURT	0100	0000085	1110	1000	5800000	111	Music Boosters	240.00
1/26	T.L. SHIELD & ASSOCIATES, INC.	0100	8150000	0000	8110	5800000	000	Services for 2015	158.00
1/26	WESTERN FIRE PROTECTION, INC.	0100	8150000	0000	8110	5800000	000	Quarterly inspection	297.00
1/27	FREDRICKS ELECTRIC, INC.	0100	8150000	0000	8110	5600000	000	Repair services Jan 2016	628.44
1/27	801 ATKINSON, ANDELSON, LOYA, RUUD, ROMO	0100	0000000	0000	7100	5800005	000	Services for Nov 2015	61.69
1/28	PC REPAIR CENTER	0100	0000003	1110	1000	5600000	000	Technology repairs	1,366.72
1/28	J.M.D.LANDSCAPE INC.	0100	0000000	0000	8200	5800000	000	Services for Dec 2015	140.00
1/28	743 J.M.D.LANDSCAPE INC.	0100	0000000	0000	8200	5800000	000	Landscape repair	3,528.00
1/28	SOUTHCOAST HEATING & A/C	0100	8150000	0000	8110	5800000	000	Service for December	1,510.00
									45,063.51
5000 (SERVICES) TOTALS:		BALANCE: 1,028,420		ACCUMULATED BALANCE: 553,625		REMAINING BALANCE: 474,795			

CARDIFF SCHOOL DISTRICT

Enrollment Form

As of February 5, 2016

CARDIFF			
	BOYS	GIRLS	
TK Paccione	<u>9</u>	<u>8</u>	17
		TOT TK	<u>17</u>
K Bjorstad	<u>13</u>	<u>10</u>	23
K Hall	<u>9</u>	<u>13</u>	22
K McNamara	<u>10</u>	<u>10</u>	20
K Sallans	<u>13</u>	<u>9</u>	22
K Stone	<u>11</u>	<u>11</u>	22
		TOT K	<u>109</u>
1 Carter	<u>13</u>	<u>10</u>	23
1 Easson	<u>13</u>	<u>10</u>	23
1 Kulbacki	<u>14</u>	<u>9</u>	23
1 Doui/Boye	<u>8</u>	<u>8</u>	16
		TOT 1	<u>85</u>
2 Gustafson	<u>7</u>	<u>11</u>	18
2 Miller/Stua	<u>8</u>	<u>11</u>	19
2 Kavan	<u>9</u>	<u>11</u>	20
2 Redding	<u>9</u>	<u>10</u>	19
2 Doui/Boy	<u>7</u>	<u>8</u>	15
		TOT 2	<u>91</u>
3 Hamilton	<u>7</u>	<u>12</u>	19
3 Pacetti/Paz	<u>11</u>	<u>10</u>	21
3 Payte	<u>10</u>	<u>10</u>	20
3 Doui/Boy	<u>8</u>	<u>4</u>	12
		TOT 3	<u>72</u>
SDC	<u>0</u>	<u>0</u>	TOT <u>0</u>
Boy/Girl Subtotal	<u>189</u>		<u>185</u>
SCHOOL TOTAL	<u>374</u>		
DISTRICT TOTAL	<u>727</u>		

ADA HARRIS			
	BOYS	GIRLS	
3 Rector	<u>10</u>	<u>12</u>	22
3 Switzler	<u>9</u>	<u>11</u>	20
		TOT 3	<u>42</u>
4 Green	<u>9</u>	<u>12</u>	21
4 Mihaly	<u>13</u>	<u>10</u>	23
4 Price	<u>11</u>	<u>12</u>	23
4 Trees	<u>12</u>	<u>11</u>	23
4 Herr/d'Entre	<u>12</u>	<u>8</u>	20
		TOT 4	<u>110</u>
5 Cataldo	<u>13</u>	<u>11</u>	24
5 Ensberg	<u>14</u>	<u>10</u>	24
5 Murray	<u>13</u>	<u>10</u>	23
5 Yant	<u>13</u>	<u>11</u>	24
5 Herr/d'Entre	<u>10</u>	<u>11</u>	21
		TOT 5	<u>116</u>
6 Brice	<u>12</u>	<u>7</u>	19
6 Jewell	<u>11</u>	<u>8</u>	19
6 Nguyen	<u>11</u>	<u>8</u>	19
6 Therriault	<u>13</u>	<u>9</u>	22
		TOT 6	<u>79</u>
SDC	<u>6</u>	<u>0</u>	TOT <u>6</u>
Boy/Girl Subtotal	<u>192</u>		<u>161</u>
SCHOOL TOTAL	<u>353</u>		

Cardiff School District
Cardiff-By-The-Sea, California 92007

February 9, 2016

ITEM: **APPROVE NONPUBLIC AGENCIES MASTER CONTRACT
BETWEEN CARDIFF SCHOOL DISTRICT AND SAN DIEGO
CENTER FOR VISION CARE – OPTOMETRY, P.C.**

BACKGROUND

California Government Code Section 53060 authorizes school districts “to contract with...any persons or agencies for the furnishing of special services... if such persons or agencies are specially trained and experienced and competent to perform the special services required...”

Part of the process of paying a nonpublic agency requires an agreement signed between the school district and the consultant.

CURRENT CONSIDERATION

Special education students IEP’s mandate special services. The District does not employ full-time intervention staff; therefore, we are contracting with a nonpublic agency for these services.

FINANCIAL IMPLICATIONS

The cost is not to exceed \$587.

RECOMMENDATION

It is respectfully recommended that the Board approve the Nonpublic Agency Services Master Contract between Cardiff School District and San Diego Center for Vision Care – Optometry, P.C.

Exhibit D

Comprehensive School Safety Plan

Cardiff School District

Jill Vinson, Superintendent
jillvinson@cardiffschools.com
760-632-5890

A meeting for public input was held on February 2, 2016.

Plan approved by Cardiff School District Board of Trustees February 9, 2016

This document is available for public inspection during regular business hours at
1888 Montgomery Ave., Cardiff, CA 92007

NOTE: Tactical information is excluded from the public inspection document. A "Public Inspection Log" will be used to record the name, address, phone number and method used for verifying the identity of all individuals requesting to inspect this plan. This document is not available for inspection on the internet.

Cardiff School District

**Comprehensive School Safety Plan - Signature Page
2015-16**

The undersigned members of the Cardiff School District School Site Council certify that the requirements of California Education Code 32280-32282 have been met in the development of the following Comprehensive School Safety Plan.

Julie Parker, Principal February 2, 2016

Keith Carter, Teacher Representative February 2, 2016

Keri King, Parent February 2, 2016

Tracy Conrey, Classified Representative February 2, 2016

DISTRICT VISION STATEMENT

Our envisioned future articulates our organizational aspirations in the hearts and minds of our students, parents, staff, and community. We actively promote this vision to engage our stakeholders and maintain our focus on what is essential. We envision:

Lifelong Learners | Contributing Citizens | Educational Excellence

Table of Contents

A.	Child Abuse Reporting Procedures	Page 4
B.	Disaster Response Procedures	Page 8
C.	Suspension & Expulsion Policies	Page 31
D.	Procedures for Notifying Teachers of Dangerous Pupils	Page 53
E.	Discrimination & Harassment Policy	Page 57
F.	School-wide Dress Code Prohibiting Gang Attire	Page 66
G.	Safe Ingress and Egress	Page 66
H.	Safe and Orderly Environment: School Discipline and Bullying Prevention	Page 71

A. Child Abuse Reporting Procedures

In accordance with [AB 1432](#), passed in September, 2014, the Cardiff School District:

1. Annually trains, using the [online training module](#) provided by the State Department of Social Services, or other training, employees and persons working on their behalf who are mandated reporters, as defined in [Penal Code 11165.7](#), on the mandated reporting requirements.
2. Developed a process for all persons required to receive training under the bill to provide proof of completing this training within the first 6 weeks of each school year or within 6 weeks of that person's employment.

The district Board Policy and Administrative Regulation and the form used for reporting cases of suspected child abuse or neglect are as follows:

Students BP 5141.4(a)

CHILD ABUSE PREVENTION AND REPORTING

Child Abuse Prevention

The Governing Board recognizes the district's responsibility to educate students about the dangers of child abuse so that they will acquire the skills and techniques needed to identify unsafe situations and to react appropriately and promptly.

The Superintendent or designee shall seek to incorporate community resources into the district's child abuse prevention programs. To the extent feasible, the Superintendent or designee shall use these community resources to provide parents/guardians with instruction in parenting skills and child abuse prevention.

(cf. 1020 - Youth Services)

Child Abuse Reporting

The Board recognizes that child abuse has severe consequences and that the district has a responsibility to protect students by facilitating the prompt reporting of known and suspected incidents of child abuse. The Superintendent or designee shall establish procedures for the identification and reporting of such incidents in accordance with law.

(cf. 0450 - Comprehensive Safety Plan)

Employees who are mandated reporters, as defined by law and administrative regulation, are obligated to report all known or suspected incidents of child abuse and neglect. Mandated reporters shall not investigate any suspected incidents but rather shall cooperate with agencies responsible for investigating and prosecuting cases of child abuse and neglect.

The Superintendent or designee shall provide training regarding the reporting duties of mandated reporters.

In the event that training is not provided to mandated reporters, the Superintendent or designee shall report to the California Department of Education the reasons that such training is not provided. (Penal Code 11165.7)

Legal Reference:

EDUCATION CODE

32280-32288 *Comprehensive school safety plans*
33308.1 *Guidelines on procedure for filing child abuse complaints*
44690-44691 *Staff development in the detection of child abuse and neglect*
44807 *Duty concerning conduct of students*
48906 *Notification when student released to peace officer*
48987 *Dissemination of reporting guidelines to parents*
49001 *Prohibition of corporal punishment*
51220.5 *Parenting skills education*

PENAL CODE

152.3 *Duty to report murder, rape, or lewd or lascivious act*
273a *Willful cruelty or unjustifiable punishment of child; endangering life or health*
288 *Definition of lewd or lascivious act requiring reporting*
11164-11174.4 *Child Abuse and Neglect Reporting Act*

WELFARE AND INSTITUTIONS CODE

15630-15637 *Dependent adult abuse reporting*

CODE OF REGULATIONS, TITLE 5

4650 *Filing complaints with CDE, special education students*

Management Resources:

CDE LEGAL ADVISORIES

0514.93 *Guidelines for parents to report suspected child abuse*

WEB SITES

California Attorney General's Office, Crime and Violence Prevention Center: <http://safestate.org>
California Department of Education, Safe Schools: <http://www.cde.ca.gov/lr/ss>
California Department of Social Services, Children and Family Services Division:
<http://www.childsworld.ca.gov>
U.S. Department of Health and Human Services, National Clearinghouse on Child Abuse and Neglect
Information: <http://nccanch.acf.hhs.gov>

Policy **CARDIFF SCHOOL DISTRICT**

adopted: January 16, 2008 Cardiff-By-The-Sea, California

SUSPECTED CHILD ABUSE REPORT

To Be Completed by **Mandated Child Abuse Reporters**
Pursuant to Penal Code Section 11166

CASE NAME: _____

PLEASE PRINT OR TYPE

CASE NUMBER: _____

A. REPORTING PARTY	NAME OF MANDATED REPORTER		TITLE		MANDATED REPORTER CATEGORY	
	REPORTER'S BUSINESS/AGENCY NAME AND ADDRESS		Street	City	Zip	DID MANDATED REPORTER WITNESS THE INCIDENT? ☐ YES ☐ NO
	REPORTER'S TELEPHONE (DAYTIME) ()		SIGNATURE		TODAY'S DATE	
B. REPORT NOTIFICATION	☐ LAW ENFORCEMENT ☐ COUNTY PROBATION		AGENCY			
	☐ COUNTY WELFARE / CPS (Child Protective Services)					
	ADDRESS		Street	City	Zip	DATE/TIME OF PHONE CALL
		OFFICIAL CONTACTED - TITLE		TELEPHONE ()		
C. VICTIM One report per victim	NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX
	ADDRESS			Street	City	Zip
				TELEPHONE ()		
	PRESENT LOCATION OF VICTIM			SCHOOL		CLASS
						GRADE
	PHYSICALLY DISABLED? ☐ YES ☐ NO		DEVELOPMENTALLY DISABLED? ☐ YES ☐ NO		OTHER DISABILITY (SPECIFY)	
	IN FOSTER CARE? ☐ YES ☐ NO		IF VICTIM WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE: ☐ DAY CARE ☐ CHILD CARE CENTER ☐ FOSTER FAMILY HOME ☐ FAMILY FRIEND ☐ GROUP HOME OR INSTITUTION ☐ RELATIVE'S HOME		PRIMARY LANGUAGE SPOKEN IN HOME	
					TYPE OF ABUSE (CHECK ONE OR MORE) ☐ PHYSICAL ☐ MENTAL ☐ SEXUAL ☐ NEGLECT ☐ OTHER (SPECIFY)	
RELATIONSHIP TO SUSPECT			PHOTOS TAKEN? ☐ YES ☐ NO		DID THE INCIDENT RESULT IN THIS VICTIM'S DEATH? ☐ YES ☐ NO ☐ JUNK	
D. INVOLVED PARTIES	VICTIMS					
	NAME BIRTHDATE SEX ETHNICITY					
	1. _____ 3. _____					
	2. _____ 4. _____					
	VICTIMS					
	PARENTS/GUARDIANS					
	NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX
	ADDRESS			Street	City	Zip
				HOME PHONE ()		BUSINESS PHONE ()
	NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX
ADDRESS			Street	City	Zip	
			HOME PHONE ()		BUSINESS PHONE ()	
SUSPECT	SUSPECT'S NAME (LAST, FIRST, MIDDLE)			BIRTHDATE OR APPROX. AGE		SEX
	ADDRESS			Street	City	Zip
				TELEPHONE ()		
	OTHER RELEVANT INFORMATION					
E. INCIDENT INFORMATION	IF NECESSARY, ATTACH EXTRA SHEET(S) OR OTHER FORM(S) AND CHECK THIS BOX ☐ IF MULTIPLE VICTIMS, INDICATE NUMBER: _____					
	DATE / TIME OF INCIDENT			PLACE OF INCIDENT		
	NARRATIVE DESCRIPTION (What victim(s) said/what the mandated reporter observed/what person accompanying the victim(s) said/similar or past incidents involving the victim(s) or suspect)					

SS 8572 (Rev. 12/02)

DEFINITIONS AND INSTRUCTIONS ON REVERSE

DO NOT submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS 8583 if (1) an active investigation was conducted and (2) the incident was not determined to be unfounded.

WHITE COPY-Police or Sheriff's Department; BLUE COPY-County Welfare or Probation; GREEN COPY- District Attorney's Office; YELLOW COPY-Reporting Party

DEFINITIONS AND GENERAL INSTRUCTIONS FOR COMPLETION OF FORM SS 8572

All Penal Code (PC) references are located in Article 2.5 of the PC. This article is known as the Child Abuse and Neglect Reporting Act, also known as CANRA. The Internet site is: <http://www.leginfo.ca.gov/calaw.html> (specify Penal Code and search for Sections 11164-11174.3). A mandated reporter must complete and submit the form SS 8572 even if some information is not known. (PC Section 11167(a).)

I. MANDATED CHILD ABUSE REPORTERS

- Mandated child abuse reporters include all those individuals and entities as defined in PC Section 11165.7.

II. TO WHOM REPORTS ARE TO BE MADE (DESIGNATED AGENCIES)

- Reports of suspected child abuse or neglect shall be made by mandated reporters to any police department or sheriff's department (not including a school district police or security department), county probation department (if designated by the county to receive mandated reports) or the county welfare department. (PC Section 11165.9.)

III. REPORTING RESPONSIBILITIES

- Any mandated reporter who has knowledge of or observes a child, in his or her professional capacity or within the scope of his or her employment, whom he or she knows or reasonably suspects has been the victim of child abuse or neglect shall report such suspected instance of abuse or neglect to a designated agency immediately or as soon as practically possible by telephone and shall prepare and send a written report thereof *within 36 hours* of receiving the information concerning the incident. (PC Section 11166(a).)
- No mandated reporter who reports a suspected instance of child abuse or neglect shall be held civilly or criminally liable for any report required or authorized by the CANRA. Any other person reporting a known or suspected instance of child abuse or neglect shall not incur civil or criminal liability as a result of any report authorized by the CANRA unless it can be proven the report was false and the person knew it was false or make the report with reckless disregard of its truth or falsity. (PC Section 11172(a).)

IV. INSTRUCTIONS

- **SECTION A - REPORTING PARTY:** Enter the mandated reporter's name, title, category (from PC Section 11165.7), business (agency) name and address, telephone number, a signature and today's date. Also check yes-no whether you (the mandated reporter) witnessed the incident. The signature area is for either the mandated report or the person taking as telephoned report.

IV. INSTRUCTIONS (Continued)

- **SECTION B - REPORT NOTIFICATION:** Complete the name and address of the designated agency notified, date of the written report, date/time of the phone call and the name, title and telephone number of the official contacted.
 - **SECTION C - VICTIM** (One Report per Family, siblings must have same parents/guardians): Enter the victim's name, address, telephone number, birth date or approximate age, sex, ethnicity, present location, and where applicable enter the school, class (indicate the teacher's name or room number), and grade. List the primary language spoken in the victim's home. Check the appropriate yes-no box for: developmentally disabled?, physically disabled? and specify the victim's other disability. To determine if the victim has a disability, ask the victim's parent or care giver. Also check the appropriate yes-no box for in foster care?, indicate type of care if the victim was in out-of-home care, indicate the type of abuse. List the victim's relationship to the suspect, check the appropriate yes-no box for photos taken?, indicate whether the incident resulted in this victim's death.
 - **SECTION D - INVOLVED PARTIES:** Enter the requested information for: Victim's Siblings, Victim's Parents/Guardians and the Suspect.
 - **SECTION E - INCIDENT INFORMATION:** If multiple victims, enter the number. Enter date/time and place of the incident. Provide a narrative of the incident. Attach extra sheets if needed.
- ### V. DISTRIBUTION
- **Reporting Party:** After completing Form SS 8572, retain the yellow copy for your records and submit the top three copies to the designated agency.
 - **Designated Agency:** *Within 36 hours* of receipt of Form SS 8572, send **white copy** to police or sheriff, **blue copy** to county welfare or probation, and **green copy** to district attorney.

ETHNICITY CODES

1 Alaskan Native	6 Caribbean	11 Guamanian	16 Korean	22 Polynesian	27 White-Armenian
2 American Indian	7 Central American	12 Hawaiian	17 Laotian	23 Samoan	28 White-Central American
3 Asian Indian	8 Chinese	13 Hispanic	18 Mexican	24 South American	29 White-European
4 Black	9 Ethiopian	14 Hmong	19 Other Asian	25 Vietnamese	30 White-Middle Eastern
5 Cambodian	10 Filipino	15 Japanese	21 Other Pac Islndr	26 White	31 White-Romanian

B. Disaster Response Procedures

Cardiff School District
Cardiff and Ada Harris School

Disaster Preparedness Plan

Crisis Management Teams

School Incident Commander

Public Information Officer/
Agency Administrator

School Safety Officer

School Operations Chief

Search and Rescue Team

First Aid Team

Security/Traffic Team

Student Supervision Team

Family Reunion/Student Release

Shelter Team

Equipment and Supplies

<u>Supplies</u>	<u>Location</u>
First Aid/Trauma Kits	School Office PE Office Emergency Supply Room
Mini-First Aid Kits	All Teacher's Red Bags (in classrooms)
Crisis Team Kits	Emergency Supply Room
Communication	
Walkie-Talkie	Emergency Supply Room
Megaphones	Emergency Supply Room
Keys	Office
Food/Water	Emergency Supply Room

Comprehensive Safety Plan

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment emphasizing high expectations for student conduct, responsible behavior and respect for others.

Education Code 35294.6 requires each school to adopt a comprehensive school safety plan. The superintendent or designee shall oversee the development of a comprehensive districtwide safety plan that identifies major safety concerns as well as the District's goals and priorities for a safe school.

The school safety plan shall be reviewed and updated annually by March 1 each year. Each school shall forward the safety plan to the District for approval. (Education Code 35294.6). The Board of Trustees shall approve the comprehensive districtwide and/or school safety plan in order to ensure compliance with state law and Board policy.

The District Superintendent, or designee, shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 35294.2).

Intent and Definition of Crisis Management

Intent

Crisis Management is a central component of Comprehensive School Safety. The most important consideration in both crisis management and safe school efforts is the health, safety and welfare of the students and staff.

Definition

Crisis Management is the part of the district's approach to school safety which focuses more narrowly on a time-limited, problem-focused intervention to identify, confront and resolve the crisis, restore equilibrium, and support appropriate adaptive responses.

School Board Policy Statement

The Cardiff School and Ada Harris School Crisis Management Plans operate within the framework of the Cardiff School District Board policy.

Definitions

- “Critical incidents” shall include situations involving threats to harm students, personnel, or facilities. Critical incidents include but are not limited to natural disasters, fire, and use of weapons, explosives, and the taking of hostages. Such incidents require an interagency response involving law enforcement and/or emergency service agencies. A crisis shall include but not be limited to situations involving the death of a student, staff member, or a member of the student's immediate family. The superintendent or principal shall have the authority to determine what is a crisis incident and to convene the Crisis Management Team.
- The school Crisis Management Plan shall be a written plan with explicit intent to protect and sustain life and property, reduce emotional trauma, assist in emotional recovery from trauma, and minimize personal injury and/or damage to the facility.
- The School Crisis Plan will include the establishment and organization of assistance from law enforcement, medical and fire agencies as needed.

Crisis Management Team

An individual School Crisis Management Team shall be established at each school to meet the demands of crisis incidents.

- **The Team:** This team shall consist of an immediately accessible core group who have the knowledge and skills to act in any emergency and shall include the superintendent, principal, secretaries, maintenance staff, teachers and para-professionals. Additionally, the Sheriff's Department, Encinitas Fire Department, the Rancho Santa Fe Patrol, Mental Health Services and the County Emergency Rescue Services shall be asked to consult with the school team as needed.

- **Purposes:** The Crisis Team shall implement and adapt appropriate action from the Crisis Management Plan to address specific events of a crisis. Roles and responsibilities of each team member and consultant will be established in the school's Crisis Management Plan.

Crisis Management Plan

The school Crisis Management Plan will include provisions for Pre-planning, Intervention/response, and Post-emergency activities, including the establishment of designation of the following:

1. Explicit procedures for each crisis incident.
2. Crisis headquarters and command post outside the school facility in the event evacuation is necessary.
3. Chain of command in the event a key administrator is not available.
4. Spokesperson to the media. This person is responsible for gathering and confirming all pertinent information about the incident and for any information released to the media. The spokesperson will also designate a media reception area when deemed appropriate.
5. Create a network of key communicators. It is the responsibility of these key individuals to convey approved information to others. This network may include a phone system to notify staff of emergency incidents and special meetings, which may occur before or after school hours and various counselors, designated to support groups such as students, faculty, and parents.
6. Evaluation of the crisis plan. Response to each crisis will be reviewed and evaluated at the conclusion of each crisis. The Crisis Management Team will review and evaluate the plan and its effectiveness. Modification will be done as needed.

Crisis Management Inservice

The Crisis Management Plan shall be reviewed annually with the full school staff.

Cardiff School District Crisis Management Plan

Overview and Rationale

Cardiff School District has developed procedures for dealing with existing and potential student and school crisis. The Comprehensive Crisis Management Plan includes Intervention Procedures, Crisis Response Procedures, and Critical Incident Procedures. An important component of the Plan is a set of interagency agreements with various county agencies to aid in the timely communication and help coordinate services between the agencies and the school.

Intervention can provide a systematic process for identifying, referring, and assessing situations that may represent potential threat to our students or staff. All potential situations or concerns should be brought to the attention of the Crisis Management Team.

Crisis Response procedures guide school personnel responding to traumatic events which can affect the school community. These procedures are intended to be time-limited, problem-focused interventions designed that identify and resolve the crisis, restore equilibrium, and support productive responses.

Annual Start-up Procedures

1. Confirm membership of the crisis team.
2. Send a list of team member's to community agencies in charge of special services (Fire Department, RSF Patrol, etc.)
3. Plan two Crisis Management Team meetings during the school year. One should take place before school begins and another should take place sometime during the school year.
4. Inform the staff of the Crisis Team members.
5. Review critical incident communication codes with the staff.
6. Update Staff phone notification system.
7. Schedule practice drills that include different scenarios.
8. Meet with new staff annually to inform them of the intervention, crisis response incident procedures, emphasizing the referral process for crisis intervention.

Crisis Management Plan Responsibilities

The Cardiff and Ada Harris Crisis Response Teams, under the leadership of the Superintendent are responsible for the following:

1. Establishing a protocol for dealing with crisis and critical incidents.
2. Establishing a systematic approach for identifying, referring, and intervening with students and staff needing assistance.
3. Orienting staff to procedures and training to fulfill designated roles, which include conducting drills.
4. Providing information to students, staff, and community on Crisis Management referral procedures.
5. Providing assistance during a crisis in accordance with designated roles; providing follow-up activities.
6. Conducting debriefing sessions at the end of each crisis episode to critique the effectiveness of the building's Crisis Management Plan.
7. Conducting periodic reviews and updating of the Crisis Management Plan and conducting related staff training.

Crisis Management Team

Agency Administrator/Public Information Officer

- Agency Administrator immediately proceeds to Command Center.
- Will remain in radio contact with the Incident Commander.
- This administrator will coordinate efforts and will be the key decision-making individual.
- Will communicate information with the public.

- Work with the Law Enforcement Agency as to the proper information that should be released to the public.
- All outside communication will go through this position.
- Will place a message on the automated telephone system.
- Record message as appropriate. Law Enforcement will guide this announcement.

Incident Commander/Operations Chief

- Incident Commander will set up a command post.
- Will be the on-site individual in control of the incident.
- Contact with the Agency Administrator by walkie-talkie.
- Take direction from the Agency Administrator.
- Give directions on-site until Law Enforcement arrives.
- Will coordinate Operations.
- Will work with the Fire Department and Law Enforcement Officers.
- Will make announcements during the entire incident.
- Give way to the Law Enforcement in charge (when they arrive).
- Phone-Update teachers in room every 15-20 minutes.

Student Supervision Team

- Oversee the Staging Area.
- Pick-up the megaphone and Student Supervision Bag from the Emergency Storage Room.
- Set-up Command post. Try to make this area in a central location of the Staging Area.
- Use the same system for checking students **IN** that is currently used in fire drill evacuations:
- Teacher takes roll once at the staging area.
- Have all staff put on orange vests for identification (bag at Command Post)
- Make frequent announcements about what is happening.
- All communications should go through the Incident Commander

Student Release Team

- Oversee the Release Area.
- Set-up the Release Area. Try and locate a table. This will be a pre-planned area as shown on your map.
- Access student records.
- Obtain emergency information on students and staff from Nurse's office.
- Contact parents/guardians of injured students OR spouse/parents of staff member injured if Law Enforcement approves.
- Direct the pick-up of students by parents or guardians as Law Enforcement approves.
- Parents will pick up their child at their class location and then check out at the Student Release location. Mark released students with an OK on their hand.
- Remain calm and cheerful. Students will often get upset when they see their parents.
- All communication should go through the Incident Commander.
- Call on pre-identified staff members for specific skills: triage/ crowd control/ counseling, etc.
- Dismiss teachers after all students have been picked-up by their parents or guardians.

First Aid Team

- Set-up Medical Area at the staging area.
- Set-up triage area using Medical Flag (Red Cross)
- Keep a list of the location and status of all people being transported to hospitals or other locations.
- Help identify victims and track: Name of victim, injuries sustained, and hospital victim transported to. Work with Law Enforcement Officials.
- Check in with Fire Department and emergency medical technicians at Medical Communications area.
- All communications should go through the Incident Commander.

Safety Officer

- Turn off valves ONLY if leaks are occurring
 - **Gas (priority turn-off valve)**
 - Electricity
 - Water
- Wait for instructions from the Incident Commander.
- The Safety Officer will play an important role in assisting the administration and/or Law Enforcement.
- Give instructions to the maintenance staff as needed.
- All communications should go through the Incident Commander

Security/Traffic Team

- Post at front of school and at back gate
- Direct parents to Family Reunion Site
- Check student hands for OK before releasing
- Direct emergency vehicles to First Aid area

Shelter Team

- Pick up Tarp Bag and toilets from Emergency Supply Room
- Erect two privacy shelters in safe area
- Monitor area
- Locate area to dispose of waste

Supply Team

- Report to Incident Commander for instructions
- Be prepared to distribute water and food as necessary

Crisis Management Team Sweep School for Evacuation

(Not in Lockdown Mode)

The Sweep Teams serve a necessary purpose. They cover a campus in a predetermined pattern. After everyone is evacuated, the team is sent into action. The team can also identify potentially dangerous areas.

1. Preparation

- A. Become familiar with your assigned area
- B. Be aware of possible structure hazards
- C. Know the location and use of:
 - 1.) Stored water
 - 2.) Fire extinguishers
 - 3.) First aid equipment
 - 4.) Flashlights
 - 5.) Central cut-off for natural gas and electricity.
- D. Once a room has been searched, place a masking tape symbol on the door(s).

2. Emergency

- A. Sweep your assigned areas
 - 1.) Use caution, as the buildings may be unstable.
 - 2.) Proceed quietly as possible to hear cries for help.
 - 3.) Upon entering an area, call out and wait for an answer.
 - 4.) Remain in continual communication with the members of the sweep team.
 - 5.) Assist with security of school grounds in preventing unauthorized entry and exit.

Crisis Management Team Sweep Team Assignments

TEAM 1:

TEAM 2:

TEAM 3:

After sweeps have been made, the Crisis Team will assist as directed by the Operations Manager in either the First Aid area or the Student Staging area.

Disaster Preparedness Backpack Inventory

Disaster Preparedness Backpack contains: (one per classroom)

- Red Binder
 - Class Roster
 - Disaster Attendance Reporting Form
 - Organizational Chart
 - Bomb Threat Cards
- 1st Aid Mini Kit
- Hanging ID nametag for teacher.
- Safety Vest
 - Lime Green for Teachers
 - Orange for Crisis Team Members
- Disposable plastic gloves
- Direct pressure compress/ sterile pads
- 10 plastic sandwich bags (pint size) (possible urination receptacles)
- pens, pencils (Sharpie pens, red and black)
- Antibacterial gel/wipes
- Splint
- Ace Wraps (2)
- Blue Ice
- Sheet for privacy (Keep in Classes)
- Plastic tarp

Earthquake/Fire Kits (2) Contains:

- Protein Food
- Water
- Thermal Blanket
- Batteries for Flashlight
- Flashlight
- Band-aids
- Radio
- Batteries for Radio

Medical Kit/Restroom Kit Located in Emergency Supply Room

Law Enforcement and Fire Department Response

Encinitas Fire Department and Law Enforcement will take over all operations when they arrive.

- Law Enforcement will immediately set perimeter around campus & secure campus as a priority.

- Fire Department will coordinate with the Incident Commander and Law Enforcement for Medical/Fire/Rescue Operations.
- The On-Site Command Post will be staffed by the Agency Administrator and/or the Incident Commander, Fire Department and Law Enforcement.
- Safety Officer should coordinate with Fire Department and Law Enforcement Officials to determine the names of injured persons and name of the hospital where they are being taken.
- Documentation Leader will transport emergency forms to Medical Communications (triage) area.

INCIDENT COMMANDER AND/OR AGENCY ADMINISTRATOR MEETS WITH FIRE DEPARTMENT OR LAW ENFORCEMENT PERSONNEL

- Access the Knox Vault, which will contain Master keys in the Key lock box.
- Agency Administrator immediately meets law enforcement at the Command Post.
- Radio the Incident Commander with instructions and commands.

Crisis Response Procedures

Intent

Crisis Response Procedures are intended to guide staff in responding to more frequently occurring crises such as deaths of students or teachers and other traumatic events, which can affect the school community for days.

Procedures for General Crisis Intervention

The goal of following these procedures is to minimize the chaos, rumors, and the impact of the event on the other students.

The following pages contain guidelines for responding to different crises. The first procedure is a Lockdown procedure that may be necessary to use in the event of subsequent crisis. All other types of crisis are listed in alphabetical order.

Lockdown Procedure

In case of an emergency requiring lockdown, the staff and students will follow the following procedure.

- ☐ Call Office.
- ☐ The Incident Commander will ring the lock down bell (continuous ring) and then will announce over the loud speaker that a lockdown is in effect. The staff will be asked to refer to the **RED Notebook** and specific page number for procedures to follow.

- ❑ One of the office staff will be directed to call 911 and will notify the sheriff of our emergency and need for immediate sheriff assistance.
- ❑ The Following Announcement will be made by the Incident Commander:

A. **Class in Session (no lunch in progress)**

“Students and Staff”- It is necessary at this time to begin a school wide lockdown. All students are to remain in class. Students not in a classroom report immediately to your classroom. Teachers lock your classroom door after students are accounted for. No one is to leave the classroom until an administrator makes an all clear announcement. Ignore a fire alarm. If we need to evacuate the building, an announcement will be made.

B. **During Lunch/Recess Time**

The lockdown bell sounds (continuous ring) and the following announcement is made: “Students and Staff”- It is necessary at this time to begin a school wide lockdown. All students and teachers go to your classroom. Teachers, be at your classroom door and lock your door as soon as the students are accounted for. No one is to leave the classroom until an administrator makes an all clear announcement. Ignore a fire alarm. If we need to evacuate the building, an announcement will be made.

C. **Teachers** are to do the following:

1. Lock your door when students are accounted for.
2. Have students stay in safe position until an announcement is made. Members of the crisis team will come to your room and update you if they are able.
3. Keep the **e-mail** system open on your computer for updates from the office.
4. Get out your Disaster Preparedness **Red Notebook** and take roll.
5. Keep the students calm and relaxed.
6. Wait for further instructions from the loud speakers, e-mail, and phone or by a Crisis Team Member.
7. Do not use the phone or call the office to ask questions unless there is a medical emergency or you are missing a student.
8. Do not turn on the television or radios in the classroom.
9. Teachers will put a lime green vest on.
10. Call the office to report missing or injured students.

11. If possible, the office will call you to let you know where your missing students are located.
12. Be patient, calm and ready to be evacuated if necessary.
13. The Agency Administrator and the Incident Commander will be working with law enforcement officials.

****The Incident Commander will give periodic instructions (every 10-15 minutes). Use words such as “We are in a CONTAINED lockdown situation.” (Teachers will know law enforcement is in control.) “REMAIN in a lockdown situation until you are released by a law enforcement official.” (This will let teachers know the evacuation process has begun.) If the intercom is unable to be used, we will contact you by phone.**

Communication among administrators will be by walkie-talkie to assess the situation and the next course of action to take. A letter will be sent home by the Administration regarding the incident and measures taken by the School.

Quick Guide to Managing Crisis

The following information should be used when managing crisis at school. The following pages are designed to enable each staff member an opportunity to make sound judgments when crisis situations occur. Some of the situations listed in the following pages are minor and require only a small amount of intervention from the School Staff. Other situations will need the attention of the outside agencies for services and expertise. Please remember that using common sense and keeping **calm** during any type of crisis is the key to providing the best care and leadership in any situation.

Located in the following pages you will find information on handling the following situations:

- Accidents at School
- Allergic Reaction
- Bomb Threat
- Chemical Spill
- Lost child/Childnapping
- Diabetic Insulin Shock
- Fire/Explosive
- Earthquake
- Gas leak
- Hostage Situation/ Intruder = Lockdown
- Poisoning

Minor Accident at School

1. Have students taken to the office for assistance by a responsible person.
2. If a student is unable to walk to the school office, please contact the office for assistance
3. Check with the student when he/she returns to class to make certain they are comfortable and feeling better.

The school office personnel will contact the parent regarding additional services needed.

Allergic Reaction

Possible Symptoms:

General feeling of impending doom or fright, weakness, sweating, sneezing, short of breath, nasal itching, hives, vomiting, cough, restlessness, shock, hoarseness, swollen tongue, severe localized swelling.

First Actions:

1. Assess situation, remain calm, make student/employee comfortable.
2. Only move for safety reason.
3. Send for immediate help and medication kit (in case of known allergies).
4. Follow medical protocol for student, if on file.
5. Observe respiratory difficulty and, if needed,

****Call 911**

6. Parent or guardian will be notified by the office
7. Administer medication, by order of a doctor, if appropriate. Apply ice pack, keep person warm.
8. Record the time and site of insect sting and list any medicine, dosage and time, if appropriate.

Bomb Threat/Telephone Threat

The Superintendent or Administrator in charge must evaluate the seriousness of the bomb threats or other disruptive types of demonstrations using input from all sources; then, the director acts in such a manner that reflects the best safety interests of those in his/her charge.

Bomb and other threats may be originated in writing, in person, or over the telephone or related through a secondary source.

1. Basic Documentation-The individual taking the call should:
2. Keep the caller on the line as long as possible.
3. Notify the Administrator in charge.
4. Turn-off all radio devices. These devices can cause bombs to go off.

5. Write down all the information obtained in the exact words. Use the record sheet immediately following these instruction pages; place copies of the bomb threat sheet at the front desk and other appropriate locations.
6. Find out what time the bomb is due to go off.
7. Document in writing, as soon as possible, other types of threat contacts.
8. Specific time message is received.
9. Day and date of the week.
10. Exact wording of message.
11. Estimation of sex, age, cultural background of person making the call.
12. Make note of background noises, tone of voice.

Authorities to be involved:

1. Sheriff (911)

The Superintendent or administrator in charge shall:

1. Notify the authorities.
2. Consider the safety of the students and staff as the prime factor.
3. If advised, direct students and staff to safe areas of the campus.

The Signal:

An announcement over the public address system such as the following:

“TEACHERS, WE ARE GOING TO PRACTICE AN EVACUATION, PLEASE SCAN YOUR CLASSROOM AND EVACUATE STUDENTS AT THIS TIME.”

4. Teachers should evacuate their classes to the designated Staging Area.
5. Nothing is to be touched or altered; do not open desks or cabinets.
6. Teacher shall:
 1. Scan the room
 2. Evacuate
 3. Fill out the Disaster Attendance Reporting Form

Bomb Threat Report Form

Make numerous copies and keep them under the main telephones for immediate use by persons answering the phone. **STAY CALM....**

Questions to Ask

1. When is the bomb going to explode?
2. Where is it right now?
3. What does it look like?
4. What kind of bomb is it?
5. What will cause it to explode?
6. Did you place the bomb?
7. Why?
8. What is your address?
9. What is your name?

Exact Wording of the threat:

Time: _____ Date: _____ Sex of Caller: _____

Culture: _____ Age: _____ Length of Call: _____

Number at which the call was received: _____

Caller's Voice

- | | |
|-------------------|-----------------------|
| _____ Calm | _____ Nasal |
| _____ Angry | _____ Stutter |
| _____ Excited | _____ Lisp |
| _____ Slow | _____ Raspy |
| _____ Rapid | _____ Deep |
| _____ Soft | _____ Ragged |
| _____ Loud | _____ Clearing Throat |
| _____ Laughter | _____ Deep Breathing |
| _____ Crying | _____ Cracking Voice |
| _____ Normal | _____ Disguised |
| _____ Distinct | _____ Accent |
| _____ Slurred | _____ Familiar |
| _____ Whispersing | |

Is the voice familiar, who did it sound like?

Background Sounds

- | | |
|-------------------|------------------------|
| _____ Street | _____ Animal Noises |
| _____ PA System | _____ Static |
| _____ Voices | _____ Music |
| _____ Motor | _____ House Noises |
| _____ Local | _____ Office Machinery |
| _____ Phone Booth | _____ Long Distance |

Threat Language

_____ Foul	_____ Irrational
_____ Taped	_____ Incoherent
_____ Well Spoken	
_____ Message read by threat maker:	

Remarks:

Chemical Spill

Inside the Building

- Evacuate the area immediately.
- Plant Managers check the Material Safety Data Sheet (MSDS)* to determine the urgency of the situation.
- Notify the administrator or person in charge as soon as possible.
- The administrator or person in charge will call the fire department if deemed necessary.

Outside the Building

- Sound lockdown bell – students report to their classroom
- Insure that all students are in the building and that they remain there.
- Shut off all outside air ventilators.
- Keep phone lines clear for emergency calls only.
- Release students to parents or guardians only with office permission.

Lost Child/Childnapping

1. Immediately after it has been determined that a child has been lost/taken, contact the school office.
2. The Crisis Commander will identify a team to work on the crisis. Designate personnel to deal with phone communications, etc., and other administrative staffs to assist as appropriate. If the incident occurs during the school day, classroom routine should be maintained.

3. Pull pictures of the child and obtain a full description of the child (including clothing) to assist the police.
4. Conduct immediate search of school building and grounds.
5. In case of childnapping, obtain a description of the suspect from a witness if possible.
6. When child is found, contact the Office and the administrator in charge will notify the proper people.
7. Prepare a memo to the staff outlining the situation. Give factual information, as appropriate, to allow teachers to respond to students' question knowledgeably. Prepare an appropriate memo to parents.
8. If appropriate, arrange for counseling assistance for students and staff
9. Call an emergency meeting of the staff.

Preventative activities which may help avoid childnapping situations are as follows:

1. School secretary should have at her desk a list of students who are not to be released to anyone except a particular parent or guardian.
2. Emergency cards of such students should be tagged.
3. Before releasing a child to anyone except a parent or guardian on the list, the school secretary should check with the custodial parent and/or guardian for approval; a record of the time and date of phone approval should be made and kept.

Diabetic Insulin Shock

DIABETIC COMA/INSULIN SHOCK

People with diabetes can suffer several types of comas. One of the most common—insulin shock—develops relatively rapidly and is caused by an excess of injected insulin or other sugar-lowering medication that causes a depletion of blood sugar (hypoglycemia). Another type of coma results from inadequate insulin, which leads to too much blood sugar (hyperglycemia) and a buildup of toxic substances called ketoacids (ketoacidosis) in the blood. Both of these situations are serious, but hypoglycemia is of more immediate danger and requires prompt action. If you are unable to tell what is causing a diabetic person to fall into a coma, it is better to treat for low blood sugar. But in both instances, the person should be brought immediately to a hospital emergency room.

HYPOGLYCEMIA (INSULIN SHOCK)

SYMPTOMS OF HYPOGLYCEMIA

Distress is relatively rapid, usually in a matter of minutes.

Hunger.

Sweating.

Cold, clammy feeling.

Paleness.

Trembling, anxiety.

Rapid heartbeat.

Feeling of weakness or faintness.

Irritability and change in mood or personality.

Loss of consciousness.

TREATMENT

Feed the person a source of quickly absorbed sugar. If the person is conscious, table sugar, fruit juice, honey, a non-diet soft drink, or any other available sugar source will do. If the person is unconscious, do not try to force sugar or liquid down his throat. Honey, granulated sugar, or a special capsule (such as D-glucose) containing concentrated sugars, which some diabetics carry, can be carefully placed under the tongue where it is absorbed into the body. However, this may be difficult to do.

Take the person to a hospital emergency room as quickly as possible. Severe insulin reactions can be fatal.

HYPERGLYCEMIA (DIABETIC COMA)

SYMPTOMS OF HYPERGLYCEMIA

Distress develops gradually.

Increased thirst and urination, usually for 1 to several days; increasing amounts of sugar are "spilled" into the urine.

Nausea, vomiting, and abdominal pain.

Feeling of weakness or fatigue.

Dehydration (dry mouth and skin, sunken eyes).

Breath smells fruity.

Heavy, labored breathing that is rapid and deep.

Drowsiness or loss of consciousness.

TREATMENT

Take the person to an emergency room as quickly as possible. Any acute change in alertness, consciousness, or mental status in a diabetic warrants immediate medical attention.

Fire/Explosion

In the event a fire is detected within a school building, proceed according to the following plan:

Specifics

- Sound the Fire Alarm by pulling the alarm system located in the halls or in specific rooms.
The fire alarm is a series of repeating short tones.
- Students should not take any personal belongs with them on a drill
- In each class, the person nearest the door should exit and then hold the door open for the class.
- Teacher should take the Disaster Preparedness Backpack with them.
- The teacher should **close but not lock** all doors and windows.
- Put on vest.
- The teacher should be the last one to leave the room, checking to make certain that all students have left the room.
- Evacuate the building to the field.
- Walk rapidly. Do not run. Do not talk. When you reach the “safe” area (field), observe silence and listen for instructions.
- Make special provisions for handicapped students.
 1. Specific persons, plus alternates, should be assigned to assist specific handicapped individuals.
 2. Evacuation plans for the handicapped should be reviewed and practiced and periodically updated.
- Take roll. Give the Disaster Attendance Reporting Form to the incident commander. Each teacher should have a class roster.
- Render first aid if necessary.
- Wait for instructions before returning to the classroom.

Earthquake

In the event an Earthquake is occurring, proceed according to the following plan:

Teacher Command:

“Earthquake! Drop and Hold!” Students should automatically take cover at the first indication of an earthquake, i.e. loud rumbling noises, the ground shaking, etc.

In the Classrooms:

1. Stay inside.
2. Immediately drop to knees with back to windows and away from heavy objects.
3. Get under/below desk, table, chair, etc.
4. Grasp legs of the “cover object” i.e. desk, table, chair with both hands and hold tight.
5. Keep body under/below protective equipment.
6. If no shelter is available, drop to knees with back to the window. Place head in lap and clasp hands behind neck.
7. Remain silent.
8. Remain in this position until vibrations have subsided. Teacher evacuates the class at the conclusion of the vibration.
9. Evacuate to the field as done for the Fire Drill.
10. Take roll and turn in to the Incident Commander.

If Outside:

1. Stay outside.
2. Move to an open space away from buildings, power lines, light poles, etc. Seek whatever protection might be available, i.e., bench, ditch, curb, etc.
3. Drop to the ground and hold on to some “cover object” when possible.
4. If no shelter is available, drop to knees; face away from the disaster, place head in lap and clasp hands behind neck. Be observant and ready to change location if necessary.
5. Proceed to assigned area on the field.
6. Remain silent.
7. Take roll and give report of class count to the Incident Commander.
8. Wait for further instructions.

Gas Leak

Natural gas leaks, with odors in the building, may occur and bring danger of explosion. Natural gas rises and will often be outside because most gas lines are outside the building. Natural gas is mixed with Mercaptan to give it odor. The gas goes up and the odor goes down.

If leaking is in or near the building:

Evacuate the building immediately, following your local building evacuation plan. Get students a safe distance from the building.

Turn of main gas valve

Notify Fire Department

Phone #: 911

Notify Gas Company

Phone #: 1-800-411-7373

Notify Office

Dial “0”

Keep students a safe distance until the problem has been corrected.

Hostage Situation/Intruder Lockdown

Specifics

1. Contact Sheriff (911)

Hostage-taking or endangering the safety of others are criminal offenses.

2. Secure all classrooms (LOCKDOWN):

The incident Dispatcher will state, “We are in a Lockdown Situation, please take out your Red Notebooks and open to page ***”.

3. Notify the Office

4. Keep staff and students in present areas. No personnel circulating.

Students should not be released for any reason until told to do so by the police.

5. Incident Dispatcher:

Program the telephone with a message to alert parents as to the situation but to keep the parents from coming to the site.

6. Keep phone lines open:

The police and other public safety personnel will need access to the phones with highest priority.

7. Provide police with maps of buildings and grounds:

Involve those with the greatest knowledge of the facilities such as plant manager. Also provide an anecdotal information about reasons for the hostage-taking precipitation of events, etc.

8. I.D. persons familiar with the faculty:

Persons familiar with the entire building should be available to discuss the interior rooms' arrangements, etc. These individuals should be available at the chosen school map location away from the scene.

9. Toilet Facilities

Because you and your students are unable to use the restrooms on campus, you may make a toilet out of one of your trash cans in the class. Use the additional liners located in the bottom of the trash can as needed. You will also have a sheet in your Disaster Bag for privacy.

Hostage Situation

Crisis Team Instructions

- A hostage situation is any situation in which a person or persons are forced to stay in one location by one or more individuals. Weapons are usually in the possession of the hostage taker(s) and hostages are threatened. Certain demands are usually made of outside officials in return for the release of the hostages.
- All hostage situations are dangerous events.
- A hostage taken is usually angry about some situation and decides to resolve it by taking hostages and making demands to achieve some resolution.

Plan of Action

- Agency Administrator: This person will go immediately to the District Office.
- Incident Commander: This person will be in charge until the Sheriff's Department arrives.
- Containment: Appropriate action should be taken to isolate the hostage taker and the victims under his control. It is important that no other individuals be exposed to the hostage taker.
- Evacuation: When directed, immediately evacuate the building and ensure that the egress of students and personnel is done in a manner that they do not go near the area controlled by the hostage taker. When notified, all individuals should go to the field and follow the pre-established guideline for evacuations.

- Re-entry: Ensure that no individuals re-enter the buildings until deemed safe by the governing agency.
- Written Memo for Staff and Parents:
- Crisis Team Report:
 - Submit within twenty-four (24) hours.
- Follow-up Activities
 - Counseling will be provided for staff and students after an incident as needed. The building security plan will also be reviewed.
- Call emergency staff meeting.

Poisoning

In the event of the poisoning or suspected poisoning of a student or employee:

Immediate Action:

- Call rescue squad Telephone: **911**
- Call Poison Control Center Telephone: **1-800-876-4766**
- Administer first aid suggested by the poison control center.

Preventative Measures:

Post in the Nurse's Office information from Poison Control Center regarding emergency numbers.

Provide staff with information on possible poisonous materials in the building.

C. Suspension & Expulsion Policies

The following are the district's Board Policies and Administrative Regulations regarding suspension and expulsion:

Students AR 5144.1(a)

SUSPENSION AND EXPULSION/DUE PROCESS

Definitions

Suspension means removal of a student from ongoing instruction for adjustment purposes. However, suspension does not mean any of the following: (Education Code 48925)

1. Reassignment to another education program or class at the same school where the student will receive continuing instruction for the length of day prescribed by the Governing Board for students of the same grade level
2. Referral to a certificated employee designated by the principal to advise students
3. Removal from the class, but without reassignment to another class or program, for the remainder of the class period without sending the student to the principal or designee as provided in Education Code 48910

Expulsion means removal of a student from the immediate supervision and control or the general supervision of school personnel. (Education Code 48925)

Notice of Regulations

At the beginning of each school year, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, including suspension and expulsion. (Education Code 35291, 48900.1, 48980)

(cf. 5144 - Discipline)

(cf. 5145.6 - Parental Notifications)

Grounds for Suspension and Expulsion: Grades K-6

Acts for which a student, including a student with disabilities, may be suspended or expelled shall be only those specified as follows:

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

1. Caused, attempted to cause, or threatened to cause physical injury to another person; willfully used force or violence upon another person, except in self-defense; or committed as an aider or abettor, as adjudged by a juvenile court, a crime of physical violence in which the victim suffered great or serious bodily injury (Education Code 48900(a) and (t))
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee, with the principal or designee's concurrence (Education Code 48900(b))

(cf. 5131 - Conduct)

(cf. 5131.7 - Weapons and Dangerous Instruments)

3. Unlawfully possessed, used, sold, otherwise furnished, or was under the influence of any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind (Education Code 48900(c))

(cf. 5131.6 - Alcohol and Other Drugs)

4. Unlawfully offered, arranged, or negotiated to sell any controlled substance as defined in Health and Safety Code 11053-11058, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented same as such controlled substance, alcoholic beverage, or intoxicant (Education Code 48900(d))
5. Committed or attempted to commit robbery or extortion (Education Code 48900(e))
6. Caused or attempted to cause damage to school property or private property (Education Code 48900(f))
7. Stole or attempted to steal school property or private property (Education Code 48900(g))
8. Possessed or used tobacco or products containing tobacco or nicotine products, including, but not limited to, cigars, cigarettes, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel, except that this restriction shall not prohibit a student from using or possessing his/her own prescription products (Education Code 48900(h))

(cf. 5131.62 - Tobacco)

9. Committed an obscene act or engaged in habitual profanity or vulgarity (Education Code 48900(i))
10. Unlawfully possessed, offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Health and Safety Code 11014.5 (Education Code 48900(j))
11. Knowingly received stolen school property or private property (Education Code 48900(l))
12. Possessed an imitation firearm (Education Code 48900(m))

Imitation firearm means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm. (Education Code 48900(m))

13. Committed or attempted to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committed a sexual battery as defined in Penal Code 243.4 (Education Code 48900(n))
14. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing that student from being a witness and/or retaliating against that student for being a witness (Education Code 48900(o))

15. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma (Education Code 48900(p))

16. Engaged in, or attempted to engage in, hazing (Education Code 48900(q))

Hazing means a method of initiation or pre-initiation into a student organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective student. *Hazing* does not include athletic events or school-sanctioned events. (Education Code 48900(q))

17. Engaged in an act of bullying (Education Code 48900(r))

Bullying means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, directed toward one or more students that has or can reasonably be predicted to have the effect of placing a reasonable student in fear of harm to himself/herself or his/her property; cause the student to experience a substantially detrimental effect on his/her physical or mental health; or cause the student to experience substantial interferences with his/her academic performance or ability to participate in or benefit from the services, activities, or privileges provided by a school. (Education Code 48900(r))

Bullying shall include any act of sexual harassment, hate violence, or harassment, threat, or intimidation, as defined in Education Code 48900.2, 48900.3, or 48900.4 and below in items #1-3 of "Additional Grounds for Suspension and Expulsion: Grades 4-6," that has any of the effects described above on a reasonable student.

Electronic act means the creation or transmission of a communication originated on or off school site, including, but not limited to, a message, text, sound, image, or post on a social network Internet web site, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager. A post on a social network Internet web site shall include, but is not limited to, the posting or creation of a burn page or the creation of a credible impersonation or false profile for the purpose of causing a reasonable student any of the effects of bullying described above. (Education Code 48900(r))

Reasonable student means a student, including, but not limited to, a student who has been identified as a student with a disability, who exercises average care, skill, and judgment in conduct for a person of his/her age, or for a person of his/her age with his/her disability. (Education Code 48900(r))

(cf. 1114 - District-Sponsored Social Media)

(cf. 5131.2 - Bullying)

(cf. 6163.4 - Student Use of Technology)

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

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

18. Aided or abetted the infliction or attempted infliction of physical injury on another person, as defined in Penal Code 31 (Education Code 48900(t))

19. Made terrorist threats against school officials and/or school property (Education Code 48900.7)

A *terrorist threat* includes any written or oral statement by a person who willfully threatens to commit a crime which will result in death or great bodily injury to another person or property damage in excess of \$1,000, with the specific intent that the statement is to be taken as a threat, even if there is no intent of actually carrying it out. (Education Code 48900.7)

Additional Grounds for Suspension and Expulsion: Grades 4-6

Any student in grades 4-6 may be suspended, but not expelled, for disrupting school activities or otherwise willfully defying the valid authority of supervisors, teachers, administrators, other school officials, or other school personnel engaged in the performance of their duties. (Education Code 48900(k))

(cf. 5131.4 - *Student Disturbances*)

A student in grades 4-6 shall be subject to suspension or recommendation for expulsion when it is determined that he/she:

1. Committed sexual harassment as defined in Education Code 212.5 (Education Code 48900.2)

Sexual harassment means conduct which, when considered from the perspective of a reasonable person of the same gender as the victim, is sufficiently severe or pervasive as to have a negative impact upon the victim's academic performance or to create an intimidating, hostile, or offensive educational environment. (Education Code 212.5, 48900.2)

(cf. 5145.7 - *Sexual Harassment*)

2. Caused, attempted to cause, threatened to cause, or participated in an act of hate violence as defined in Education Code 233 (Education Code 48900.3)

Hate violence means any act punishable under Penal Code 422.6, 422.7, or 422.75. Such acts include injuring or intimidating a victim, interfering with the exercise of a victim's civil rights, or damaging a victim's property because of the victim's race, ethnicity, religion, nationality, disability, gender, gender identity, gender expression, or sexual orientation; a perception of the presence of any of those characteristics in the victim; or the victim's association with a person or group with one or more of those actual or perceived characteristics. (Education Code 233; Penal Code 422.55)

(cf. 5145.9 - *Hate-Motivated Behavior*)

3. Intentionally engaged in harassment, threats, or intimidation against district personnel or students that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting classwork, creating substantial disorder, and invading the rights of school personnel or students by creating an intimidating or hostile educational environment (Education Code 48900.4)

(cf. 5145.3 - *Nondiscrimination/Harassment*)

Suspension from Class by a Teacher

A teacher may suspend a student, including a grade K-3 student, from class for the remainder of the day and the following day for disruption, willful defiance, or any of the other acts specified in Education Code 48900 and listed as items #1-18 under "Grounds for Suspension and Expulsion: Grades K-6" above. (Education Code 48910)

When suspending a student from class, the teacher shall immediately report this action to the principal or designee and send the student to the principal or designee for appropriate action. If that action requires the continuing presence of the student at school, he/she shall be appropriately supervised during the class periods from which he/she has been suspended. (Education Code 48910)

A student suspended from class shall not be returned to class during the period of the suspension without the approval of the teacher of the class and the principal or designee. (Education Code 48910)

A student suspended from class shall not be placed in another regular class during the period of suspension. However, a student assigned to more than one class per day may continue to attend other regular classes except those held at the same time as the class from which he/she was suspended. (Education Code 48910)

The teacher of any class from which a student is suspended may require the student to complete any assignments and tests missed during the removal. (Education Code 48913)

Suspension by Superintendent, Principal or Principal's Designee

To implement disciplinary procedures at a school site, the principal may, in writing, designate as the principal's designee another administrator or, if the principal is the only administrator at the school site, a certificated employee. As necessary, the principal may, in writing, also designate another administrator or certificated employee as the secondary designee to assist with disciplinary procedures when the principal and the principal's primary designee are absent from the school site.

The Superintendent, principal, or designee shall immediately suspend any student found at school or at a school activity to have committed any of the acts listed in the Board policy under "Authority to Expel" and for which he/she is required to recommend expulsion. (Education Code 48915(c))

The Superintendent, principal, or designee may impose a suspension for a first offense if he/she determines that the student violated any of items #1-5 listed under "Grounds for Suspension and Expulsion: Grades K-6" above or if the student's presence causes a danger to persons. (Education Code 48900.5)

For all other offenses, a student may be suspended only when the Superintendent or principal has determined that other means of correction have failed to bring about proper conduct in the student. (Education Code 48900.5)

When other means of correction are implemented prior to imposing suspension or supervised suspension upon a student, the Superintendent, principal, or designee shall document the other means of correction used and retain them in the student's record. (Education Code 48900.5)

(cf. 5125 - Student Records)

Length of Suspension

The Superintendent, principal, or designee may suspend a student from school for not more than five consecutive school days. (Education Code 48911)

A student may be suspended from school for not more than 20 school days in any school year. However, if a student enrolls in or is transferred to another regular school, an opportunity school, or continuation school or class for the purpose of adjustment, he/she may be suspended for not more than 30 school days in a school year. The district may count suspensions that occur while a student is enrolled in another school district toward the maximum number of days for which the student may be suspended in any school year. (Education Code 48903, 48911, 48912)

(cf. 6184 - Continuation Education)

These restrictions on the number of days of suspension shall not apply when the suspension is extended pending an expulsion. (Education Code 48911)

Due Process Procedures for Suspension

Suspensions shall be imposed in accordance with the following procedures:

1. **Informal Conference:** Suspension shall be preceded by an informal conference conducted by the Superintendent, principal, or designee with the student and, whenever practicable, the teacher, supervisor, or school employee who referred the student to the principal. At the conference, the student shall be informed of the reason for the disciplinary action, presented with the available evidence against him/her, and given the opportunity to present his/her version and evidence in support of his/her defense. (Education Code 48911)

This conference may be omitted if the Superintendent, principal, or designee determines that an emergency situation exists involving a clear and present danger to the lives, safety, or health of students or school personnel. If a student is suspended without this conference, both the parent/guardian and student shall be notified of the student's right to return to school for the purpose of the conference and the conference shall be held within two school days, unless the student waives his/her right to it or is physically unable to attend for any reason. In such a case, the conference shall be held as soon as the student is physically able to return to school. (Education Code 48911)

2. **Administrative Actions:** All requests for student suspension are to be processed by the principal or designee. A school employee shall report the suspension, including the name of the student and the cause for the suspension, to the Superintendent or designee. (Education Code 48911)
3. **Notice to Parents/Guardians:** At the time of the suspension, a school employee shall make a reasonable effort to contact the parent/guardian by telephone or in person. Whenever a student is suspended, the parent/guardian shall also be notified in writing of the suspension. (Education Code 48911)

This notice shall state the specific offense committed by the student. (Education Code 48900.8)

In addition, the notice may state the date and time when the student may return to school.

4. **Parent/Guardian Conference:** Whenever a student is suspended, school officials may request a meeting with the parent/guardian to discuss the cause(s) and duration of the suspension, the school policy involved, and any other pertinent matter. (Education Code 48914)

If school officials request to meet with the parent/guardian, the notice may state that the law requires the parent/guardian to respond to such requests without delay. However, no penalties may be imposed on the student for the failure of the parent/guardian to attend such a conference. The student may not be denied reinstatement solely because the parent/guardian failed to attend the conference. (Education Code 48911)

5. **Extension of Suspension:** If the Board is considering the expulsion of a suspended student from any school or the suspension of a student for the balance of the semester from continuation school, the Superintendent or designee may, in writing, extend the suspension until such time as the Board has made a decision, provided the following requirements are followed: (Education Code 48911)
 - a. The extension of the original period of suspension is preceded by notice of such extension with an offer to hold a conference concerning the extension, giving the student an opportunity to be heard. This conference may be held in conjunction with a meeting requested by the student or parent/guardian to challenge the original suspension.
 - b. The Superintendent or designee determines, following a meeting in which the student and the student's parent/guardian were invited to participate, that the student's presence at the school or at an alternative school would endanger persons or property or threaten to disrupt the instructional process. (Education Code 48911)
 - c. If the student involved is a foster youth, the Superintendent or designee shall notify the district liaison for foster youth of the need to invite the student's attorney and a representative of the appropriate county child welfare agency to attend the meeting. (Education Code 48853.5, 48911, 48918.1)

(cf. 6173.1 - Education for Foster Youth)

- d. If the student involved is a homeless child or youth, the Superintendent or designee shall notify the district liaison for homeless students. (Education Code 48918.1)

(cf. 6173 - Education for Homeless Children)

Suspension by the Board

The Board may suspend a student for any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-6" and "Additional Grounds for Suspension and Expulsion: Grades 4-6" above and within the limits specified under "Suspension by Superintendent, Principal, or Designee" above. (Education Code 48912)

The Board may suspend a student enrolled in a continuation school or class for a period not longer than the remainder of the semester. The suspension shall meet the requirements of Education Code 48915. (Education Code 48912.5)

When the Board is considering a suspension, disciplinary action, or any other action (except expulsion) against any student, it shall hold a closed session if a public hearing would lead to disclosure of information violating a student's right to privacy under Education Code 49073-49079. (Education Code 35146, 48912)

(cf. 9321 - Closed Session Purposes and Agendas)

The Board shall provide the student and his/her parent/guardian with written notice of the closed session by registered or certified mail or personal service. Upon receiving this notice, the student or parent/guardian may request a public meeting, and this request shall be granted if made in writing within 48 hours after receipt of the Board's notice. However, any discussion that conflicts with any other student's right to privacy still shall be held in closed session. (Education Code 35146, 48912)

Superintendent or Principal's Authority to Recommend Expulsion

Unless the Superintendent or principal determines that expulsion should not be recommended under the circumstances or that an alternative means of correction would address the conduct, he/she shall recommend a student's expulsion for any of the following acts: (Education Code 48915)

1. Causing serious physical injury to another person, except in self-defense
2. Possession of any knife or other dangerous object of no reasonable use to the student
3. Unlawful possession of any controlled substance as listed in Health and Safety Code 11053-11058, except for (a) the first offense for the possession of not more than one ounce of marijuana, other than concentrated cannabis, or (b) the student's possession of over-the-counter medication for his/her use or other medication prescribed for him/her by a physician
4. Robbery or extortion
5. Assault or battery, as defined in Penal Code 240 and 242, upon any school employee

In determining whether or not to recommend the expulsion of a student, the Superintendent, principal, or designee shall act as quickly as possible to ensure that the student does not lose instructional time. (Education Code 48915)

Student's Right to Expulsion Hearing

Any student recommended for expulsion shall be entitled to a hearing to determine whether he/she should be expelled. The hearing shall be held within 30 school days after the Superintendent, principal, or designee determines that the student has committed the act(s) that form the basis for the expulsion recommendation. (Education Code 48918(a))

The student is entitled to at least one postponement of an expulsion hearing for a period of not more than 30 calendar days. The request for postponement shall be in writing. Any subsequent postponement may be granted at the Board's discretion. (Education Code 48918(a))

If the Board finds it impractical during the regular school year to comply with these time requirements for conducting an expulsion hearing, the Superintendent or designee may, for good

cause, extend the time period by an additional five school days. Reasons for the extension shall be included as a part of the record when the expulsion hearing is held. (Education Code 48918(a))

If the Board finds it impractical to comply with the time requirements of the expulsion hearing due to a summer recess of Board meetings of more than two weeks, the days during the recess shall not be counted as school days. The days not counted during the recess may not exceed 20 school days, as defined in Education Code 48925. Unless the student requests in writing that the expulsion hearing be postponed, the hearing shall be held not later than 20 calendar days prior to the first day of the next school year. (Education Code 48918(a))

Once the hearing starts, all matters shall be pursued with reasonable diligence and concluded without unnecessary delay. (Education Code 48918(a))

Stipulated Expulsion

After a determination that a student has committed an expellable offense, the Superintendent, principal, or designee shall offer the student and his/her parent/guardian the option to waive a hearing and stipulate to the expulsion or to a suspension of the expulsion under certain conditions. The offer shall be made only after the student or his/her parent/guardian has been given written notice of the expulsion hearing pursuant to Education Code 48918.

The stipulation agreement shall be in writing and shall be signed by the student and his/her parent/guardian. The stipulation agreement shall include notice of all the rights that the student is waiving, including the waiving of his/her right to have a full hearing, to appeal the expulsion to the County Board of Education, and to consult legal counsel.

A stipulated expulsion agreed to by the student and his/her parent/guardian shall be effective upon approval by the Board.

Rights of Complaining Witness

An expulsion hearing involving allegations of sexual assault or sexual battery may be postponed for one school day in order to accommodate the special physical, mental, or emotional needs of a student who is the complaining witness. (Education Code 48918.5)

Whenever the Superintendent or designee recommends an expulsion hearing that addresses allegations of sexual assault or sexual battery, he/she shall give the complaining witness a copy of the district's suspension and expulsion policy and regulation and shall advise the witness of his/her right to: (Education Code 48918.5)

1. Receive five days' notice of his/her scheduled testimony at the hearing
2. Have up to two adult support persons of his/her choosing present at the hearing at the time he/she testifies
3. Have a closed hearing during the time he/she testifies
AR 5144.1(k)

Whenever any allegation of sexual assault or sexual battery is made, the Superintendent or designee shall immediately advise complaining witnesses and accused students to refrain from personal or telephone contact with each other during the time when an expulsion process is pending. (Education Code 48918.5)

Written Notice of the Expulsion Hearing

Written notice of the expulsion hearing shall be forwarded to the student and the student's parent/guardian at least 10 calendar days before the date of the hearing. The notice shall include: (Education Code 48900.8, 48918(b))

1. The date and place of the hearing
2. A statement of the specific facts, charges, and offense upon which the proposed expulsion is based
3. A copy of district disciplinary rules which relate to the alleged violation
4. Notification of the student's or parent/guardian's obligation, pursuant to Education Code 48915.1, to provide information about the student's status in the district to any other district in which the student seeks enrollment

This obligation applies when a student is expelled for acts other than those described in Education Code 48915(a) or (c).

(cf. 5119 - Students Expelled from Other Districts)

5. The opportunity for the student or the student's parent/guardian to appear in person or be represented by legal counsel or by a nonattorney adviser

Legal counsel means an attorney or lawyer who is admitted to the practice of law in California and is an active member of the State Bar of California.

Nonattorney adviser means an individual who is not an attorney or lawyer, but who is familiar with the facts of the case and has been selected by the student or student's parent/guardian to provide assistance at the hearing.

6. The right to inspect and obtain copies of all documents to be used at the hearing
7. The opportunity to confront and question all witnesses who testify at the hearing
8. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf, including witnesses

Additional Notice of Expulsion Hearing for Foster Youth and Homeless Students

If the student facing expulsion is a foster student, the Superintendent or designee shall also send notice of the hearing to the student's attorney and a representative of an appropriate child welfare agency at least 10 days prior to the hearing. (Education Code 48918.1)

If the student facing expulsion is a homeless student, the Superintendent or designee shall also send notice of the hearing to the district liaison for homeless students at least 10 days prior to the hearing. (Education Code 48918.1)

Any notice for these purposes may be provided by the most cost-effective method possible, including by email or a telephone call. (Education Code 48918.1)

Conduct of Expulsion Hearing

1. **Closed Session:** Notwithstanding Education Code 35145, the Board shall conduct a hearing to consider the expulsion of the student in a session closed to the public unless the student requests in writing at least five days prior to the hearing that the hearing be a public meeting. If such a request is made, the meeting shall be public to the extent that privacy rights of other students are not violated. (Education Code 48918)

Whether the expulsion hearing is held in closed or public session, the Board may meet in closed session to deliberate and determine whether or not the student should be expelled. If the Board admits any other person to this closed session, the parent/guardian, the student, and the counsel of the student also shall be allowed to attend the closed session. (Education Code 48918(c))

If a hearing that involves a charge of sexual assault or sexual battery is to be conducted in public, a complaining witness shall have the right to have his/her testimony heard in closed session when testifying in public would threaten serious psychological harm to the witness and when there are no alternative procedures to avoid the threatened harm, including, but not limited to, videotaped deposition or contemporaneous examination in another place communicated to the hearing room by closed-circuit television. (Education Code 48918(c))

2. **Record of Hearing:** A record of the hearing shall be made and may be maintained by any means, including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made. (Education Code 48918(g))
3. **Subpoenas:** Before commencing a student expulsion hearing, the Board may issue subpoenas, at the request of either the student or the Superintendent or designee, for the personal appearance at the hearing of any person who actually witnessed the action that gave rise to the recommendation for expulsion. After the hearing has commenced, the Board or the hearing officer or administrative panel may issue such subpoenas at the request of the student or the County Superintendent of Schools or designee. All subpoenas shall be issued in accordance with Code of Civil Procedure 1985-1985.2 and enforced in accordance with Government Code 11455.20. (Education Code 48918(i))

Any objection raised by the student or the Superintendent or designee to the issuance of subpoenas may be considered by the Board in closed session, or in open session if so requested by the student, before the meeting. The Board's decision in response to such an objection shall be final and binding. (Education Code 48918(i))

If the Board determines, or if the hearing officer or administrative panel finds and submits to the Board, that a witness would be subject to unreasonable risk of harm by testifying at the hearing, a subpoena shall not be issued to compel the personal attendance of that witness at the hearing. However, that witness may be compelled to testify by means of a sworn declaration as described in item #4 below. (Education Code 48918(i))

4. **Presentation of Evidence:** Technical rules of evidence shall not apply to the expulsion hearing, but relevant evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. The decision of the Board to expel shall be supported by substantial evidence that the student committed any of the acts pursuant to Education Code 48900 and listed in "Grounds for Suspension and Expulsion: Grades K-6" and "Additional Grounds for Suspension and Expulsion: Grades 4-6" above. (Education Code 48918(h))

Findings of fact shall be based solely on the evidence at the hearing. Although no finding shall be based solely on hearsay, sworn declarations may be admitted as testimony from witnesses whose disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm. (Education Code 48918(f))

In cases where a search of a student's person or property has occurred, evidence describing the reasonableness of the search shall be included in the hearing record.

5. **Testimony by Complaining Witnesses:** The following procedures shall be observed when a hearing involves allegations of sexual assault or sexual battery by a student: (Education Code 48918, 48918.5)
- a. Any complaining witness shall be given five days' notice before being called to testify.
 - b. Any complaining witness shall be entitled to have up to two adult support persons, including, but not limited to, a parent/guardian or legal counsel, present during his/her testimony.
 - c. Before a complaining witness testifies, support persons shall be admonished that the hearing is confidential.
 - d. The person presiding over the hearing may remove a support person whom he/she finds is disrupting the hearing.
 - e. If one or both support persons are also witnesses, the hearing shall be conducted in accordance with Penal Code 868.5.
 - f. Evidence of specific instances of prior sexual conduct of a complaining witness shall be presumed inadmissible and shall not be heard unless the person conducting the hearing determines that extraordinary circumstances require the evidence to be heard. Before such a determination is made, the complaining witness shall be given notice and an opportunity to oppose the introduction of this evidence. In the hearing on the admissibility of this evidence, the complaining witness shall be entitled to be represented by a parent/guardian, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of a complaining witness shall not be admissible for any purpose.
 - g. In order to facilitate a free and accurate statement of the experiences of the complaining witness and to prevent discouragement of complaints, the district shall provide a nonthreatening environment.
 - (1) The district shall provide a room separate from the hearing room for the use of the complaining witness before and during breaks in testimony.
 - (2) At the discretion of the person conducting the hearing, the complaining witness shall be allowed reasonable periods of relief from examination and cross-examination during which he/she may leave the hearing room.

- (3) The person conducting the hearing may:
 - (a) Arrange the seating within the hearing room so as to facilitate a less intimidating environment for the complaining witness
 - (b) Limit the time for taking the testimony of a complaining witness to the hours he/she is normally in school, if there is no good cause to take the testimony during other hours
 - (c) Permit one of the support persons to accompany the complaining witness to the witness stand

6. **Decision:** The Board's decision as to whether to expel a student shall be made within 40 school days after the student is removed from his/her school of attendance, unless the student requests in writing that the decision be postponed. (Education Code 48918(a))

Alternative Expulsion Hearing: Hearing Officer or Administrative Panel

Instead of conducting an expulsion hearing itself, the Board may contract with the county hearing officer or with the Office of Administrative Hearings of the State of California for a hearing officer. The Board may also appoint an impartial administrative panel composed of three or more certificated personnel, none of whom shall be members of the Board or on the staff of the school in which the student is enrolled. (Education Code 48918)

A hearing conducted by the hearing officer or administrative panel shall conform to the same procedures applicable to a hearing conducted by the Board as specified above in "Conduct of Expulsion Hearing," including the requirement to issue a decision within 40 school days of the student's removal from school, unless the student requests that the decision be postponed. (Education Code 48918(a) and (d))

The hearing officer or administrative panel shall, within three school days after the hearing, determine whether to recommend expulsion of the student to the Board. If expulsion is not recommended, the expulsion proceeding shall be terminated and the student shall be immediately reinstated and permitted to return to the classroom instructional program from which the referral was made, unless another placement is requested in writing by the student's parent/guardian. Before the student's placement decision is made by his/her

parent/guardian, the Superintendent or designee shall consult with the parent/guardian and district staff, including the student's teachers, regarding other placement options for the student in addition to the option to return to the classroom instructional program from which the student's expulsion referral was made. The decision to not recommend expulsion shall be final. (Education Code 48918(e))

If expulsion is recommended, findings of fact in support of the recommendation shall be prepared and submitted to the Board. All findings of fact and recommendations shall be based solely on the evidence presented at the hearing. The Board may accept the recommendation based either upon a review of the findings of fact and recommendations submitted or upon the results of any supplementary hearing the Board may order. (Education Code 48918(f))

In accordance with Board policy, the hearing officer or administrative panel may recommend that the Board suspend the enforcement of the expulsion. If the hearing officer or administrative panel recommends that the Board expel a student but suspend the enforcement of the expulsion, the student shall not be reinstated and permitted to return to the classroom instructional program from which the referral was made until the Board has ruled on the recommendation. (Education Code 48917, 48918)

Final Action by the Board

Whether the expulsion hearing is conducted in closed or public session by the Board, a hearing officer, or an administrative panel or is waived through the signing of a stipulated expulsion agreement, the final action to expel shall be taken by the Board in public. (Education Code 48918(j))

(cf. 9321.1 - Closed Session Actions and Reports)

The Board's decision is final. If the decision is to not expel, the student shall be reinstated immediately. If the decision is to suspend the enforcement of the expulsion, the student shall be reinstated under the conditions of the suspended expulsion.

Upon ordering an expulsion, the Board shall set a date when the student shall be reviewed for readmission to a school within the district. For a student expelled for any act listed under "Mandatory Recommendation and Mandatory Expulsion" above, this date shall be one year

from the date the expulsion occurred, except that the Board may set an earlier date on a case-by-case basis. For a student expelled for other acts, this date shall be no later than the last day of the semester following the semester in which the expulsion occurred. If an expulsion is ordered during summer session or the intersession period of a year-round program, the Board shall set a date when the student shall be reviewed for readmission not later than the last day of the semester following the summer session or intersession period in which the expulsion occurred. (Education Code 48916)

At the time of the expulsion order, the Board shall recommend a plan for the student's rehabilitation, which may include: (Education Code 48916)

1. Periodic review, as well as assessment at the time of review, for readmission
2. Recommendations for improved academic performance, tutoring, special education assessments, job training, counseling, employment, community service, or other rehabilitative programs

With parent/guardian consent, students who have been expelled for reasons relating to controlled substances or alcohol may be required to enroll in a county-sponsored drug rehabilitation program before returning to school. (Education Code 48916.5)

Written Notice to Expel

The Superintendent or designee shall send written notice of the decision to expel to the student or parent/guardian. This notice shall include the following:

1. The specific offense committed by the student for any of the causes for suspension or expulsion listed above under "Grounds for Suspension and Expulsion: Grades K-6" or "Additional Grounds for Suspension and Expulsion: Grades 4-6" (Education Code 48900.8)
2. The fact that a description of readmission procedures will be made available to the student and his/her parent/guardian (Education Code 48916)

3. Notice of the right to appeal the expulsion to the County Board (Education Code 48918)
4. Notice of the alternative educational placement to be provided to the student during the time of expulsion (Education Code 48918)
5. Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the expelling district, pursuant to Education Code 48915.1 (Education Code 48918)

Decision to Suspend Expulsion Order

The suspension of the enforcement of an expulsion shall be governed by the following:

1. The Board may, as a condition of the suspension of enforcement, assign the student to a school, class, or program appropriate for the student's rehabilitation. This rehabilitation program may provide for the involvement of the student's parent/guardian in the student's education. However, a parent/guardian's refusal to participate in the rehabilitation program shall not be considered in the Board's determination as to whether the student has satisfactorily completed the rehabilitation program. (Education Code 48917)
2. During the period when enforcement of the expulsion order is suspended, the student shall be on probationary status. (Education Code 48917)
3. The suspension of the enforcement of an expulsion order may be revoked by the Board if the student commits any of the acts listed under "Grounds for Suspension and Expulsion: Grades K-6" or "Additional Grounds for Suspension and Expulsion: Grades 4-6" above or violates any of the district's rules and regulations governing student conduct. (Education Code 48917)
4. When the suspension of enforcement of an expulsion order is revoked, a student may be expelled under the terms of the original expulsion order. (Education Code 48917)
5. Upon satisfactory completion of the rehabilitation assignment, the Board shall reinstate the student in a district school. Upon reinstatement, the Board may order the expunging of any or all records of the expulsion proceedings. (Education Code 48917)
6. The Superintendent or designee shall send written notice of any decision to suspend the enforcement of an expulsion order during a period of probation to the student or parent/guardian. The notice shall inform the parent/guardian of the right to appeal the expulsion to the County Board, the alternative educational placement to be provided to the student during the period of expulsion, and the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of his/her status with the expelling district, pursuant to Education Code 48915.1(b). (Education Code 48918(j))
7. Suspension of the enforcement of an expulsion order shall not affect the time period and requirements for the filing of an appeal of the expulsion order with the County Board. (Education Code 48917)

Appeal

The student or parent/guardian is entitled to file an appeal of the Board's decision with the County Board. The appeal must be filed within 30 days of the Board's decision to expel, even if the expulsion order is suspended and the student is placed on probation. (Education Code 48919)

If the student submits a written request for a copy of the written transcripts and supporting documents from the district simultaneously with the filing of the notice of appeal with the County Board, the district shall provide the student with these documents within 10 school days following the student's written request. (Education Code 48919)

Notification to Law Enforcement Authorities

Prior to the suspension or expulsion of any student, the principal or designee shall notify appropriate city or county law enforcement authorities of any student acts of assault which may have violated Penal Code 245. (Education Code 48902)

The principal or designee also shall notify appropriate city or county law enforcement authorities of any student acts which may involve the possession or sale of narcotics or of a controlled substance. In addition, law enforcement authorities shall be notified regarding any acts by students regarding the possession, sale, or furnishing of firearms, explosives, or other dangerous weapons in violation of Education Code 48915(c)(1) or (5) or Penal Code 626.9 and 626.10. (Education Code 48902)

Within one school day after a student's suspension or expulsion, the principal or designee shall notify appropriate city or county law enforcement authorities, by telephone or other appropriate means, of any student acts which may violate Education Code 48900(c) or (d),

relating to the possession, use, offering, or sale of controlled substances, alcohol, or intoxicants of any kind. (Education Code 48902)

Placement During Expulsion

The Board shall refer expelled students to a program of study that is: (Education Code 48915, 48915.01)

1. Appropriately prepared to accommodate students who exhibit discipline problems
2. Not housed at the school site attended by the student at the time of suspension

(cf. 6158 - Independent Study)

(cf. 6185 - Community Day School)

When the placement described above is not available and when the County Superintendent so certifies, students expelled for only acts described in items #6-12 under "Grounds for Suspension and Expulsion: Grades K-6" and items #1-3 under "Additional Grounds for Suspension and Expulsion: Grades 4-6" above may be referred to a program of study that is provided at another comprehensive middle, junior, or senior high school or at an elementary school. (Education Code 48915)

The program for a student expelled from any of grades K-6 shall not be combined or merged with programs offered to students in any of grades 7-12. (Education Code 48916.1)

Readmission After Expulsion

Prior to the date set by the Board for the student's readmission:

1. The Superintendent or designee shall hold a conference with the parent/guardian and the student. At the conference, the student's rehabilitation plan shall be reviewed and the Superintendent or designee shall verify that the provisions of this plan have been met. School regulations shall be reviewed and the student and parent/guardian shall be asked to indicate in writing their willingness to comply with these regulations.
2. The Superintendent or designee shall transmit to the Board his/her recommendation regarding readmission. The Board shall consider this recommendation in closed session. If a written request for open session is received from the parent/guardian or adult student, it shall be honored to the extent that privacy rights of other students are not violated.
3. If the readmission is granted, the Superintendent or designee shall notify the student and parent/guardian, by registered mail, of the Board's decision regarding readmission.
4. The Board may deny readmission only if it finds that the student has not satisfied the conditions of the rehabilitation plan or that the student continues to pose a danger to campus safety or to other district students or employees. (Education Code 48916)
5. If the Board denies the readmission of a student, the Board shall determine either to continue the student's placement in the alternative educational program initially selected or to place the student in another program that serves expelled students, including placement in a county community school.
6. The Board shall provide written notice to the expelled student and parent/guardian describing the reasons for denying readmittance into the regular program. This notice shall indicate the Board's determination of the educational program which the Board has chosen. The student shall enroll in that program unless the parent/guardian chooses to enroll the student in another school district. (Education Code 48916)

No student shall be denied readmission into the district based solely on the student's arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other such contact with the juvenile justice system. (Education Code 48645.5)

Maintenance of Records

The district shall maintain a record of each suspension and expulsion, including its specific cause(s). (Education Code 48900.8)

Expulsion records of any student shall be maintained in the student's mandatory interim record and sent to any school in which the student subsequently enrolls upon written request by that school. (Education Code 48918(k))

The Superintendent or designee shall, within five working days, honor any other district's request for information about an expulsion from this district. (Education Code 48915.1)

(cf. 5119 - Students Expelled from Other Districts)

Students BP 5144.1(a)

SUSPENSION AND EXPULSION/DUE PROCESS

The Governing Board desires to provide district students access to educational opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.

(cf. 5131 - Conduct)

(cf. 5131.1 - Bus Conduct)

(cf. 5131.2 - Bullying)

The grounds for suspension and expulsion and the procedures for considering, recommending, and/or implementing suspension and expulsion shall be only those specified in law, in this policy, and in the accompanying administrative regulation.

Except when otherwise permitted by law, a student may be suspended or expelled only when his/her behavior is related to a school activity or school attendance occurring within any district school or another school district, regardless of when it occurs, including, but not limited to, the following: (Education Code 48900(s))

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off the school campus

(cf. 5112.5 - Open/Closed Campus)

4. During, going to, or coming from a school-sponsored activity

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, equally, and in accordance with the district's nondiscrimination policies.

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

Appropriate Use of Suspension Authority

Except when a student's act violates Education Code 48900(a)-(e), as listed in items #1-5 under "Grounds for Suspension and Expulsion: Grades K-12" of the accompanying administrative regulation, or when his/her presence causes a danger to others, suspension shall be used only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5, 48900.6)

(cf. 1020 - Youth Services)
(cf. 5138 - Conflict Resolution/Peer Mediation)
(cf. 5144 - Discipline)
(cf. 6142.4 - Service Learning/Community Service Classes)
(cf. 6164.2 - Guidance/Counseling Services)
(cf. 6164.5 - Student Success Teams)

No student in grades K-3 may be suspended for disruption or willful defiance, except by a teacher pursuant to Education Code 48910. (Education Code 48900)

Students shall not be suspended or expelled for truancy, tardiness, or absenteeism from assigned school activities.

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

On-Campus Suspension

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not been initiated, the Superintendent or designee shall establish a supervised suspension classroom program which meets the requirements of law.

Except where a supervised suspension is permitted by law for a student's first offense, supervised suspension shall be imposed only when other means of correction have failed to bring about proper conduct. (Education Code 48900.5)

Authority to Expel

A student may be expelled only by the Board. (Education Code 48918(j))

As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence

(cf. 5131.7 - Weapons and Dangerous Instruments)

2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

For all other violations listed in the accompanying administrative regulation under "Grounds for Suspension and Expulsion: Grades K-12" and "Additional Grounds for Suspension and Expulsion: Grades 4-12," the Superintendent or principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following: (Education Code 48915(b) and (e))

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

A vote to expel a student shall be taken in a public session.

The Board may vote to suspend the enforcement of the expulsion order pursuant to the requirements of law and the accompanying administrative regulation. (Education Code 48917)

No student shall be expelled for disruption or willful defiance. (Education Code 48900)

Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and/or expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices, hearings, and appeals as specified in law and administrative regulation. (Education Code 48911, 48915, 48915.5, 48918)

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

Maintenance and Monitoring of Outcome Data

The Superintendent or designee shall annually present to the Board a report of the outcome data which the district is required to collect pursuant to Education Code 48900.8 and 48916.1, including the number of students recommended for expulsion, the grounds for each recommended expulsion, the actions taken by the Board, the types of referral made after each expulsion, and the disposition of the students after the expulsion period.

The report shall be disaggregated by school and by numerically significant student subgroups, including, but not limited to, ethnic subgroups, socioeconomically disadvantaged students, English learners, foster youth, and students with disabilities. The report also shall include information about whether and how the district is meeting its goals for improving school climate as specified in its local control and accountability plan.

(cf. 0460 - Local Control and Accountability Plan)

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

233 Hate violence

1981-1981.5 Enrollment of students in community school

17292.5 Program for expelled students

32261 Interagency School Safety Demonstration Act of 1985

35145 *Open board meetings*
35146 *Closed sessions (regarding suspensions)*
35291 *Rules (for government and discipline of schools)*
35291.5 *Rules and procedures on school discipline*
48645.5 *Readmission; contact with juvenile justice system*
48660-48666 *Community day schools*
48853.5 *Foster youth*
48900-48927 *Suspension and expulsion*
48950 *Speech and other communication*
48980 *Parental notifications*
49073-49079 *Privacy of student records*
52060-52077 *Local control and accountability plan*
CIVIL CODE
47 *Privileged communication*
48.8 *Defamation liability*

CODE OF CIVIL PROCEDURE

1985-1997 *Subpoenas; means of production*

GOVERNMENT CODE

11455.20 *Contempt*

54950-54963 *Ralph M. Brown Act*

HEALTH AND SAFETY CODE

11014.5 *Drug paraphernalia*

11053-11058 *Standards and schedules*

LABOR CODE

230.7 *Discharge or discrimination against employee for taking time off to appear in school on behalf of a child*

PENAL CODE

31 *Principal of a crime, defined*

240 *Assault defined*

241.2 *Assault fines*

242 *Battery defined*

243.2 *Battery on school property*

243.4 *Sexual battery*

245 *Assault with deadly weapon*

245.6 *Hazing*

261 *Rape defined*

266c *Unlawful sexual intercourse*

286 *Sodomy defined*

288 *Lewd or lascivious acts with child under age 14*

288a *Oral copulation*

289 *Penetration of genital or anal openings*

417.27 *Laser pointers*

422.55 *Hate crime defined*

422.6 *Interference with exercise of civil rights*

422.7 *Aggravating factors for punishment*

422.75 *Enhanced penalties for hate crimes*

626.2 *Entry upon campus after written notice of suspension or dismissal without permission*

626.9 *Gun-Free School Zone Act of 1995*

626.10 *Dirks, daggers, knives, razors, or stun guns*

868.5 *Supporting person; attendance during testimony of witness*

WELFARE AND INSTITUTIONS CODE

729.6 *Counseling*

UNITED STATES CODE, TITLE 18

921 *Definitions, firearm*

UNITED STATES CODE, TITLE 20

1415(K) *Placement in alternative educational setting*

7151 *Gun-free schools*

UNITED STATES CODE, TITLE 42

11432-11435 *Education of homeless children and youths*

COURT DECISIONS

T.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267
Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421
Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H. (2001) 85 Cal.App.4th 1321
Garcia v. Los Angeles Board of Education (1991) 123 Cal. App. 3d 807

PENAL CODE (continued)

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182
John A. v. San Bernardino School District (1982) 33 Cal. 3d 301

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen. 146 (2001)
80 Ops.Cal.Atty.Gen. 348 (1997)
80 Ops.Cal.Atty.Gen. 91 (1997)
80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:

CSBA PUBLICATIONS

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

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

Dear Colleague Letter on the Nondiscriminatory Administration of School Discipline, January 2014

WEB SITES

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

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

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

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>

U.S. Department of Education, Office of Safe and Drug-Free Schools:
<http://www.ed.gov/about/offices/list/osdfs>

Policy **CARDIFF SCHOOL DISTRICT**

adopted: 09/21/15 Cardiff-By-The-Sea, California

D. Procedures for Notifying Teachers of Dangerous Pupils

The following Board Policy, Administrative Regulation outline the district's procedures for notifying teachers of dangerous pupils:

All Personnel

AR 4158(a)

4258

EMPLOYEE SECURITY

4358

An employee may use reasonable and necessary force when necessary for self-defense, to protect another person or property, to quell a disturbance threatening physical injury to others, or to obtain possession of weapons or other dangerous objects on or within the control of a student. (Education Code 44807, 49001)

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5144 - Discipline)

Employees shall promptly report to their principal or other immediate supervisor any attack, assault or physical threat made against them by a student.

Both the employee and the principal or other immediate supervisor shall promptly report such instances to the appropriate local law enforcement agency. (Education Code 44014)

In addition, employees shall promptly report to their principal or supervisor, and may report to law enforcement, any attack, assault or threat made against them on school grounds by any other individual.

(cf. 3515.2 - Disruptions)

Reports of attack, assault or threat also shall be forwarded immediately to the Superintendent or designee.

An employee whose person or property is injured or damaged by willful misconduct of a student may ask the district to pursue legal action against the student or the student's parent/guardian. (Education Code 48905)

(cf. 3515.4 - Recovery for Property Loss or Damage)

Notice Regarding Student Offenses Committed While Under School Jurisdiction

The Superintendent or designee shall inform the teacher of each student who has engaged in, or is reasonably suspected of, any act during the previous three school years which could constitute grounds for suspension or expulsion under Education Code 48900, with the exception of the possession or use of tobacco products, or Education Code 48900.2, 48900.3, 48900.4, or 48900.7. This information shall be based upon district records maintained in the ordinary course of business or records received from a law enforcement agency. (Education Code 49079)

(cf. 5125 - Student Records)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Upon receiving a transfer student's record regarding acts committed by the student that resulted in his/her suspension or expulsion, the Superintendent or designee shall inform any of the student's teacher(s) that the student was suspended from his/her former district and of the act that resulted in the suspension or expulsion. (Education Code 48201)

Information received by teacher(s) shall be received in confidence for the limited purpose for which it was provided and shall not be further disseminated by the teacher. (Education Code 49079)

Notice Regarding Student Offenses Committed While Outside School Jurisdiction

When a minor student has been found by a court of competent jurisdiction to have illegally used, sold or possessed a controlled substance or committed specified crimes involving serious acts of violence, the district police or security department may provide written notification to the Superintendent. (Welfare and Institutions Code 828.1)

(cf. 3515.3 - District Police/Security Department)

When informed by the court that a minor student has been found by a court to have committed any felony or any misdemeanor involving curfew, gambling, alcohol, drugs, tobacco products, carrying of weapons, a sex offense listed in Penal Code 290, assault or battery, larceny, vandalism or graffiti, the Superintendent or designee shall so inform the school principal. (Welfare and Institution Code 827)

The principal shall disseminate this information to the counselor(s) who directly supervises or reports on the student's behavior or progress. The principal also may inform any teacher or administrator he/she thinks may need the information so as to work with the student appropriately, avoid being needlessly vulnerable, or protect others from vulnerability. (Welfare and Institutions Code 827)

Any court-initiated information that a teacher, counselor or administrator receives shall be kept confidential and used only to rehabilitate the student and protect other students and staff. The information shall be further disseminated only when communication with the student, parent/guardian, law enforcement staff and probation officer is necessary to rehabilitate the student or to protect students and staff. (Welfare and Institutions Code 827)

When a student is removed from school as a result of his/her offense, the Superintendent shall hold the court's information in a separate confidential file until the student is returned to public school. If the student is returned to a different district, the Superintendent shall transmit the information provided by the student's parole or probation officer to the Superintendent of the new district of attendance. (Welfare and Institutions Code 827)

Any confidential file of court-initiated information shall be kept until the student becomes 18, graduates from high school, or is released from juvenile court jurisdiction, whichever occurs first; it shall then be destroyed. (Welfare and Institutions Code 827)

Procedures to Maintain Confidentiality of Student Offenses

In order to maintain confidentiality when providing information about student offenses to counselors and teachers of classes/programs to which a student is assigned, the principal or designee shall send the staff member a written notification requesting him/her to review a student's file in the school office as soon as practicable. This notification shall not name or otherwise identify the student. The staff member shall be asked to initial the notification and return it to the principal or designee.

The staff member shall also initial the student's file when reviewing it in the school office. Once the district has made a good faith effort to comply with the notification requirement of Education Code 49079 and Welfare and Institutions Code 827, an employee's failure to review the file constitutes district compliance with the requirement to provide notice to the teacher.

Regulation **CARDIFF SCHOOL DISTRICT**
approved: 11/15/07 Cardiff-By-The-Sea, California

All Personnel

BP 4158(a)

4258

EMPLOYEE SECURITY

4358

The Governing Board desires to provide a safe, orderly working environment for all employees. As part of the district's comprehensive school safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for assisting them in the event of an emergency situation.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515 - Campus Security)

(cf. 5131.4 - Campus Disturbances)

The Superintendent or designee shall ensure that employees are informed, in accordance with law, regarding crimes and offenses by students who may pose a danger in the classroom.

When violence is directed against an employee by any individual and the employee so notifies the Superintendent or designee, the Superintendent or designee shall take steps to ensure that appropriate legal measures are instituted. When the employee notifies the Superintendent or designee of a threat of bodily harm, the district shall take appropriate measures to enable the employee to request assistance if a threat occurs on school grounds.

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques and crisis resolution.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Reporting of Injurious Objects

The Board requires school employees to take immediate action upon being made aware that any person is in possession of an injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the dangerousness of the situation and, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately notify the local law enforcement agency and the principal

(cf. 5131.7 - Weapons and Dangerous Instruments)

(cf. 5144. - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

Legal Reference:

EDUCATION CODE

32210-32212 *Willful disturbance, public schools or meetings*

32225-32226 *Communication devices*

35204 *Contract with attorney in private practice or use of administrative advisor*

35205 *Contract for legal services*

35208 *Liability insurance*

35213 *Reimbursement for loss, destruction or damage of school property*

44014 *Report of assault by pupil against school employee*

44807 *Duty concerning conduct of students*

48201 *Transfer of student records*

48900-48926 *Suspension or expulsion Grounds for suspension or expulsion*

49079 *Notification to teacher; student who has engaged in acts constituting grounds for suspension or expulsion*

49330-49335 *Injurious objects*

CIVIL CODE

51.7 *Freedom from violence or intimidation*

CODE OF CIVIL PROCEDURE

527.8 *Workplace violence safety act*

GOVERNMENT CODE

995-996.4 *Defense of public employees*

3543.2 *Scope of representation*

PENAL CODE

71 *Threatening public officers and employees and school officials*

240 *Definition of assault*

241.2 *Assault on school or park property against any person*

241.3 *Assault against school bus drivers*

241.6 *Assault on school employee includes board member*

242 *Definition of battery*

243 *Battery; definition of "injury" and "serious bodily injury"*

243.2 *Battery on school or park property against any person*

243.3 *Battery against school bus drivers*

243.6 *Battery against school employee includes board member*

245.5 *Assault with deadly weapon; school employee includes board member*

290 *Registration of sex offenders*

601 *Trespass by person making credible threat*

626.9 *Gun-Free School Zone Act of 1995*

626.10 *Exceptions to bringing weapons on school grounds*

646.9 *Stalking*

12403.7 *Weapons approved for self defense*

WELFARE AND INSTITUTIONS CODE

827 *Juvenile court proceedings; reports; confidentiality*

828.1 *District police or security department, disclosure of juvenile records*

Management Resources:

CDE CORRESPONDENCE

0401.01 *Protecting Student Identification in Reporting Injurious Objects*

WEB SITES

CDE, Safe Schools and Violence Prevention Office: <http://www.cde.ca.gov/spbranch/safety/safetyhome>

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

Policy CARDIFF SCHOOL DISTRICT

adopted: 11/15/07 Cardiff-By-The-Sea, California

E. Discrimination & Harassment Policy

The following are the district's Board Policies and Administrative Regulations regarding non-discrimination and harassment:

Students AR 5145.3(a)

NONDISCRIMINATION/HARASSMENT

The district designates the individual(s) identified below as the employee(s) responsible for coordinating the district's efforts to comply with state and federal civil rights laws, including Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, and the Age Discrimination Act of 1975, and to answer inquiries regarding the district's nondiscrimination policies. The individual(s) shall also serve as the compliance officer(s) specified in AR 1312.3 - Uniform Complaint Procedures as the responsible employee to handle complaints regarding unlawful discrimination, including discriminatory harassment, intimidation, or bullying, based on actual race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or any other legally protected status; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. The coordinator/compliance officer(s) may be contacted at: (Education Code 234.1; 5 CCR 4621)

Principal, Cardiff Elementary
1888 Montgomery Avenue
Cardiff, CA 92007
(760) 632-5892

Principal, Ada Harris Elementary
1508 Windsor Road
Cardiff, CA 92007
(760) 632-5894

Superintendent, Cardiff School District
1888 Montgomery Avenue
Cardiff, CA 92007
(760) 632-5890

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.3 - Uniform Complaint Procedures)

Measures to Prevent Discrimination

To prevent unlawful discrimination, including discriminatory harassment, intimidation, retaliation, and bullying, of students at district schools or in school activities and to ensure equal access of all students to the educational program, the Superintendent or designee shall implement the following measures:

1. Publicize the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, employees, volunteers, and the general public and post them on the district's web site and other locations that are easily accessible to students. (Education Code 234.1)

(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

2. Provide to students a handbook that contains age-appropriate information that clearly describes the district's nondiscrimination policy, procedures for filing a complaint, and resources available to students who feel that they have been the victim of any such behavior. (Education Code 234.1)
3. Annually notify all students and parents/guardians of the district's nondiscrimination policy. The notice shall inform students and parents/guardians of the possibility that students will participate in a sex-segregated school program or activity together with another student of the opposite biological sex, and that they may inform the compliance officer if they feel such participation would be against the student's religious beliefs and/or practices or a violation of his/her right to privacy. In such a case, the compliance officer shall meet with the student and/or parent/guardian who raises the objection to determine how best to accommodate that student. The notice shall inform students and parents/guardians that the district will not typically notify them of individual instances of transgender students participating in a program or activity.

(cf. 5145.6 - Parental Notifications)

4. The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, are notified of how to access the relevant information provided in the district's nondiscrimination policy and related complaint procedures, notices, and forms in a language they can understand.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district's policy, regulation, forms, and notices concerning nondiscrimination shall be translated into that language in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

5. Provide to students, employees, volunteers, and parents/guardians age-appropriate training and information regarding the district's nondiscrimination policy; what constitutes prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying; how and to whom a report of an incident should be made; and how to guard against segregating or stereotyping students when providing instruction, guidance, supervision, or other services to them. Such training and information shall include guidelines for addressing issues related to transgender and gender-nonconforming students.

(cf. 1240 - Volunteer Assistance)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

6. At the beginning of each school year, inform school employees that any employee who witnesses any act of unlawful discrimination, including discriminatory harassment, intimidation, or bullying, against a student is required to intervene if it is safe to do so. (Education Code 234.1)
7. At the beginning of each school year, inform each principal or designee of the district's responsibility to provide appropriate assistance or resources to protect students' privacy rights and ensure their safety from threatened or potentially discriminatory behavior.

Enforcement of District Policy

The Superintendent or designee shall take appropriate actions to reinforce BP 5145.3 - Nondiscrimination/Harassment. As needed, these actions may include any of the following:

1. Removing vulgar or offending graffiti

(cf. 5131.5 - Vandalism and Graffiti)

2. Providing training to students, staff, and parents/guardians about how to recognize unlawful discrimination and how to respond
3. Disseminating and/or summarizing the district's policy and regulation regarding unlawful discrimination
4. Consistent with the laws regarding the confidentiality of student and personnel records, communicating the school's response to students, parents/guardians, and the community

(cf. 4112.6/4212.6/4312.6 - Personnel Files)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 - Student Records)

5. Taking appropriate disciplinary action against perpetrators and anyone determined to have engaged in wrongdoing, including any student who is found to have made a complaint of discrimination that he/she knew was not true

(cf. 4118 - Suspension/Disciplinary Action)

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

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Process for Initiating and Responding to Complaints

Any student who feels that he/she has been subjected to unlawful discrimination described above or in district policy is strongly encouraged to immediately contact the compliance officer, principal, or any other staff member. In addition, any student who observes any such incident is strongly encouraged to report the incident to the compliance officer or principal, whether or not the alleged victim files a complaint.

Any school employee who observes an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, or to whom such an incident is reported shall report the incident to the compliance officer or principal within a school day, whether or not the alleged victim files a complaint.

Any school employee who witnesses an incident of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When any report of unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, is submitted to or received by the principal or compliance officer, he/she

shall inform the student or parent/guardian of the right to file a formal complaint pursuant to the provisions in AR 1312.3 - Uniform Complaint Procedures. Any report of unlawful discrimination involving the principal, compliance officer, or any other person to whom the complaint would ordinarily be reported or filed shall instead be submitted to the Superintendent or designee. Even if the student chooses not to file a formal complaint, the principal or compliance officer shall implement immediate measures necessary to stop the discrimination and to ensure all students have access to the educational program and a safe school environment.

Upon receiving a complaint of discrimination, the compliance officer shall immediately investigate the complaint in accordance with the district's uniform complaint procedures specified in AR 1312.3.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

Transgender and Gender-Nonconforming Students

Gender identity means a student's gender-related identity, appearance, or behavior, whether or not that gender-related identity, appearance, or behavior is different from that traditionally associated with the student's physiology or assigned sex at birth.

Gender expression means a student's gender-related appearance and behavior, whether stereotypically associated with the student's assigned sex at birth. (Education Code 210.7)

Gender transition refers to the process in which a student changes from living and identifying as the sex assigned to the student at birth to living and identifying as the sex that corresponds to the student's gender identity.

Gender-nonconforming student means a student whose gender expression differs from stereotypical expectations.

Transgender student means a student whose gender identity or gender expression is different from that traditionally associated with the assigned sex at birth.

Acts of verbal, nonverbal, or physical aggression, intimidation, or hostility that are based on sex, gender identity, or gender expression, regardless of whether they are sexual in nature, where the act has the purpose or effect of having a negative impact on the student's academic performance or of creating an intimidating, hostile, or offensive educational environment are prohibited under state and federal law. Examples of types of conduct which are prohibited in the district and which may constitute gender-based harassment include, but are not limited to:

1. Refusing to address a student by a name and the pronouns consistent with his/her gender identity
2. Disciplining or disparaging a transgender student because his/her mannerisms, hairstyle, or style of dress correspond to his/her gender identity, or a non-transgender student because his/her mannerisms, hairstyle, or style of dress do not conform to stereotypes for his/her gender or are perceived as indicative of the other sex
3. Blocking a student's entry to the bathroom that corresponds to his/her gender identity because the student is transgender or gender-nonconforming

4. Taunting a student because he/she participates in an athletic activity more typically favored by a student of the other sex
5. Revealing a student's transgender status to individuals who do not have a legitimate need for the information
6. Use of gender-specific slurs
7. Physical assault of a student motivated by hostility toward him/her because of his/her gender, gender identity, or gender expression

The district's uniform complaint procedures (AR 1312.3) shall be used to report and resolve complaints alleging discrimination against transgender and gender-nonconforming students. Examples of bases for complaints include, but are not limited to, the above list as well as improper rejection by the district of a student's asserted gender identity, denial of access to facilities that correspond with a student's gender identity, improper disclosure of a student's transgender status, discriminatory enforcement of a dress code, and other instances of gender-based harassment.

To ensure that transgender and gender-nonconforming students are afforded the same rights, benefits, and protections provided to all students by law and Board policy, the district shall address each situation on a case-by-case basis, in accordance with the following guidelines:

1. **Right to privacy:** A student's transgender or gender-nonconforming status is his/her private information and the district will only disclose the information to others with the student's prior written consent, except when the disclosure is otherwise required by law or when the district has compelling evidence that disclosure is necessary to preserve the student's physical or mental well-being. In the latter instance, the district shall limit disclosure to individuals reasonably believed to be able to protect the student's well-being. Any district employee to whom a student discloses his/her transgender or gender-nonconforming status shall seek the student's permission to notify the compliance officer. If the student refuses to give permission, the employee shall keep the student's information confidential, unless he/she is required to disclose or report the student's information pursuant to this procedure, and shall inform the student that honoring the student's request may limit the district's ability to meet the student's needs related to his/her status as a transgender or gender-nonconforming student. If the student permits the employee to notify the compliance officer, the employee shall do so within three school days.

As appropriate given the physical, emotional, and other significant risks to the student, the compliance officer may consider discussing with the student any need to disclose the student's transgender or gender-nonconformity status to his/her parents/guardians and/or others, including other students, teacher(s), or other adults on campus. The district shall offer support services, such as counseling, to students who wish to inform their parents/guardians of their status and desire assistance in doing so.

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)

2. **Determining a Student's Gender Identity:** The compliance officer shall accept the student's assertion unless district personnel present a credible basis for believing that the student's assertion is for an improper purpose. In such a case, the compliance officer shall document the improper purpose and, within seven school days of receiving notification of the student's

assertion, shall provide a written response to the student and, if appropriate, to his/her parents/guardians.

3. **Addressing a Student's Transition Needs:** The compliance officer shall arrange a meeting with the student and, if appropriate, his/her parents/guardians to identify potential issues, including transition-related issues, and to develop strategies for addressing them. The meeting shall discuss the transgender or gender-nonconforming student's rights and how those rights may affect and be affected by the rights of other students and shall address specific subjects related to the student's access to facilities and to academic or educational support programs, services, or activities, including, but not limited to, sports and other competitive endeavors. In addition, the compliance officer shall identify specific school site employee(s) to whom the student may report any problem related to his/her status as a transgender or gender-nonconforming individual, so that prompt action could be taken to address it. Alternatively, if appropriate and desired by the student, the school may form a support team for the student that will meet periodically to assess whether the student's arrangements are meeting his/her educational needs and providing equal access to programs and activities, educate appropriate staff about the student's transition, and serve as a resource to the student to better protect the student from gender-based discrimination.
4. **Accessibility to Sex-Segregated Facilities, Programs, and Activities:** The district may maintain sex-segregated facilities, such as restrooms and locker rooms, and sex-segregated programs and activities, such as physical education classes, intermural sports, and interscholastic athletic programs. A student shall be entitled to access facilities and participate in programs and activities consistent with his/her gender identity. If available and requested by any student, regardless of the underlying reason, the district shall offer options to address privacy concerns in sex-segregated facilities, such as a gender-neutral or single-use restroom or changing area, a bathroom stall with a door, an area in the locker room separated by a curtain or screen, access to a staff member's office, or use of the locker room before or after the other students. However, the district shall not require a student to utilize these options because he/she is transgender or gender-nonconforming. In addition, a student shall be permitted to participate in accordance with his/her gender identity in other circumstances where students are separated by gender, such as for class discussions, yearbook pictures, and field trips. A student's right to participate in a sex-segregated activity in accordance with his/her gender identity shall not render invalid or inapplicable any other eligibility rule established for participation in the activity.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

(cf. 7110 - Facilities Master Plan)

5. **Student Records:** A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed pursuant to a court order. However, at the written request of a student or, if appropriate, his/her parents/guardians, the district shall use the student's preferred name and pronouns consistent with his/her gender identity on all other district-related documents.

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

6. Names and Pronouns: If a student so chooses, district personnel shall be required to address the student by a name and the pronouns consistent with his/her gender identity, without the necessity of a court order or a change to his/her official district record. However, inadvertent slips or honest mistakes by district personnel in the use of the student's name and/or consistent pronouns shall not constitute a violation of this administrative regulation or the accompanying district policy.
7. Uniforms/Dress Code: A student has the right to dress in a manner consistent with his/her gender identity, subject to any dress code adopted on a school site.

(cf. 5132 - Dress Code)

Regulation **CARDIFF SCHOOL DISTRICT**
approved: 09/21/15 Cardiff-By-The-Sea, California

Students BP 5145.3(a)

NONDISCRIMINATION/HARASSMENT

The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any district school or school activity, unlawful discrimination, including discriminatory harassment, intimidation, and bullying of any student based on the student's actual or perceived race, color, ancestry, national origin, nationality, ethnicity, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression or association with a person or group with one or more of these actual or perceived characteristics.

This policy shall apply to all acts related to school activity or to school attendance occurring within a district school. (Education Code 234.1)

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

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5137 - Positive School Climate)

(cf. 5145.9 - Hate-Motivated Behavior)

(cf. 5146 - Married/Pregnant/Parenting Students)

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

Unlawful discrimination, including discriminatory harassment, intimidation, or bullying, includes physical, verbal, nonverbal, or written conduct based on any of the categories listed above.

Unlawful discrimination also shall include the creation of a hostile environment when the prohibited conduct is so severe, persistent, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects a student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any individual who files or otherwise participates in the filing or investigation of a complaint or report regarding an incident of discrimination. Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students, parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1330 - Use of Facilities)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6164.2 - Guidance/Counseling Services)

Students who engage in unlawful discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, which may include suspension or expulsion for behavior that is severe or pervasive as defined in Education Code 48900.4. Any employee who permits or engages in prohibited discrimination, including discriminatory harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)

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

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

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 5145.2 - Freedom of Speech/Expression)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48900.3 Suspension or expulsion for act of hate violence

48900.4 Suspension or expulsion for threats or harassment

48904 Liability of parent/guardian for willful student misconduct

48907 Student exercise of free expression

48950 Freedom of speech

48985 Translation of notices

49020-49023 Athletic programs

51500 Prohibited instruction or activity

51501 Prohibited means of instruction

60044 Prohibited instructional materials

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

PENAL CODE

422.55 Definition of hate crime

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 of Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

COURT DECISIONS

Donovan v. Poway Unified School District, (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Final Guidance Regarding Transgender Students, Privacy, and Facilities, March 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Management Resources continued: (see next page)

Management Resources: (continued)

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Dealing with Legal Matters Surrounding Students' Sexual Orientation and Gender Identity, 2004

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

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, January 1999

WEB SITES

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

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

California Safe Schools Coalition: <http://www.casafeschools.org>

First Amendment Center: <http://www.firstamendmentcenter.org>

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Policy **CARDIFF SCHOOL DISTRICT**

adopted: 09/21/15 Cardiff-By-The-Sea, California

F. School-wide Dress Code Prohibiting Gang Attire

The following is the Dress Code for Ada Harris School:

Dress Code:

1. Keeping safety in mind, students will avoid:
 - Unsafe footwear – daily P.E. classes make sturdy shoes imperative. Flip-flops and shoes with wheels are unacceptable.
 - Students who wear sandals must have a pair of athletic shoes to change into for P.E.
 - Wearing chains or spikes on any clothing, including hats
 - Clothing/accessories that advertise alcohol, drugs, unkind sayings, topics or gang affiliation.
2. Short shorts and mini skirts are not acceptable.
3. Pants must fit at the waist with the waistband above the hipbone. Pant cuffs may not drag on the ground or be cut or ripped at the seam.
4. A garment appropriate for school wear must cover the torso. See-through, off the shoulder, strapless, cut-off, low cut or spaghetti strap garments are inappropriate.

Students wearing unacceptable clothing will be allowed to call home for parents to bring in appropriate clothes to school.

G. Safe Ingress and Egress

The procedures for student drop-off and pick up, and the district's Visitor Policy and Administrative Regulation, are as follows:

Cardiff School Drop-Off / Pick-Up Procedures



Please read and follow the procedures outlined below for student drop-off and pick-up. Your cooperation is essential for maximizing the safety of all students.

Drop-Off

Kindergarten students may arrive on campus beginning at 8:05 AM. Student drop-off for Kindergarten is at the cut-out lane next to the playground on the East end of Mozart Avenue. Kindergarten students should remain in the Mozart playground until the 8:15 bell rings and their teacher comes to pick them up.

First through third grade students may arrive on campus beginning at 7:55 AM. Student drop-off for First through Third is either at the West Mozart pull-out or in front of the school in the parking lot. First through Third grade students should play on the playground until the 8:15 bell rings, and then line up on the blacktop behind their classroom number.

If your child arrives after 8:15, he/she must go to the office for a Late Slip before going to the classroom.

Pick-Up

Kindergarten:

Montgomery Ave. - Rooms 3, 4 & 5

Mozart Ave. - Rooms 7, 8 & 9

1st-3rd:

Front Parking Lot - Rooms 1, 2, 6, 10/11, & 12

Mozart Ave. - Rooms 13, 14, 15, 19, 23 & 24

Siblings should meet at the pick-up location for the younger sibling. Please pull forward, remain in your vehicle in a single-file line, and be patient as students get in and out of vehicles.

You are welcome to park and meet your child at his/her classroom, but please obey parking regulations. There is no parking in the pick-up zones at any time.

As always, student safety is our highest priority. Your cooperation and patience are essential for the safety of our students.

ADA HARRIS ELEMENTARY

STUDENT DROP OFF AND PICK UP PROCEDURES



Dear Parents,

Your child's safety is a top priority. Please read the following carefully. If all parents follow these guidelines, students can be safely and efficiently dropped off and picked up each day. Please communicate your pick-up plan with your child ahead of time.

Students in grades three and four are to be dropped off and picked up in the front driveway of Ada Harris Elementary.
Students in grades five and six are to be dropped off and picked up in the old Ada Harris driveway that is located up the hill on Windsor Road. Fifth and sixth grade students will access and exit the school via the ramp that connects the upper driveway with the lower campus. Staff will be on duty at both locations to supervise students. If you have children in both areas, please choose the more convenient of the two locations and plan to have your children meet you there.

In terms of parking lot protocol, the following guidelines will apply to both the upper and lower driveways. Thank you for taking time to familiarize yourselves with the procedures, as we can all work together to ensure student safety during this busy time of day.

Drop off/Pick Up Procedures

1. **Parents will enter the school from Windsor Road and form a single car line on the right side only. Do not park along the left red curb area. If you need to park and enter the school between 2:30 and 3:00, we ask that you park on the street and walk up.**
2. Proceed forward in the designated loading zone to pick up your child.
3. Students being picked up will be required to line up on the sidewalk, **and they will be under teacher supervision.** Students will only be permitted to get into/out of cars that are inside the loading zone area. **Please, do not allow your child to enter/exit your car until you reach the loading zone.**
4. Once you have completed loading/unloading you may pull out to the left and exit school grounds.

These procedures are simple and will work if everyone follows them. Please also remember never leave your car unattended in the pick up line. **Use the parking lot or west side of Windsor Road.**

Students walking or riding bikes need to cross with the crossing guard on Windsor and Woodlake.

As always, student safety is our highest priority. Your cooperation and patience are essential for the safety of our students.

Community Relations BP 1250(a)

VISITORS/OUTSIDERS

The Governing Board believes that it is important for parents/guardians and community members to take an active interest in the issues affecting district schools and students. Therefore, the Board encourages interested parents/guardians and community members to visit the schools and participate in the educational program.

(cf. 1240 - Volunteer Assistance)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

To ensure the safety of students and staff and minimize interruption of the instructional program, the Superintendent or designee shall establish procedures that facilitate visits during regular school days. Visits during school hours should be arranged with the principal or designee. When a visit involves a conference with a teacher or the principal, an appointment should be scheduled during non-instructional time.

(cf. 6116 - Classroom Interruptions)

Any person who is not a student or staff member shall register immediately upon entering any school building or grounds when school is in session.

The principal or designee may provide a visible means of identification for all individuals who are not students or staff members while on school premises.

No electronic listening or recording device may be used by any person in a classroom without the teacher's and principal's permission. (Education Code 51512)

The Board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the district's complaint processes if they have concerns with any district program or employee. In accordance with Penal Code 626.7, the principal or designee may request that any individual who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3515.2 - Disruptions)

Presence of Sex Offender on Campus

Any person who is required to register as a sex offender pursuant to Penal Code 290, including a parent/guardian of a district student, shall request written permission from the principal before entering the school campus or grounds. As necessary, the principal shall consult with local law enforcement authorities before allowing the presence of any such person at school or other school activity. The principal also shall report to the Superintendent or designee anytime he/she gives such written permission.

Legal Reference:

EDUCATION CODE

32210 Willful disturbance of public school or meeting
32211 Threatened disruption or interference with classes; misdemeanor
32212 Classroom interruptions
35160 Authority of governing boards
35292 Visits to schools (board members)
49091.10 Parental right to inspect instructional materials and observe school activities
51101 Parent Rights Act of 2002
51512 Prohibited use of electronic listening or recording device

EVIDENCE CODE

1070 Refusal to disclose news source

LABOR CODE

230.8 Discharge or discrimination for taking time off to participate in child's educational activities

PENAL CODE

290 Sex offenders
626-626.10 Schools
626.81 Misdemeanor for registered sex offender to come onto school grounds
627-627.10 Access to school premises, especially:
627.1 Definitions
627.2 Necessity of registration by outsider
627.7 Misdemeanors; punishment

COURT DECISIONS

Reeves v. Rocklin Unified School District, (2003) 109 Cal.App.4th 652

ATTORNEY GENERAL OPINIONS

95 *Ops.Cal.Atty.Gen.* 509 (1996)

Policy **CARDIFF SCHOOL DISTRICT**
adopted: 09/28/15 Cardiff-By-The-Sea, California

Community Relations AR 1250

VISITORS/OUTSIDERS

The Superintendent or designee shall post at every entrance to each school and school grounds a notice setting forth visitor registration requirements, hours during which registration is required, the registration location, the route to take to that location, and the penalties for violation of registration requirements. (Penal Code 627.6)

Unless otherwise directed, the principal or designee, shall accompany visitors while they are on school grounds.

Visits of up to thirty (30) minutes one (1) time per month are allowed, unless prior arrangements are made with the principal. A longer visit will be permitted only if the principal determines it will not distract the teacher or students, interfere with the instructional program, or interfere with other students' right to privacy.

The instructional process will not be interrupted. No attempts shall be made to engage the teacher or the students in conversation during instructional time. If a conference is desired, an appointment should be set with the teacher during non-instructional time.

Registration Procedure

All visitors shall furnish the principal or designee with the following information: (Penal Code 627.3)

1. His/her name, address and occupation
2. His/her age, if less than 21
3. His/her purpose for entering school grounds
4. Proof of identity
5. Other information consistent with the provisions of law

Regulation **CARDIFF SCHOOL DISTRICT**
approved: 09/28/15 Cardiff-By-The-Sea, California

H. Safe and Orderly Environment: School Discipline and Bullying Prevention

We believe the students and adults in the Cardiff School District deserve a safe, supportive environment in which to work and play. We further believe that respect and responsibility are vital components of an effective school. It is due to these beliefs that we, as a community of learners, commit to living and acting in THE CARDIFF WAY.

THE CARDIFF WAY

Act Responsibly

Follow adult directions • Always do your best • Use self-control • Think before you act — consider the consequences • Take responsibility for your actions • Take care of school and personal property

Show Respect

Treat others with respect • Accept differences in others • Use good manners • Be considerate of the feelings of others • Keep hands and feet to yourself; respect others' personal space • Deal peacefully with anger, insults and disagreements • Play fair and include others

Care for Others

Use kind words, tones and actions • Try to see others' point of view • Express appreciation • Help people in need • Be an active listener • Encourage others

Be Honest

Speak the truth • Be reliable — do what you say you'll do • Have the courage to do the right thing

The following are the school rules and discipline policy for each school:

ADA HARRIS SCHOOL DISCIPLINE PLAN AND DRESS CODE

School Wide Rules:

1. Follow directions the first time they are given.
2. Walk bicycles and skateboards on school grounds
3. Helmets must be worn if riding bicycles or skateboards. Students caught without helmets will have their privileges revoked.
4. Roller blades and motorized razor scooters are not permitted at school.
5. Students must wait by the flagpole with backpacks in the morning before school until the recess bell rings at 7:55am.
6. Students are to leave campus in a timely manner at dismissal.
7. *Check in and out* through the office when arriving/departing late/early.
8. Students will not litter or damage school or private property.
9. Teasing, put downs, swearing, threatening behaviors that hurt others or bullying in any form will not be tolerated.
10. During class time, before school, recess and lunch, students are only allowed in the halls with a pass or an adult.
11. No running except on the playground (walk on the ramps and stairs).
12. Keep hands, feet and objects to yourself.

13. Students will not possess or use weapons, incendiary devices, laser pointers or aerosol cans at school.
14. Cell phones must be turned off and stored in student backpacks during school hours.
15. Students will not bring to school any other electronic devices, other than calculators, unless approved by school personnel.

Playground Rules:

1. Walk to your line when the bell rings.
2. Games are open to all students.
3. Stay within playground boundaries.
4. Use equipment safely as per The Cardiff Way playground rules posted in classroom.
5. Use 2 hands on bars and do not sit on top.
6. Jumping, tag, chasing, or running on equipment is not allowed.
7. Pick up your playground balls and equipment and return them to the ball cart.
8. Follow directions the first time given. Back talk is not acceptable.

Lunch Area Rules:

1. Speak in a soft voice.
2. Do not throw food.
3. Put all trash into proper cans when leaving area (recycle).
4. Stay seated while eating lunch, and raise your hand and wait to be dismissed.

Dress Code:

1. Keeping safety in mind, students will avoid:
 - Unsafe footwear – daily P.E. classes make sturdy shoes imperative. Flip-flops and shoes with wheels are unacceptable.
 - Students who wear sandals must have a pair of athletic shoes to change into for P.E.
 - Wearing chains or spikes on any clothing, including hats
 - Clothing/accessories that advertise alcohol, drugs, unkind sayings, topics or gang affiliation.
2. Short shorts and mini skirts are not acceptable.
3. Pants must fit at the waist with the waistband above the hipbone. Pant cuffs may not drag on the ground or be cut or ripped at the seam.
4. A garment appropriate for school wear must cover the torso. See-through, off the shoulder, strapless, cut-off, low cut or spaghetti strap garments are inappropriate. Students wearing unacceptable clothing will be allowed to call home for parents to bring in appropriate clothes to school.

Positive Reinforcement Options Include:

Verbal praise and recognition - Cardiff Way tickets - The Cardiff Way Awards

Special Recognition Awards - Special Lunches - Weekly class awards - Extra play time

Consequences:

Consequences are dependent upon the nature and/or frequency of the violations. They include:

Written warning (Discipline Notice – must be signed by parent and returned the next day)

Written Apology

Time Out – Loss of Recess - Lunch Bench

Phone Call Home

Detention

Principal's office; possible suspension (in-school or home)

LUNCH BENCH AND DETENTION INFORMATION

Lunch Benches:

1. Students are to remain at the lunch bench area for entire lunch recess period.
2. Talking or disruptive behaviors are not allowed.

Detentions:

1. If students receive more than 3 lunch benches during one school year, they will begin serving detentions.
2. Detentions may be given for fighting or other severe behaviors.
3. No talking is allowed during detention.
4. Detentions are 2:45 – 3:30pm.
5. After receiving 3 detentions in one school year, a conference may be held and a behavior contract may be developed.

Cardiff School Rules

The Cardiff Way

Each student has the right to live and learn in a safe, orderly environment. We at Cardiff School believe we can ensure a better place for learning by having clear and consistent school rules. There are adults always ready to help our students to solve disagreements, to counsel, and to give love and support when needed; however, the desired outcome is for our children to think for themselves, make appropriate decisions and become responsible for their own actions.

Please review the following rules, positive consequences and negative consequences with your child.

This will give all of our students the greatest opportunity for a safe and successful school year.

Live and act in THE CARDIFF WAY!

PLAYGROUND RULES

<u>Bells</u> STOP playing when bell rings PUT AWAY any equipment you used WALK to your line SIT quietly until teachers come <u>Blacktop</u> No running No kicking playground balls <u>Equipment</u> No chase or tag Swings: -One direction only, bottom on swing only -No twisting chain or jumping off -Take turns (100 count) Slides: -Down only with bottom on slide -One student at a time -No sand on slides Bars/Rings: -One direction only -Take turns -No sitting or standing on top	<u>"Zip Line":</u> -One way ride only -One student at a time <u>Sand:</u> -Keep sand off sidewalks -No throwing sand <u>Fields</u> Keep balls away from fences No wrestling or tackling <u>General</u> All games are open to all students. Stay on the playground unless you have permission to leave. Use the playground or lunch area bathrooms and drinking fountains only. Stay away from picnic and barbecue area. Students must wear safe and appropriate footwear for running, jumping and playing on a daily basis - no open toed shoes. Bullying is not tolerated. Students may not bring toys to school without teacher permission. Laser pointers and imitation weapons are never allowed.
---	---

POSITIVE CONSEQUENCES:

Cardiff Way Tickets
Verbal Praise
Recognition at Awards Assemblies

NEGATIVE CONSEQUENCES:

Warning
Time Out / Loss of Recess
Discipline Notice
Send to Principal
Contact Parents

The Cardiff District Board Policy and Administrative Regulation on Student Discipline and Bullying are as follows:

Students BP 5131.2(a)

BULLYING

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No individual or group shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, retaliate, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel.

(cf. 5131 - Conduct)
(cf. 5136 - Gangs)
(cf. 5145.3 - Nondiscrimination/Harassment)
(cf. 5145.7 - Sexual Harassment)
(cf. 5145.9 - Hate-Motivated Behavior)

Cyberbullying includes the creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

(cf. 5145.2 - Freedom of Speech/Expression)

Strategies for addressing bullying in district schools shall be developed with involvement of key stakeholders, including students, parents/guardians, and staff, and may be incorporated into the comprehensive safety plan, the local control and accountability plan, and other applicable district and school plans.

(cf. 0420 - School Plans/Site Councils)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 0460 - Local Control and Accountability Plan)
(cf. 1220 - Citizen Advisory Committees)
(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 6020 - Parent Involvement)

As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.

(cf. 1020 - Youth Services)

Bullying Prevention

To the extent possible, district schools shall focus on the prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a

positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.

(cf. 5137 - Positive School Climate)

As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6142.94 - History-Social Science Instruction)

(cf. 6163.4 - Student Use of Technology)

Staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective response.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

Intervention

Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social

worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

(cf. 6164.2 - Guidance/Counseling Services)

Complaints and Investigation

Any complaint of bullying, whether it is discriminatory or nondiscriminatory, shall be investigated and resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3 - Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. Within two business days of receiving a report of bullying, the principal shall notify a district compliance officer identified in AR 1312.3. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the principal, whether or not the alleged victim files a complaint.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

Discipline

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

BP 5131.2(d)

BULLYING (continued)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

(cf. 4117.3 - Dismissal)
(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
32282 Comprehensive safety plan
32283.5 Bullying; online training
35181 Governing board policy on responsibilities of students
35291-35291.5 Rules
48900-48925 Suspension or expulsion
48985 Translation of notices
52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime
647 Use of camera or other instrument to invade person's privacy; misdemeanor
647.7 Use of camera or other instrument to invade person's privacy; punishment
653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Bullying at School, 2003

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

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

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

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lr/ss>

Common Sense Media: <http://www.common sense media.org>

National School Safety Center: <http://www.schoolsafety.us>

ON[the]LINE, digital citizenship resources: <http://www.onthelineca.org>

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

Cardiff School District
Cardiff-By-The-Sea, California 92007

February 9, 2016

ITEM: APPROVE BUDGET CHANGES THROUGH 1/31/2016

BACKGROUND

The Governing Board must approve budget changes. The majority of changes were completed at the first interim period ending October 31, 2015.

CURRENT CONSIDERATIONS

Attached is the listing of the budget changes. The increase to revenue and employee benefits of \$202,033 is to record the budgeted amount for the STRS on behalf contribution by the State of California.

FINANCIAL IMPLICATIONS

The changes are as follows:

Certificated Salaries	Increase	\$ 8,279
Employee Benefits	Increase	\$204,921
Books/supplies	Decrease	\$ 8,966
Other Services	Decrease	\$ 20,992
Other Outgo	Increase	\$ 4,370
TOTAL EXPENDITURES		\$187,612
Income	Increase	\$372,231

RECOMMENDATION

It is recommended that the board approve the budget changes through January 31, 2016.

BUDGET CHANGES Thru 1/31/2016

		<u>Certificated</u>	<u>Classified</u>	<u>Employee</u>	<u>Books/</u>	<u>Other</u>		<u>Other</u>		<u>Revenue</u>
		<u>Salaries</u>	<u>Salaries</u>	<u>Benefits</u>	<u>Supplies</u>	<u>Services</u>	<u>Equipment</u>	<u>Outgo</u>	<u>Revenue</u>	<u>Source</u>
Property Tax increase									161,863	LCFF
Special Ed Funding									(265)	LCFF
Special Ed Funding		779		167		10			392	Federal
Special Ed Funding									30,858	Federal
Special Ed - Mental Health						(153)			(153)	Federal
									(218)	State
STRS On Behalf Payments				202,033					202,033	State
Special Ed Funding									(23,188)	Local
6th grade camp						875			875	Local
Recycle rebate					34				34	Local
Library charges						(124)				
Special Ed/Tuition/Trans						(31,000)		4,370		
Maintenance budgets					(9,000)	9,000				
Travel/conference						400				
Certificated Salary Increase		7,500		1,220						
Classified Benefits				1,501						
TOTAL		8,279	-	204,921	(8,966)	(20,992)	-	4,370	372,231	

**CARDIFF SCHOOL DISTRICT
YEAR TO DATE SUMMARY
2015/16**

		June 2015 Board <u>ADOPTED</u>	Thru 10/31 Budget <u>Changes</u>	THRU 10/31 <u>REVISED</u>	Thru 1/31 Budget <u>Changes</u>	THRU 1/31 <u>REVISED</u>
BEGINNING BALANCE		2,140,040		1,915,139		1,915,139
	Restricted			231,642		231,642
	TOTAL			2,146,781		2,146,781
REVENUES	Revenue Limit/LCFF Sources	7,136,583	992	7,137,575	161,598	7,299,173
	Federal Revenue	173,265	0	173,265	31,097	204,362
	State Revenue	603,944	74,952	678,896	201,815	880,711
	Local Revenue-Restricted	288,814	7,310	296,124	(23,188)	272,936
	SEA-Salaries	140,575	0	140,575		140,575
	All Other Local Revenue	270,104	72,284	342,388	909	343,297
	TOTAL REVENUE	8,613,285	155,538	8,768,823	372,231	9,141,054
EXPENDITURES	Certificated Salaries	4,255,235	(108,631)	4,146,604	8,279	4,154,883
	Classified Salaries	1,401,353	17,132	1,418,485		1,418,485
	Benefits	1,311,806	8,127	1,319,933	204,921	1,524,854
	Books/Supplies	253,498	28,074	281,572	(8,966)	272,606
	Services	1,028,420	108,739	1,137,159	(20,992)	1,116,167
	Equipment	0	0	0		0
	Tuition - Special Ed Regional	162,562	0	162,562	4,370	166,932
	Debt Service - iPad Lease #1	75,485	0	75,485		75,485
	Debt Service - iPad Lease #2	65,442	0	65,442		65,442
	TOTAL EXPENDITURES	8,553,801	53,441	8,607,242	187,612	8,794,854
EXCESS/DEFIENCY		59,484		161,581		346,200
ENDING BALANCE	Ending Balance	2,199,524		2,308,362		2,492,981
RESERVES						
	Nonspendable (Revolving Cash)	1,500		1,500		1,500
	Mental Health	196,417		168,866		168,648
	One Time/Mandate funding	227,606		227,606		227,606
	Educator Effectiveness	0		65,862		65,862
	Energy Funds	51,822		-		0
NET ENDING BALANCE		1,722,179		1,844,528		2,029,365
REVENUE		8,613,285		8,768,823		9,141,054
20%		1,722,657		1,753,765		1,828,211
25%		2,153,321		2,192,206		2,285,264
STATE MINIMUM RESERVE	<i>(4% of Expenditures & transfers out)</i>	342,152		344,290		351,794

Cardiff School District
Cardiff-By-The-Sea, California 92007

February 9, 2016

ITEM: **AUTHORIZE DISTRICT CERTIFICATION OF SECOND INTERIM
BUDGET STATE REPORT FOR PERIOD ENDING JANUARY 31,
2016**

BACKGROUND

Each year, the California State Department of Education requires that districts submit Interim Reports on the status of the district budget to reflect revenues and expenditures as of October 31st and January 31st of the school year. These reports allow the district to make appropriate budget transfers or to take any other appropriate action to ensure the fiscal health of the district for the current and succeeding fiscal years. The Board of Trustees and the County Superintendent of Schools must certify the Interim Reports.

CURRENT CONSIDERATIONS

The Interim Report, detailing the status of the district budget as of January 31, 2016 is provided to the Trustees. The required items include: Fund data for the General Fund provided in the SACS format; average daily attendance report; criteria and standards; projected cash flow; and a multi-year projection.

FINANCIAL IMPLICATIONS

Positive certification of the second period interim report sets the stage for any budget revisions or personnel action, which may be required to ensure the long-term fiscal health of the District.

RECOMMENDATION

It is respectfully recommended that the Board approve the Second Interim Report.

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

Signed: _____
District Superintendent or Designee

Date: _____

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

To the County Superintendent of Schools:

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

Meeting Date: _____

Signed: _____
President of the Governing Board

CERTIFICATION OF FINANCIAL CONDITION

X POSITIVE CERTIFICATION

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

____ QUALIFIED CERTIFICATION

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

____ NEGATIVE CERTIFICATION

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

Contact person for additional information on the interim report:

Name: Sandie Luehrs

Telephone: 760-632-5890 ext 162

Title: Director, Fiscal Services

E-mail: sandie.luehrs@cardiffschools.com

Criteria and Standards Review Summary

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

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

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

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

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

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

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	7,110,960.00	7,272,823.00	4,101,800.44	7,272,823.00	0.00	0.0%
2) Federal Revenue		8100-8299	0.00	0.00	0.00	0.00	0.00	0.0%
3) Other State Revenue		8300-8599	536,241.00	545,331.00	367,104.84	545,331.00	0.00	0.0%
4) Other Local Revenue		8600-8799	410,679.00	483,872.00	373,015.45	483,872.00	0.00	0.0%
5) TOTAL, REVENUES			8,057,880.00	8,302,026.00	4,841,920.73	8,302,026.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	3,743,525.00	3,680,591.00	2,031,563.40	3,680,591.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,225,240.00	1,228,711.00	696,103.81	1,228,711.00	0.00	0.0%
3) Employee Benefits		3000-3999	1,151,622.00	1,160,130.00	636,704.20	1,160,130.00	0.00	0.0%
4) Books and Supplies		4000-4999	188,530.00	205,150.00	137,554.40	205,150.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	815,672.00	851,740.00	488,608.46	851,740.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	140,927.00	140,927.00	140,926.43	140,927.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			7,265,516.00	7,267,249.00	4,131,460.70	7,267,249.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			792,364.00	1,034,777.00	710,460.03	1,034,777.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	(775,715.00)	(720,669.00)	0.00	(720,669.00)	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			(775,715.00)	(720,669.00)	0.00	(720,669.00)		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			16,649.00	314,108.00	710,460.03	314,108.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	1,944,361.93	1,944,361.93		1,944,361.93	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			1,944,361.93	1,944,361.93		1,944,361.93		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			1,944,361.93	1,944,361.93		1,944,361.93		
2) Ending Balance, June 30 (E + F1e)			1,961,010.93	2,258,469.93		2,258,469.93		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	1,500.00	1,500.00		1,500.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	0.00	0.00		0.00		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	227,606.00	227,606.00		227,606.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	1,731,904.93	2,029,363.93		2,029,363.93		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	386,643.00	386,643.00	263,380.00	386,643.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	135,280.00	135,280.00	71,787.00	135,280.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	52,792.00	53,068.00	26,533.84	53,068.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	6,414,535.00	6,567,476.00	3,610,509.84	6,567,476.00	0.00	0.0%
Unsecured Roll Taxes		8042	207,181.00	219,237.00	215,570.83	219,237.00	0.00	0.0%
Prior Years' Taxes		8043	0.00	(3,410.00)	(510.07)	(3,410.00)	0.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			7,196,431.00	7,358,294.00	4,187,271.44	7,358,294.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF								
Transfers - Current Year	0000	8091	(85,471.00)	(85,471.00)	(85,471.00)	(85,471.00)	0.00	0.0%
All Other LCFF								
Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	0.00	0.00	0.00	0.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			7,110,960.00	7,272,823.00	4,101,800.44	7,272,823.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	0.00	0.00	0.00	0.00		
Special Education Discretionary Grants		8182	0.00	0.00	0.00	0.00		
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00		
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00		
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290						
NCLB: Title I, Part D, Local Delinquent Program	3025	8290						
NCLB: Title II, Part A, Teacher Quality	4035	8290						

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
NCLB: Title III, Immigration Education Program	4201	8290						
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290						
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290						
	3011-3020, 3026-3199, 4036-4126, 5510	8290						
Other No Child Left Behind		8290						
Vocational and Applied Technology Education	3500-3699	8290						
Safe and Drug Free Schools	3700-3799	8290						
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319						
Special Education Master Plan Current Year	6500	8311						
Prior Years	6500	8319						
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00		
Mandated Costs Reimbursements		8550	442,244.00	442,244.00	338,402.00	442,244.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	93,997.00	103,087.00	28,702.84	103,087.00	0.00	0.0%
Tax Relief Subventions Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00		
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590						
After School Education and Safety (ASES)	6010	8590						
Charter School Facility Grant	6030	8590						
Drug/Alcohol/Tobacco Funds	6650, 6690	8590						
California Clean Energy Jobs Act	6230	8590						
Specialized Secondary	7370	8590						
American Indian Early Childhood Education	7210	8590						
Quality Education Investment Act	7400	8590						
Common Core State Standards Implementation	7405	8590						
All Other State Revenue	All Other	8590	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			536,241.00	545,331.00	367,104.84	545,331.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00		
Unsecured Roll		8616	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00		
Supplemental Taxes		8618	0.00	0.00	0.00	0.00		
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00		
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	126,254.00	145,598.00	88,200.92	145,598.00	0.00	0.0%
Interest		8660	8,000.00	8,000.00	4,305.84	8,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00		
All Other Local Revenue		8699	276,425.00	330,274.00	280,508.69	330,274.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791						
From County Offices	6500	8792						
From JPAs	6500	8793						
ROC/P Transfers								
From Districts or Charter Schools	6360	8791						
From County Offices	6360	8792						
From JPAs	6360	8793						
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			410,679.00	483,872.00	373,015.45	483,872.00	0.00	0.0%
TOTAL, REVENUES			8,057,880.00	8,302,026.00	4,841,920.73	8,302,026.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
Certificated Teachers' Salaries		1100	3,336,975.00	3,266,541.00	1,793,784.21	3,266,541.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	0.00	0.00	0.00	0.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	406,550.00	414,050.00	237,779.19	414,050.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			3,743,525.00	3,680,591.00	2,031,563.40	3,680,591.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	319,106.00	319,106.00	172,675.41	319,106.00	0.00	0.0%
Classified Support Salaries		2200	270,404.00	273,875.00	169,525.70	273,875.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	127,032.00	127,032.00	74,102.00	127,032.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	386,304.00	386,304.00	221,460.05	386,304.00	0.00	0.0%
Other Classified Salaries		2900	122,394.00	122,394.00	58,340.65	122,394.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			1,225,240.00	1,228,711.00	696,103.81	1,228,711.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	401,680.00	391,815.00	216,353.04	391,815.00	0.00	0.0%
PERS		3201-3202	118,346.00	123,294.00	66,462.81	123,294.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	150,278.00	149,631.00	82,766.29	149,631.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	360,162.00	360,329.00	190,936.38	360,329.00	0.00	0.0%
Unemployment Insurance		3501-3502	2,484.00	2,455.00	1,360.41	2,455.00	0.00	0.0%
Workers' Compensation		3601-3602	89,155.00	88,089.00	48,825.27	88,089.00	0.00	0.0%
OPEB, Allocated		3701-3702	29,517.00	44,517.00	30,000.00	44,517.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,151,622.00	1,160,130.00	636,704.20	1,160,130.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	188,530.00	205,150.00	137,554.40	205,150.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			188,530.00	205,150.00	137,554.40	205,150.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	159,798.00	128,798.00	74,207.71	128,798.00	0.00	0.0%
Travel and Conferences		5200	24,950.00	25,350.00	13,264.13	25,350.00	0.00	0.0%
Dues and Memberships		5300	14,500.00	14,500.00	14,748.92	14,500.00	0.00	0.0%
Insurance		5400-5450	34,442.00	34,442.00	32,267.10	34,442.00	0.00	0.0%
Operations and Housekeeping Services		5500	277,195.00	277,195.00	131,752.69	277,195.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	37,518.00	54,801.00	21,070.70	54,801.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	255,469.00	304,854.00	195,440.18	304,854.00	0.00	0.0%
Communications		5900	26,800.00	26,800.00	5,857.03	26,800.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			815,672.00	851,740.00	488,608.46	851,740.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments								
Payments to Districts or Charter Schools		7141	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues								
To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments								
To Districts or Charter Schools	6500	7221						
To County Offices	6500	7222						
To JPAs	6500	7223						
ROC/P Transfers of Apportionments								
To Districts or Charter Schools	6360	7221						
To County Offices	6360	7222						
To JPAs	6360	7223						
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	5,885.00	5,885.00	5,884.51	5,885.00	0.00	0.0%
Other Debt Service - Principal		7439	135,042.00	135,042.00	135,041.92	135,042.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			140,927.00	140,927.00	140,926.43	140,927.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			7,265,516.00	7,267,249.00	4,131,460.70	7,267,249.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	(775,715.00)	(720,669.00)	0.00	(720,669.00)	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			(775,715.00)	(720,669.00)	0.00	(720,669.00)	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			(775,715.00)	(720,669.00)	0.00	(720,669.00)	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	25,623.00	26,350.00	10,346.00	26,350.00	0.00	0.0%
2) Federal Revenue		8100-8299	173,265.00	204,362.00	0.00	204,362.00	0.00	0.0%
3) Other State Revenue		8300-8599	67,703.00	335,380.00	73,949.00	335,380.00	0.00	0.0%
4) Other Local Revenue		8600-8799	288,814.00	272,936.00	162,575.00	272,936.00	0.00	0.0%
5) TOTAL, REVENUES			555,405.00	839,028.00	246,870.00	839,028.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	511,710.00	474,292.00	243,344.46	474,292.00	0.00	0.0%
2) Classified Salaries		2000-2999	176,113.00	189,774.00	97,553.44	189,774.00	0.00	0.0%
3) Employee Benefits		3000-3999	160,184.00	364,724.00	82,605.42	364,724.00	0.00	0.0%
4) Books and Supplies		4000-4999	64,968.00	67,456.00	37,290.09	67,456.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	212,748.00	264,427.00	137,887.99	264,427.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	162,562.00	166,932.00	290.46	166,932.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			1,288,285.00	1,527,605.00	598,971.86	1,527,605.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			(732,880.00)	(688,577.00)	(352,101.86)	(688,577.00)		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	775,715.00	720,669.00	0.00	720,669.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			775,715.00	720,669.00	0.00	720,669.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			42,835.00	32,092.00	(352,101.86)	32,092.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	202,418.29	202,418.29		202,418.29	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			202,418.29	202,418.29		202,418.29		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			202,418.29	202,418.29		202,418.29		
2) Ending Balance, June 30 (E + F1e)			245,253.29	234,510.29		234,510.29		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	0.00	0.00		0.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	245,253.29	234,510.29		234,510.29		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	0.00	0.00		0.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	0.00	0.00		0.00		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	0.00	0.00	0.00	0.00		
Education Protection Account State Aid - Current Year		8012	0.00	0.00	0.00	0.00		
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00		
Tax Relief Subventions								
Homeowners' Exemptions		8021	0.00	0.00	0.00	0.00		
Timber Yield Tax		8022	0.00	0.00	0.00	0.00		
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00		
County & District Taxes								
Secured Roll Taxes		8041	0.00	0.00	0.00	0.00		
Unsecured Roll Taxes		8042	0.00	0.00	0.00	0.00		
Prior Years' Taxes		8043	0.00	0.00	0.00	0.00		
Supplemental Taxes		8044	0.00	0.00	0.00	0.00		
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00		
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00		
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00		
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00		
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00		
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00		
Subtotal, LCFF Sources			0.00	0.00	0.00	0.00		
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091						
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00		
Property Taxes Transfers		8097	25,623.00	26,350.00	10,346.00	26,350.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			25,623.00	26,350.00	10,346.00	26,350.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	124,838.00	154,911.00	0.00	154,911.00	0.00	0.0%
Special Education Discretionary Grants		8182	18,263.00	19,287.00	0.00	19,287.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00		
Flood Control Funds		8270	0.00	0.00	0.00	0.00		
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00		
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part D, Local Delinquent Program	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	30,164.00	30,164.00	0.00	30,164.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
NCLB: Title III, Immigration Education Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other No Child Left Behind	3011-3020, 3026-3199, 4036-4126, 5510	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			173,265.00	204,362.00	0.00	204,362.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	0.00	0.00	0.00	0.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	24,968.00	24,968.00	0.00	24,968.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	42,735.00	310,412.00	73,949.00	310,412.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			67,703.00	335,380.00	73,949.00	335,380.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	0.00	0.00	0.00	0.00	0.00	0.0%
Interest		8660	0.00	0.00	0.00	0.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00		
Non-Resident Students		8672	0.00	0.00	0.00	0.00		
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00		
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	288,814.00	272,936.00	162,575.00	272,936.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			288,814.00	272,936.00	162,575.00	272,936.00	0.00	0.0%
TOTAL, REVENUES			555,405.00	839,028.00	246,870.00	839,028.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	380,474.00	366,949.00	184,793.81	366,949.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	131,236.00	107,343.00	58,550.65	107,343.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	0.00	0.00	0.00	0.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			511,710.00	474,292.00	243,344.46	474,292.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	176,113.00	189,774.00	97,553.44	189,774.00	0.00	0.0%
Classified Support Salaries		2200	0.00	0.00	0.00	0.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	0.00	0.00	0.00	0.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	0.00	0.00	0.00	0.00	0.00	0.0%
Other Classified Salaries		2900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			176,113.00	189,774.00	97,553.44	189,774.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	54,905.00	248,796.00	23,237.35	248,796.00	0.00	0.0%
PERS		3201-3202	20,865.00	28,277.00	13,899.32	28,277.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	19,470.00	22,994.00	11,861.50	22,994.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	52,259.00	52,426.00	26,628.44	52,426.00	0.00	0.0%
Unemployment Insurance		3501-3502	346.00	333.00	876.69	333.00	0.00	0.0%
Workers' Compensation		3601-3602	12,339.00	11,898.00	6,102.12	11,898.00	0.00	0.0%
OPEB, Allocated		3701-3702	0.00	0.00	0.00	0.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			160,184.00	364,724.00	82,605.42	364,724.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	64,968.00	67,456.00	37,290.09	67,456.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			64,968.00	67,456.00	37,290.09	67,456.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	25,000.00	25,000.00	25,010.14	25,000.00	0.00	0.0%
Travel and Conferences		5200	1,033.00	1,043.00	361.38	1,043.00	0.00	0.0%
Dues and Memberships		5300	0.00	0.00	0.00	0.00	0.00	0.0%
Insurance		5400-5450	0.00	0.00	0.00	0.00	0.00	0.0%
Operations and Housekeeping Services		5500	0.00	0.00	0.00	0.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	13,000.00	13,000.00	2,466.85	13,000.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	0.00	0.00	0.00	0.00	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	173,715.00	225,384.00	110,049.62	225,384.00	0.00	0.0%
Communications		5900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			212,748.00	264,427.00	137,887.99	264,427.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	162,562.00	166,932.00	290.46	166,932.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	0.00	0.00	0.00	0.00	0.00	0.0%
Other Debt Service - Principal		7439	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			162,562.00	166,932.00	290.46	166,932.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			1,288,285.00	1,527,605.00	598,971.86	1,527,605.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
INTERFUND TRANSFERS								
INTERFUND TRANSFERS IN								
From: Special Reserve Fund		8912	0.00	0.00	0.00	0.00	0.00	0.0%
From: Bond Interest and Redemption Fund		8914	0.00	0.00	0.00	0.00		
Other Authorized Interfund Transfers In		8919	0.00	0.00	0.00	0.00	0.00	0.0%
(a) TOTAL, INTERFUND TRANSFERS IN			0.00	0.00	0.00	0.00	0.00	0.0%
INTERFUND TRANSFERS OUT								
To: Child Development Fund		7611	0.00	0.00	0.00	0.00	0.00	0.0%
To: Special Reserve Fund		7612	0.00	0.00	0.00	0.00	0.00	0.0%
To: State School Building Fund/ County School Facilities Fund		7613	0.00	0.00	0.00	0.00	0.00	0.0%
To: Cafeteria Fund		7616	0.00	0.00	0.00	0.00	0.00	0.0%
Other Authorized Interfund Transfers Out		7619	0.00	0.00	0.00	0.00	0.00	0.0%
(b) TOTAL, INTERFUND TRANSFERS OUT			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER SOURCES/USES								
SOURCES								
State Apportionments Emergency Apportionments		8931	0.00	0.00	0.00	0.00		
Proceeds								
Proceeds from Sale/Lease- Purchase of Land/Buildings		8953	0.00	0.00	0.00	0.00	0.00	0.0%
Other Sources								
Transfers from Funds of Lapsed/Reorganized LEAs		8965	0.00	0.00	0.00	0.00	0.00	0.0%
Long-Term Debt Proceeds								
Proceeds from Certificates of Participation		8971	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Capital Leases		8972	0.00	0.00	0.00	0.00	0.00	0.0%
Proceeds from Lease Revenue Bonds		8973	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Sources		8979	0.00	0.00	0.00	0.00	0.00	0.0%
(c) TOTAL, SOURCES			0.00	0.00	0.00	0.00	0.00	0.0%
USES								
Transfers of Funds from Lapsed/Reorganized LEAs		7651	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Financing Uses		7699	0.00	0.00	0.00	0.00	0.00	0.0%
(d) TOTAL, USES			0.00	0.00	0.00	0.00	0.00	0.0%
CONTRIBUTIONS								
Contributions from Unrestricted Revenues		8980	775,715.00	720,669.00	0.00	720,669.00	0.00	0.0%
Contributions from Restricted Revenues		8990	0.00	0.00	0.00	0.00	0.00	0.0%
(e) TOTAL, CONTRIBUTIONS			775,715.00	720,669.00	0.00	720,669.00	0.00	0.0%
TOTAL, OTHER FINANCING SOURCES/USES								
(a - b + c - d + e)			775,715.00	720,669.00	0.00	720,669.00	0.00	0.0%

2015-16 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
A. REVENUES								
1) LCFF Sources		8010-8099	7,136,583.00	7,299,173.00	4,112,146.44	7,299,173.00	0.00	0.0%
2) Federal Revenue		8100-8299	173,265.00	204,362.00	0.00	204,362.00	0.00	0.0%
3) Other State Revenue		8300-8599	603,944.00	880,711.00	441,053.84	880,711.00	0.00	0.0%
4) Other Local Revenue		8600-8799	699,493.00	756,808.00	535,590.45	756,808.00	0.00	0.0%
5) TOTAL, REVENUES			8,613,285.00	9,141,054.00	5,088,790.73	9,141,054.00		
B. EXPENDITURES								
1) Certificated Salaries		1000-1999	4,255,235.00	4,154,883.00	2,274,907.86	4,154,883.00	0.00	0.0%
2) Classified Salaries		2000-2999	1,401,353.00	1,418,485.00	793,657.25	1,418,485.00	0.00	0.0%
3) Employee Benefits		3000-3999	1,311,806.00	1,524,854.00	719,309.62	1,524,854.00	0.00	0.0%
4) Books and Supplies		4000-4999	253,498.00	272,606.00	174,844.49	272,606.00	0.00	0.0%
5) Services and Other Operating Expenditures		5000-5999	1,028,420.00	1,116,167.00	626,496.45	1,116,167.00	0.00	0.0%
6) Capital Outlay		6000-6999	0.00	0.00	0.00	0.00	0.00	0.0%
7) Other Outgo (excluding Transfers of Indirect Costs)		7100-7299 7400-7499	303,489.00	307,859.00	141,216.89	307,859.00	0.00	0.0%
8) Other Outgo - Transfers of Indirect Costs		7300-7399	0.00	0.00	0.00	0.00	0.00	0.0%
9) TOTAL, EXPENDITURES			8,553,801.00	8,794,854.00	4,730,432.56	8,794,854.00		
C. EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES AND USES (A5 - B9)			59,484.00	346,200.00	358,358.17	346,200.00		
D. OTHER FINANCING SOURCES/USES								
1) Interfund Transfers								
a) Transfers In		8900-8929	0.00	0.00	0.00	0.00	0.00	0.0%
b) Transfers Out		7600-7629	0.00	0.00	0.00	0.00	0.00	0.0%
2) Other Sources/Uses								
a) Sources		8930-8979	0.00	0.00	0.00	0.00	0.00	0.0%
b) Uses		7630-7699	0.00	0.00	0.00	0.00	0.00	0.0%
3) Contributions		8980-8999	0.00	0.00	0.00	0.00	0.00	0.0%
4) TOTAL, OTHER FINANCING SOURCES/USES			0.00	0.00	0.00	0.00		

2015-16 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
E. NET INCREASE (DECREASE) IN FUND BALANCE (C + D4)			59,484.00	346,200.00	358,358.17	346,200.00		
F. FUND BALANCE, RESERVES								
1) Beginning Fund Balance								
a) As of July 1 - Unaudited		9791	2,146,780.22	2,146,780.22		2,146,780.22	0.00	0.0%
b) Audit Adjustments		9793	0.00	0.00		0.00	0.00	0.0%
c) As of July 1 - Audited (F1a + F1b)			2,146,780.22	2,146,780.22		2,146,780.22		
d) Other Restatements		9795	0.00	0.00		0.00	0.00	0.0%
e) Adjusted Beginning Balance (F1c + F1d)			2,146,780.22	2,146,780.22		2,146,780.22		
2) Ending Balance, June 30 (E + F1e)			2,206,264.22	2,492,980.22		2,492,980.22		
Components of Ending Fund Balance								
a) Nonspendable								
Revolving Cash		9711	1,500.00	1,500.00		1,500.00		
Stores		9712	0.00	0.00		0.00		
Prepaid Expenditures		9713	0.00	0.00		0.00		
All Others		9719	0.00	0.00		0.00		
b) Restricted		9740	245,253.29	234,510.29		234,510.29		
c) Committed								
Stabilization Arrangements		9750	0.00	0.00		0.00		
Other Commitments		9760	227,606.00	227,606.00		227,606.00		
d) Assigned								
Other Assignments		9780	0.00	0.00		0.00		
e) Unassigned/Unappropriated								
Reserve for Economic Uncertainties		9789	0.00	0.00		0.00		
Unassigned/Unappropriated Amount		9790	1,731,904.93	2,029,363.93		2,029,363.93		

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
LCFF SOURCES								
Principal Apportionment								
State Aid - Current Year		8011	386,643.00	386,643.00	263,380.00	386,643.00	0.00	0.0%
Education Protection Account State Aid - Current Year		8012	135,280.00	135,280.00	71,787.00	135,280.00	0.00	0.0%
State Aid - Prior Years		8019	0.00	0.00	0.00	0.00	0.00	0.0%
Tax Relief Subventions								
Homeowners' Exemptions		8021	52,792.00	53,068.00	26,533.84	53,068.00	0.00	0.0%
Timber Yield Tax		8022	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8029	0.00	0.00	0.00	0.00	0.00	0.0%
County & District Taxes								
Secured Roll Taxes		8041	6,414,535.00	6,567,476.00	3,610,509.84	6,567,476.00	0.00	0.0%
Unsecured Roll Taxes		8042	207,181.00	219,237.00	215,570.83	219,237.00	0.00	0.0%
Prior Years' Taxes		8043	0.00	(3,410.00)	(510.07)	(3,410.00)	0.00	0.0%
Supplemental Taxes		8044	0.00	0.00	0.00	0.00	0.00	0.0%
Education Revenue Augmentation Fund (ERAF)		8045	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds (SB 617/699/1992)		8047	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Taxes		8048	0.00	0.00	0.00	0.00	0.00	0.0%
Miscellaneous Funds (EC 41604)								
Royalties and Bonuses		8081	0.00	0.00	0.00	0.00	0.00	0.0%
Other In-Lieu Taxes		8082	0.00	0.00	0.00	0.00	0.00	0.0%
Less: Non-LCFF (50%) Adjustment		8089	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal, LCFF Sources			7,196,431.00	7,358,294.00	4,187,271.44	7,358,294.00	0.00	0.0%
LCFF Transfers								
Unrestricted LCFF Transfers - Current Year	0000	8091	(85,471.00)	(85,471.00)	(85,471.00)	(85,471.00)	0.00	0.0%
All Other LCFF Transfers - Current Year	All Other	8091	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers to Charter Schools in Lieu of Property Taxes		8096	0.00	0.00	0.00	0.00	0.00	0.0%
Property Taxes Transfers		8097	25,623.00	26,350.00	10,346.00	26,350.00	0.00	0.0%
LCFF/Revenue Limit Transfers - Prior Years		8099	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, LCFF SOURCES			7,136,583.00	7,299,173.00	4,112,146.44	7,299,173.00	0.00	0.0%
FEDERAL REVENUE								
Maintenance and Operations		8110	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Entitlement		8181	124,838.00	154,911.00	0.00	154,911.00	0.00	0.0%
Special Education Discretionary Grants		8182	18,263.00	19,287.00	0.00	19,287.00	0.00	0.0%
Child Nutrition Programs		8220	0.00	0.00	0.00	0.00	0.00	0.0%
Forest Reserve Funds		8260	0.00	0.00	0.00	0.00	0.00	0.0%
Flood Control Funds		8270	0.00	0.00	0.00	0.00	0.00	0.0%
Wildlife Reserve Funds		8280	0.00	0.00	0.00	0.00	0.00	0.0%
FEMA		8281	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Contracts Between LEAs		8285	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from Federal Sources		8287	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part A, Basic Grants Low-Income and Neglected	3010	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title I, Part D, Local Delinquent Program	3025	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title II, Part A, Teacher Quality	4035	8290	30,164.00	30,164.00	0.00	30,164.00	0.00	0.0%

2015-16 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
NCLB: Title III, Immigration Education Program	4201	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title III, Limited English Proficient (LEP) Student Program	4203	8290	0.00	0.00	0.00	0.00	0.00	0.0%
NCLB: Title V, Part B, Public Charter Schools Grant Program (PCSGP)	4610	8290	0.00	0.00	0.00	0.00	0.00	0.0%
	3011-3020, 3026-3199, 4036-4126, 5510	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Other No Child Left Behind		8290	0.00	0.00	0.00	0.00	0.00	0.0%
Vocational and Applied Technology Education	3500-3699	8290	0.00	0.00	0.00	0.00	0.00	0.0%
Safe and Drug Free Schools	3700-3799	8290	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Federal Revenue	All Other	8290	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, FEDERAL REVENUE			173,265.00	204,362.00	0.00	204,362.00	0.00	0.0%
OTHER STATE REVENUE								
Other State Apportionments								
ROC/P Entitlement								
Prior Years	6360	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education Master Plan								
Current Year	6500	8311	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years	6500	8319	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Current Year	All Other	8311	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Apportionments - Prior Years	All Other	8319	0.00	0.00	0.00	0.00	0.00	0.0%
Child Nutrition Programs		8520	0.00	0.00	0.00	0.00	0.00	0.0%
Mandated Costs Reimbursements		8550	442,244.00	442,244.00	338,402.00	442,244.00	0.00	0.0%
Lottery - Unrestricted and Instructional Materials		8560	118,965.00	128,055.00	28,702.84	128,055.00	0.00	0.0%
Tax Relief Subventions								
Restricted Levies - Other								
Homeowners' Exemptions		8575	0.00	0.00	0.00	0.00	0.00	0.0%
Other Subventions/In-Lieu Taxes		8576	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues from State Sources		8587	0.00	0.00	0.00	0.00	0.00	0.0%
School Based Coordination Program	7250	8590	0.00	0.00	0.00	0.00	0.00	0.0%
After School Education and Safety (ASES)	6010	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Charter School Facility Grant	6030	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Drug/Alcohol/Tobacco Funds	6650, 6690	8590	0.00	0.00	0.00	0.00	0.00	0.0%
California Clean Energy Jobs Act	6230	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Specialized Secondary	7370	8590	0.00	0.00	0.00	0.00	0.00	0.0%
American Indian Early Childhood Education	7210	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Quality Education Investment Act	7400	8590	0.00	0.00	0.00	0.00	0.00	0.0%
Common Core State Standards Implementation	7405	8590	0.00	0.00	0.00	0.00	0.00	0.0%
All Other State Revenue	All Other	8590	42,735.00	310,412.00	73,949.00	310,412.00	0.00	0.0%
TOTAL, OTHER STATE REVENUE			603,944.00	880,711.00	441,053.84	880,711.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
OTHER LOCAL REVENUE								
Other Local Revenue								
County and District Taxes								
Other Restricted Levies								
Secured Roll		8615	0.00	0.00	0.00	0.00	0.00	0.0%
Unsecured Roll		8616	0.00	0.00	0.00	0.00	0.00	0.0%
Prior Years' Taxes		8617	0.00	0.00	0.00	0.00	0.00	0.0%
Supplemental Taxes		8618	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Ad Valorem Taxes								
Parcel Taxes		8621	0.00	0.00	0.00	0.00	0.00	0.0%
Other		8622	0.00	0.00	0.00	0.00	0.00	0.0%
Community Redevelopment Funds								
Not Subject to LCFF Deduction		8625	0.00	0.00	0.00	0.00	0.00	0.0%
Penalties and Interest from Delinquent Non-LCFF Taxes		8629	0.00	0.00	0.00	0.00	0.00	0.0%
Sales								
Sale of Equipment/Supplies		8631	0.00	0.00	0.00	0.00	0.00	0.0%
Sale of Publications		8632	0.00	0.00	0.00	0.00	0.00	0.0%
Food Service Sales		8634	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Sales		8639	0.00	0.00	0.00	0.00	0.00	0.0%
Leases and Rentals		8650	126,254.00	145,598.00	88,200.92	145,598.00	0.00	0.0%
Interest		8660	8,000.00	8,000.00	4,305.84	8,000.00	0.00	0.0%
Net Increase (Decrease) in the Fair Value of Investments		8662	0.00	0.00	0.00	0.00	0.00	0.0%
Fees and Contracts								
Adult Education Fees		8671	0.00	0.00	0.00	0.00	0.00	0.0%
Non-Resident Students		8672	0.00	0.00	0.00	0.00	0.00	0.0%
Transportation Fees From Individuals		8675	0.00	0.00	0.00	0.00	0.00	0.0%
Interagency Services		8677	0.00	0.00	0.00	0.00	0.00	0.0%
Mitigation/Developer Fees		8681	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Fees and Contracts		8689	0.00	0.00	0.00	0.00	0.00	0.0%
Other Local Revenue								
Plus: Misc Funds Non-LCFF (50%) Adjustment		8691	0.00	0.00	0.00	0.00	0.00	0.0%
Pass-Through Revenues From Local Sources		8697	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Local Revenue		8699	276,425.00	330,274.00	280,508.69	330,274.00	0.00	0.0%
Tuition		8710	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In		8781-8783	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers Of Apportionments								
Special Education SELPA Transfers								
From Districts or Charter Schools	6500	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6500	8792	288,814.00	272,936.00	162,575.00	272,936.00	0.00	0.0%
From JPAs	6500	8793	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers								
From Districts or Charter Schools	6360	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	6360	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	6360	8793	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments								
From Districts or Charter Schools	All Other	8791	0.00	0.00	0.00	0.00	0.00	0.0%
From County Offices	All Other	8792	0.00	0.00	0.00	0.00	0.00	0.0%
From JPAs	All Other	8793	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers In from All Others		8799	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER LOCAL REVENUE			699,493.00	756,808.00	535,590.45	756,808.00	0.00	0.0%
TOTAL, REVENUES			8,613,285.00	9,141,054.00	5,088,790.73	9,141,054.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CERTIFICATED SALARIES								
Certificated Teachers' Salaries		1100	3,717,449.00	3,633,490.00	1,978,578.02	3,633,490.00	0.00	0.0%
Certificated Pupil Support Salaries		1200	131,236.00	107,343.00	58,550.65	107,343.00	0.00	0.0%
Certificated Supervisors' and Administrators' Salaries		1300	406,550.00	414,050.00	237,779.19	414,050.00	0.00	0.0%
Other Certificated Salaries		1900	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CERTIFICATED SALARIES			4,255,235.00	4,154,883.00	2,274,907.86	4,154,883.00	0.00	0.0%
CLASSIFIED SALARIES								
Classified Instructional Salaries		2100	495,219.00	508,880.00	270,228.85	508,880.00	0.00	0.0%
Classified Support Salaries		2200	270,404.00	273,875.00	169,525.70	273,875.00	0.00	0.0%
Classified Supervisors' and Administrators' Salaries		2300	127,032.00	127,032.00	74,102.00	127,032.00	0.00	0.0%
Clerical, Technical and Office Salaries		2400	386,304.00	386,304.00	221,460.05	386,304.00	0.00	0.0%
Other Classified Salaries		2900	122,394.00	122,394.00	58,340.65	122,394.00	0.00	0.0%
TOTAL, CLASSIFIED SALARIES			1,401,353.00	1,418,485.00	793,657.25	1,418,485.00	0.00	0.0%
EMPLOYEE BENEFITS								
STRS		3101-3102	456,585.00	640,611.00	239,590.39	640,611.00	0.00	0.0%
PERS		3201-3202	139,211.00	151,571.00	80,362.13	151,571.00	0.00	0.0%
OASDI/Medicare/Alternative		3301-3302	169,748.00	172,625.00	94,627.79	172,625.00	0.00	0.0%
Health and Welfare Benefits		3401-3402	412,421.00	412,755.00	217,564.82	412,755.00	0.00	0.0%
Unemployment Insurance		3501-3502	2,830.00	2,788.00	2,237.10	2,788.00	0.00	0.0%
Workers' Compensation		3601-3602	101,494.00	99,987.00	54,927.39	99,987.00	0.00	0.0%
OPEB, Allocated		3701-3702	29,517.00	44,517.00	30,000.00	44,517.00	0.00	0.0%
OPEB, Active Employees		3751-3752	0.00	0.00	0.00	0.00	0.00	0.0%
Other Employee Benefits		3901-3902	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EMPLOYEE BENEFITS			1,311,806.00	1,524,854.00	719,309.62	1,524,854.00	0.00	0.0%
BOOKS AND SUPPLIES								
Approved Textbooks and Core Curricula Materials		4100	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Other Reference Materials		4200	0.00	0.00	0.00	0.00	0.00	0.0%
Materials and Supplies		4300	253,498.00	272,606.00	174,844.49	272,606.00	0.00	0.0%
Noncapitalized Equipment		4400	0.00	0.00	0.00	0.00	0.00	0.0%
Food		4700	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, BOOKS AND SUPPLIES			253,498.00	272,606.00	174,844.49	272,606.00	0.00	0.0%
SERVICES AND OTHER OPERATING EXPENDITURES								
Subagreements for Services		5100	184,798.00	153,798.00	99,217.85	153,798.00	0.00	0.0%
Travel and Conferences		5200	25,983.00	26,393.00	13,625.51	26,393.00	0.00	0.0%
Dues and Memberships		5300	14,500.00	14,500.00	14,748.92	14,500.00	0.00	0.0%
Insurance		5400-5450	34,442.00	34,442.00	32,267.10	34,442.00	0.00	0.0%
Operations and Housekeeping Services		5500	277,195.00	277,195.00	131,752.69	277,195.00	0.00	0.0%
Rentals, Leases, Repairs, and Noncapitalized Improvements		5600	50,518.00	67,801.00	23,537.55	67,801.00	0.00	0.0%
Transfers of Direct Costs		5710	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Direct Costs - Interfund		5750	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00	0.0%
Professional/Consulting Services and Operating Expenditures		5800	429,184.00	530,238.00	305,489.80	530,238.00	0.00	0.0%
Communications		5900	26,800.00	26,800.00	5,857.03	26,800.00	0.00	0.0%
TOTAL, SERVICES AND OTHER OPERATING EXPENDITURES			1,028,420.00	1,116,167.00	626,496.45	1,116,167.00	0.00	0.0%

Description	Resource Codes	Object Codes	Original Budget (A)	Board Approved Operating Budget (B)	Actuals To Date (C)	Projected Year Totals (D)	Difference (Col B & D) (E)	% Diff (E/B) (F)
CAPITAL OUTLAY								
Land		6100	0.00	0.00	0.00	0.00	0.00	0.0%
Land Improvements		6170	0.00	0.00	0.00	0.00	0.00	0.0%
Buildings and Improvements of Buildings		6200	0.00	0.00	0.00	0.00	0.00	0.0%
Books and Media for New School Libraries or Major Expansion of School Libraries		6300	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment		6400	0.00	0.00	0.00	0.00	0.00	0.0%
Equipment Replacement		6500	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, CAPITAL OUTLAY			0.00	0.00	0.00	0.00	0.00	0.0%
OTHER OUTGO (excluding Transfers of Indirect Costs)								
Tuition								
Tuition for Instruction Under Interdistrict Attendance Agreements		7110	0.00	0.00	0.00	0.00	0.00	0.0%
State Special Schools		7130	0.00	0.00	0.00	0.00	0.00	0.0%
Tuition, Excess Costs, and/or Deficit Payments Payments to Districts or Charter Schools		7141	162,562.00	166,932.00	290.46	166,932.00	0.00	0.0%
Payments to County Offices		7142	0.00	0.00	0.00	0.00	0.00	0.0%
Payments to JPAs		7143	0.00	0.00	0.00	0.00	0.00	0.0%
Transfers of Pass-Through Revenues To Districts or Charter Schools		7211	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices		7212	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs		7213	0.00	0.00	0.00	0.00	0.00	0.0%
Special Education SELPA Transfers of Apportionments To Districts or Charter Schools	6500	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6500	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6500	7223	0.00	0.00	0.00	0.00	0.00	0.0%
ROC/P Transfers of Apportionments To Districts or Charter Schools	6360	7221	0.00	0.00	0.00	0.00	0.00	0.0%
To County Offices	6360	7222	0.00	0.00	0.00	0.00	0.00	0.0%
To JPAs	6360	7223	0.00	0.00	0.00	0.00	0.00	0.0%
Other Transfers of Apportionments	All Other	7221-7223	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers		7281-7283	0.00	0.00	0.00	0.00	0.00	0.0%
All Other Transfers Out to All Others		7299	0.00	0.00	0.00	0.00	0.00	0.0%
Debt Service								
Debt Service - Interest		7438	5,885.00	5,885.00	5,884.51	5,885.00	0.00	0.0%
Other Debt Service - Principal		7439	135,042.00	135,042.00	135,041.92	135,042.00	0.00	0.0%
TOTAL, OTHER OUTGO (excluding Transfers of Indirect Costs)			303,489.00	307,859.00	141,216.89	307,859.00	0.00	0.0%
OTHER OUTGO - TRANSFERS OF INDIRECT COSTS								
Transfers of Indirect Costs		7310	0.00	0.00	0.00	0.00		
Transfers of Indirect Costs - Interfund		7350	0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, OTHER OUTGO - TRANSFERS OF INDIRECT COSTS			0.00	0.00	0.00	0.00	0.00	0.0%
TOTAL, EXPENDITURES			8,553,801.00	8,794,854.00	4,730,432.56	8,794,854.00	0.00	0.0%

2015-16 Second Interim
General Fund
Summary - Unrestricted/Restricted
Revenues, Expenditures, and Changes in Fund Balance

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

Resource	Description	2015-16 Projected Year Totals
6264	Educator Effectiveness	65,862.00
6512	Special Ed: Mental Health Services	168,648.29
Total, Restricted Balance		<u>234,510.29</u>

Description	ESTIMATED FUNDED ADA Original Budget (A)	ESTIMATED FUNDED ADA Board Approved Operating Budget (B)	ESTIMATED P-2 REPORT ADA Projected Year Totals (C)	ESTIMATED FUNDED ADA Projected Year Totals (D)	DIFFERENCE (Col. D - B) (E)	PERCENTAGE DIFFERENCE (Col. E / B) (F)
A. DISTRICT						
1. Total District Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (includes Necessary Small School ADA)	704.09	704.09	689.70	704.09	0.00	0%
2. Total Basic Aid Choice/Court Ordered Voluntary Pupil Transfer Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
3. Total Basic Aid Open Enrollment Regular ADA Includes Opportunity Classes, Home & Hospital, Special Day Class, Continuation Education, Special Education NPS/LCI and Extended Year, and Community Day School (ADA not included in Line A1 above)	0.00	0.00	0.00	0.00	0.00	0%
4. Total, District Regular ADA (Sum of Lines A1 through A3)	704.09	704.09	689.70	704.09	0.00	0%
5. District Funded County Program ADA						
a. County Community Schools per EC 1981(a)(b)&(d)	0.00	0.00	0.00	0.00	0.00	0%
b. Special Education-Special Day Class	0.00	0.00	0.00	0.00	0.00	0%
c. Special Education-NPS/LCI	0.00	0.00	0.00	0.00	0.00	0%
d. Special Education Extended Year	0.00	0.00	0.00	0.00	0.00	0%
e. Other County Operated Programs: Opportunity Schools and Full Day Opportunity Classes, Specialized Secondary Schools, Technical, Agricultural, and Natural Resource Conservation Schools	0.00	0.00	0.00	0.00	0.00	0%
f. County School Tuition Fund (Out of State Tuition) [EC 2000 and 46380]	0.00	0.00	0.00	0.00	0.00	0%
g. Total, District Funded County Program ADA (Sum of Lines A5a through A5f)	0.00	0.00	0.00	0.00	0.00	0%
6. TOTAL DISTRICT ADA (Sum of Line A4 and Line A5g)	704.09	704.09	689.70	704.09	0.00	0%
7. Adults in Correctional Facilities	0.00	0.00	0.00	0.00	0.00	0%
8. Charter School ADA (Enter Charter School ADA using Tab C. Charter School ADA)						

Multi-year Projection

			<u>2015/16</u>		<u>2016/17</u>		<u>2017/18</u>
BEGINNING BALANCE			2,146,781		2,492,981		2,843,028
	LCFF Sources		7,299,173		7,502,472		7,705,870
	Federal Revenue		204,362		204,362		204,362
	State Revenue		880,711		532,785		394,878
	Local Revenue		756,808		756,808		756,808
	TOTAL REVENUE		9,141,054		8,996,428		9,061,918
	Certificated Salaries		4,154,883		4,147,322		4,132,769
	Classified Salaries		1,418,485		1,439,282		1,468,068
	Employee Benefits		1,524,854		1,575,861		1,688,142
	Books/Supplies		272,606		237,456		237,456
	Services		1,116,167		1,014,084		1,074,002
	Tuition (Special Ed Regional)		166,932		166,932		166,932
	Debt Service iPad Lease #1		75,484		0		0
	Debt Service iPad Lease #2		65,443		65,443		0
	Debt Service iPad Lease #3		0		0		68,750
	TOTAL EXPENDITURES		8,794,854		8,646,381		8,836,119
EXCESS/(DEFICIENCY)			346,200		350,047		225,798
ENDING BALANCE			2,492,981		2,843,028		3,068,827
RESERVES							
	Revolving Cash		1,500		1,500		1,500
	Mental health		168,648		168,648		168,648
	One Time Funding		227,606		227,606		227,606
	Educator Effectiveness		65,862		65,862		65,862
NET ENDING BALANCE			2,029,365		2,379,412		2,605,211
Classroom teachers			34		34		33
Property Tax Change			7.19%		3.00%		3.00%
REVENUE			9,141,054		8,996,428		9,061,918
20%			1,828,211		1,799,286		1,812,384
25%			2,285,264		2,249,107		2,265,479
STATE MINIMUM RESERVE	(4% of expenditures + transfers out)		351,794		345,855		353,445

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	7,272,823.00	2.81%	7,477,472.00	2.71%	7,679,870.00
2. Federal Revenues	8100-8299	0.00	0.00%	0.00	0.00%	0.00
3. Other State Revenues	8300-8599	545,331.00	-52.60%	258,483.00	-53.38%	120,494.00
4. Other Local Revenues	8600-8799	483,872.00	0.00%	483,872.00	0.00%	483,872.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	(720,669.00)	9.44%	(788,712.00)	6.10%	(836,811.00)
6. Total (Sum lines A1 thru A5c)		7,581,357.00	-1.98%	7,431,115.00	0.22%	7,447,425.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				3,680,591.00		3,662,567.00
b. Step & Column Adjustment				(18,024.00)		(28,476.00)
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	3,680,591.00	-0.49%	3,662,567.00	-0.78%	3,634,091.00
2. Classified Salaries						
a. Base Salaries				1,228,711.00		1,245,713.00
b. Step & Column Adjustment				17,002.00		24,914.00
c. Cost-of-Living Adjustment						
d. Other Adjustments						
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,228,711.00	1.38%	1,245,713.00	2.00%	1,270,627.00
3. Employee Benefits	3000-3999	1,160,130.00	3.37%	1,199,217.00	7.75%	1,292,211.00
4. Books and Supplies	4000-4999	205,150.00	-17.13%	170,000.00	0.00%	170,000.00
5. Services and Other Operating Expenditures	5000-5999	851,740.00	-13.34%	738,128.00	6.48%	785,948.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	140,927.00	-53.56%	65,443.00	5.05%	68,750.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				0.00		0.00
11. Total (Sum lines B1 thru B10)		7,267,249.00	-2.56%	7,081,068.00	1.98%	7,221,627.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		314,108.00		350,047.00		225,798.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		1,944,361.93		2,258,469.93		2,608,516.93
2. Ending Fund Balance (Sum lines C and D1)		2,258,469.93		2,608,516.93		2,834,314.93
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	1,500.00		1,500.00		1,500.00
b. Restricted	9740					
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	227,606.00		227,606.00		227,606.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
2. Unassigned/Unappropriated	9790	2,029,363.93		2,379,410.93		2,605,208.93
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		2,258,469.93		2,608,516.93		2,834,314.93

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
E. AVAILABLE RESERVES						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	2,029,363.93		2,379,410.93		2,605,208.93
(Enter other reserve projections in Columns C and E for subsequent years 1 and 2; current year - Column A - is extracted)						
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00				
b. Reserve for Economic Uncertainties	9789	0.00				
c. Unassigned/Unappropriated	9790	0.00				
3. Total Available Reserves (Sum lines E1a thru E2c)		2,029,363.93		2,379,410.93		2,605,208.93
F. ASSUMPTIONS						
Please provide below or on a separate attachment, the assumptions used to determine the projections for the first and second subsequent fiscal years. Further, please include an explanation for any significant expenditure adjustments projected in lines B1d, B2d, and B10. For additional information, please refer to the Budget Assumptions section of the SACS Financial Reporting Software User Guide.						

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	26,350.00	-5.12%	25,000.00	4.00%	26,000.00
2. Federal Revenues	8100-8299	204,362.00	0.00%	204,362.00	0.00%	204,362.00
3. Other State Revenues	8300-8599	335,380.00	-18.21%	274,303.00	0.03%	274,384.00
4. Other Local Revenues	8600-8799	272,936.00	0.00%	272,936.00	0.00%	272,936.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	720,669.00	9.44%	788,711.00	6.10%	836,811.00
6. Total (Sum lines A1 thru A5c)		1,559,697.00	0.36%	1,565,312.00	3.14%	1,614,493.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				474,292.00		484,755.00
b. Step & Column Adjustment				10,463.00		13,923.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	474,292.00	2.21%	484,755.00	2.87%	498,678.00
2. Classified Salaries						
a. Base Salaries				189,774.00		193,569.00
b. Step & Column Adjustment				3,795.00		3,872.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	189,774.00	2.00%	193,569.00	2.00%	197,441.00
3. Employee Benefits	3000-3999	364,724.00	3.27%	376,644.00	5.12%	395,932.00
4. Books and Supplies	4000-4999	67,456.00	0.00%	67,456.00	0.00%	67,456.00
5. Services and Other Operating Expenditures	5000-5999	264,427.00	4.36%	275,956.00	4.38%	288,054.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	166,932.00	0.00%	166,932.00	0.00%	166,932.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments (Explain in Section F below)				0.00		
11. Total (Sum lines B1 thru B10)		1,527,605.00	2.47%	1,565,312.00	3.14%	1,614,493.00
C. NET INCREASE (DECREASE) IN FUND BALANCE						
(Line A6 minus line B11)		32,092.00		0.00		0.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 01I, line F1e)		202,418.29		234,510.29		234,510.29
2. Ending Fund Balance (Sum lines C and D1)		234,510.29		234,510.29		234,510.29
3. Components of Ending Fund Balance (Form 01I)						
a. Nonspendable	9710-9719	0.00				
b. Restricted	9740	234,510.29		234,510.29		234,510.29
c. Committed						
1. Stabilization Arrangements	9750					
2. Other Commitments	9760					
d. Assigned	9780					
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789					
2. Unassigned/Unappropriated	9790	0.00		0.00		0.00
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		234,510.29		234,510.29		234,510.29

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

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
(Enter projections for subsequent years 1 and 2 in Columns C and E; current year - Column A - is extracted)						
A. REVENUES AND OTHER FINANCING SOURCES						
1. LCFF/Revenue Limit Sources	8010-8099	7,299,173.00	2.79%	7,502,472.00	2.71%	7,705,870.00
2. Federal Revenues	8100-8299	204,362.00	0.00%	204,362.00	0.00%	204,362.00
3. Other State Revenues	8300-8599	880,711.00	-39.51%	532,786.00	-25.88%	394,878.00
4. Other Local Revenues	8600-8799	756,808.00	0.00%	756,808.00	0.00%	756,808.00
5. Other Financing Sources						
a. Transfers In	8900-8929	0.00	0.00%	0.00	0.00%	0.00
b. Other Sources	8930-8979	0.00	0.00%	0.00	0.00%	0.00
c. Contributions	8980-8999	0.00	0.00%	(1.00)	-100.00%	0.00
6. Total (Sum lines A1 thru A5c)		9,141,054.00	-1.58%	8,996,427.00	0.73%	9,061,918.00
B. EXPENDITURES AND OTHER FINANCING USES						
1. Certificated Salaries						
a. Base Salaries				4,154,883.00		4,147,322.00
b. Step & Column Adjustment				(7,561.00)		(14,553.00)
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Certificated Salaries (Sum lines B1a thru B1d)	1000-1999	4,154,883.00	-0.18%	4,147,322.00	-0.35%	4,132,769.00
2. Classified Salaries						
a. Base Salaries				1,418,485.00		1,439,282.00
b. Step & Column Adjustment				20,797.00		28,786.00
c. Cost-of-Living Adjustment				0.00		0.00
d. Other Adjustments				0.00		0.00
e. Total Classified Salaries (Sum lines B2a thru B2d)	2000-2999	1,418,485.00	1.47%	1,439,282.00	2.00%	1,468,068.00
3. Employee Benefits	3000-3999	1,524,854.00	3.35%	1,575,861.00	7.13%	1,688,143.00
4. Books and Supplies	4000-4999	272,606.00	-12.89%	237,456.00	0.00%	237,456.00
5. Services and Other Operating Expenditures	5000-5999	1,116,167.00	-9.15%	1,014,084.00	5.91%	1,074,002.00
6. Capital Outlay	6000-6999	0.00	0.00%	0.00	0.00%	0.00
7. Other Outgo (excluding Transfers of Indirect Costs)	7100-7299, 7400-7499	307,859.00	-24.52%	232,375.00	1.42%	235,682.00
8. Other Outgo - Transfers of Indirect Costs	7300-7399	0.00	0.00%	0.00	0.00%	0.00
9. Other Financing Uses						
a. Transfers Out	7600-7629	0.00	0.00%	0.00	0.00%	0.00
b. Other Uses	7630-7699	0.00	0.00%	0.00	0.00%	0.00
10. Other Adjustments				0.00		0.00
11. Total (Sum lines B1 thru B10)		8,794,854.00	-1.69%	8,646,380.00	2.19%	8,836,120.00
C. NET INCREASE (DECREASE) IN FUND BALANCE (Line A6 minus line B11)						
		346,200.00		350,047.00		225,798.00
D. FUND BALANCE						
1. Net Beginning Fund Balance (Form 011, line F1e)		2,146,780.22		2,492,980.22		2,843,027.22
2. Ending Fund Balance (Sum lines C and D1)		2,492,980.22		2,843,027.22		3,068,825.22
3. Components of Ending Fund Balance (Form 011)						
a. Nonspendable	9710-9719	1,500.00		1,500.00		1,500.00
b. Restricted	9740	234,510.29		234,510.29		234,510.29
c. Committed						
1. Stabilization Arrangements	9750	0.00		0.00		0.00
2. Other Commitments	9760	227,606.00		227,606.00		227,606.00
d. Assigned	9780	0.00		0.00		0.00
e. Unassigned/Unappropriated						
1. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
2. Unassigned/Unappropriated	9790	2,029,363.93		2,379,410.93		2,605,208.93
f. Total Components of Ending Fund Balance (Line D3f must agree with line D2)		2,492,980.22		2,843,027.22		3,068,825.22

Description	Object Codes	Projected Year Totals (Form 011) (A)	% Change (Cols. C-A/A) (B)	2016-17 Projection (C)	% Change (Cols. E-C/C) (D)	2017-18 Projection (E)
E. AVAILABLE RESERVES (Unrestricted except as noted)						
1. General Fund						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	2,029,363.93		2,379,410.93		2,605,208.93
d. Negative Restricted Ending Balances (Negative resources 2000-9999)	979Z			0.00		0.00
2. Special Reserve Fund - Noncapital Outlay (Fund 17)						
a. Stabilization Arrangements	9750	0.00		0.00		0.00
b. Reserve for Economic Uncertainties	9789	0.00		0.00		0.00
c. Unassigned/Unappropriated	9790	0.00		0.00		0.00
3. Total Available Reserves - by Amount (Sum lines E1 thru E2c)		2,029,363.93		2,379,410.93		2,605,208.93
4. Total Available Reserves - by Percent (Line E3 divided by Line F3c)		23.07%		27.52%		29.48%
F. RECOMMENDED RESERVES						
1. Special Education Pass-through Exclusions						
For districts that serve as the administrative unit (AU) of a special education local plan area (SELPA):						
a. Do you choose to exclude from the reserve calculation the pass-through funds distributed to SELPA members?	No					
b. If you are the SELPA AU and are excluding special education pass-through funds:						
1. Enter the name(s) of the SELPA(s):						
2. Special education pass-through funds (Column A: Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223; enter projections for subsequent years 1 and 2 in Columns C and E)		0.00		0.00		0.00
2. District ADA Used to determine the reserve standard percentage level on line F3d (Col. A: Form AI, Estimated P-2 ADA column, lines A6 and C4; enter projections)		689.70		691.60		691.60
3. Calculating the Reserves						
a. Expenditures and Other Financing Uses (Line B11)		8,794,854.00		8,646,380.00		8,836,120.00
b. Plus: Special Education Pass-through Funds (Line F1b2, if Line F1a is No)		0.00		0.00		0.00
c. Total Expenditures and Other Financing Uses (Line F3a plus line F3b)		8,794,854.00		8,646,380.00		8,836,120.00
d. Reserve Standard Percentage Level (Refer to Form 01CSI, Criterion 10 for calculation details)		4%		4%		4%
e. Reserve Standard - By Percent (Line F3c times F3d)		351,794.16		345,855.20		353,444.80
f. Reserve Standard - By Amount (Refer to Form 01CSI, Criterion 10 for calculation details)		65,000.00		65,000.00		65,000.00
g. Reserve Standard (Greater of Line F3e or F3f)		351,794.16		345,855.20		353,444.80
h. Available Reserves (Line E3) Meet Reserve Standard (Line F3g)		YES		YES		YES

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

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

CRITERIA AND STANDARDS

1. CRITERION: Average Daily Attendance

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

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

1A. Calculating the District's ADA Variances

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

Estimated Funded ADA

Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 1A)	Second Interim Projected Year Totals (Form AI, Lines A6 and C9)	Percent Change	Status
Current Year (2015-16)	704.09	704.09	0.0%	Met
1st Subsequent Year (2016-17)	691.60	691.60	0.0%	Met
2nd Subsequent Year (2017-18)	691.60	691.60	0.0%	Met

1B. Comparison of District ADA to the Standard

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

- 1a. STANDARD MET - Funded ADA has not changed since first interim projections by more than two percent in any of the current year or two subsequent fiscal years.

Explanation:

(required if NOT met)

2. CRITERION: Enrollment

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

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

2A. Calculating the District's Enrollment Variances

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

Fiscal Year	Enrollment		Percent Change	Status
	First Interim (Form 01CSI, Item 2A)	Second Interim CBEDS/Projected		
Current Year (2015-16)	726	726	0.0%	Met
1st Subsequent Year (2016-17)	728	728	0.0%	Met
2nd Subsequent Year (2017-18)	693	693	0.0%	Met

2B. Comparison of District Enrollment to the Standard

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

- 1a. STANDARD MET - Enrollment projections have not changed since first interim projections by more than two percent for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

3. CRITERION: ADA to Enrollment

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

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

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

Fiscal Year	P-2 ADA Unaudited Actuals (Form A, Lines 3, 6, and 26) (Form A, Lines A6 and C4) (Form A, Lines A6 and C9)	Enrollment CBEDS Actual (Form 01CSI, Item 3A)	Historical Ratio of ADA to Enrollment
Third Prior Year (2012-13)	725	763	95.0%
Second Prior Year (2013-14)	718	747	96.1%
First Prior Year (2014-15)	705	731	96.4%
Historical Average Ratio:			95.8%
District's ADA to Enrollment Standard (historical average ratio plus 0.5%):			96.3%

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

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

Fiscal Year	Estimated P-2 ADA (Form AI, Lines A6 and C9)	Enrollment CBEDS/Projected (Criterion 2, Item 2A)	Ratio of ADA to Enrollment	Status
Current Year (2015-16)	690	726	95.0%	Met
1st Subsequent Year (2016-17)	692	728	95.1%	Met
2nd Subsequent Year (2017-18)	658	693	94.9%	Met

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

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

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

Explanation:
(required if NOT met)

4. CRITERION: LCFF Revenue

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

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

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

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

Fiscal Year	LCFF Revenue (Fund 01, Objects 8011, 8012, 8020-8089)		Percent Change	Status
	First Interim (Form 01CSI, Item 4A)	Second Interim Projected Year Totals		
Current Year (2015-16)	7,196,431.00	7,358,294.00	2.2%	Not Met
1st Subsequent Year (2016-17)	7,423,980.00	7,568,345.00	1.9%	Met
2nd Subsequent Year (2017-18)	7,649,696.00	7,771,405.00	1.6%	Met

4B. Comparison of District LCFF Revenue to the Standard

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

- 1a. STANDARD NOT MET - Projected LCFF revenue has changed since first interim projections by more than two percent in any of the current year or two subsequent fiscal years. Provide reasons why the change(s) exceed the standard and a description of the methods and assumptions used in projecting LCFF revenue.

Explanation:
(required if NOT met)

Current year property taxes increased.

5. CRITERION: Salaries and Benefits

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

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

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

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

Fiscal Year	Unaudited Actuals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures
	Salaries and Benefits (Form 01, Objects 1000-3999)	Total Expenditures (Form 01, Objects 1000-7499)	
Third Prior Year (2012-13)	5,109,716.43	6,247,741.09	81.8%
Second Prior Year (2013-14)	5,527,800.97	6,746,995.53	81.9%
First Prior Year (2014-15)	5,977,826.63	7,047,583.18	84.8%
	Historical Average Ratio:		82.8%

	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
District's Reserve Standard Percentage (Criterion 10B, Line 4)	4.0%	4.0%	4.0%
District's Salaries and Benefits Standard (historical average ratio, plus/minus the greater of 3% or the district's reserve standard percentage):	78.8% to 86.8%	78.8% to 86.8%	78.8% to 86.8%

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

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

Fiscal Year	Projected Year Totals - Unrestricted (Resources 0000-1999)		Ratio of Unrestricted Salaries and Benefits to Total Unrestricted Expenditures	Status
	Salaries and Benefits (Form 01I, Objects 1000-3999) (Form MYPI, Lines B1-B3)	Total Expenditures (Form 01I, Objects 1000-7499) (Form MYPI, Lines B1-B8, B10)		
Current Year (2015-16)	6,069,432.00	7,267,249.00	83.5%	Met
1st Subsequent Year (2016-17)	6,107,497.00	7,081,068.00	86.3%	Met
2nd Subsequent Year (2017-18)	6,196,929.00	7,221,627.00	85.8%	Met

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

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

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

Explanation:
(required if NOT met)

6. CRITERION: Other Revenues and Expenditures

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

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

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

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

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

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

Object Range / Fiscal Year	First Interim Projected Year Totals (Form 01CSI, Item 6A)	Second Interim Projected Year Totals (Fund 01) (Form MYPI)	Percent Change	Change Is Outside Explanation Range
----------------------------	---	--	----------------	--

Federal Revenue (Fund 01, Objects 8100-8299) (Form MYPI, Line A2)

Current Year (2015-16)	173,265.00	204,362.00	17.9%	Yes
1st Subsequent Year (2016-17)	173,265.00	204,362.00	17.9%	Yes
2nd Subsequent Year (2017-18)	173,265.00	204,362.00	17.9%	Yes

Explanation:
(required if Yes)

Changes in Special Education allocation; increase in Federal, decrease in Local.

Other State Revenue (Fund 01, Objects 8300-8599) (Form MYPI, Line A3)

Current Year (2015-16)	678,896.00	880,711.00	29.7%	Yes
1st Subsequent Year (2016-17)	192,433.00	532,786.00	176.9%	Yes
2nd Subsequent Year (2017-18)	192,845.00	394,878.00	104.8%	Yes

Explanation:
(required if Yes)

STRS on Behalf budgeted at 2nd interim.

Other Local Revenue (Fund 01, Objects 8600-8799) (Form MYPI, Line A4)

Current Year (2015-16)	779,087.00	756,808.00	-2.9%	No
1st Subsequent Year (2016-17)	779,087.00	756,808.00	-2.9%	No
2nd Subsequent Year (2017-18)	739,722.00	756,808.00	2.3%	No

Explanation:
(required if Yes)

Books and Supplies (Fund 01, Objects 4000-4999) (Form MYPI, Line B4)

Current Year (2015-16)	281,572.00	272,606.00	-3.2%	No
1st Subsequent Year (2016-17)	244,456.00	237,456.00	-2.9%	No
2nd Subsequent Year (2017-18)	244,456.00	237,456.00	-2.9%	No

Explanation:
(required if Yes)

Services and Other Operating Expenditures (Fund 01, Objects 5000-5999) (Form MYPI, Line B5)

Current Year (2015-16)	1,137,159.00	1,116,167.00	-1.8%	No
1st Subsequent Year (2016-17)	1,044,962.00	1,014,084.00	-3.0%	No
2nd Subsequent Year (2017-18)	1,104,890.00	1,074,002.00	-2.8%	No

Explanation:
(required if Yes)

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

DATA ENTRY: All data are extracted or calculated.

Object Range / Fiscal Year	First Interim Projected Year Totals	Second Interim Projected Year Totals	Percent Change	Status
Total Federal, Other State, and Other Local Revenue (Section 6A)				
Current Year (2015-16)	1,631,248.00	1,841,881.00	12.9%	Not Met
1st Subsequent Year (2016-17)	1,144,785.00	1,493,956.00	30.5%	Not Met
2nd Subsequent Year (2017-18)	1,105,832.00	1,356,048.00	22.6%	Not Met
Total Books and Supplies, and Services and Other Operating Expenditures (Section 6A)				
Current Year (2015-16)	1,418,731.00	1,388,773.00	-2.1%	Met
1st Subsequent Year (2016-17)	1,289,418.00	1,251,540.00	-2.9%	Met
2nd Subsequent Year (2017-18)	1,349,346.00	1,311,458.00	-2.8%	Met

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

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

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

Explanation:

Federal Revenue
(linked from 6A
if NOT met)

Changes in Special Education allocation; increase in Federal, decrease in Local.

Explanation:

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

STRS on Behalf budgeted at 2nd interim.

Explanation:

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

- 1b. STANDARD MET - Projected total operating expenditures have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:

Books and Supplies
(linked from 6A
if NOT met)

Explanation:

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

7. CRITERION: Facilities Maintenance

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

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

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

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

	Required Minimum Contribution	Second Interim Contribution Projected Year Totals (Fund 01, Resource 8150, Objects 8900-8999)	Status
1. OMMA/RMA Contribution		82,000.00	Not Met
2. First Interim Contribution (information only) (Form 01CSI, First Interim, Criterion 7, Line 1)		89,000.00	

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

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

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

8. CRITERION: Deficit Spending

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

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

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

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

DATA ENTRY: All data are extracted or calculated.

	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
District's Available Reserve Percentages (Criterion 10C, Line 9)	23.1%	27.5%	29.5%
District's Deficit Spending Standard Percentage Levels (one-third of available reserve percentage):	7.7%	9.2%	9.8%

8B. Calculating the District's Deficit Spending Percentages

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

Fiscal Year	Projected Year Totals		Deficit Spending Level (If Net Change in Unrestricted Fund Balance is negative, else N/A)	Status
	Net Change in Unrestricted Fund Balance (Form 01I, Section E) (Form MYPI, Line C)	Total Unrestricted Expenditures and Other Financing Uses (Form 01I, Objects 1000-7999) (Form MYPI, Line B11)		
Current Year (2015-16)	314,108.00	7,267,249.00	N/A	Met
1st Subsequent Year (2016-17)	350,047.00	7,081,068.00	N/A	Met
2nd Subsequent Year (2017-18)	225,798.00	7,221,627.00	N/A	Met

8C. Comparison of District Deficit Spending to the Standard

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

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

Explanation:
(required if NOT met)

9. CRITERION: Fund and Cash Balances

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

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

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

Fiscal Year	Ending Fund Balance General Fund Projected Year Totals (Form 01I, Line F2) (Form MYPI, Line D2)		Status
Current Year (2015-16)		2,492,980.22	Met
1st Subsequent Year (2016-17)		2,843,027.22	Met
2nd Subsequent Year (2017-18)		3,068,825.22	Met

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

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

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

Explanation:
(required if NOT met)

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

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

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

Fiscal Year	Ending Cash Balance General Fund (Form CASH, Line F, June Column)		Status
Current Year (2015-16)		2,176,870.00	Met

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

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

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

Explanation:
(required if NOT met)

10. CRITERION: Reserves

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

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

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

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

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

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

	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
District Estimated P-2 ADA (Form A, lines A6 and C4):	690	692	658
District's Reserve Standard Percentage Level:	4%	4%	4%

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

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

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

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

No

	Current Year Projected Year Totals (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
b. Special Education Pass-through Funds (Fund 10, resources 3300-3499 and 6500-6540, objects 7211-7213 and 7221-7223)	0.00	0.00	0.00

10B. Calculating the District's Reserve Standard

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

	Current Year Projected Year Totals (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
1. Expenditures and Other Financing Uses (Form 011, objects 1000-7999) (Form MYPI, Line B11)	8,794,854.00	8,646,380.00	8,836,120.00
2. Plus: Special Education Pass-through (Criterion 10A, Line 2b, if Criterion 10A, Line 1 is No)	0.00	0.00	0.00
3. Total Expenditures and Other Financing Uses (Line B1 plus Line B2)	8,794,854.00	8,646,380.00	8,836,120.00
4. Reserve Standard Percentage Level	4%	4%	4%
5. Reserve Standard - by Percent (Line B3 times Line B4)	351,794.16	345,855.20	353,444.80
6. Reserve Standard - by Amount (\$65,000 for districts with less than 1,001 ADA, else 0)	65,000.00	65,000.00	65,000.00
7. District's Reserve Standard (Greater of Line B5 or Line B6)	351,794.16	345,855.20	353,444.80

10C. Calculating the District's Available Reserve Amount

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

Reserve Amounts (Unrestricted resources 0000-1999 except Line 4)	Current Year Projected Year Totals (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
1. General Fund - Stabilization Arrangements (Fund 01, Object 9750) (Form MYPI, Line E1a)	0.00	0.00	0.00
2. General Fund - Reserve for Economic Uncertainties (Fund 01, Object 9789) (Form MYPI, Line E1b)	0.00	0.00	0.00
3. General Fund - Unassigned/Unappropriated Amount (Fund 01, Object 9790) (Form MYPI, Line E1c)	2,029,363.93	2,379,410.93	2,605,208.93
4. General Fund - Negative Ending Balances in Restricted Resources (Fund 01, Object 979Z, if negative, for each of resources 2000-9999) (Form MYPI, Line E1d)	0.00	0.00	0.00
5. Special Reserve Fund - Stabilization Arrangements (Fund 17, Object 9750) (Form MYPI, Line E2a)	0.00		
6. Special Reserve Fund - Reserve for Economic Uncertainties (Fund 17, Object 9789) (Form MYPI, Line E2b)	0.00		
7. Special Reserve Fund - Unassigned/Unappropriated Amount (Fund 17, Object 9790) (Form MYPI, Line E2c)	0.00		
8. District's Available Reserve Amount (Lines C1 thru C7)	2,029,363.93	2,379,410.93	2,605,208.93
9. District's Available Reserve Percentage (Information only) (Line 8 divided by Section 10B, Line 3)	23.07%	27.52%	29.48%
District's Reserve Standard (Section 10B, Line 7):	351,794.16	345,855.20	353,444.80
Status:	Met	Met	Met

10D. Comparison of District Reserve Amount to the Standard

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

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

Explanation:
(required if NOT met)

SUPPLEMENTAL INFORMATION

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

S1. Contingent Liabilities

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

No

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

S2. Use of One-time Revenues for Ongoing Expenditures

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

No

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

S3. Temporary Interfund Borrowings

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

Yes

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

To Cafeteria Fund for temporary cash flow purposes.

S4. Contingent Revenues

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

No

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

S5. Contributions

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

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

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

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

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

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

Description / Fiscal Year	First Interim (Form 01CSI, Item S5A)	Second Interim Projected Year Totals	Percent Change	Amount of Change	Status
1a. Contributions, Unrestricted General Fund (Fund 01, Resources 0000-1999, Object 8980)					
Current Year (2015-16)	(730,141.00)	(720,669.00)	-1.3%	(9,472.00)	Met
1st Subsequent Year (2016-17)	(799,234.00)	(788,712.00)	-1.3%	(10,522.00)	Met
2nd Subsequent Year (2017-18)	(847,341.00)	(836,811.00)	-1.2%	(10,530.00)	Met
1b. Transfers In, General Fund *					
Current Year (2015-16)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2016-17)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2017-18)	0.00	0.00	0.0%	0.00	Met
1c. Transfers Out, General Fund *					
Current Year (2015-16)	0.00	0.00	0.0%	0.00	Met
1st Subsequent Year (2016-17)	0.00	0.00	0.0%	0.00	Met
2nd Subsequent Year (2017-18)	0.00	0.00	0.0%	0.00	Met

1d. Capital Project Cost Overruns

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

No

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

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

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

1a. MET - Projected contributions have not changed since first interim projections by more than the standard for the current year and two subsequent fiscal years.

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

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

Explanation:
(required if NOT met)

--

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

Project Information:
(required if YES)

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

DATA ENTRY: Enter an explanation if Yes.

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

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

Paid through the Bond Redemption Fund.

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

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

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

No

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

Explanation:
(Required if Yes)

S7. Unfunded Liabilities

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

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

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

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

No

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

n/a

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

n/a

2. OPEB Liabilities

- a. OPEB actuarial accrued liability (AAL)
b. OPEB unfunded actuarial accrued liability (UAAL)

First Interim (Form 01CSI, Item S7A)	Second Interim
368,445.00	368,445.00
368,445.00	

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

Actuarial	Actuarial
Jul 01, 2012	Jul 01, 2012

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

3. OPEB Contributions

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

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

First Interim (Form 01CSI, Item S7A)	Second Interim
47,567.00	47,567.00
47,567.00	47,567.00
47,567.00	47,567.00

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

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

44,517.00	44,517.00
29,517.00	29,517.00
29,517.00	29,517.00

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

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

- d. Number of retirees receiving OPEB benefits

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

4. Comments:

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

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

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

No

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

n/a

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

n/a

2. Self-Insurance Liabilities

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

First Interim (Form 01CSI, Item S7B)	Second Interim

3. Self-Insurance Contributions

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

First Interim (Form 01CSI, Item S7B)	Second Interim

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

4. Comments:

--

S8. Status of Labor Agreements

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

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

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

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

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

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

Status of Certificated Labor Agreements as of the Previous Reporting Period

Were all certificated labor negotiations settled as of first interim projections?

No

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

If No, continue with section S8A.

Certificated (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2014-15)	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Number of certificated (non-management) full-time-equivalent (FTE) positions	42.9	43.0	42.4	41.4

1a. Have any salary and benefit negotiations been settled since first interim projections?

Yes

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

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

If No, complete questions 6 and 7.

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

Yes

If Yes, complete questions 6 and 7.

Negotiations Settled Since First Interim Projections

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

Nov 12, 2015

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

Yes

If Yes, date of Superintendent and CBO certification:

Oct 26, 2015

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

No

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year
(2015-16)

1st Subsequent Year
(2016-17)

2nd Subsequent Year
(2017-18)

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

One Year Agreement

Total cost of salary settlement

% change in salary schedule from prior year

or

Multiyear Agreement

Total cost of salary settlement

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

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

Negotiations Not Settled

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

42,128

7. Amount included for any tentative salary schedule increases

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

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

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

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
310,845	308,278	301,007
100.0%	100.0%	100.0%
12.0%	-1.0%	-2.0%

Certificated (Non-management) Prior Year Settlements Negotiated Since First Interim Projections

Are any new costs negotiated since first interim projections for prior year settlements included in the interim?

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

If Yes, explain the nature of the new costs:

No		
----	--	--

--

Certificated (Non-management) Step and Column Adjustments

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

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
(1,662)	(6,782)	(14,553)
-0.4%	-0.2%	-0.3%

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

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

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

Certificated (Non-management) - Other

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

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

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

Status of Classified Labor Agreements as of the Previous Reporting Period

Were all classified labor negotiations settled as of first interim projections?

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

If No, continue with section S8B.

No

Classified (Non-management) Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2014-15)	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Number of classified (non-management) FTE positions	41.0	41.7	41.7	41.7

1a. Have any salary and benefit negotiations been settled since first interim projections?

Yes

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

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

If No, complete questions 6 and 7.

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

Yes

If Yes, complete questions 6 and 7.

Negotiations Settled Since First Interim Projections

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

Nov 12, 2015

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

Yes

If Yes, date of Superintendent and CBO certification:

Oct 26, 2015

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

No

If Yes, date of budget revision board adoption:

4. Period covered by the agreement:

Begin Date:

End Date:

5. Salary settlement:

Current Year
(2015-16)1st Subsequent Year
(2016-17)2nd Subsequent Year
(2017-18)Is the cost of salary settlement included in the interim and multiyear
projections (MYPs)?**One Year Agreement**

Total cost of salary settlement

% change in salary schedule from prior year
or**Multiyear Agreement**

Total cost of salary settlement

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

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

Negotiations Not Settled

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

14,853

7. Amount included for any tentative salary schedule increases

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

0

0

0

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

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

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
72,290	72,707	72,707
100.0%	100.0%	100.0%
12.0%	0.6%	0.0%

Classified (Non-management) Prior Year Settlements Negotiated Since First Interim

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

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

No		
----	--	--

--

Classified (Non-management) Step and Column Adjustments

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

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
25,000	25,829	26,346
2.0%	2.0%	2.0%

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

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

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

Classified (Non-management) - Other

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

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

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

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

Were all managerial/confidential labor negotiations settled as of first interim projections?

n/a

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

If No, continue with section S8C.

Management/Supervisor/Confidential Salary and Benefit Negotiations

	Prior Year (2nd Interim) (2014-15)	Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Number of management, supervisor, and confidential FTE positions	3.0	3.0	3.0	3.0

1a. Have any salary and benefit negotiations been settled since first interim projections?

If Yes, complete question 2.

n/a

If No, complete questions 3 and 4.

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

If Yes, complete questions 3 and 4.

n/a

Negotiations Settled Since First Interim Projections

2. Salary settlement:

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

Total cost of salary settlement

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

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

Negotiations Not Settled

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

4. Amount included for any tentative salary schedule increases

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

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

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

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

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

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

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
0	(5,032)	2,440
0.0%	-0.1%	0.6%

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

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

Current Year (2015-16)	1st Subsequent Year (2016-17)	2nd Subsequent Year (2017-18)
Yes	Yes	Yes
0	0	0
0.0%	0.0%	0.0%

S9. Status of Other Funds

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

S9A. Identification of Other Funds with Negative Ending Fund Balances

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

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

No

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

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

ADDITIONAL FISCAL INDICATORS

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

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

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

No

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

No

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

No

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

No

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

No

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

No

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

No

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

No

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

No

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

Comments:
(optional)

End of School District Second Interim Criteria and Standards Review

06007 AL		October 2015														Totals up to June 30th		USER INPUT AREA		Type: 2			
12/4/2015 8:42		Beginning	July	August	September	October	November	December 15th	December	January	February	March	April	May	June		2015 2nd Interim	July SY	August SY	Other Months SY	Fiscal Year		
88	9111-9499 Assets (Excluding 9110 Cash)																						
89	9111-9199 Other Cash Equivalents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -		
90	9200-9299 Receivables (Excl. delinquents listed below)	207,165	162,183	1,805	9,893	33,484	-	-	-	-	-	-	-	-	-	207,165		-	-	-	207,165		
91	9200-9299 Delinquents - Principal Apportionment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-		
94	9200-9299 Receivables - Lottery	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-		
95	9300-9319 Temporary Loans / Due From	-	-	-	10,696	-	-	-	-	-	-	-	-	-	-	10,696		-	-	-	10,696		
96	9320-9499 Other Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-		
87	9111-9499 Change In Assets (Excl. 9110 Cash)	\$ 207,165	\$ 162,183	\$ 1,805	\$ 9,893	\$ 33,484	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 226,861		\$ -	\$ -	\$ -	\$ 226,861		
69	9500-9599 Current Liabilities																						
71	9500-9599 Payables	\$ 25,406	\$ (39,725)	\$ (63,924)	\$ 203	\$ 19,286	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (84,158)	1410 CF	\$ -	\$ -	\$ -	\$ (84,158)		
72	9600-9699 Deferred Revenues	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		-	-	-	-		
73	9500-9699 Change In Current Liabilities	\$ 25,406	\$ (39,725)	\$ (63,924)	\$ 203	\$ 19,286	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (84,158)		\$ -	\$ -	\$ -	\$ (84,158)		
75	Multiple Other Activity																						
77	9793 Audit Adjustments		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
78	9795 Other Restatements																						
79	7999 Expense Suspense		(2,629)	47,023	(1,699)	(42,768)	-	-	-	-	-	-	-	-	-	(29)		-	-	-	(29)		
80	8999 Revenue Suspense		(1,735)	5,562	17,681	(21,889)	-	-	-	-	-	-	-	-	-	-		-	-	-	-		
81	9910 Payroll Suspense		(36,056)	36,407	10,190	43,756	-	-	-	-	-	-	-	-	-	54,295		-	-	-	54,295		
82	Treasury Reconciling Items		760	(760)	(5)	15,491	-	-	-	-	-	-	-	-	-	15,491		-	-	-	15,491		
83	Multiple Total Other Activity		\$ (39,662)	\$ 88,233	\$ 26,395	\$ (5,210)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,766	\$ -	\$ -	\$ -	\$ -	\$ 60,766		
86	9110 Ending Balance WITHOUT Borrowing		\$ 1,788,883	\$ 1,433,848	\$ 965,141	\$ 446,122	\$ 41,635	\$ 1,557,232	\$ 1,822,437	\$ 2,172,219	\$ 1,779,644	\$ 1,412,719	\$ 2,737,924	\$ 2,710,825	\$ 2,176,870	\$ 2,177,873	\$ 1,693,449	\$ (7,450)	\$ -	\$ -	\$ (7,450)		
87	Multiple Borrowing Activity																						
90	9640 TRAN / TTF Principal Amounts		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -		
91	8880 TRAN / TTF Premium																						
92	5800 TRAN / TTF Issuance Cost & Interest																						
93	9135 & 9540 TRAN / TTF Repayment																						
94	9600-9619 Temporary Loans / Due To				(1,103)											(1,103)					(1,103)		
95	9620-9649 Other Liabilities (Excluding TRANS)																						
96	Multiple Total Borrowing Activity	\$ -	\$ -	\$ -	\$ (1,103)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,103)		\$ -	\$ -	\$ -	\$ (1,103)		
99	9110 Ending Cash Balance		\$ 1,788,883	\$ 1,433,848	\$ 965,038	\$ 446,122	\$ 41,635	\$ 1,557,232	\$ 1,822,437	\$ 2,172,219	\$ 1,779,644	\$ 1,412,719	\$ 2,737,924	\$ 2,710,825	\$ 2,176,870	\$ 2,176,870							

14-15 Ending Cash Balance	1,969,170	1,564,959	922,409	168,067	187,326	167,326	1,636,624	2,248,972	1,706,223	1,169,165	2,375,171	2,432,701	1,946,879
13-14 Ending Cash Balance	2,352,220	2,035,829	1,792,000	1,244,078	944,702	944,702	2,622,864	2,737,861	2,968,273	1,863,679	2,956,027	2,894,107	2,195,095
12-13 Ending Cash Balance	1,879,429	1,575,603	1,068,364	745,020	419,620	419,620	1,852,349	1,868,963	1,606,442	1,246,738	2,279,305	2,258,198	1,900,914
11-12 Ending Cash Balance	1,611,838	1,199,379	856,618	321,255	175,539	175,539	1,546,583	1,566,362	1,381,555	1,381,555	1,381,555	2,101,477	1,638,497
10-11 Ending Cash Balance	1,700,492	1,235,025	859,208	487,153	206,590	206,590	1,633,643	1,752,462	1,300,504	1,110,744	1,794,902	1,860,796	1,473,826
09-10 Ending Cash Balance	2,254,819	1,857,361	1,026,955	1,140,714	777,411	777,411	2,235,342	1,608,540	1,508,785	1,247,757	1,455,212	1,515,311	1,327,819
08-09 Ending Cash Balance	1,846,676	1,424,819	921,216	759,982	336,543	336,543	1,697,532	1,128,848	842,175	467,043	921,504	955,518	717,219
07-08 Ending Cash Balance	79,854	50,160	112,601	122,338	19,329	19,329	271,704	493,401	92,938	114,164	939,231	864,842	606,677
06-07 Ending Cash Balance	51,591	137,088	101,327	42,176	73,295	73,295	826,591	552,527	621,631	226,258	652,517	629,619	251,106
05-06 Ending Cash Balance	263,669	10,838	73,298	51,917	59,251	59,251	1,127,822	816,240	789,946	346,285	649,432	570,164	220,685
04-05 Ending Cash Balance	293,257	3,573	257,203	496,166	136,415	136,415	894,273	907,090	980,901	475,331	464,538	732,025	236,034


District's authorizing signature

00DE SOURCE DOCUMENT
1213BD 2012/13 Adopted Budget
1213CERT 2012/13 CDE Certified Amount
1011CERT 2010/11 DGS Certified Amount
AB MYP MYP from Adopted Budget SACS File
E ESTIMATE